



December 17, 2014

**SUBJECT: Letter of Clarification No. 13 Self- Insured Workers' Compensation  
Third Party Administration & Related Services**

**REFERENCE: Request for Proposal (RFP) No. S66-T25102**

**TO: All Prospective Proposers**

When issued, Letter(s) of Clarification shall automatically become a part of the proposal documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

**Question:**

In reference to Page 26, 5.22, What is the City's current TPA staffing arrangement including all adjusters, managers and account managers?

**Answer:**

Below is a current listing of Staff by title:

- Program Manager
- Operational Manager / Asst. Claims Manager
- Team Lead / Supervisor
- Team Lead / Supervisor
- Claim Assistant
- Claim Assistant
- Claim Assistant

- Examiner
- Examiner (Medical Only)
- Lost Time Examiner
- Lost Time Examiner
- Lost Time Examiner
- Lost Time Examiner