

EXHIBIT A-1

(ADDENDUM NO. 1 TO STAMFORD RFP NO. 748)

**MAYOR
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**ADDENDUM NO. 1
(August 24, 2018)
Request for Proposals No. 748 - Health Care Advisory Consultant**

Addendum No. 1 is being issued to all potential bidders to provide the items and attachments set forth herein which shall act to qualify, clarify, or otherwise modify the Contract Documents previously issued regarding the above referenced project. These items, whether of omission, addition, substitution, or clarification, shall be incorporated into the proposals submitted by all bidders, and receipt of this document and its attachments must be acknowledged, either in the space provided on the Bid Form or on the Contractor's Form of Proposal. Failure to do so may subject the Bidder to disqualification.

Q: We understand the City and Board of Education provide benefits separately. Is this RFP solely to assist the City, and the Board of Education will remain with their incumbent consultant?

A: The BOE will remain with its incumbent consultant. However, the consultant will assist the City in regard to the employees who work within the BOE.

Q: The scope of services does not identify assistance with the collective bargaining process. Is it the City's intention to not utilize the consultant during the collective bargaining process?

A: No. It is the City's intention to have the consultant provide assistance with the collective bargaining process.

Item Y in the scope of services requires that we provide an on-site health care professional one day per week.

Q: What are the professional credentials of the health care professional? Is this a Nurse, a Cigna representative, or are you requesting the consultant be on-site one day per week?

A: We are requesting a consultant to be on-site one day per week.

Q: What types of services does this professional currently provide?

A: Assistance with all health related issues that HR handles.

Q: Is there a separate fee arrangement for this health care professional?

A: It would be appropriate for the fee for this aspect to be noted separately.

Q: Why are the consulting services out to bid?

A: The normal contracting cycle.

Q: Who is the current consultant?

A: USI

Q: What are the current annual fees and commissions being paid the consultant?

A: Please submit FOI requests to Natasha Townsend, Contract Compliance Officer.

All other terms and conditions of RFP No. 748 remain the same.

**Erik J. Larson
Purchasing Manager**

**cc: Clemon Williams, Director of Human Resources
Purchasing Department File**