



City of Carlsbad, New Mexico  
RFP # 2017-06  
Addendum 5

5/4/17

**Addendum Notice – Cafeteria Plan Administrator**

The City of Carlsbad has been asked the following question in regards to RFP 2017-06 and offers the response in blue text:

Will you be posting the current Cafeteria Plan administrator rates?

The City does not pay the current provider an administrator fee. The current provider as part of the process of setting employees up to take advantage of our cafeteria plan, is given access to City employees to sell voluntary insurance plans, therefore there is not an administrator fee charged.

**Matt Fletcher**  
**Purchasing Manager**  
**City of Carlsbad**  
**575-234-7905**

If you have any questions, please feel free to contact me at 575-234-7905 or email me at [msfletcher@cityofcarlsbadnm.com](mailto:msfletcher@cityofcarlsbadnm.com).

**Please return a signed copy of this addendum notice with your bid.**

X \_\_\_\_\_  
Name of Representative

Date: \_\_\_\_\_