



LAKE COUNTY FLORIDA

OFFICE OF PROCUREMENT SERVICES
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ADDENDUM NO. 2

Date: March 6, 2008

RFP No. 08-0012 Insurance, Short Term and Long Term Disability

This addendum is being issued to make the following clarifications to the bidding document. The information in this addendum modifies and changes the original bidding documents and takes precedence over the original documents. **Respondents shall acknowledge receipt of this addendum by completing the addendum form on page 16 of the solicitation. Failure to acknowledge this addendum may preclude consideration of the bid proposal award.**

1. Provide the last three years of paid premium. **Monthly paid premium is not tracked, however, the employee population is fairly static, and has not changed significantly in the last three years. Additionally, rates have not changed in the last three years. Per the employee census included with the RFP, all employees (863) are enrolled in the base plan (100% employer paid), and 347 of the 863 have elected the buy-up plan (difference in cost paid by the employee). Based on this census, the monthly paid premiums are as follows:**

	Enrolled	Rate (per \$100)	Volume	Total per month
Base Plan	863	\$0.2800	\$38,323,724.58	\$8,942.20
Buy-up Plan (EE paid)	347	\$0.2300	\$15,138,573.32	\$2,901.56

2. Provide the net benefits of the open and closed claims and the reserve amounts on the open claims. **A Claims Reserve Report and Claims Status Report Inception are available by visiting our website at http://www.lakecountyfl.gov/departments/procurement_services/bid_details.aspx?bid_number=08-0012. Due to HIPAA, the cause of illness is not provided and the return to work date information is not available.**

"Earning Community Confidence Through Excellence in Service"

DISTRICT ONE
JENNIFER HILL

DISTRICT TWO
ELAINE RENICK

DISTRICT THREE
DEBBIE STIVENDER

DISTRICT FOUR
LINDA STEWART

DISTRICT FIVE
WELTON G. CADWELL

3. Provide a census that identifies the employee occupations. **An occupation/Job Title census that includes employee ID numbers (same as those in the RFP) and corresponding job title (occupation) is provided by visiting our website at http://www.lakecountyfl.gov/departments/procurement_services/bid_details.aspx?bid_number=08-0012. Vendors will need to match up the unique EE numbers from the original censuses, for the particular RFP that they are working on and match it up to this census.**
4. On the open and closed claim exhibit, provide the net and or gross benefit. **Gross benefit amounts available on the Claims Status Reports identified in #2.**
5. Do the employees participate in a Public Employee Retirement System? **Yes, participation is in the Florida Retirement System.**
6. Provide Lake County Tax Exempt Certification. **A copy of the Tax Exempt Certificate may be obtained by visiting our website at http://www.lakecountyfl.gov/departments/procurement_services/bid_details.aspx?bid_number=08-0012.**
7. Provide open reserve amounts for each of the open claims. **Reserves amounts available on the Claims Reserve Report Identified in #2.**
8. Confirm that the claims listing includes both base plan and buy up? Is experience available by Base plan and Buy-up plan? **Includes both; not available separately.**
9. Confirm how the County would like the STD plan to integrate with current sick leave policies? Does the County prefer a “choice” plan or backdoor integration plan? **It is possible, however we do not know at this time.**
10. Confirm that there have not been any plan changes during the experience provided. **Correct.**
11. In regards to the claim listing provided, provide the following for each claimant:
 - Net Monthly Benefit - **Available on the Claims Status Reports identified in #2.**
 - Social Security Status - **Available on the Claims Status Reports identified in #2.**
 - Whether the claim was from the base or the buy up option. **(See #8.)**

Provide monthly paid premium for the last three (3) years and the average covered lives, in each plan for the last three (3) years. **(See answer to #1.)**
13. What are the number of hours an employee must work to be eligible for benefits? **Thirty (30) hours, and be in a benefits eligible position.**

14. What is meant by the category “Deviations”? **The County has provided a sample program that it would like vendors to match. If there is an item that a vendor cannot match, the vendor is to indicate in the “Deviations” column what the vendor is able to offer for that particular service/feature/area.**

If you have any questions regarding this Addendum you may contact Susan Dugan at (352) 343-9768.

Susan Dugan, CPPB
Senior Contracting Officer
Office of Procurement Services