



Purchasing

DATE: July 1, 2020

TO: Firms who have submitted an "Intent to Propose" letter; RFP LP1920-01, Third-Party Administrator, Workers Comp.

FROM: Renton School District #403 – Business Services Department/Purchasing
Lisa Palmer, Purchasing Manager.

RE: **Addendum:** Clarifications and responses to questions pertaining to RFP LP1920-01

Interested Firms,

Thank you for your interest in participating in the Third-Party Administrator, Workers Comp formal solicitation process. Please see the following answers to questions submitted by interested firms.

1. **QUESTION:** Claims and Data - Can we get 5-years of aggregate claims data?
 - a. Number of claims per calendar year; broken out by indemnity and medical only claims?
 - b. Total incurred dollars for each calendar year?

ANSWER:

- a. Between 2015-2019 we had a total of 648 accepted claims. Of those 648 Claims 253 were indemnity and 395 were medical only.
- b. Our incurred dollar amounts per year were: 2019 - \$924,159; 2018 - \$838,436; 2017 - \$1,021,530; 2016 - \$879,506; 2015 - \$776,971.

2. **QUESTION:** Claims and Data - Which law firm(s) did Renton School District utilize for its 2019 workers' compensation defense?

ANSWER: HALL & MILLER, P.S.

3. **QUESTION:** Claims and Data - Does the Renton School District have its own risk management information system?

ANSWER: No. I-Comp access granted through Eberle Vivian, and SafeSchools incident tracking.

4. **QUESTION:** Claims and Data - If yes to RMIS software, is it a proprietary software or leased software?

ANSWER: No.

5. **QUESTION:** Claims and Data - If leased what RMIS does Renton lease?

ANSWER: N/A

6. **QUESTION:** Claims and Data - Does Renton get daily downloads from the incumbent administrator into your RMIS?

ANSWER: N/A

7. **QUESTION:** Claims and Data - In addition to the regular quarterly claims review meetings approximately how many administrative, school board and site visits were made by the incumbent's claims examiners during calendar year 2019?

ANSWER: Zero

8. **QUESTION:** Incumbent and Self-Funding - Is the incumbent workers' compensation TPA still Eberle Vivian?

ANSWER: Yes

9. **QUESTION:** Incumbent and Self-Funding - Does Renton School District also "self-fund" it's:
a. Health benefits?
b. Absence management?

ANSWER:

- a. Benefits processed by the state SEBB program.
b. Yes, managed in-house.

10. **QUESTION:** Incumbent and Self-Funding - If yes to self-funding other lines of coverage does Renton School District utilize an administrator for these lines of coverage?

ANSWER: No.

11. **QUESTION:** Incumbent and Self-Funding - If utilizing an administrator for Health Benefits and/or Absence Management are the administrators the same as the incumbent workers' compensation administrator?

ANSWER: No.

12. **QUESTION:** Related to Claims Services - Does Renton utilize nurse case managers?

ANSWER: Yes, outsourced through Eberle Vivian on an as needed basis.

13. **QUESTION:** Related to Claims Services - Does Renton currently utilize 24-7 nurse triage services?

ANSWER: No.

14. **QUESTION:** Related to Claims Services - May we have bill review statistics; number of invoices, savings and related expense, including Three years annualized data; invoice volume, aggregate billed, aggregate saved and related annual detailed / aggregated medical invoice expense?

ANSWER: Three-year payment history Reports have been attached for PO's 6081900003 (2019-20FY); 6081800019 (2018-19FY); 6081700011 (2017-18FY). Seven (7) invoices dated September 2018 through current. A summary of payment history has been charted here.

Payment History - TPA September 2016 - Current		
Check date	Check #	Check amount
03/13/2020	687311	\$16,220.23
12/20/2019	686110	\$16,220.23
09/27/2019	684718	\$15,477.32
06/14/2019	683096	\$15,477.32
03/29/2019	188554	\$45,680.92
09/28/2018	185641	\$14,726.28
03/09/2018	182162	\$14,726.28
12/15/2017	180574	\$14,726.28
09/15/2017	178110	\$14,132.71
06/09/2017	175600	\$14,132.71
03/17/2017	173089	\$14,132.71
01/13/2017	171342	\$14,132.71
09/30/2016	168543	\$13,668.00



Launching Learning to Last a Lifetime

300 Southwest 7th Street, Renton, Washington 98057-2307 | p.425.204.2250

www.rentonschools.us

15. **QUESTION:** Related to Claims Services - Does Renton currently use loss prevention - risk management consulting services?

ANSWER: Yes.

16. **QUESTION:** Related to Claims Services - If no, to any of the above, does Renton want to consider utilizing any of these cost containment services?

ANSWER: Yes.

17. **QUESTION:** Related to Claims Services - Does Renton School District have collective bargaining with any group(s) of employees?

ANSWER: Yes, groups include REA, RESP, SEIU, Prof-Tech, and AFT

18. **QUESTION:** Related to Claims Services - If Yes, do agreements impact workers' compensation benefits to include salary continuation?

ANSWER: Yes.

19. **QUESTION:** Related to Claims Services - If Yes to employee salary continuation are the bargaining units similar or, do they vary per unit?

ANSWER: They vary per unit.

20. **QUESTION:** Related to Claims Services - If Yes to salary continuation are there any additional restrictions to RTW through modified duty while on salary continuation or other limitations?

ANSWER: Yes, all light/modified duty work must fall within the employee's union group/assignments or the work must be available for all parties (i.e. science kits).

21. **QUESTION:** Would it be possible to secure the data layout that SafeSchools uses for data intake? This will help us better respond to the preferences noted on page six, specifically, "Software able to integrate to SafeSchools incident tracking."

ANSWER: We are a client of SafeSchools and do not have access to their proprietary database layout, nor do we have specific understanding of special import/export features it can tie into other products. We have some understanding that it can be populated with our user account information by side-loading .csv information, but beyond that we are not aware of any other specific integrations possible. If there are SafeSchools integrations in existence, they would likely be due to vendor partnerships to develop such integrations to offer SafeSchools clients.

ZOOM ROOM INVITATION FOR PUBLIC OPENING VIRTUAL OPTION:

July 13, 2020; 2pm – 2:45pm -Meeting ID 998 0306 9409 - meeting password 564904

Invite link: <https://rentonschools.zoom.us/j/99803069409?pwd=OXk5d1ZWZjB6UjlqakxUb25CQW1wZz09>



Launching Learning to Last a Lifetime

300 Southwest 7th Street, Renton, Washington 98057-2307 | p.425.204.2250

www.rentonschools.us

<u>PO Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>	<u>Vendor Key</u>	<u>Vendor Name</u>	<u>Liq</u>	<u>Fiscal Yr</u>	<u>Entered Dt</u>	<u>Due Date</u>	<u>PO Amount</u>
<u>Invoice Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>	<u>Vendor</u>	<u>Fiscal Yr</u>	<u>Invoice Dt</u>	<u>Check Date</u>	<u>Check Nbr</u>	<u>Invoice Amount</u>	<u>Check Type</u>
6081900003	Open	10	SELF INSURED WORKER'S COMPENSA	EBERLE V001	EBERLE VIVIAN INC	P	2019-2020	09/10/2019	09/10/2019	62,000.00
149388	History	0927AK01	SELF INSURED WORKER'S COMPENSA	EBERLE V001	2019-2020	09/01/2019	09/27/2019	684718	15,477.32	Regular
149480	History	1220ak01	SELF INSURED WORKER'S COMPENSA	EBERLE V001	2019-2020	12/01/2019	12/20/2019	686110	16,220.23	Regular
150038	History	0313AK01	SELF INSURED - QTR 2	EBERLE V001	2019-2020	03/04/2020	03/13/2020	687311	16,220.23	Regular
Total Payments:									47,917.78	

***** End of report *****

<u>PO Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>	<u>Vendor Key</u>	<u>Vendor Name</u>	<u>Liq</u>	<u>Fiscal Yr</u>	<u>Entered Dt</u>	<u>Due Date</u>	<u>PO Amount</u>
<u>Invoice Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>	<u>Vendor</u>	<u>Fiscal Yr</u>	<u>Invoice Dt</u>	<u>Check Date</u>	<u>Check Nbr</u>	<u>Invoice Amount</u>	<u>Check Type</u>
6081800019	History	08	SELF INSURED WORKER'S COMPENSA	EBERLE V001	EBERLE VIVIAN INC	C	2018-2019	03/08/2019	03/08/2019	62,000.00
148989	History	0329AK01	SELF INSURED-3RD QTR 2018	EBERLE V001	2018-2019	06/01/2018	03/29/2019	188554	14,726.28	Regular
149174	History	0329AK01	SELF INSURED- 1ST QTR 2019	EBERLE V001	2018-2019	12/01/2018	03/29/2019	188554	15,477.32	Regular
149183	History	0329AK01	SELF INSURED - 2ND QTR 2019	EBERLE V001	2018-2019	03/01/2019	03/29/2019	188554	15,477.32	Regular
149278	History	0614AK01	3RD QTR FEE - SELF INSURED	EBERLE V001	2018-2019	06/01/2019	06/14/2019	683096	15,477.32	Regular
Total Payments:									61,158.24	

***** End of report *****

<u>PO Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>	<u>Vendor Key</u>	<u>Vendor Name</u>	<u>Liq</u>	<u>Fiscal Yr</u>	<u>Entered Dt</u>	<u>Due Date</u>	<u>PO Amount</u>		
<u>Invoice Number</u>	<u>Status</u>	<u>Batch</u>	<u>Description</u>		<u>Vendor</u>	<u>Fiscal Yr</u>	<u>Invoice Dt</u>	<u>Check Date</u>	<u>Check Nbr</u>	<u>Invoice Amount</u>	<u>Check Type</u>	
6081700011	History	11	Self-Insured Worker's Compensa	EBERLE V001	EBERLE VIVIAN INC			C	2017-2018	12/11/2017	12/11/2017	58,905.12
148790		History	1215AK01	1ST QTR 2018	EBERLE V001	2017-2018	12/01/2017	12/15/2017	180574	14,726.28		Regular
148890		History	0309AK01	2ND QTR - SELF INSURED COMP	EBERLE V001	2017-2018	03/01/2018	03/09/2018	182162	14,726.28		Regular
Total Payments:										29,452.56		

***** End of report *****

Eberle Vivian

206 Railroad Ave North

Kent, WA 98032-4533 US

+1 6039709204

francis.alger@helmsmantpa.com

Invoice

6081900003

BILL TO

MS Angela Kinzler
RENTON SCHOOL DISTRICT NO.
403
KOHLWES EDUCATION CENTER
300 SW SEVENTH ST.
RENTON, WA 98057

SHIP TO

MS Angela Kinzler
RENTON SCHOOL DISTRICT NO.
403
MS Angela Kinzler
RENTON SCHOOL DISTRICT NO.
403

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
150038	03/04/2020	\$16,220.23	04/03/2020	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: SECOND QUARTER 2020	1	16,220.23	16,220.23

THANK YOU FOR ALLOWING US TO SERVE AS YOUR ADMINISTRATORS

BALANCE DUE

\$16,220.23

Eberle Vivian

206 Railroad Ave N

Kent, WA 98032 US

k9driver@eberlevivian.com

www.eberlevivian.com

Invoice**BILL TO**

MS Angela Kinzler

RENTON SCHOOL DISTRICT NO.

403

KOHLWES EDUCATION CENTER

300 SW SEVENTH ST.

RENTON, WA 98057

PO 6081900003

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
149480	12/01/2019	\$16,220.23	12/31/2019	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/01/2019	55 CPI ADJUSTMENT	THE 2018 CPI FOR THE SEATTLE METRO AREA WAS 02.8% WHICH INCREASES THE 2020 CONTRACT FEE (\$ 61,909.28X 1.048) TO \$64,880.92	1	0.00	0.00
12/01/2019	RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION:FOR THE FIRST QUARTER 2020	1	16,220.23	16,220.23

THANK YOU FOR ALLOWING US TO SERVE AS YOUR ADMINISTRATORS

BALANCE DUE

\$16,220.23

9/18 reminder

Eberle Vivian

206 Railroad Ave N
Kent, WA 98032 US
k9driver@eberlevivian.com
www.eberlevivian.com

Invoice

BILL TO

MS Angela Kinzler
RENTON SCHOOL DISTRICT NO.
403
KOHLWES EDUCATION CENTER
300 SW SEVENTH ST.
RENTON, WA 98057

6081900003 (R)

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
149388	09/01/2019	\$15,477.32	10/01/2019	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/01/2019	RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: FOURTH QUARTER 2019	1	15,477.32	15,477.32

THANK YOU FOR ALLOWING US TO SERVE AS YOUR ADMINISTRATORS

BALANCE DUE

\$15,477.32

EBERLE VIVIAN

206 Railroad Ave N
Kent, WA 98032 US
k9driver@eberlevivian.com
www.eberlevivian.com

Invoice

PO 6081800019

BILL TO

MS MEGHAN MOORE
RENTON SCHOOL DISTRICT NO.
403
KOHLWES EDUCATION CENTER
300 SW SEVENTH ST.
RENTON, WA 98057

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
149278	06/01/2019	\$15,477.32	07/01/2019	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/01/2019	RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: 3RD QUARTER 2019	1	15,477.32	15,477.32

THANK YOU FOR ALLOWING US TO SERVE AS YOUR ADMINISTRATORS

BALANCE DUE

\$15,477.32

EBERLE VIVIAN

206 Railroad Ave N
Kent, WA 98032 US
k9driver@eberlevivian.com
www.eberlevivian.com

Invoice**BILL TO**

MS WENDY COUTURE
RENTON SCHOOL DISTRICT NO.
403
KOHLWES EDUCATION CENTER
300 SW SEVENTH ST.
RENTON, WA 98057

6081800019

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
149183	03/01/2019	\$15,477.32	03/31/2019	Net 30	

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: 2ND QUARTER 2019	1	15,477.32	15,477.32

THANK YOU FOR ALLOWING US TO SERVE AS YOUR ADMINISTRATORS

BALANCE DUE

\$15,477.32

Thank you

APPROVED

EBERLE VIVIAN
206 Railroad Ave N
Kent, WA 98032 US
k9driver@eberlevivian.com
www.eberlevivian.com

Invoice

BILL TO

RENTON SCHOOL DISTRICT NO.
403
KOHLWES EDUCATION CENTER
300 SW SEVENTH ST.
RENTON, WA 98057

608180019

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
149174	12/01/2018	\$15,477.32	12/01/2018	

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
55 CPI ADJUSTMENT	THE 2017 CPI FOR THE SEATTLE METRO AREA WAS 03.1% WHICH INCREASES THE 2019 CONTRACT FEE (\$58905.12 X 1.051) TO \$61,909.28		0.00	0.00
				0.00
RENTON SCHOOL DISTRICT	RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: FIRST QUARTER 2019	1	15,477.32	15,477.32

THANK YOU FOR ALLOWING US THE OPPORTUNITY TO SERVE AS
YOUR ADMINISTRATOR

BALANCE DUE

\$15,477.32

*This is still unpaid!
please bring current.
Thank you
Lee*

EBERLE VIVIAN

206 RAILROAD AVENUE NORTH
KENT, WA 98032

Invoice

Date	Invoice #
9/1/2018	149082

Bill To
RENTON SCHOOL DISTRICT NO. 403 KOHLWES EDUCATION CENTER 300 SW SEVENTH ST. RENTON, WA 98057

Phone #
253-854-6323

Description	Amount
RE: SELF-INSURED WORKERS' COMPENSATION CLAIMS ADMINISTRATION: 4TH QUARTER 2018	14,726.28
<div data-bbox="478 1092 925 1407"><i>Thanks Lee</i></div> <div data-bbox="1043 1018 1353 1194"><div>SEP 20 2018</div><div>Accounts Payable</div></div> <div data-bbox="568 1619 986 1854"><div>APPROVED</div><div><i>Hide Black</i></div><div>9769 687010</div></div>	
THANK YOU FOR ALLOWING US THE OPPORTUNITY TO SERVE AS YOUR ADMINISTRATOR	Total \$14,726.28