



**THE CITY OF DAYTONA BEACH  
OFFICE OF THE PURCHASING AGENT**

Post Office Box 2451  
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080  
Fax (386) 671-8085

**ADDENDUM NO. 1**

DATE: May 1, 2020  
PROJECT: RFP 20464  
EMPLOYEE BENEFITS INSURANCE CONSULTING  
SERVICES

OPENING DATE: June 2, 2020

This addendum is hereby incorporated into the RFP Documents for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~strikethrough~~.

1. Answers to Proposer's written questions:

**Q1:** Why is the City putting this work out to bid via a RFP process

**A1: The current contract is expiring.**

**Q2:** Who currently provides the City with these services?

**A2: Brown & Brown of Florida, Inc**

**Q3:** Could you please provide the current fee schedule for Employee benefits consulting services?

**A3: \$150/hr for consulting services and \$3.00 per employee per month for on-line benefits admin system**

**Q4:** How long has the current consultant been providing this service?

**A4: This is year 6 under the current contract. They were the consultant for the 6 previous years to that under a previous separate contract.**

**Q5:** Does the current consultant provide the same scope of services that are included in this RFP?

**A5: yes**

**Q6:** Has the City had any performance issues with the current carriers/vendors?  
**A6: No**

2. All other terms and conditions remain the same.

The Proposer shall acknowledge receipt of this addendum in the transmittal letter in their Proposal.

The City of Daytona Beach  
Kirk Zimmerman, CPPB

Posted online at <https://www.codb/841.us>