



<input checked="" type="checkbox"/> SOLICITATION ADDENDUM
<input type="checkbox"/> MODIFICATION OF CONTRACT

City of New Braunfels  
Purchasing  
550 Landa Street  
New Braunfels, Texas 78130

1. Solicitation No. NB 22-036	2. Contract No.	3a. Addendum No. 1 3b. Modification No.	4. Effective Date of this Action 1-Sep-22
5. Name and Address of Offeror or Contractor		6. For Information Call: Paige McDonald Assistant Purchasing Manager Phone No.: 830-221-4081 Fax No.: 830-608-2112	7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged

8. THIS BLOCK APPLIES TO SOLICITATION ADDENDA ONLY:  
The above numbered solicitation is amended as set forth in Block 10 below.  
 The date and time specified for receipt of offers IS NOT extended.  
 **THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:**  
Offerors must acknowledge receipt of this addendum prior to the date and time specified in the solicitation or as amended, by one of the following methods:  
(i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation; or  
(ii) By acknowledging receipt of this Amendment on each copy of the proposal submitted  
If by virtue of this Addendum offeror desires to change an offer already submitted, such change may be made by letter or email, provided each such notice makes reference to the solicitation AND this Amendment, and is received prior to the date and time specified.  
**NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS ADDENDUM AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.**

9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY.  
The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below.  
 This Change Order is issued in accordance with authority granted by instrument referenced in block 2.  
 The instrument in Block 2 is modified to reflect administrative changes.  
 This Supplemental Agreement is entered into pursuant to the Authority of: General Provision #2 Changes.  
 Other (Specify type of modification and authority): \_\_\_\_\_.  
 CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TWO ORIGINALS.  
 Contractor is not required to sign this document but is requested to acknowledge receipt.

10. DESCRIPTION OF CHANGES:  
a. This addendum incorporates the following questions:  
1. What system does the City use for payroll administration?  
a. OneSolution.  
2. What current on-line enrollment system does the City use for annual and on-going enrollment?  
a. Trustmark.  
3. Who is the City's current COBRA administrator?  
a. United Healthcare.  
4. How many current COBRA participants are included on the medical plan as of September 1st?  
a. 0.  
5. Today, does the City perform ACA reporting internally? If not internally, what vendor is contracted to perform the service?  
a. Yes, the reporting is performed internally and through our online enrollment software.

Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.

11a. SIGNATURE OF OFFEROR OR CONTRACTOR		CITY OF NEW BRAUNFELS, TEXAS	
		Paige McDonald	9/1/2022
11b. PRINTED NAME AND TITLE	11c. DATE	SIGNED Paige McDonald Assistant Purchasing Manager	- Date