



Spokane International Airport
BUSINESS PARK AND FELTS FIELD

ADDENDUM
TO THE
REQUEST FOR PROPOSALS
EMPLOYEE HEALTH AND WELFARE BENEFITS BROKER SERVICES

ISSUED THIS DATE: March 31, 2017

REQUEST FOR PROPOSAL DUE: April 10, 2017, 2:00 p.m.

This Addendum, contains clarification responses to questions received regarding the Request for Proposals (RFP) for Employee Health and Welfare Benefits Broker Services. Respondents shall take this document into consideration when preparing and submitting their proposal.

Question 1. We currently do not have a physical office located in the State of WA. Does this automatically exclude us from the running when qualifying our business for your RFP?

Response: It is a minimum requirement that the Broker has and maintains an office in the State of Washington

Question 2. Can the six (6) copies be bound together in a binder or un-bound?

Response: The six copies should be individually bound for distribution to the individuals that will review the RFP.

Question 3. Can the (1) copy in acrobat/PDF be printed/PDF or thumb drive?

Response: The copy in acrobat/PDF format should be provided electronically. A thumb drive is a preferred option.

END OF ADDENDUM