

# SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

Scott Muri, Ed.D, Superintendent of Schools

## PURCHASING DEPARTMENT

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BARBARA A. ROBILLARD  
Director of Purchasing

# 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. \_\_\_\_\_ 3 \_\_\_\_\_

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 Questions and Answers Below**

## **ADDENDUM NO. 3, PROPOSAL #12326 QUESTIONS AND ANSWERS**

**Question #1:** Will SBISD entertain a quote for a stand-alone EAP separate from the long-term disability plan?

**Answer #1:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #2:** Why is SBISD going out for bid on EAP at this time?

**Answer #2:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #3:** How long has The Standard been providing services to SBISD?

**Answer #3:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #4:** What is the current visit model for the EAP?

**Answer #4:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #5:** Can SBISD provide the current rate and a rate history throughout the contract term for EAP?

**Answer #5:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #6:** How many hours of training, orientation, educational seminars and health fair participation are included in the current EAP contract per year?

**Answer #6:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #7:** How many total hours of training, educational workshops, orientations, and health fairs were utilized in the last year through the EAP?

**Answer #7:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #8:** Can SBISD provide copies of the 2017 EAP utilization reports?

**Answer #8:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

## **ADDENDUM NO. 3, PROPOSAL #12326 QUESTIONS AND ANSWERS**

**Question #9:** How many face-to-face EAP sessions were utilized in the last year?

**Answer #9:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #10:** How many hours of Critical Incident Stress Debriefings (CISDs) are included in the current contract per year?

**Answer #10:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #11:** How many CISDs were utilized in the last year?

**Answer #11:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #12:** A) Can SBISD provide insight into the condition of the workforce?  
B) Are there specific issues facing SBISD workforce (i.e stress, morale, etc.) and HR?  
C) Have there been any major events in the last year (i.e reductions in force, critical incidents, etc.)?

**Answer #12:** A) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.  
B) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.  
C) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #13:** Is SBISD's EAP Helpline currently answered by customer service representatives or by clinical personnel?

**Answer #13:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**Question #14:** Are legal, financial and daily living work/life services currently a part of SBISD's EAP program?

**Answer #14:** SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**ADDENDUM NO. 3, PROPOSAL #12326  
QUESTIONS AND ANSWERS**

**Question #15:** A) What will be required of the client reference list?  
B) Will SBISD conduct a telephone interview?  
C) Will SBISD require a written reference response?

**Answer #15:** A) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.  
B) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.  
C) SBISD is not currently seeking a bid for Stand-alone EAP. Therefore the following questions do not apply.

**END OF ADDENDUM NO.3**