COUNTY OF ALAMEDA

ADDENDUM No. 1

to

RFP No. 902000

### for

**Third-Party Administrator – Flexible Spending Accounts and Commuter Benefits**

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| **This RFP Addendum has been electronically issued to potential bidders via e-mail. E-mail addresses used are those in the County’s Small Local Emerging Business (SLEB) Vendor Database or from other sources. If you have registered or are certified as a SLEB, please ensure that the complete and accurate e-mail address is noted and kept updated in the SLEB Vendor Database. This RFP Addendum will also be posted on the GSA Contracting Opportunities website located at** [**Alameda County Current Contracting Opportunities**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/)**.** |

Description: Description: branding.jpgAlameda County is committed to reducing environmental impacts across our entire supply chain.

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**The following Section has been modified or revised as shown below.** Changes made to the original RFP document are in **bold** print and highlighted, and deletions made have a ~~strike through~~.

**Page 11 of the RFP, Section E (SPECIFIC REQUIREMENTS), Item 31(f.), is revised as follows:**

1. The bidder will be required to provide a complete description of administrative services including but not limited to the following:

a. Direct participant submissions.

b. Claims adjudication.

c. Direct payment to participants with individualized statements.

d. Direct deposit to participant accounts of claim payments.

e. Reports to participant or including balancing and reconciliation of accounts.

f. Provide a toll-free 800 number for employer and participant **inquiries** ~~increase~~.

g. Process Flexible Spending Account and Commuter Benefit claims.

h. Process Flexible Spending Account and Commuter Benefits claims by checks.

i. Send reimbursements to the participant’s home or via direct deposit.

VENDOR LIST

**RFP No. 902000 – Third-Party Administrator – Flexible Spending Accounts and Commuter Benefits**

This Vendor Bid List is being provided for informational purposes to assist bidders in making contact with other businesses as needed to develop local small and emerging business subcontracting relationships to meet the requirements of the [Small Local Emerging Business (SLEB) Program](https://gsa.acgov.org/do-business-with-us/vendor-support/small-local-and-emerging-businesses/).

This RFP is being issued to all vendors on the Vendor Bid List; the following revised vendor list includes contact information for each vendor attendee at the Networking/Bidders Conferences.

| **Vendor List for RFP No. 902000 - TPA Flex Accounts and Commuter Benefits** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
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