



Serving Learners, Families, and the Community

CECIL COUNTY PUBLIC SCHOOLS

PUBLIC INFORMATION OFFICE

GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
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Jeffrey A. Lawson, Ed.D.
Superintendent of Schools

William H. Malesh
President, Board of Education

ADDENDUM #1

CCPS RFP #20-14: Employee Health Care Plan – PBM Services

This addendum is to answer and or clarify any questions asked by email sent to Andrele Cummings at Andrele.cummings@willistowerswatson.com. Proposers and related parties will be responsible to have read and understand all documents, the scope of work, addenda and all related solicitation documents issued. These documents will become attached to and part of the solicitation and award of bid contract. All proposers are responsible for checking all items.

QUESTION: Like many organizations across the Country, in furtherance with general public health guidance, we have transitioned much of our workforce to work from home in light of COVID-19. Our team that assembles hard copy presentations is located in a state with a “Stay at Home” executive order. We will therefore be providing only an electronic version of our response by the due date. Please confirm that this is acceptable in fulfilling the submission requirements of the RFP? In the event you do not have a procurement portal we can upload to an established secure FTP site to assist with any proposal delivery to ensure confidential information is kept secure and to deliver proposals that otherwise would be too large for traditional emails.

RESPONSE: Due to the current COVID-19 crisis that is affecting many businesses, we are allowing for proposals to be submitted by email to Andrele.cummings@willistowerswatson.com at the same due date and due time, **Friday, September 4, 2020, 5:00 PM (ET), Local Time** for evaluation purposes. The Bid Proposal Form **must** be signed, scanned and emailed, or signed with an electronic signature (PDF). **Hard copies with the original signatures and signed affidavits must be received by Willis Towers Watson ten (10) business days after emailed submission of the bid.**

Acknowledgement of Addenda

I/We acknowledge receipt of the following Addenda (if issued):

Addendum #1 _____ Addendum #2 _____ Addendum #3 _____

***Note: Bidder must sign and submit Addenda with the proposal submission. The same person signing the Addenda acknowledgement(s) must sign the Bid Form.**

Company Name

Authorized Signature / Date

Address

Name Printed / Title

Address

Email and Telephone