

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: 1/31/2017

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 LEGAL PLAN & IDENTITY THEFT PROTECTION PLAN

Bid Number: 11457

Bid Opening Date & Time: FEBRUARY 7, 2017 @ 10:30 A.M.

ADDENDUM NO. 2

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

***NOTE: Open enrollment period dates have been revised (Mid-July 2017 until end of August 2017)**

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

See Questions and Answers Below

ADDENDUM NO. 2, PROPOSAL #11457 QUESTIONS AND ANSWERS

Question #1: (7.0 Specifications, p. 29): What is the official name of the TPA that SBISD uses for the administration of the enrollment of their online benefits?

Answer #1: MGM Benefits Group, The Benefits HUB

Question #2: (7.0 Specifications, p. 29): To help better understand potential set-up or ongoing TPA costs, can SBISD provide the organization's name and contact information for SBISD's TPA that administers SBISD's online benefits?

Answer #2: See question #1. Please speak with SBISD's POC: SBISD – Broker of Record Willis Towers Watson, contact person is Lillian Villareal: Direct Phone# (713) 625-1168 or Email: Lillian.Y.Villareal@WillisTowersWatson.com

Question #3: (2.0 Scope of Proposal, p. 4): If submitting a flash drive, do vendors also need to submit an original paper version or is the flash drive sufficient?

Answer #3: Both as requested in the CSP.

Question #4: Does SBISD want legal insurance providers to include answers to Section 4.4.0 Warranty/Guarantee (page 11)? The questions seem directed to vendors who supply materials/construction and not applicable to a legal insurance carrier.

Answer #4: Section 4.4.0 is not applicable as this is for vendors who supply materials and warranty information.

END OF ADDENDUM NO. 2