



December 17, 2014

**SUBJECT: Letter of Clarification No. 22 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:**

For the Performance Standards, Section 8.0 on page 28, how often are audits done? Is this an annual review?

**Answer:**

Currently Annual reviews for Performance Based Contract Standards, although the city reserves the right to audit vendors as they deem necessary.

Sincerely,

Kim Smith

Department of Workers' Compensation Division