



ADDENDUM #1

Date: December 12, 2019

To: All Plan Holders of Record

City of Palmer –Healthcare Insurance Brokerage Services 20-01HR

The following changes, additions, clarifications, and/or deletions are hereby made a part of the Request for Proposal as fully and completely as if same were fully set forth herein:

1. There are currently no former employees who have elected health insurance coverage under COBRA
2. Current effective dates for Life, STD, LTD and EAP are January 1, 2020. The City has not yet determined if it will extend the current benefits into the new year or purchase a runoff.
3. As provided on Page 13 of Appendix A, E&O coverage minimum required is \$5,000,000.00.
4. Current Stop Loss coverage is \$100,000.00.
5. As listed on Page 14 of Appendix A, the appointment, if made, will be for a period of one (1) year with a possibility of three (3) renewals which may total 4 years maximum. Appendix B, Compensation Schedule states *“Each firm shall provide an explanation of compensation plans for your firm under this proposal including all the services that are to be included in that fee for the potential four (4) years of the engagement.”* Please provide your anticipated compensation schedule should the appointment be made for the entire 4-year term.
6. Correction to Page 16 of Appendix C *“The undersigned proposer further certifies that this statement is executed for the purpose of inducing the City of Seward to consider the proposal and make an award in accordance therewith”* should read *“The undersigned proposer further certifies that this statement is executed for the purpose of inducing the City of Palmer to consider the proposal and make an award in accordance therewith.”*

Direct all questions related to this RFP in writing to: Kimberly Green, Human Resources Specialist, City of Palmer kgreen@palmerak.org