



**Date: July 28, 2025**

**ADDENDUM NO: TWO**

**TO ALL OFFERORS:**

**REFERENCE:** RFP No: 2025-RFP-3080810  
Commodity: Benefits Consulting Services  
RFP Closing On: August 8, 2025, 1:00 PM ET

1. Please see attached Addendum Two, which includes questions and answers.
2. All other terms and conditions of the solicitation remain unchanged. Sealed proposals in accordance with the solicitation requirements shall be submitted by 1:00 PM ET on Friday, August 8, 2025. Late proposals will not be considered.
3. A **signed acknowledgement of this addendum** must be received by this office attached to your proposal document. Signature on this addendum does not constitute your signature on the original proposal document. The original proposal document must also be signed.

Sincerely,

*Vidhi Danak*

Procurement Manager,  
Office of Procurement

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Name of Firm

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Signature/Title

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Date

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Printed Name

**Questions and Answers**

**2025-RFP-3080810 Benefits Consulting Services**

**1. Current Consultant Compensation & Budget Expectations**

Can you please share how much you are currently paying your existing consultant or broker for these services?

**2025 Consultant Fees:**

<b>Retainer</b>	<b>\$55,990</b>	<b>Annual</b>
<b>Benefits Guide</b>	<b>\$2,400</b>	<b>Annual</b>
<b>PATH/Rx Solutions</b>	<b>\$2.17</b>	<b>PEPM</b>

Additionally, what budget range would you consider appropriate or competitive for the firm that is awarded this contract moving forward?

**We have a budget range of \$120K-195K for all Benefits consulting services and fees.**

**2. Evaluation Criteria Clarity – Public Sector Experience vs. Local Presence**

The RFP requests 10 years of local public sector experience. Will the evaluation committee consider demonstrated public sector experience outside of Albemarle County or partnerships with national resources, in combination with strong local relationships and existing County/Schools involvement (e.g., on property & casualty lines)?

**We require potential benefits consultants to have direct employee benefits consulting experience with Virginia counties, cities, and school systems. Property, general liability, and casualty lines of coverage do not qualify for this requirement.**

**3. Scope Flexibility – Value-Added Services**

Would the County be open to receiving proposals that include value-added services beyond those listed in the Statement of Needs (such as custom enrollment microsites, in-person benefit counselors, or proprietary analytics platforms), provided those services align with the County’s strategic goals?

**We are open to learning about ancillary services a vendor may offer; however, the stated criteria and statement of need are the basis for the vendor evaluation.**