

Administration of Tax-Advantaged Accounts (Flexible Spending Arrangements, Dependent Care Assistance Program Accounts, Health Benefit Accounts and Health Savings Accounts)

RFP No. 2020HCA2

Amendment No. 1

Date Issued: 9/30/2020

To: RFP Bidders

From: Julia Jacobs, RFP Coordinator

Purpose: To amend the procurement schedule and add clarification to Section 3.5.

This amendment hereby modifies and is attached to RFP No. 2020HCA2. All other terms, conditions, and specifications remain unchanged.

The above referenced solicitation is amended as follows:

- Section 1.2, Estimated Schedule of Procurement Activities, the First Round Answers Posted date is changed to October 9, 2020. The estimated schedule is deleted and replaced in its entirety as follows:

Issue Request for Proposals	September 21, 2020
Letter of Intent Due	September 28, 2020 – 2:00 p.m. PT
First Round of Bidder Questions Due	September 29, 2020 – 2:00 p.m. PT
First Round Answers Posted	October 9, 2020
Second Round of Bidder Questions Due	October 14, 2020 – 2:00 p.m. PT
Second Round Answers Posted	October 21, 2020
Proposals Due	November 4, 2020 – 2:00 p.m. PT
Evaluate Proposals	November 6 – 20, 2020
Conduct Oral Interviews with Finalists, if required	December 2 – 4, 2020, 2020
Announce “Apparent Successful Bidder” and send notification via e-mail to unsuccessful Bidders	December 9, 2020

Debrief Request Deadline	December 14, 2020
Negotiate Contract	December 2020 – April 2021
Implementation Start Date	May 2021
Benefits Start Date	January 1, 2022

2. Section 3.5, *Scoring Elements (Mandatory)*, is amended to include the following language as the first sentence in the section:

For a Proposal to be considered responsive, Bidders must respond for all account types (FSA, DCAP, HBA and HSA).