



# SAN FRANCISCO HEALTH SERVICE SYSTEM

Affordable, Quality Benefits & Well-Being

## ADDENDUM NO. 1

### RFP for Life and Disability Benefits Request For Proposal (RFPQHSS2024.B1)

December 10, 2024

#### REQUEST FOR PROPOSALS FOR

#### Life and Disability Benefits for the San Francisco Health Service System (RFPQHSS2024.B1)

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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 Friday, December 13, 2024 at 12:00 PM (PDT) (the “Deadline for RFP Questions”).

Please review the terms of the RFP and this Addendum carefully. If there are any inconsistencies between the RFP (issued December 3, 2024) and the terms of this Addendum No. 1, then the terms of this Addendum No. 1 shall prevail.

Section references below are to the RFP and are provided for convenience of reference only.

## **A. Questions & Answers**

- 1. Our company does not have a program similar to the supplemental short-term disability benefit in place. Please clarify the City’s position on whether a single carrier must solely provide and underwrite all benefits / products under this RFP or whether a Respondent can offer a benefit jointly with another entity.**

### **SFHSS Response:**

Pursuant to RFP Sec. 3.2 (Minimum Qualifications), a qualified Respondent must satisfy all minimum qualifications at the time the proposal is submitted. Specifically, per paragraphs J, K, and L of this subsection, the Respondent submitting a proposal must meet the stated thresholds for the number and size of client populations served, including having “ten (10) or more clients in excess of 20,000 lives for Short Term disability, with at least two (2) being public sector entities within the past two (2) years.”

SFHSS will accept a proposal where two (2) or more carriers underwrite at least one (1) insurance product. The carrier submitting the proposal will serve as the Respondent and primary point of contact for this RFP, and the Respondent will bear the sole responsibility for performance under any awarded contract.

If the Respondent utilizes any subcontracting for any product or service, the Respondent submitting the proposal must be the single entity executing an agreement with SFHSS for all life, disability and leave of absence services (please refer to Section 13.5 (Management of City Data and Confidential Information in Appendix A: Standard Agreement)). Respondents must commit to maintaining all services onshore, including subcontractors with access to financial and/or claimant information.

Respondents must provide full responses to all RFP questions within the Questionnaire, specifically in-scope services, and not leave items blank. If items are left blank, it could lead to disqualification from further consideration.