



# SAN FRANCISCO HEALTH SERVICE SYSTEM

Affordable, Quality Benefits & Well-Being

## ADDENDUM NO. 3

### RFP for EAP and MH Services – 2022-2024

June 29, 2021

## REQUEST FOR PROPOSALS FOR San Francisco Health Service System

### Employee Assistance Program (EAP) Services for City Employees and Mental Health Services for First Responders of the City and County of San Francisco

RFPQ#HSS2021.W4

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This Addendum is being issued to modify the requirements in the above-referenced Request for Proposals (RFP) and to respond to questions and requests for clarification received by or before 12:00 PM Pacific Daylight Time on Friday, June 11, 2021 (the "Deadline for RFP Questions"). Please review the terms of the RFP and this Addendum carefully. If there are any inconsistencies between the RFP and the terms of this Addendum, then the terms of this Addendum shall prevail. Section references below are to the RFP and are provided for convenience of reference only.

Please be advised that while the Deadline for RFP Questions has passed, SFHSS reserves the right to respond to additional requests for clarification prior to the receipt of proposals in response to this RFP. These questions may include, but are not limited to, requests for further information on becoming a Certified City Supplier within ten (10) days of selection as a result of this RFP and compliance with Chapter 12B of the San Francisco Administrative Code.

#### A. Modifications to RFP:

1. Section 1.5 (Target Population) is hereby amended to include additional 2021 employee population data with the fields ZIP Code, Age-Band, Gender, and the corresponding Employee Count:

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**File Name: Addendum No. 3\_Attachment 1\_EAP RFP Target Population Location Data.xls (available for download at <https://sfhss.org/RFPs>).**

2. Section 1.5 (Target Population) is hereby amended to include additional location data for the population of employees from the San Francisco Fire Department (SFFD):

**File Name: Addendum No. 3\_Attachment 2\_SFFD Home Locations as of 6.25.21.xls (available for download at <https://sfhss.org/RFPs>).**

Please note that only seven (7) out of 1,759 SFFD employees (as of June 25, 2021) reside outside of California. These employees live in Colorado, Idaho, North Carolina, Tennessee and Texas. SFFD employees work an average of nine (9) shifts per month. Due to the ability to trade shifts and stack shifts, employees are able to commute from and reside outside the State of California. These employees may receive Services as a result of this RFP through tele-health and/or in-person counseling services.

**B. Questions & Answers**

*Reserved.*