



**CITY OF TORRINGTON**

**Addendum # 1**

**THIS IS ADDENDUM #1 PERTAINING TO QUESTIONS SUBMITTED FOR THE HEALTH AND WELFARE BENEFITS CONSULTANT**

**RFQ #HWB-007-020510 HEALTH AND WELFARE BENEFITS CONSULTANT**

Date of bid opening: **February 5, 2010** Time:**11:00 A.M.** Location: **Temporary City Hall, 59 Field Street, Torrington**

**Must submit signed addenda with bid.**

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: January 26, 2010

Purchasing Agent \_\_\_\_\_  
Pennie Zucco

Bid Submitted By: \_\_\_\_\_

Name of Company \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

**ANSWERS TO QUESTIONS THAT WERE SUBMITTED FOR THE HEALTH AND WELFARE BENEFITS CONSULTANT**

- 1) **Q:** Which consulting Firm is Torrington currently using?  
**A: The Agent of Record is Bozzutto Associates, Inc.**
- 2) **Q:** How long has Torrington used the current consultant?  
**A: The Agent of Record has been with the City of Torrington more than ten (10) years.**
- 3) **Q:** What are the fees Torrington has paid for these services over the last 2 years?  
**A: The Agent of Record has been paid on a sliding scale.**
- 4) **Q:** Does the current consultant have a local office?  
**A: Their office is located in Watertown, Connecticut**
- 5) **Q:** Why is Torrington going out to bid at this time?  
**A: Due Diligence for the taxpayers of the City of Torrington**
- 6) **Q:** How many hours a year does the consultant spend on item K of the scope of services?  
**A: That isn't tracked but as many hours as required to meet the services that the City of Torrington is requesting**
- 7) **Q:** The RFP doesn't indicate specific evaluation criteria. Are you able to rank the following items in the order of importance – 1 being most important?  
a. Price, Years of Consultant Experience, size of client list, size of CT client list, and local office.  
**A: They all are equally important to the City of Torrington**
- 8) **Q:** Are the services requested in the RFQ of similar scope to those currently being provided?  
**A: The City of Torrington finds this question to be irrelevant. The services are specific in the scope of the RFQ.**

- 9) **Q:** What are the currently hourly billing rates by level? (if applicable)  
**A:** **N/A**
- 10) **Q:** What was the total value of consulting services rendered in 2009?  
a. Were these paid on a fee basis, via commissions, or a combination?  
**A:** **\$52,714 - Combination**
- 11) **Q:** What was the total active medical spend in the Anthem self-insured plan in 2009?  
**A:** **\$13,892,718**
- 12) **Q:** What was the total insured medical spend for retirees in 2009?  
**A:** **\$764,950**
- 13) **Q:** Does the City purchase stop loss insurance (reinsurance) for its self-insured medical plan? If so, what insurance carrier is used and what was the 2009 premium?  
**A:** **1. Yes the city does purchase stop loss insurance**  
**2. \$384,516**
- 14) **Q:** When was the last time medical, dental, life insurance and disability programs were bid?  
**A:** **N/A**
- 15) **Q:** The price proposal must be in a separate sealed envelope. Are one original and ten copies of the price proposal required as well?  
**A:** **Yes**
- 16) **Q:** What is the current budget for this procurement, or what is the current (or last) value of the contract for health and welfare consulting services?  
**A:** **There is no established budget for this service**
- 17) **Q:** In regards to the City of Torrington's RFQ for Employee Health & Welfare Benefits Scope of Services (E):  
Review all contracts and booklets. Prepare, advise and file any IRS required forms. What specific IRS forms are the City referring to?  
**A:** **The consultant will be responsible to verify what forms need to be filed with the IRS and to ensure that the City of Torrington is in compliance with the IRS regulations.**