

EMERALD COAST UTILITIES AUTHORITY  
BID 2016 07  
RFP Employee Benefits and Insurance  
February 26, 2016

ADDENDUM NUMBER 1

Prospective Bidders:

This addendum is issued to clarify questions received about this request for proposal for this RFP.

1. Under the proposal forms section, page PF-5, Question 22, you are asking us to disclose commission information; however, page 15 of the RFP specifically states proposals should be net of commission. Are you seeking bids direct from carriers or looking for a broker relationship?

**Response:** ECUA, pursuant to a prior bid, awarded a contract to a paid insurance consultant/agent who assists in the marketing of ECUA's benefits and insurance; therefore, it is ECUA's intent to market directly to carriers with no commission built into these programs.

2. Could you please provide me with a complete census in excel format with member elections for all lines of coverage indicated.

**Response:** The census information is provided as an attachment to this addendum: "ECUA Benefits Census.xlsx." All future respondents may email [amy.williamson@ecua.fl.gov](mailto:amy.williamson@ecua.fl.gov) for access to the census information.

3. Clarification of the Blackout Period described on page 11 of the RFP under the Ex Parte Communication Clause section.

**Response:** The Blackout Period includes the period of time beginning on the date of this addendum and the time the ECUA Board awards the contract and any resulting bid protest is resolved or the solicitation is otherwise cancelled.

4. Could you please provide current and renewal rates?

**Response:** The current rates are provided as an attachment to this addendum: "ECUA Current Rates." Renewal rates have not been received by ECUA.

5. Could you please provide a dental certificate of coverage?

**Response:** The dental certificates of coverage are provided as attachments to this

addendum: "ECUA Dental Certificate Low Option.pdf" and "ECUA Dental Certificate High Option.pdf."

Regards,

Amy Williamson, CPPB, FCCM  
Senior Purchasing Agent