



Notice of Addendum No.1
Date of Addendum No. 1: October 14, 2025

Arlington Public Schools
Procurement Office

Request for Proposal 30FY26

Request for Proposal Title:	Health Care Services for Arlington Public Schools
Request for Proposal Number:	30FY26
Request for Proposal Issue Date:	October 8, 2025
Pre-Proposal Conference:	October 15, 2025, (Refer to Request Title Page 2)
Proposal Due Date and Time:	November 21, 2025, No Later Than 1:00 P.M. (EST)
Procurement Office Representative:	Danielle Godfrey, CPPB Procurement Director 571-205-3956, danielle.godfrey@apsva.us

The following information is provided to help Offerors submit a Proposal in response to RFP 30FY26. Addendum No. 1 modifies RFP 30FY26 with replacing the following pages.

- **Table of Contents – ATTACHMENTS Page 7**
- **Proposal Requirements Page 21**
 - **TAB 3a, 3b, 3c, etc. Questionnaires, Exhibits and Proposal Data Forms with Benefits, Capabilities and Cost**
 - **TAB 4: Reports & Analysis**
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ATTACHMENTS 63

Appendix G. Steps to submit a Proposal

Appendix H. Proposal Data Forms

Appendix I. APS RFP - ASO Pharmacy Questionnaire

Appendix J. APS Current Census

Appendix K. APS Medical Claims Repricing & Disruption Analysis

Appendix L. APS Rx Claims Repricing & Disruption Analysis

Appendix M. Medical Benefit Plan Designs

Appendix N. Vision Benefits Summary

Appendix O. Onsite Health Clinic Details

organization name, contact name, telephone number and **e-mail address of each reference**. Please verify all information prior to submitting it.

- ☐ Address what factors differentiate the Offeror from other potential Offerors for this project?
- ☐ What is the Offeror's particular strength in the marketplace?
- ☐ Describe the Offeror's experience in providing similar services.
- ☐ How long has the Offeror been providing these specific services?
- ☐ Is the Offeror's business line solely providing benefits? If not, what other services does the Offeror provide and what percentage of the Offeror's business lines is providing benefits to employees? Please separate business percentage by medical, nurse practitioner, prescription drug, vision, EAP, FSA, COBRA and services unrelated to the scope of the RFP ("other").
- ☐ Describe the methodology of the Offeror in successfully providing benefits to public schools' employees.

TAB 3: Proposal Data Form

The Offeror shall complete Appendix H. Proposal Data Form with benefits, rates, fees, and answers to questions for all lines of coverage they are submitting proposals for. See instructions on cover page of Proposal Data Form for instructions. Please subdivide Tab 3 content by each line of coverage you are submitting a proposal for:

- ☐ Medical
- ☐ Pharmacy
- ☐ FSA, COBRA
- ☐ On-site Clinic
- ☐ Vision
- ☐ EAP

TAB 4: Reports & Analysis

- GeoAccess reports are required for Medical and Vision proposals using Appendix J. APS Current Census. Run reports with the following guidelines access guidelines:
 - Medical: 2 PCPs within 10 miles, 2 specialists within 15 miles, 1 hospital within 20 miles.
 - Vision: 2 Optometrists within 2 miles, 2 specialists within 15 miles.
- Repricing and Disruption Reports are required for Medical and Pharmacy proposals. See attached appendices with APS data and columns for carriers to complete.
- Appendix K. APS Medical Claims Repricing & Disruption Analysis
- Appendix L. APS Rx Claims Repricing & Disruption Analysis

Tab 5: Trade Secrets or Proprietary Information

- ☐ Offerors are to provide information on the data or other materials sought to be protected and state the reasons why protection is necessary or falls within the exceptions of the Virginia Freedom of Information Act. It is the Offeror's sole responsibility to defend such exemptions if challenged in a court of competent jurisdiction.
- ☐ The Offeror shall provide their most recently filed, signed tax return, and financial statements. This includes the opinion letter, management letter comments, income statement, balance sheet, and notes to the financial statements from the most recent reporting period. Additional financial details, to include balance sheets and cash flow statements are requested for the past three years. Note: APS will treat any financial information provided in the Proposal as proprietary and confidential, and it will not be subject

Appendix G - Q

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