



ADDENDUM NO. II

DATE: June 27, 2022
TO: All Potential Proposers
FROM: James McKeehan, Assistant Purchasing Agent, City of Knoxville
SUBJECT: Addendum No. I to RFP-FMLA Administration for Knoxville Area Transit
PROPOSALS TO BE OPENED: July 11, 2022

This addendum is being published to provide clarification regarding the above referenced ITB. This addendum becomes a part of the contract documents and modifies the original specifications as follows:

Item 1: With the City just issuing an IFB for these same services a few months back, what is driving an RFP for the same the service a few months later?

Response: The City determined that the previous solicitation was not adequately advertised to achieve full and open competition and that the ITB format was not appropriate for the scope of services being sought.

Item 2: Please identify incumbent pricing?

Response: The initial cost to the City for FMLA Administration under the current contract was \$4,995 for six months.

Item 3: What areas of improvement does the City/KAT seek with the new contract?

Response: The City would like to have absence frequency and duration monitored for compliance with the medical certification, identification of absence patterns, daily communication for FMLA usage and FMLA balance, implementing controls and limits to the extent allowed by the law, periodic file audits, and use of Second Opinion doctors.

END OF ADDENDUM NO. II