



ADDENDUM I

SUBJECT: RFP 25-108, 6100019117 COBRA Provider, Scheduled to Close: Tuesday, August 19, 2025; Date of Issue: Monday, July 21, 2025

FROM: Stacey Czachor
Procurement Manager

DATE: July 30, 2025

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

1. Revised: The Pre-Submittal Conference has been re-scheduled for Monday, August 04, 2025, at 10:00 AM, Central Time via a WebEx meeting. Prospective Respondents may join the WebEx using the following instructions:

Join by phone: 1-415-655-0001

Meeting number (access code): 2346 416 2737

Meeting password: COSA

Meeting Link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=md9989ecfaa717bedb3bcaf2c50dff6f2>

Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

Respondents who join the WebEx Pre-Submittal Conference are highly encouraged to email the solicitation's point of contact person confirming Respondent attendance and participation through the WebEx.

2. Revised: Section 011 - Restrictions On Communications has changed to extend the questions submission deadline. Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until 4:00 p.m., Central Time, on August 06, 2025
3. Revised: Section 4.2.2 Dental and Vision Providers has been revised to read as follows: The preferred vendor will directly bill and remit payment to dental and vision providers.
4. Revised: Section 4.3.2.1 has been revised to read 4.3.3 and as follows: 4.3.3 COBRA Monthly Enrollment Report. Provide a monthly COBRA Enrollment Report. The report

shall include name of participant and premiums paid, period paid, plan participant is enrolled in, and other information, that may be required at a later date.

Stacey L. Czachor

Stacey L. Czachor, NIGP-CPP, CPPB
Procurement Manager
Finance Department - Procurement Division