

Received Questions and Responses

1. **QUESTION:**

In the last actuarial valuation the medical claims assumption was developed by NY State, found in the following reports.

- a. *Development of Recommended Actuarial Assumptions for New York State/ SUNY GASB 45 (March 8, 2011);*
- b. *Annual Report to the Controller on Actuarial Assumptions (August, 2010).*

Can NYSBA provide the successful vendor updated NY State Controller actuarial reports as they are available?? Or provide a contact at the NY State Controller's office who could provide the successful vendor with the reports?

RESPONSE:

- A. The report "Development of Recommended Actuarial Assumptions for New York State/SUNY GASB (March 8, 2011) has been updated and the Authority has obtained the original 2006 version and the revision dated December 2012. The Authority will provide a contact in Civil Service to the awarded proposer, if requested, to obtain the most current version if needed.
- B. The "Annual Report to the Controller on Actuarial Assumptions (August, 2010)" report and updates can be obtained directly by the proposer from the website of the Office of the State Comptroller.

http://www.osc.state.ny.us/retire/about_us/index.php

In addition, the Comptrollers' office website provides a contact in the form of the: Public Employer Liaison Unit of the New York State Department of Civil Service at (518) 485-1771

2. **QUESTION:**

Based on the eligibility requirement (p.11 of Appendix B), terminated employees hired before 4/1/1975 with 5 years of service or hired after 4/1/1975 with 10 years of service are also eligible for post employment benefits. Was terminated vested employee data provided to the actuary? And if not is the terminated vested data available?

RESPONSE:

Census data for all individuals vested was provided from Civil Service.

3. **QUESTION:**

How long has the incumbent actuary been in place?

RESPONSE:

The contract that expired began in 2007

4. **QUESTION:**

Why are these services out to bid? Are they due to the expiration of the current contract or for other reasons?

RESPONSE:

Expiration of the current contract, please refer to the RFP.

5. **QUESTION:**

Are there any improvements that the Authority is seeking in its relationship with the actuarial consultant?

RESPONSE:

No, the Authority is not seeking improvements in the relationship.

6. **QUESTION:**

What are the total actuarial fees paid to the current or previous consultant in the last two contract years?

RESPONSE:

In 2011 \$8,000 was paid, in 2012 no payments were made.

7. **QUESTION:**

Please provide the estimated hours expended by and the rate per hour for each actuarial category of personnel for the last two contract years.

RESPONSE:

The original contracted estimate for 2011 charges from the 2007 proposal consisted of:

Supervising Actuary	5hrs @ 390	\$1,950
Actuary	8hrs @305	\$2,440
Actuarial Consultant	8hrs @ 245	\$1,960
Staff Consultant/Admin.	10hrs @ 215	<u>\$2,150</u>
	Total	\$8,500

Actual 2011 invoice was \$8,000 and was below the original contracted amount as noted above in question 6.

No hours were contracted for during 2012.

8. **QUESTION:**

Is there an MWBE company currently working as a subcontractor on the existing contract? If yes, please provide the name of that company and the types of services provided.

RESPONSE:

No MWBE firms were indicated in the expired contract.

9. **QUESTION:**

Would we be disadvantaged if we identify and assign all 20% to one MBE firm instead of splitting participation between one MBE and another WBE?

RESPONSE:

The Authority's goal is maximum feasible MWBE utilization, see Appendix D of the RFP. The Authority considers MBE and WBE participation equally.

10. **QUESTION:**

It is our understanding that Governor Cuomo's MWBE Task Force is no longer entertaining waivers for state-funded contracts. Does this apply to the Authority and this procurement?

RESPONSE:

The Authority believes this understanding regarding waivers is not accurate. The goal of the Authority is maximum feasible MWBE utilization. See Appendix D of the RFP.

11. **QUESTION:**

If we assign all 20% to a MBE is the contractor required to fill out NYSBA EEO forms 100 and 200?

RESPONSE:

The Authority would requires EEO form 100 be completed for a professional services contract of a reasonably short term nature. Form 200 relates to multi-month projects.

12. QUESTION:

If the answer to 12 is yes are MBE subcontractors required to fill out NYSBA EEO forms 100 and 200?

RESPONSE:

See response to question 11.

13. QUESTION:

Will we be able to modify certain terms and conditions, such as the indemnification clause and waiver of jury trial, to obtain a mutually acceptable contract?

RESPONSE:

The Authority expects to enter into a contract with the selected proposer substantially in the form attached to the RFP as Appendix E. Submission of a proposal constitutes an acknowledgement that the proposer has thoroughly examined and become familiar with the work required under this RFP, that it is capable of performing quality work to achieve the objectives of the Authority, and that it will accept these terms and conditions unless exceptions are specified in the proposer's submission. The cover letter submitted with the proposal must state whether any exceptions are taken to the terms and conditions, and reference the section of the proposal where such exceptions are detailed.

14. QUESTION:

What were the fees paid for the 2011 actuarial valuation and 2012 interim valuation?

RESPONSE:

See responses to questions 6 and 7 above.

15. QUESTION:

Will the Authority favor proposals surpassing the 20% MWBE goal over others that do not address or submit the minimum 20% MWBE goal?

RESPONSE:

Please refer to appendix D in the RFP where it is stated the Authority:

"recognizes its obligation under the law to promote opportunities for maximum feasible participation of certified minority-and women-owned business enterprises and the employment of minority group members and women in the performance of NYSBA contracts."