



December 17, 2014

**SUBJECT: Letter of Clarification No. 15 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 43, 9.0:

Who is currently the City's representative?

What is the City's definition of "representative"?

What services does the representative handle?

How much was the current representative paid in fees in 2014?

Answer:

Renee C. Keeney
Pappas & Suchma, P.C.
P.O. Box 66655
Austin, TX 78766

The City has a law firm to be used for representation in cases presented to the TDI-DWC. in Austin Texas.

Austin Representative is defined as the individual associated with representing the Cities interest with the DWC and any ancillary services needed at TDI in Austin. The representative acts as the agent for receiving notices, letters and other correspondence from TDI-DWC as well as filing with the TDI office any paperwork needed.

Direct pricing is proprietary

Sincerely,

Kim Smith

Workers' Complementation Division