

## ADDENDUM TWO, QUESTIONS and ANSWERS

Date: November 5, 2019

To: All Bidders

From: Julie Schiltz/Connie Heinrichs, Buyers  
AS Materiel State Purchasing Bureau

RE: Addendum for Request for Proposal Number RFP 6171 Z1 to be opened November 14, 2019,  
at 2:00 P.M. Central Time

### Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

<u>Question Number</u>	<u>RFP Section Reference</u>	<u>RFP Page Number</u>	<u>Question</u>	<u>State Response</u>
1.	II (intro paragappgh)	8	Our standard services contract covers many of the processes and procedures that are part of our standard administration. Should it also be included with our proposal so that parts of our contract can be incorporated into the final contract if we are selected as the awarded bidder?	The bidder should provide a response to the RFP that meets the RFP requirements. Responses that fail to meet the RFP requirements may be considered unresponsive.
2.	II (O)	13	Regarding the performance bond, the suggested amount is more than the combined fees for all services for the year. Can this amount be negotiated? Performance bonds are typically not part of our industry's services as we deal in services and not any material goods.	The Performance Bond will remain as written.
3.	V (B)	27	Will the State consider the \$500 carryover option for the new plan year eff. 7/1/2020?	No, the State will not consider the \$500 carryover option.
4.	V (B)	27	How many payrolls are run through the State for the purpose of FSA payroll deduction reporting?	24 Bi-weekly payrolls and 12 monthly payrolls
5.	V (B)	27	Is there any kind of deposit held by the current vendor for the FSA plan? Either for the debit card or for the funding method used.	No
6.	V (C)	27	Can you give us an idea of how many benefit fairs the State would hold for the FSA plan? Maybe the	All Contractors re required to participate in a One day Benefits update meeting for all HR partners in April. (Two

			number from the last OE period.	Sessions in one day)
7.	V (E)	30	It indicates that the premiums are sent to the contractor and the 2% premium is retained by the State. Are COBRA QBs and retirees sending all amounts to the contractor and the contractor is remitting the 2% to State or is billing handled directly by the State? If COBRA payments are not sent to the contractor in their entirety, is the State open to this arrangement?	All participant billing is processed by the contractor. All premiums and the 2% are remitted by participants to the contractor. The premiums and 2% are then remitted to the State. The State in turn submits the premiums to the Contractor and retains the 2%.
8.	V (E)	30	Can you please confirm that the 2% fee is retained by the State? This is not usual for our industry?  Is the State open to the contractor retaining the 2% admin fee for a reduced admin cost for the COBRA services?	The 2% fee is retained by the State.  No, the State is not open to the Contractor retaining the 2% administration fee.
9.	Cost Proposal		The cost proposal states that fees should be proposed on a peepm basis. Is the State open to a more traditional cost structure where the FSA administration is proposed on a per participant per month basis and the COBRA is on a PEEPM basis?  Are the current fees on a PEEPM basis all-inclusive of all services?	No.  Current fees for COBRA/Retirees are on a Per Eligible Employee Per Month basis and FSA fees are on a Per Member Per Month basis. The fees for both are all-inclusive of all services.
10.			Is there any type of vendor questionnaire the State would like the proposer to complete?	No, there is not a vendor questionnaire however Attachment A should be submitted with the Bidders response.
11.			Are there any current performance guarantees in place with the incumbent vendor?  If so, has the incumbent ever failed to meet one of the guarantees?	This question is out of scope for solicitation 6171 Z1.
12.			Does the current vendor attend any of the State's benefit fairs and/or enrollment meetings?	This question is out of scope for solicitation 6171 Z1.
13.			In the event of a TPA change for the plan year eff. 7/1/2020, will the incumbent handle the 90-day claims run-out period for the plan year ending on 6/30/2019?	Yes
14.			Does the current vendor remit the COBRA premiums back to the State with an accounting or do they pay the carriers directly?	This question is out of scope for solicitation 6171 Z1.

15.			Does the current vendor receive any claims file feeds from the State's insurance carriers?	This question is out of scope for solicitation 6171 Z1.
16.			Are there any specific areas for improvement or innovation that the State is looking for?	Bidder should submit a response that best meets the requirements of the RFP.
17.			Would the State be interested in considering a switch in HSA TPAs as well if there are any efficiencies created between having both HSA/FSA through one provider?	This question is out of scope for solicitation 6171 Z1.
18.			Is there a scoring rubric or matrix that the State can share showing how the technical and cost proposal components are weighted?	Evaluation criteria was released with the RFP and is available on the Materiel website.
19.			Are we able to outsource and aspects of our customer service call center through an offshore location or does the State require all services be performed within the US?	Per Attachment A # 1.28, Contractor will not render or administer services offshore, and all work performed will be in the contiguous United States.
20.			Can the State confirm that State registration is required for corporations domiciled outside the State of Nebraska upon award of the contract?	Yes, Per Section I. Procurement Procedure E. Secretary of State. All bidders must be authorized to transact business in the State of Nebraska and comply with all Nebraska Secretary of State Registration requirements. This must be accomplished prior to execution of the contract.
21.			Why has the State decided to bid these services at this time (fees, service issues, standard due diligence, etc.)? a. Are there service level concerns with the current administrator? b. If no service issues, what would be the catalyst for State to change administrators?	Current contract expires 6/30/2020.  a) This question is out of scope for solicitation 6171 Z1.  b) Current contract expires 6/30/2020.
22.			How long has the current administrator provided services to the State? Who is the current administrator?	<a href="http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/56047(o4)ren(4)awd.pdf">http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/56047(o4)ren(4)awd.pdf</a>
23.			Is the State satisfied with the level of FSA and DCAP participation?	This question is out of scope for solicitation 6171 Z1.
24.			What is the current administrative fee for the benefits which the State is seeking (i.e. FSA, COBRA, Retiree	<a href="http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/56047(o4)ren(4)awd.pdf">http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/56047(o4)ren(4)awd.pdf</a>

			Benefits?  Does the State cover the cost of these benefits or do participants pay the fee?	
25.			Does the State work with a benefits consultant or broker? If so, who (name, company).	<a href="http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/73507(o4)ren(1)awd.pdf">http://das.nebraska.gov/materiel/purchasing/contracts/pdfs/73507(o4)ren(1)awd.pdf</a>
26.			Please provide the current sponsored health carriers and dental and vision carriers?	Medical: UnitedHealthcare Dental: Ameritas Vision: EyeMed
27.			Who is your benefit administration platform provider and payroll vendor?  Does the State anticipate any changes to these platforma or replacement of current systems?	Workday is the HR system of Record and OE platform and JD Edwards, Enterprise One for payroll. No changes are anticipated at this time.
28.			Can the State provide an overview of the key organizational and benefit account priorities in 2020 and 2021, as well as, long term strategies to attract and retain key talent in an increasingly competitive labor market?	This question is out of scope for solicitation 6171 Z1.
29.			What was the average FSA (health care and dependent care) program contribution election amounts for the last plan year?	Average contribution amount for Medical FSA as of 7/1/19 was \$1410.00. The average contribution Dependent FSA as of 7/1/19 was \$3586.00.
30.			Are any communication/marketing materials being mailed directly to participant homes?  If so, what is the quantity?  Is this collateral being mailed to all eligible employees or current participants?	Yes, All new hires receive the COBRA General Rights notice.  There were approximately 3700 mailed out in the last year.  The State mails out OE materials to enrolled COBRA/Retiree participants.
31.			Is there any requirement for marketing material to be mailed?  What was the quantity and number of locations for the most recent plan year?  Can material be emailed or otherwise posted on the website?	No there is not a requirement to mail marketing material.  The State needs clarification concerning "quantity and number of locations for the most recent plan year." (See response to question # 6)  No, material cannot be emailed or otherwise posted to the website.
32.			What is the expectation / projections for increased participation?  Has enrollment been relatively flat	The State has no known projection for increased participation.

			the past two plan years?	2019 Medical Flex enrollment:3533 Dep. Care Flex: 432  2018 Medical Flex enrollment:3629 Dep. Care Flex: 421
33.			What was the forfeiture information such as; a) The total number of participants who forfeited money in the last plan year for health care FSAs? b) The total amount of forfeited money for the last plan year for health care FSAs? c) The total number of participants who forfeited money in the last plan year for Dependent Care FSAs? d) The total amount of forfeited money for the last plan year for dependent care FSAs?	All forfeited funds are retained by the State.  A) 1778  B) \$115,685.91  C) 124  D) \$22,136.45
34.			What amenities or service features do you like the most about the current FSA, COBRA and Retiree plan administrator?	Bidder should submit a response that best meets the requirements of the RFP.
35.			Does the state have new technological objectives for administration of these services?	Bidder should submit a response that best meets the requirements of the RFP.
36.			Are there particular features or processes the State is seeking in the chosen vendor?	Bidder should submit a response that best meets the requirements of the RFP.
37.			Will the incumbent TPA handle the claims run-out administration for the final plan year of the contract?	See response to question # 13.
38.			Would the State entertain using a different field than Social Security number which is requested as part of the weekly backup support for the Flexible Spending reimbursement request which is listed on page 25 under section IV. Payment, Item C Invoices?	No, the State uses the Social Security number as the unique identifier.
39.			What is the current administrator's claims processing turnaround time for FSA and DCAP services?	Bidder should submit a response that best meets the requirements of the RFP.

40.			Approximately what percentage of your employee base has access to email?	Most employees have access to email however employee usage cannot be verified.
41.			How important is it to for the State to have a solution that offers a single debit card for all the account with an online portal and mobile app that provides full account functionality for participants?	Refer to Section V. Project Description and Scope of Work B. Flexible Spending Accounts Project Environment ...Flex card is for medical related and pharmacy spending. Dependent care can only be submitted through receipt reimbursement process....
42.			Can the State provide the sample file formats for the Workday System used for enrollment purposes?	This will be provided to the awarded bidder.
43.			Does the current service provider provide claims integration?	Bidder should submit a response that best meets the requirements of the RFP.
44.			Will the State provide additional supporting documentation which clarifies what the Nondiscrimination Testing Management Report entails?	No the State will not be providing additional documentation.  The TPA provides the questions to the State of Nebraska. The State will then gather the data to complete the testing.
45.			Can the state elaborate on the expectation to Provide guidance and written documentation within thirty (30) days upon request, on the PPACA and any future issues as related to health care reform, including but not limited to data comparison, analytics, strategic development, timelines, compliance, impact studies and implementation as those issues pertain to the State's experience.	The contractor will provide information about Federal regulations, changes and updates concerning FSA's and COBRA/Retiree plans.
46.			Will the State furnish a sample of the current annual score card used by the State to assess the Contractor's performance?	No
47.			Can the State provide information regarding any service provider expectations involved with annual open enrollment meetings held in April, including the format the State might utilize as part of this process. How many days and locations will the new service provider be expected to attend?	See response to question # 6.

48.			Will the State provide the current performance guarantees established with the current provider?	Bidder should submit a response that best meets the requirements of the RFP.
49.			Has the current administrator paid penalties for failing to meet performance guaranteed? Is so, where did they call short?	Bidder should submit a response that best meets the requirements of the RFP.
50.			Can the State confirm the annual quantity of printed materials needed for FSA, COBRA, as well as, the annual OE meetings with HR across the State?	FSA materials are needed for approximately 750 individuals/40 locations across the state.
51.			Can the State confirm there is no restriction in allowing dependent care participants to utilize the provided debit card for both qualified healthcare and dependent care expense?	See response to question number 41.
52.			Is the State open to an alternative Account Executive support model which does not include an executive located in Nebraska?  Can the State confirm the current service provider meets this service requirement?	No, the State is not interested in an alternative Account Executive support model.  Bidder should submit a response that best meets the requirements of the RFP.
53.			In assessing a new partner to provide the FSA, COBRA and Retiree services to the State, can you please rate on a scale of 1-10, the importance of the following in a new partner;  a) Single, integrated solution to deliver all accounts with a single card to access all benefit dollars?  b) Enhanced features/functionality that is not available with your current solution?  c) Client portal to manage enrollment, transactions, funding, etc.  d) Mobile and Online application that links all accounts and shows a dashboard of accounts, balances, transactions, etc.	The requirements of this RFP can be found in Section V. The evaluation criteria was released with the RFP and is available on the Materiel website.
54.			Please confirm the State will retain the 2% COBRA administrative fee.	See response to question # 7.

55.			Can the State provide copies of its communication and education collateral material used as part of its current COBRA program?	No
56.			How does the State pay for COBRA fee today? Is the State open to a "per eligible per month" fee?	Current COBRA fee is based on a per eligible employee per month basis. However per solicitation 6171 Z1 the State is requiring Monthly Administrative Fee (Per Eligible Employee Per Month) for FSA, COBRA and Retiree Billing Combined.
57.			Can the State provide additional clarification on Item E page 3 <b>"SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS (Statutory)"</b> ...."All bidders must be authorized to transact business in the State of Nebraska and comply with all Nebraska Secretary of State Registration requirements." Please confirm that if bidder is in the process of registration, the bidder can submit a response to this proposal and this will not negatively impact scoring or potential for award.	See response to question # 20.
58.			Can the State provide additional clarification on Item E page 3 <b>"SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS (Statutory)"</b> ...."All bidders must be authorized to transact business in the State of Nebraska and comply with all Nebraska Secretary of State Registration requirements." Please confirm that if bidder is in the process of registration, the bidder can submit a response to this proposal and this will not negatively impact scoring or potential for award.	See response to question # 20.
59.	I.H.	3	Can you confirm if the State would want an electronic copy of the proposal on a jump drive? Or is only one hard copy needed?	Refer to Section I. Procurement Procedure, H. Submission of Proposals for Proposal submission requirements and instructions.
60.	III.G.	21	The liability and cyber insurance amounts requested are higher than	The insurance requirements remain as written.

			what are commercially available to our firm. Will the State accept limits that our firm can obtain?	
61.	Attachment A, 1.31	11	Since IRS regulations require all expenses be substantiated, can you clarify this question?	This question is in reference to pre-programmed co-pays or purchases made using the FSA card on eligible purchases, however due to automatic substantiation at the point of sale, the member is not required to submit additional documentation.
62.	Cost Proposal	1	Since the participant population is unique to each program, will the State consider separate pricing for each product?	No
63.	V – Project Description and Scope of Work – A. Project Overview	Page 27	The State states “this RFP requires a single administrator for all parts of the request, including FSA(Medical and Dependent Care) along with COBRA and Retiree Administration related services.” With that will the state consider a solution offered by one provider through a partnership agreement that helps each organization have a specialty and expertise in their solution?	The State will be contracting with a Single Administrator however the Contractor may utilize Subcontractors.
64.	2019-20COBRARETI REE - Address & Phone Number Changes	pg. 2	Post termination, will the State of Nebraska continue to pass indicative data updates on the HRIS file to the COBRA/retiree administrator, or are you seeking the provider to be the system of record with integration back to the HRIS system?	Once the employee terminates we pass the information to the Administrator of the plan and they become the system of record.
65.	2019-20COBRARETI REE - Early Retiree Insurance Program	N/A	Is support requested for the determination of retirement eligibility?  If no, please confirm the benefits administrator will receive a change in employment status via the HRIS file indicating transition from active to retiree.  If yes, please provide a summary of the data elements to be included on the HRIS file in support of the calculation as well as an example calculation (age and service, rounded/unrounded, etc.).	No, The State Benefits System reports to the current vendor who is eligible for the Retiree Insurance Program on the weekly file.  Confirmed, the Benefits Administrator will receive a change in employment status via the HRIS file indicating transition from active to retiree. Data elements include between the ages of 55-64 and paying into a State Retirement
66.	2019-20COBRARETI	pg. 2	Please confirm the number of carrier interfaces requested (eligibility file to	There are three (3) carrier interfaces. Eligibility files are sent to Medical,

	REE - Basic & Voluntary Life		<p>medical, dental and/or vision carrier, port/convert file to life insurance provider, etc.).</p> <p>In addition, are any single sign-on integrations requested?</p>	<p>dental and vision, and FSA carrier.</p> <p>No, single sign-on integrations are not requested.</p>
67.	2019-20COBRARETI REE - Early Retiree Insurance Program	pg. 2	<p>It is noted that retirees ≥ age 65 lose eligibility for benefits and COBRA offered. Confirm if this applies to medical, dental, vision, and FSA.</p> <p>If medical, we understand the provisions for dependents &lt;65; however, does the State of Nebraska allow for retiree COBRA enrollment?</p> <p>Does the State of Nebraska perform any validation of a retiree's enrollment in Medicare Parts A and Part B (i.e., ineligible for COBRA)?</p> <p>Please describe how this consideration is addressed current state.</p>	<p>Confirmed – Retirees 65 and older are offered 18 months of COBRA for Medical, Dental, Vision, EAP and FSA (if applicable)</p> <p>Retirees 55-64 are offered continuation through the State of Nebraska Retiree Insurance Program for Medical, Dental, vision, EAP and FSA (if applicable)</p> <p>The Current Vendor pre-populates an end date of benefits for Retirees 55-64 for when they become Medicare eligible.</p>
68.	2019-20OptionsGuide--FSA - Direct Primary Care Monthly Premiums and Membership Fees	pg. 41	<p>Please describe how enrollment in the Direct Primary Care (DPC) program is administered today. How are membership fees collected?</p>	<p>DPC is administered through the Medical provider.</p> <p>The State will pay the provider the membership fees as with all other plans.</p>
69.	2019-20OptionsGuide--FSA - What Happens To Your Current Coverage If You Decide to Join A Medicare Drug Plan?	pg. 46	<p>If an individual enrolls in a Medicare drug plan, are benefits through the State of Nebraska impacted? If yes, please describe the points of integration for determining Medicare drug plan enrollment and subsequent process to update benefits through the State of Nebraska.</p>	<p>No, the benefits through the State are not impacted.</p>
70.	FSA, COBRA, Retiree RFP - State Patrol Lifer Retiree	pg. 37	<p>Do the State Patrol Lifer Retirees receive the same medical/Rx benefits as all other retirees? If no, please describe the benefits offered.</p> <p>Are there any changes to the benefits offered upon attainment of age 65 (e.g., Medicare Supplement, Medicare Advantage plan, Commercial or EGWP Rx)?</p>	<p>Yes, State Patrol Lifers are offered the same plans.</p> <p>The State Patrol Lifers are only allowed to stay on Medical/Rx coverage past age 65, their other benefits i.e. dental, and vision end when they turn 65.</p>
71.	FSA, COBRA, Retiree RFP - E. COBRA and Retiree	pg. 38	<p>Is the State of Nebraska open to leveraging the service provider for direct billing services (i.e., COBRA</p>	<p>No</p>

	requirements, 2		plan participant/retiree pays the administrator rather than the State).	
72.	FSA, COBRA, Retiree RFP - E. COBRA and Retiree Requirements,; 7. Comply with the following eligibility process	pg. 38	Is the State of Nebraska open to best practice discussions/alternative approaches to the enrollment process (e.g., an arrangement where the COBRA/retiree benefits administrator provides support for enrollment via electronic means and therefore is the system of record for election data)?	The bidder should provide a response to the RFP that meets the RFP requirements.  Responses that fail to meet the RFP requirements may be considered unresponsive.
73.	FSA, COBRA, Retiree RFP - E. COBRA and Retiree Requirements, 8	pg. 38	Please clarify the "services" to be provided to "all present active employees enrolled on the program effective date."  Does this refer to providing an enrollment opportunity at the time of retirement or other (if the latter, describe).	Reference the RFP, Section V. Project Description and Scope of Work, D. COBRA and Retiree Project Environment, for "Services" to be provided. These services will be provided to any participants who are currently enrolled in COBRA and the Early Retiree program.  These services will also be provided to any Active State employee and their dependents who become COBRA eligible or retiree from the State.
74.	FSA, COBRA, Retiree RFP - E. COBRA and Retiree Requirements, 9	pg. 38	Please provide additional detail for the reporting support requested as well as clarification for the specific disclosure requirements for which support is requested.	The State is answering the question which is in Section V.E.10. Reports include enrollment, claims funding of FSA accounts, number of claims processed, forfeiture reports, etc.  Disclosure requirements include notices to employees such as COBRA General Notices, COBRA Election Notices, etc. This also includes assistance with W2 reporting of the Health FSA value for the plan year in excess of employee's salary reductions for all qualified benefits, when applicable, as required by the IRS.
75.	General	N/A	Why is the State of Nebraska going out to bid (looking for expanded capabilities, contract expiring, etc.)?	See response to question # 21.
76.	General	N/A	How many agency-specific health fairs does the State of Nebraska have each year? How many agency-specific health fairs has ASI supported in the last 3 years?	See response to question # 6.
77.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account	p. 28	How many printed materials will be needed?  How many SPDs will be needed?	See response to question # 50  Electronic link to SPD is appropriate.

	Requirements, 3 & 4			
78.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account Requirements, 12b; E. COBRA and Retiree Requirements, 15b	p. 28; p. 31	Is the requirement that the Account Executive be located in Nebraska open for discussion?	See response to question # 52.
79.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account Requirements, 14; E. COBRA and Retiree Requirements, 17	p. 28; p. 31	Can we assume the 2-hour turnaround return call request is within normal, 8 am-5 pm CT business hours?	Yes
80.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account Requirements, 12; E. COBRA and Retiree Requirements, 15	p. 28; p. 30	What is the State of Nebraska's definition of "dedicated" as it relates to staff assigned to your account?	The State defines dedicated as Contractor's staff members who are solely assigned to perform services in furtherance of this Contract, which means the Contractor does not assign them to work for any other client or customer.
81.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account Requirements, 8; E. COBRA and Retiree Requirements, 11	p. 28; p. 30	For healthcare reform updates provided within 30 days, do you mean those related to FSA, COBRA, Retiree, or any healthcare reform updates?	Related to FSA, COBRA and Retiree.
82.	6171 Z1 cost proposal - FSA, 8	N/A	Within the Cost Proposal, what is the State of Nebraska looking for when referencing Management Reports?	State of Nebraska requires access to the following reports: Weekly reports which backup the daily claims reimbursement requests;  Monthly Admin fee invoice and the report that backs up that invoice;  Enrollment report that lists enrollment, contribution and reimbursement detail.
83.	6171 Z1 cost proposal - FSA, 11	N/A	Within the Cost Proposal, what items are currently provided as part of the Enrollment Kits?	A Welcome letter and Debit card for members is part of the Enrollment Kits.
84.	General	N/A	What does the dependent verification process look like for retirees adding new dependents?	The dependent verification process is the same process as for any other current employee.

85.	General	N/A	Is an SSO connection needed so retirees can log in via an internal company intranet?	No
86.	General	N/A	Is data available to understand how many new retirements are expected to occur in the next 1-3 years?	Expected new retirements in the next 1-3 years is unknown at this time.  The last plan year had 446 new retirements.
87.	FSA, COBRA, Retiree RFP - C. Flexible Spending Account Requirements, 15; E. COBRA and Retiree Requirements, 18	p. 28; p. 31	Please provide additional details around the request for us to "Provide data feeds (ex. Eligibility file) to the State's contractors such as Medical/Rx contractors, as requested."	Contractor must notify each of the State's contractors for COBRA/Retiree enrollments, changes and terminations.
88.	General	N/A	Is the State of Nebraska substantiating and reimbursing claims using carrier files?	No, This is the responsibility of the TPA.
89.	General	N/A	How important is mobile technology to the State of Nebraska's participants?	Bidder should submit a response that best meets the requirements of the RFP.
90.	General	N/A	Does the State of Nebraska have any specific language requirements?	The State is not clear on the question. English and 508 compliant for visually impaired population.
91.	General	N/A	How does the State of Nebraska send payroll and eligibility information today?	The State of Nebraska sends payroll and eligibility information within the integration file.
92.	General	N/A	What types of campaigns has the State of Nebraska done to increase participation in your FSA plans?	See response to question # 6. No additional "campaigns" have been done.

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal response.