



**ADDENDUM #1  
Human Resources  
Comprehensive Wellness Program  
RFP # 7488-23**

July 11, 2023

The attached addendum supersedes the original Information and Specifications regarding RFP # 7488-23 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

**ATTENTION: The evaluation criteria for this RFP has been changed. Please see the updated criteria at the end of this document with the changes highlighted in yellow.**

Please note: BIDS will only be accepted electronically by emailing [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov).

**Submittal Instructions:**

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on August 2, 2023.**

**Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.**

**NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).**

**Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified**

**above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.**

Email [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov); identified as RFP # 7488-23 in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER  
ACKNOWLEDGMENT**

July 11, 2023

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7488-23, Comprehensive Wellness Program.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov) as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **BIDS will only be accepted electronically by emailing [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov).**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

**Signed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name of Company** \_\_\_\_\_



**Boulder County Purchasing**  
**1325 Pearl Street**  
**Boulder, CO 80302**  
[purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov)

## **EVALUATION CRITERIA**

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The proposals will be reviewed by a selection committee. The committee may request additional information from vendors or request interviews with one or more vendors. Final evaluation and selection may be based on, but not limited to, any or all of the following:

- **Price**
- Vendor
- End-user experience
- Tailoring and branding
- Incentives and rewards
- Content management
- Biometrics
- Health risk assessment
- Challenges
- Coaching
- Communications
- Reporting
- Third-party integrations
- Technical
- Implementation
- Support

A scoring matrix with the order and priority of criteria to be used by the county in its evaluation and selection process is shown below:

Description	Points
Price	25
Vendor	5
End-user experience	5
Tailoring and branding	5
Incentives and rewards	5
Content management	5
Biometrics	5
Health risk assessment	5
Challenges	5
Coaching	5
Communications	5
Reporting	5
Third-party integrations	5
Technical	5
Implementation	5
Support	5
<b>Total Possible</b>	<b>100</b>