



STATE OF TENNESSEE
TREASURY DEPARTMENT

REQUEST FOR PROPOSALS # 30901-31517
AMENDMENT # 1
FOR ACTUARIAL SERVICES FOR THE TN ADVISORY
COUNCIL ON WORKERS' COMPENSATION

DATE: **JULY 11, 2016**

RFP # **30901-31517** IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		June 20, 2016
2. Disability Accommodation Request Deadline	2:00 p.m.	June 23, 2016
3. Pre-response Teleconference	11:00 a.m.	June 24, 2016
4. Notice of Intent to Respond Deadline	2:00 p.m.	June 27, 2016
5. Written "Questions & Comments" Deadline	2:00 p.m.	June 30, 2016
6. State Response to Written "Questions & Comments"		July 11, 2016
7. Response Deadline	2:00 p.m.	July 18, 2016
8. State Completion of Technical Response Evaluations		July 27, 2016
9. State Opening & Scoring of Cost Proposals	2:00 p.m.	July 28, 2016
10. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	August 2, 2016
11. End of Open File Period		August 9, 2016
12. State sends contract to Contractor for signature		August 10, 2016
13. Contractor Signature Deadline	2:00 p.m.	August 15, 2016

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

QUESTION / COMMENT	STATE RESPONSE
1 How long have the current actuaries been providing their service?	The current contract start date was 08/25/2011.
2 What were the annual fees charged and the terms of the contract?	The amount that has been paid out as of 06/30/2016 is \$53,462.29.
3 Has the scope of the work changed since the work was done?	No.
4 Can we get a copy of the most recent actuarial report?	Reports posted at the Advisory Council website at http://www.treasury.tn.gov/claims/wcadvisory.html
5 Can we get a copy of the proposal of the last successful bidder?	Yes. A copy of the proposal is provided as a separate document.
6 Will you share the Evaluation Sheet and perform a debriefing if requested at the end of the process?	The files will be open for public inspection on August 2. Any documents available electronically can be sent via email. Providing the documents for your review would be the extent of a debriefing.
7 Who is the current contractor providing these services?	By the Numbers Actuarial Consulting, Inc.
8 How long has the current contractor provided these services?	See response to Question 1 above.
9 How much does the Advisory Council pay annually for these actuarial services?	The maximum liability of the current contract is \$83,250.00 however we are not obligated to spend the maximum amount.
10 In lieu of CDs, could we provide electronic copies of our proposal on a USB flash drive?	Yes
11 Who is the incumbent providing these same actuarial services to the Advisory Council?	See response to Question 7 above.
12 How many years has the incumbent Actuary provided the requested services?	See response to Question 1 above.
13 Is it possible to get a copy of the prior proposal submitted by the incumbent (if any)?	See response to Question 5 above.
14 Is it possible to get a copy of the previous filing evaluation and related report(s) and other work performed by the incumbent Actuary?	See response to Question 4 above.
15 What was cost to the Advisory Council for the most recent NCCI filing evaluation and related actuarial services?	See response to Question 2 above.

QUESTION / COMMENT	STATE RESPONSE
16 Who is the current actuary/actuarial firm providing these services	See response to Question 7 above.
17 What are the annual fees being paid for these services?	See Response to Question 9 above.
18 May we obtain a copy of the latest analysis for review?	See Response to Question 4 above.