



**ADDENDUM 1
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

Solicitation: RFP 7400 JTH 3022

Addendum No: 1

Date of Addendum: May 9, 2022

This addendum is to incorporate the following changes to the above referenced solicitation:

I. Clarifications:

II. Questions:

Q1 Could you please provide an electronic copy of the prior actuarial report prior to the deadline for submitting the bid?

A1 A public records request needs to be made through the Austin public information office in order to get this information.

Q2 Could you please provide the proposal scoring from the previous RFP

A2 Proposal scoring is provided an attached at Exhibit A.

Q3 Will the City share the evaluation sheet and perform a debriefing if requested at the end of the process?

A3. The evaluation sheet and a debriefing can occur after the process is concluded and a contract has been signed with the selected vendor.

Q4. Could you please provide the total claim count and dollar amount of claims for the past two years?

A4. The total claim count and dollar amount of claims for the past two years is as follows:

FISCAL YEAR	TOTAL NEW CLAIMS RECEIVED DURING FISCAL YEAR	TOTAL AMOUNT PAID
FY 21	2,994 (445 incident only; 1700 medical only, 845 Indemnity, 3 fatality)	\$11, 128, 179
FY 20	2,719 (570 incident only; 1559 medical only, 590 indemnity; 0 fatality)	\$9,765,868

- Q5. Is data available in Microsoft Excel or other machine-readable electronic format?
- A5. Yes, data is available in Microsoft Excel or other machine-readable electronic format.
- Q6. What was the price for Aon's actuarial services by fiscal year?
- A6. The pricing for each annual actuary is \$4,500 per year.
- Q7. The RFP mentions the data will be sent over in a workable format and later mentions that the triangles will be sent via PDF. Will the claims data be sent via Excel or PDF?
- A7. The claims data can be sent in either format; the dataset is very large.
- Q8. Can you provide more detail on what the City is looking for in item #3 of the example exhibits list?
- A8. The City is looking for a comparison of loss rates and severity trends showing benefit level changes.
- Q9. Does the City need the funding and/or reserve amounts compiled by department or just by indemnity/medical for the City as a whole?
- A9. The City needs funding and/or reserve amounts for the City as a whole.
- Q10. The RFP requests a comparison to other Texas public entities. Will the City be providing the necessary data and specific entities to which the City would like to be compared against?
- A10. The City does not provide any data for this comparison; the comparison is of other large municipalities similar to the City with regard to self- insured retention levels, gross payroll, expected loss costs, and projected expected ultimate losses – the comparison provides detail about where the City lies in relation to other similar entities. The other entities' identities are not expected to be provided.
- Q11. Who was the last consulting firm that performed the work?
- A11. Please refer to page 34, Scope of Work, Section II Background Item B. Actuarial services are currently being provided by Aon Risk Consultants.
- Q12. How long have the current actuaries been providing their service?
- A12. Please refer to page 34, Scope of Work, Section II Background Item B. Actuarial services are currently being provided by Aon Risk Consultants. They have been providing services for the past 5 years.
- Q13. What were the annual fees charged and the terms of the contract?
- A13. The annual fees were provided in the last batch of questions I sent over on Friday. \$4,500 per year.
- Q14. Has the scope of the work changed since the work was done?
- A14. Refer to Scope of Work Page 36, Section III.C.v. this was added to the scope of work.
- Q15. Can we get a copy of the proposal of the last successful bidder?
- A15. The last successful bidder proposal would be provided as part of a public records (and in accordance with) request through the PIO office of the City of Austin.
- Q16. Is the City willing to negotiate a lower limit that the \$5 million professional liability insurance requirements in its proposal?

A16. Yes the City is willing to enter into discussions with the selected firm for lower professional liability requirements.

III. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.