



CITY OF HOUSTON

Annise D. Parker

Mayor

P.O. Box 1562
Houston, Texas 77251-1562

Telephone – Dial 311
www.houstontx.gov

October 2, 2014

SUBJECT: Letter of Clarification **No. 2.** City of Houston Human Resources
Voluntary Short-Term Disability Insurance RFP

REFERENCE: Request for Proposal (RFP) No. S37-T25197

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 1:

Can we get an STD census for this group? Since it is Voluntary, we need to know who is currently enrolled also. Thanks.

Answer: There are no enrollees. The City of Houston does not currently have an STD plan. This is the first time that the City plans to offer STD coverage to its active full-time employees. However, an employee census and other reference documents will be provided to Proposers that have submitted a completed and signed Non-Disclosure Agreement (NDA) to the solicitation contact person.

A copy of the NDA may be downloaded from the Proposal Tech website.

Sincerely,

Gerri R. Walker

Gerri R. Walker
Assistant Director, Human Resources