

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

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PURCHASING DEPARTMENT

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NOTICE TO BIDDERS

ADDENDUM TO REQUEST FOR SEALED PROPOSAL

DATE: 2/1/2018

This Addendum forms a part of and modifies the original Proposal Document, issued by the Spring Branch Independent School District.

Invitation to Bid entitled: ANNUAL CONTRACT FOR VOLUNTARY GROUP LONG TERM
DISABILITY INSURANCE & EAP

Bid Number: _____ 12326 _____

Bid Opening Date & Time: _____ FEBRUARY 8, 2018 @ 2:00 P.M. _____

ADDENDUM NO. 2

Please make the following additions, revisions, and/or deletions to the Bid Document:

The bidder shall acknowledge receipt of this addendum in his bid form.

See Attachments

See Questions and Answers Below

**ADDENDUM NO. 2, PROPOSAL #12326
QUESTIONS AND ANSWERS**

Question #1: Is SBISD accepting proposals for a stand-alone EAP or is the CSP only for one contract for Long Term Disability with an embedded EAP?

Answer #1: SBISD Proposal #12326 is one contract for both Voluntary Group Long Term Disability Insurance & EAP.

Question #2: Can SBISD provide month over month paid premiums, paid claims and covered lives from 1/1/2013 through 12/31/2017?

Answer #2: Attached with addendum

Question #3: Can SBISD provide The Standard’s Paid and Incurred report for 1/1/2013 through 12/31/2017?

Answer #3: Attached with addendum

Question #4: Can SBISD provide the rate history from 1/1/2013 through 12/31/2017?

Answer #4: Please see rate history below:

9/2015 to 9/1/2018		
Elimination Period	Monthly Premium	
	Plan A	Plan B
14/14	\$3.35	\$1.46
30/30	\$3.19	\$1.30
90/90	\$2.60	\$0.98
180/180	\$2.32	\$0.67
9/2013 to 9/2015		
Elimination Period	Monthly Premium	
	Plan A	Plan B
14/14	\$3.59	1..56
30/30	\$3.42	\$1.39
90/90	\$2.78	\$1.05
180/180	\$2.48	\$0.71

Question #5: Can SBISD define what it considers stipends in the earnings definition?

Answer #5: A stipend is additional pay for extra duties or certifications outside of the regular job description.

Question #6: Is EAP requested for all employees, even those not electing Long Term Disability coverage?

Answer #6: Yes, EAP is needed for all employees.

ADDENDUM NO. 2, PROPOSAL #12326 QUESTIONS AND ANSWERS

Question #7: In the census three employees have coverage that exceeds their annual salary, can SBISD clarify whether this is an error or if these coverages need to be grandfathered?

Answer #7: That would be an error as employees may have a position/salary change and it takes time for the correct coverage amount to be updated. No grandfathering is needed.

Question #8: Can SBISD confirm whether group participates in Social Disability Insurance?

Answer #8: The group does not pay into Social Security.

Question #9: On page 29 of the CSP, it states “also is requesting to see alternate proposal option to include the use or partial use of accrued leave time, prior to disability.” Can SBISD clarify this request and include sick leave balances in days if requesting the elimination period to require the exhaustion of sick leave?

Answer #9: Please disregard this request

Question #10: Can SBISD provide at least three years of experience data that includes the following?

- 1) Paid premium by month
- 2) Detailed open claim listing that includes DOB, DOL, total paid, reserves amounts and diagnosis
- 3) Detailed closed claim listing that includes DOB, DOL, and total paid

Answer #10: 1) Attached with addendum
2) Attached with addendum
3) Attached with addendum

Question #11: Can SBISD provide clarification on the incur dates for claims as far back as May 2014 on the titled “Claims_Open_Closed_w_Reserves” (Dated October 2017 thru December 2017)?

Answer #11: The Open Closed Claims Report, shows open and closed claims. If there are no date in the term column, the claim is open. The report also includes reserves after the claim was closed.

ADDENDUM NO. 2, PROPOSAL #12326 QUESTIONS AND ANSWERS

Question #12: A) What is the start date and the through date for the report titled “Disability Offset Amounts at January 8, 2018”?
B) Is this open claims only?
C) Can SBISD provide a revised report with total paid claims?

Answer #12: A) Includes current period of offset amounts, see the claim dates
B) Yes, open claims
C) Attached with addendum

Question #13: Can SBISD provide an incurral report including: paid claims by incurral date, premium by period to align with the paid claims, covered lives an/or volumes by year, complete open/closed claim report that includes net monthly benefit, gender, DOB, and total paid claims by claimant?

Answer #13: Attached with addendum

Question #14: Is Willis Tower Watson the current AOR?

Answer #14: Yes, Willis Tower Watson is the current AOR.

Question #15: For the experience the claim report only covers 2 months (10/2017-12/2017), can SBISD provide the Standard claim detail report back 5 years (9/2013-12/2017)?

Answer #15: Attached with addendum

Question #16: In regards to the booklet, could SBISD provide clarification if there are any Canadian EEs on the census?

Answer #16: All employees from the census live in Texas

Question #17: Can SBISD identify the class 2 employees (working retirees), if any?

Answer #17: Working retirees are employees who retire through TRS and come back to work at some point after.

Question #18: Can SBISD provide premium, lives and volume history covering the same period of 9/2013 to 12/2017?

Answer #18: Attached with addendum

**ADDENDUM NO. 2, PROPOSAL #12326
QUESTIONS AND ANSWERS**

Question #19: Will SBISD accept a CD instead of a flash drive/USB for the electronic copy of the proposal?

Answer #19: Please provide USB/Flash drive only

Question #20: Can SBISD provide a revised census with gender information?

Answer #20: Please see addenda #1

Question #21: Can SBISD provide updated open and closed claim listing for the last 5 years?

Answer #21: Attached with addendum

Question #22: Can SBISD confirm that part-time employees provided on the census not be included?

Answer #22: Part-time employees working 50% or more of a full time position are eligible for benefits and are on the census. This is SBISD eligibility wording: An employee must be an active, contributing TRS member or a TRS retiree who works 50% or more of the time required of the standard workload for a full-time position.

END OF ADDENDUM NO.2