



ADDENDUM # 2

Date: May 2, 2025

To: All Proposal Document Holders

HEALTH BENEFITS CONSULTANT

The following changes, additions, and/or deletions are hereby made a part of the Request for Proposal as fully and completely as if same were included in the original:

PROPOSAL REQUIREMENTS

A. Page 6 of 31, **PROPOSAL PREPARATION, SCHEDULE, CRITERIA AND REVIEW:**

DELETE the Anticipated Schedule and REPLACE with the following:

The County anticipates the following schedule for the project:

RFP advertisement:	April 9, 2025
Last day to submit questions:	April 29, 2025
Last day to protest solicitation materials:	May 6, 2025
Date of final addendum:	May 6, 2025
Proposal due date:	May 12, 2025 at 5:00 PM PST
RFP review completed:	May 23, 2025
Interviews (if held):	June 2 – 6, 2025
Notice of Intent to Award:	June 13, 2025
Protest period:	Due within 7 days of Notice of Intent to Award issuance.
Notice to proceed:	June 20, 2025
Contract start:	July 1, 2025

QUESTIONS

The following information does not change the details of the Request for Proposal and is provided for informational purposes only.

Q1: Pricing - is the \$125,000 budget number for each year or does that amount cover the initial two-year contract period?

A1: \$125,000 is the budget for each year.

Q2: Are monthly committee meetings in person or virtual?

A2: Virtual with an in person option.

Q3: In the past, has the current broker handled the RFP for the onsite clinic vendor and/or do you anticipate going out to bid for a new vendor?

A3: The County handled the RFP for onsite clinic and pharmacy internally. The current broker gave minimal support. There are 4 more 1-year extensions left on the clinic/pharmacy contract. We would like the option of the broker supporting the next RFP when the time comes.

The original deadline for proposal submissions identified in the RFP for this project **has changed to, May 12, 2025 at 5:00 PM PST.**

Signed by
Heather Herauf
Procurement Manager