



### PIMA COMMUNITY COLLEGE

December 20, 2019

#### ADDENDUM NO. One (1)

#### Fully Insured Basic Life/AD&D, Short Term Disability and Fully Insured Voluntary Life and Insurance

This Addendum supplements and amends the original Specifications and shall be taken into account in preparing proposals, and become a part of the Contract Documents. In case of conflict between the original Specifications and this Addendum, this addendum shall govern. Careful note of this addendum must be taken by the offeror.

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### RESPONSES TO QUESTIONS RECEIVED THROUGH THE DEADLINE OF Noon, Arizona Time on 12/16/2019

1. QUESTION: Please provide a full list of occupations on the census.

**RESPONSE:** Please contact [jcarlton@segalco.com](mailto:jcarlton@segalco.com) for the STD census with occupations. It will be sent to you via secure mail.

2. QUESTION: Is it possible to get the Basic Life rate prior to 07/01/2015?

**RESPONSE:** Rates have been provided from 7/1/2015 to 6/30/20 in the RFP document.

3. QUESTION: Is there a special accumulated sick leave provision?

**RESPONSE:** Sick leave accumulates as follows:

Employee Type	Contract Type	Sick Leave Accrual in hours	Leave Accrual Type	Maximum Accumulation
Instructional Faculty	9 Mo-169 days	58	One-time	1044
Instructional Faculty	12 Mo-221 days	75.8	One-time	1044
Instructional Faculty	Other	prorated	As credited	1044
Ed Support Faculty	9 Mo.169 days	80	One-time	1440
Ed Support Faculty	12 Mo-221 days	104	One-time	1440
Ed Support Faculty	Other	prorated	As credited	1440
Adjunct Faculty	Varies	1.0	Per 30 worked	40
Temporary-< 30 Hrs.	Varies	1.0	Per 30 worked	40
Staff	Full-time	4.0	Per pay period	1440
Staff	30-39 Hrs	prorated	Per pay period	1350
Administrators	Full-Time	4.0	Per pay period	1440

4. QUESTION: Please clarify the following discrepancies:

- a. The RFP indicates that there is a 10 day 'maximum interruption of benefit waiting period' but this does not appear in the certificates.

**RESPONSE: Response to this request was not available from the current vendor.**

- b. The RFP indicates that the plan offsets with Social Security but this does not appear in the certificates.

**RESPONSE: Response to this request was not available from the current vendor.**

- c. The RFP indicates that the plan offsets with sick leave in excess of 100% of Pre-disability earnings but this does not appear in the certificates.

**RESPONSE: Page 9, Other Income Benefits, #5 in the Group Policy Benefit Booklet states: "Any formal salary continuation paid to you by your Employer which causes your weekly STD benefit, plus Other Income Benefits and any salary continuation to be more than 100% of your Total Weekly Earnings. The amount in excess of 100% of your Total Weekly Earnings will be used as a reduction. Number 4 of the Other Income Benefits is "The amount you receive from any accumulated sick leave."**

5. QUESTION: Please confirm whether the group participates in Social Security.

**RESPONSE: The provider deducts FICA and Medicare from the disability payment to the disabled employee. They also prepare W-2s for those payments.**

6. QUESTION: Please confirm whether the premium contributions are paid with pre or post tax dollars.

**RESPONSE: The optional life contributions are paid post tax.**

7. QUESTION: Please confirm whether the group currently has telephonic claims service on the STD.

**RESPONSE: Claim are submitted online.**

8. QUESTION: Can you provide a census with occupations on it?

**RESPONSE: See Question 1**

9. QUESTION: Can you confirm if they are ERISA compliant?

**RESPONSE: Pima College is not subject to ERISA**

10. QUESTION: Please confirm the Premium Waiver provision.

**RESPONSE: Please see the Term Life Waiver of Premium Certificate**

**Supplement at the back of the Minnesota Life Group Term Life Certificate of Insurance that was provided with the RFP documents.**

11. QUESTION: Please confirm the Accelerated Death benefit percentage.

**RESPONSE: Please see the Accelerated Benefits Certificate Supplement at the back of the Minnesota Life Group Term Life Certificate of Insurance that was provided with the RFP documents.**

12. QUESTION: Does the STD plan include FICA match?

**RESPONSE: Sun Life does not pay the employer FICA taxes, however, they do prepare the W-2s and provide quarterly reports for the District.**

13. QUESTION: Confirm we are not being asked for an Implementation credit.

**RESPONSE: None was requested.**

14. QUESTION: Board of Directors are eligible for Supplemental/Supplemental Dependent coverage. We do not extend coverage to Board of Directors. There is not a clear employer-employee relationship. The census does not identify Board Members—we will need to be able to identify on the census which people are Board Members or please confirm they are no longer included in this quote.

**RESPONSE: Board Members are eligible for the Supplemental/Supplemental Dependent life coverage only. There are currently no Board Members participating in the life insurance benefit.**

15. QUESTION: Regarding the USB/Flash Drive that is requested, can it be encrypted or does it have to be unencrypted?

**RESPONSE: Please provide it unencrypted.**

Vendor hereby acknowledges receipt of the above Addendum:

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AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY NAME