

Date: 03/16/2021
RFP No: 2021-011
Commodity: Third Party Administrator for Worker's Compensation
Purchasing Agent: Mr. Tim Cubos, Purchasing Services, 254-750-6616
Number of pages: 4 pages

Closing Time: 2:00 P.M. CST, Monday, March 30, 2020
Opening Time: 2:01 P.M. CST, Tuesday, March 30, 2021

RFP Opening Location: Operations Center, Purchasing Services Office, 1415 N. 4th St.,
Waco, TX 76707

Addendum No: 1

The above-mentioned RFP invitation has been changed in the following manner. **Sign and return addendum to the Purchasing Office by the closing time and date with your RFP response.** Returning this page signed by your authorized agent will serve to acknowledge this change. All other requirements of the invitation remain unchanged. If you have any questions, please call or stop by the Purchasing Office at the above address.

- 1. The following pages has answers to questions raised, and clarifications & amendments to the specifications. Please review and note the changes.**

Firm: _____

Address _____

Signature of Person
Authorized to Sign Bid: _____

Signor's Name and Title
(print or type): _____

E-mail Address: _____

Date: _____ Telephone: _____ Fax: _____

Addendum No: 1 Responses to Questions

1. Can we submit just annual fee pricing, or are we required to submit per claim pricing also?
 - Yes
2. Open Claim Counts
 - 71 as of 3/10/2021
3. Bill counts for years 2016-2020

Bill Reviews Processed	
Year	Count
2016	723
2017	1181
2018	523
2019	580
2020	1160

4. Is the City currently in a Certified or 504 Network?
 - No. The City would be interested in exploring this as an option.
5. Are you interested in Safety Services?
 - No
6. Who is the XS WC carrier?
 - Midwest
7. Why is the WC TPA services going out for RFP?
 - Contract expiring
8. Please provide the number of takeover claims expected and by classification type.
 - I do not have this information as this number changes daily. Please see the claims report over the last 5 years.
9. How many users will need access to our RMIS system called Cinch?
 - 4-5
10. Can references requested be from clients outside of Texas?
 - Yes but prefer Texas clients due to Texas WC laws and regulations
11. When will responses to questions be communicated?
 - Answers to vendor questions are posted via Addendum soon after questions

deadline date

12. Any exceptions allowed related to caseload indicated of 50 for LT and 150 MO? This might increase the potential pricing/charges for claims handling services.
 - The reference in the RFP regarding LT and MO is that an adjuster may not exceed the following limits. These are not actual claim numbers.
13. Please explain the 504 Provider Network on the pricing form, what are you looking to see included?
 - We do not currently have a 504 provider network
14. Proposer's Qualifications Questionnaire
 - Question 16. Not sure what is required here, can you explain
Provide a brief description of similar recent projects including client name and phone number.
 - Question 17. What kind of Certification
Certifications held by their business and adjusters.
15. Proposer's Scope of Services Questionnaire
 - Question 12. Assuming the date should be December 31, 2020
Statistics as of December 31, 2020
16. 2021 WC TPA Vendor Response. Would you like us to print this completed spreadsheet and include it in our original hard copy proposal or only include it electronically in the three flash drives
 - Responses should be provided in three flash drives, not printed
17. Can we submit just annual fee pricing, or are we required to submit per claim pricing also?
 - Annual fee pricing is accepted
18. Also, could you please clarify whether or not we need to complete and return both the Excel RFP TPA Vendor Response and the Scope of Services, APPENDIX A, or just the Excel spreadsheet?
 - Excel spreadsheet
19. If we need to return responses to APPENDIX A, Scope of Services, would it be possible to get a Word Document for us to complete?
 - A Word document can be provided