



LARRY HOGAN  
Governor

BOYD K. RUTHERFORD  
Lieutenant Governor

DAVID R. BRINKLEY  
Secretary

MARC L. NICOLE  
Deputy Secretary

**AMENDMENT #5**  
**To**  
**REQUEST FOR PROPOSALS (RFP)**

**THIRD PARTY ADMINISTRATOR SERVICES FOR FLEXIBLE  
SPENDING ACCOUNTS—HEALTHCARE AND DEPENDENT DAYCARE  
SOLICITATION NUMBER F10B6400004**

**JUNE 13, 2016**

Ladies and Gentlemen:

The following Amendment is being issued to amend language and clarify information contained in the above-named RFP. All information contained herein is binding on all Offerors who respond to this RFP. The following change is listed below; new language has been double underlined and marked in red bold (ex. **new language**) and language deleted has been marked with a double strikeout (ex. ~~strike out~~).

1. Revise RFP Key Information Summary Sheet (Page iii), to read:

Procurement Officer: ~~Mike Yeager~~  
Phone: ~~(410) 260-6014~~  
e-mail: [mike.yeager@maryland.gov](mailto:mike.yeager@maryland.gov)

**Andrea R. Lockett**  
**(410) 260-7374**  
**Andrea.Lockett@maryland.gov**

2. Revise the Procurement Officer identified in RFP Section 1.5, to read:

The sole point of contact in the State for purposes of this solicitation prior to the award of any Contract is the Procurement Officer at the address listed below:

~~Mike Yeager~~ **Andrea R. Lockett**  
Maryland Department of Budget and Management  
45 Calvert Street, Room 144  
Annapolis, Maryland 21401  
Phone Number: ~~410-260-6014~~ **(410) 260-7374**  
Fax Number: 410-974-3274

Third Party Administrator Services for  
Flexible Spending Accounts – Health and  
Dependent Daycare  
RFP No. F10B6400004  
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E-mail: ~~[mike.yeager@maryland.gov](mailto:mike.yeager@maryland.gov)~~ [Andrea.Lockett@maryland.gov](mailto:Andrea.Lockett@maryland.gov)

The Department may change the Procurement Officer at any time by written notice.

**3.** Revise Section 35 (Notices) in Attachment A, to read:

35. Notices

All notices hereunder shall be in writing and either delivered personally or sent by certified or registered mail, postage prepaid, as follows:

If to the State: ~~Mike Yeager~~ [Ms. Andrea R. Lockett](mailto:Ms.Andrea.R.Lockett@maryland.gov)  
Procurement Officer, [Department of Budget and Management](#)  
Department of Budget and Management  
45 Calvert Street, Room ~~144~~ [145](#)  
Annapolis, MD 21401

**Date Issued:** June 13, 2016

**By:** Andrea R. Lockett  
<Signed>  
Procurement Officer