



Post Office Box 3005
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Jacksonville, Florida 32206-0005
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February 24, 2026

ADDENDUM NO. 01

**TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
REQUEST FOR QUOTE NO. 26-BAR**

**BENEFITS AGENT OF RECORD FOR DENTAL AND VISION PLANS
FOR THE
JACKSONVILLE PORT AUTHORITY**

The item(s) of this Addendum shall modify and become a part of the contractual documents for this project as of this date.
(Failure to acknowledge this addendum may be grounds for rejection of proposal.)

ATTACHMENTS TO CONTRACT SPECIFICATIONS

Attachment No. 01 – *Response to Question(s) submitted via Email and/or E-Builder*

Acknowledgment of the following addenda is hereby made:

Addendum #1, Dated: _____ Initials _____

Company: _____

NOTE: THIS ADDENDUM SHALL BE ACKNOWLEDGED ON THE PROPOSAL FORM OR UPLOADED WITH PROPOSAL PACKAGE IN E-BUILDER. FAILURE TO ACKNOWLEDGE ADDENDUM MAY BE GROUNDS FOR REJECTION OF PROPOSAL.

PLEASE VISIT [HTTPS://WWW.JAXPORT.COM/PROCUREMENT/](https://www.jaxport.com/procurement/) OR CALL PROCUREMENT SERVICES AT (904) 357-3455, PRIOR TO THE PUBLIC OPENING TO DETERMINE IF ANY ADDITIONAL ADDENDA HAVE BEEN RELEASED ON THIS PROJECT.



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RESPONSE TO QUESTIONS

1. What are the names of the current dental and vision insurance carriers?

ANSWER: Humana

2. What agency is the current agent of record?

ANSWER: Bailey Group

3. What commission % is currently paid on each line?

ANSWER: Vision – 10%; Dental – 10%

4. How much total premium is paid for dental and vision?

ANSWER: As of Feb 2026: Dental - \$14,983.28; Vision - \$1,924.33

5. How do employees currently enroll? Self-service online (what system), paper forms, etc.

ANSWER: ADP Employee portal

6. Is the enrollment method the same for other coverages? (medical, life, disability, etc.)

ANSWER: Yes, through the ADP Employee portal.

7. How are enrollments transmitted to the carriers?

ANSWER: JAXPORT's Human Resources Representative enters the enrollments

8. When is the policy anniversary date?

ANSWER: October 1st (fiscal year)

9. How frequently is an RFP for dental and vision coverage required?

ANSWER: For Agent, approximately 5 years