



FREDERICK COUNTY GOVERNMENT

DIVISION OF FINANCE
Department of Procurement & Contracting

Jan H. Gardner
County Executive

Lori L. Depies, CPA, Division Director
Diane Fouche, CPPB, Director

July 10, 2019

**Request for Proposal #19-400
DEFINED BENEFIT PLAN ADMINISTRATIVE SERVICES
Addendum #3**

This Addendum contains revisions, clarifications, and information pertinent to the title solicitation and shall supplement, amend, and become part of the solicitation. All responses shall be based upon the information provided in this Addendum, in accordance with the solicitation documents.

Acknowledgment of this Addendum shall be submitted with the response, including addendum number and date. Failure to acknowledge addenda may subject the Contractor to disqualification.

Proposals are due July 16, 2019, before 3:00 PM

Questions

- 1. Question:** *Does each recipient receive a copy of their direct deposit advice?*
Answer: The County currently provides paper advices that are mailed each month.
- 2. Question:** *Is the County open to using a portal where members are able to view pay stubs, however they would not receive a monthly paper copy?*
Answer: The County will entertain all solutions.
- 3. Question:** *Will the County use the software to generate a file for bank upload, or is the County just wanting to make changes to member record as necessary and then the service provider creates the payroll file that gets sent to the bank for processing?*
Answer: The County will entertain all solutions.

Except as noted herein, all terms and conditions of the document referenced, as heretofore changed, remain unchanged and in full force and effect.

Laura Schug, Procurement Analyst II
Department of Procurement & Contracting

JWH:lgs