



September 25, 2026

To All Proposers:

Subject: **RFP #: CR-8812-W7, Administration & Management – Workers Comp. & IOD / HR**

ADDENDUM NO. 1

To Whom It May Concern:

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original request.

- **PLEASE SEE BELOW QUESTIONS RECEIVED AND RESPONSES FROM CITY.**
- Could you please provide a 3-year loss run by claim type (medical-only, lost time, and report only) in excel if possible? *See below chart*
- Could you please provide a current open claims inventory by claim type (medical-only and lost time)? *See below chart*

07/01/2023 - 06/30/2024	16	440	456
Indemnity	16	41	57
Medical Only	0	159	159
Reporting Purposes Only	0	240	240
07/01/2024 - 06/30/2025	35	553	588
Indemnity	30	47	77
Medical Only	5	148	153
Reporting Purposes Only	0	358	358
07/01/2025 - 06/30/2026	90	554	644
Indemnity	63	24	87
Medical Only	27	159	186
Reporting Purposes Only	0	371	371
Grand Total	141	1547	1688



- Could you please provide the average number of medical bills over the past three years?

We cannot provide number of medical bills but the below chart has average cost per claim.

07/01/2023 -	
06/30/2024	\$4,102
07/01/2024 -	
06/30/2025	\$3,666
07/01/2025 -	
06/30/2026	\$2,394
Grand Total	\$3,298

- How many City users currently access claims information and reporting systems? *A minimum of four to six users will need access to the claims information.*
- Do you have a light duty option in place for injured employees? *Yes, however, light duty is available on a case-by-case basis depending on the employee's position and the department's needs.*
- Are you currently utilizing an early intervention strategy, such as a nurse triage program? *Nurse case managers are utilized on a case-by-case basis.*
- What are the key factors the City will be considering in its decision-making process? *The city will award to the most advantageous proposal overall, taking all comparative criteria into consideration as well as costs.*
- On page1 under "Scope", it states the contract will be for a "period of three years from December 1, 2026 through November 30, 2028. This contract may be renewed for a third and final year, at the current rates, and at the sole discretion of the City." Could you please clarify the contract term? Is the initial contract for 2 years, (December 1 2026 through November 30, 2028) and the third year (Dec 1, 2028 through Nov 30, 2029) being optional and subject to the sole discretion of the City?

CONTRACT PERIOD SHALL BE FOR THREE YEARS FROM DECEMBER 1, 2026 THROUGH NOVEMBER 30, 2029. THERE ARE NO RENEWAL OPTIONS.

Bidders are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Very truly yours

Christopher J. Gagliastro
Purchasing Director