



Response To Submitted Questions

**Employee Leave Management and
ADA Administration Services**

Dated June 30, 2025

The following are responses to submitted questions:

Q1. Can the RFP be submitted electronically, and if yes, where should it be sent?

A1. Yes, RFPs may be submitted electronically to: countybenefits@marathoncounty.gov – RFP Updated to include email address.

Q2. Will Marathon County move the active claims to the new vendor or start clean slate?

A2. All open leave cases will be transferred to the new vendor.

Q3. If moving claims, - In section 4, there are 65 active leaves noted. Are all of them leave claims or are some ADA claims?

A3. Of the 65 active cases, one is an ADA claim.

Q4. Can you please provide the intended duration of the contract?

A4. Initial terms / probationary period of 6 months to a year followed by a fixed 3 year term.

Q4. How many users will require admin-level access??

A4. At least three (3) Human Resources staff members will require admin-level access: the Human Resources Director and two Human Resources Analysts.