



**CITY OF MEMPHIS**

**REQUEST FOR PROPOSAL**

**#119755**

**Life Insurance, Disability, ADA, and Absence  
Management (including Sick Leave and FMLA)**

**Addendum Two (2)**

**Revision #1 - Contract Redlines** (as referenced on pages 22 and 23 of the RFP document):

Redlines to the City's Standard Contract for Goods and Services will not be collected until the selection of finalists. While the City will take questions regarding the Contract during the Q&A, no contract redlines will be accepted at this time.

Revised timeline below:

Activity	Date
Advertisement for marketing of RFP	March 21, 2023 and March 22, 2023
Intent to Bid Forms and NDA Deadline	March 28, 2023 (by noon CT)
RFP available to Bidders	April 3, 2023 (with submitted Intent and NDA)
Pre-Bid Conference	April 10, 2023 (noon CT)
Proposer Questions <del>&amp; Contract Redline</del> <del>Deadline</del>	April 19, 2023 (by 5pm CT)
City Response to Questions	May 1, 2023
<del>City Response to Contract Redlines</del>	<del>May 5, 2023</del>
Proposal Submission Deadline	May 17, 2023 (by noon CT)
Finalist Selections	Week of June 12
Finalist Presentations	Week of June 26
Negotiations	July
Agreement Finalization	End of July

**Revision #2 - Insurance Requirements:**

The City is not accepting redlines as it pertains to insurance. Questions regarding the insurance requirements will be accepted during the Q&A process.