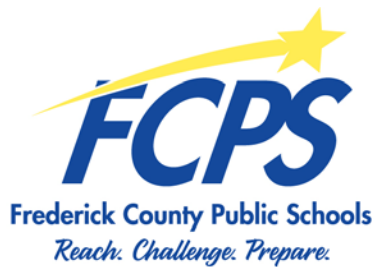


Purchasing Office
191 South East Street
Frederick, Maryland 21701
301-644-5208 phone
301-644-5213 fax
kim.miskell@fcps.org



Kerrie Koopman CPPB, CPPO,
Purchasing Manager
**Kim Miskell, CSBO, Assistant Purchasing
Manager**
Bill Meekins CPPB, CPPO, CSBO, CPCP,
Purchasing Agent
Shane Ryberg, Purchasing Agent

ADDENDUM

January 31, 2020

ADDENDUM # 3

RFP 20MISC7, Flexible Spending Account Administration

DUE DATE & TIME: FCPS Main Lobby, Thursday, February 6, 2020, prior to and time stamped no later than 2:00 P.M.

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original packages and any resultant contracts for the above RFP.

1. This Addendum includes the following attachment(s):
 - a. Questions/Answers (1 page)

Thank you for your interest in bidding with Frederick County Public Schools and we apologize for any inconvenience this may have caused.

Sincerely,

Kim Miskell

Kim Miskell, CSBO,
Assistant Purchasing Manager

km/ab

pc: Donna Clabaugh, Senior Project Manager, Human Resources
Trion: Lisa Sagnella; Jennifer Geci; Jennifer Ritchie and Daniel Burton

1. Question: Please confirm the medical, dental and vision carriers in place. **Answer: Medical and Vision is CareFirst. Dental is Delta Dental.**
2. Question: We've made note of the 10 OE events. Can you provide more details as to what it looked like last year (prior dates, locations, etc.)? **Answer: Most of the events were held at the central office. Vendors provide information about their products to employees. These are summer orientations that occur during the months of July and August. The new teacher/hire workshop is held at a high school in August.**

We also have open enrollment events for current employees. These are during the day—usually 10 to 12 p.m.—and after school hours—usually 3 p.m. to 5 p.m. Vendors and benefit staff are on hand to answer questions for current employees. School staff attend, but other support employees attend as well based on their work location.
3. Question: In regard to the request for our most recent SOC reports, in lieu of providing our SOC reports, we can provide a completion letter from our SOC auditors stating they performed an audit, issued a clean opinion and did not note any exceptions. Will this be sufficient as part of our proposal response?
Answer: No, an actual report needs to be submitted with proposal.