

Jim Justice
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**From: Thomas J. Marchio, Policy Specialist
State of West Virginia Public Employees Insurance Agency**

Date: September 5, 2017

**Re: The State of West Virginia Public Employees Insurance Agency
Request for Proposal for Fringe Benefits Management and Administrative
Services**

The dates and times in the *Schedule of Events* in the RFP released August 21, 2017 have been revised and extended as illustrated below. After reviewing the RFP, if your company has any interest in submitting a proposal bidding

Schedule of Events

Following is the tentative revised schedule of events for this procurement. Adjustments may be made if they become necessary.

Release of the RFP.....	August 21, 2017
Intent to Bid Letter	September 18, 2017
Vendor's Written Questions	
Submission Deadline	October 12, 2017
PEIA Response to Questions	October 26, 2017
Proposals Due (By 4:00 pm EST)	November 30, 2017
Technical Proposals to be Opened	December 1, 2017
Oral Presentation (If necessary)	December 15, 2017
Contract Award (Anticipated)	January 10, 2018
Open Enrollment Commences	April 2, 2018
Open Enrollment Ends	May 15, 2018
New Plan Year Begins	July 1, 2018

Letter of Intent to Bid

A letter of intent to bid (**Exhibit A**) on page 35 must be submitted to PEIA on or before 4:00 pm EST on September 18, 2017. Paper or electronic Format is acceptable. To Email the letter of intent, send it to thomas.j.marchio@wv.gov.

NOTE: The RFP is available on the PEIA website: www.wvpeia.com