



# Livingston Parish Public Schools

*Excellence in Education!*

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## ADDENDUM NO. 1

April 12, 2024

### **Re: RFP 24-06: Third Party Administrator for Claims Services**

This addendum is issued for the purpose of responding to written questions that were submitted no later than April 8, 2024.

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## RFP 24-06: TPA For Claims Services Questions and Answers

1. Please provide copy of the existing TPA agreement. If the existing agreement will not be provided, when does the current TPA service agreement expire?

As noted in the RFP, Livingston Parish Public Schools currently self-administers all insurance claims and does not have a full-time TPA.

2. Are there existing special handling instructions that can be provided?

Special handling instructions will be relative to the system used by TPA. This will be determined during contract negotiations

3. What is the current settlement authority granted by LPPS?

Adjuster can settle up to \$25,000 without approval. Anything over must be coordinated with the defense attorney.

4. Under the Purpose section (page 4, last paragraph, second bullet) states that 'EPL & GL respondent responsibility is: 'limited administration as defined in Proposal...' - Could LPPS expand on the intent and what exactly is meant by limited administration?

Some GLs may remain in-house

5. Regarding the provided loss run & pertaining to the number of existing/takeover claims for new TPA - column H indicated date closed and I'm assuming any claim for which that field is blank is not closed - please either confirm this or advise of specific number of open claims by type

If closed-date is empty, it means the claim is still open

6. Who is the current TPA?
  - Is the current TPA handling claims for all lines mentioned in the RFP (WC, GL, Auto and EPL)?
  - Does the current TPA offer a “flat fee” for their services?
  - If so, what is the current “flat fee” for their services?

As listed above and noted in the RFP, LPPS currently self-administers all insurance claims and does not have a full-time TPA