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January 16, 2018

To Whom It May Concern:

The East Bay Regional Park District is soliciting proposals from qualified third party administrators for Workers' Compensation Claims Administration and Managed Care Services. The District intends to negotiate a five-year contract with the option of a two-year extension, upon mutual agreement.

The District 's current contract agreement expires on July 1, 2018. Thus, we are initiating the formal Request for Proposal (RFP) process to evaluate the services and costs for a bundled program for third party administrators for Workers' Compensation Claims Administration and Managed Care Services.

Enclosed for your consideration is the District's RFP for Workers' Compensation Claims Administration and Managed Care Services. To be considered, the TPA firm must meet the qualifications and satisfy the requirements set forth in the RFP. Completed proposals must be received electronically by 5:00 PM on Friday, February 9, 2018 to the email address below.

If you have any questions about the RFP, please email me at afong@ebparks.org or call me directly at (510) 544-2157. Thank you and I look forward to your RFP proposal.

Sincerely,

Anna Fong
Risk Manager
East Bay Regional Park District
afong@ebparks.org
510-544-2157

Enclosures:

- EBRPD Request for Proposal
- EBRPD Public Self Insurers Annual Report
- EBRPD Contract for Services – Class D
- CSAC-EIA Workers' Compensation Claims Administration Guidelines

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