

ADDENDUM NUMBER FOUR TO
REQUEST FOR PROPOSALS - INSURANCE BROKER SERVICES

Tulsa International Airport
Tulsa Riverside (Riverside) Airport

Addendum Title: Additional General Questions
Issue Date: February 4, 2026. 3:00 p.m.

This Addendum Number Four responds to additional general questions:

- 1.) We have noted in your RFP there are 150 employees currently working for TAIT. Would you mind providing us with a breakout of FT to PT and how many employees are currently enrolled on your medical plan?

Response: We have two regular part-time employees who do not participate in our benefit offerings. All other employees are considered regular full-time.

- 2.) Based on the projects you have outlined in the bid specs, are there any plans for employee growth in the next 2 to 5 years?

Response: We don't anticipate an appreciable increase in employee growth based upon the upcoming capital improvement projects in the next 2-5 years.

- 3.) Who is your current payroll vendor?

Response: Paylocity is our current payroll vendor.

- 4.) Would you be willing to share your current benefit enrollment material/booklet? If not, would you mind at least sharing some basic differences between the base and buy-up medical, dental and vision plans?

Response: Enrollment booklet attached.

- 5.) Would you be willing to provide any details on your current medical loss ratio?

Response: TAIT will discuss the current medical loss ratio with the successful bidder at the appropriate market interval.

- 6.) Please confirm if TAIT is subject to ERISA regulations. Also, could we get a copy of your 5500 filing for both health & welfare and retirement plans?

Response: Certain plans may be subject while others may not. The successful bidder must collect and supply Tulsa Airports Improvement Trust (TAIT) with information needed to determine ERISA status for all offered plans.

- 7.) The RFP mentions your 457(b) plan. May we include information on our retirement consulting services as well?

Response: This RFP is solely for Broker Services. Retirement consulting services is not part of the scope of this solicitation.

8.) Can you tell us who is currently funding the PlanSource and Healthee platforms?

Response: Tulsa Airports Improvement Trust

9.) Would you mind clarifying if the statement contained in section #6, page 12 is primarily addressing P&C premiums or H&W premiums?

Text of #6, Page 12:

All premiums for insurance placed by the Broker on behalf of TAIT shall be invoiced by the Broker upon initiation of the coverage. TAIT shall remit payment to the Broker in accordance with the specified terms and conditions of the applicable Agreement.

Response: For each insurance policy, whether Property & Casualty (P&C) or Health & Welfare (H&W), the Broker should invoice TAIT for the applicable premium prior to the policy effective date. TAIT will remit payment to the Broker in accordance with the terms of the applicable Agreement.

This addendum/clarification, and any other addendum/clarification will be posted at the following link on the FlyTulsa website: [Business Opportunities - Fly Tulsa](#)

END.

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