



REQUEST FOR INFORMATION (RFI) FOR PREMIUM FINANCING

OVERVIEW OF THE STATE INSURANCE FUND

New York State Insurance Fund ('NYSIF' or 'Agency') was established following enactment of the Workers' Compensation Law in 1914. It is a self-supporting, independent state agency, providing workers' compensation and disability benefits insurance to employers within New York State.

For nine decades, NYSIF has been a major insurance carrier for workers' compensation insurance, providing benefits to injured workers and their families.

NYSIF continues to be the leading workers' compensation insurer in the State, currently insuring approximately one-third of the State's compensation insurance market, with assureds ranging from large construction companies, manufacturing concerns, farms, small family-owned businesses to individuals employing household help.

NYSIF is a competitive insurance carrier available to any business with employees in New York State. NYSIF sells only workers' compensation and disability benefits insurance. By law, it is required that workers' compensation premiums offered by NYSIF are fixed at the lowest possible cost sufficient to maintain a solvent fund.

NYSIF is under the overall direction of a board ("Board of Commissioners").

Additional information regarding NYSIF can be found at: www.nysif.com.

PURPOSE OF THIS RFI

NYSIF is in the process of gathering information with the intent for a future procurement to contract for premium financing services for our policyholders.

REQUESTED INFORMATION

NYSIF produces approximately \$1.3 billion in annual workers' compensation billings for approximately 180,000 policyholders. We are seeking information on a premium financing program that would allow us to receive our premium up-front on a non-recourse basis. Please provide information on your program, a process map of the proposed workflow and specific information on the items below:

- Billing Options
- Terms offered to Policyholders
- Financing of Prior Balances

- Down payment requirements
- Finance Charge to Policyholder
- Is there a dollar threshold to meet your financing requirement
- Cancellation Process and Cancellation Terms; power of attorney requirements
- Credit Underwriting criteria; are all policyholders approved
- Audit billings; are they handled as adjustments to original credit agreement or new contract
- Technology
 - What technologies will be used to facilitate integration and exchange of data with NYSIF's operational systems? FTP, Web Services, Messaging etc.
 - Will the integration be real time or batch process?
 - What hardware/software and network connectivity platforms will be required by NYSIF?
- Customer Service Information
- Reporting
- Billing Process
- Dispute Resolution Process
- How is policyholder fraud handled
- Accepted payment types
- Collection Process
- Insolvency Proceedings

This list is not exclusive. Interested providers should reply to this RFI within the designated timeframe below and may elect to attend the scheduled informational meeting in order to discuss any planned submission and ask questions. Questions may be submitted in writing in advance. All responses should cover your complete product offering.

Additionally, the response should include the name of your company; contact information including the individual's name, address, telephone number and email address; years in business and any other information which provides insight into your company size, financial strength, resources and services provided.

INFORMATIONAL MEETING RESERVATION

NYSIF will conduct an informational meeting to allow potential bidders and agency staff to ask questions of each other and allow for an open exchange of information.

Firms electing to attend the optional informational meeting will be required to pre-register. Please complete and return the attached pre-registration form by August 3, 2010.

The informational meeting will be held at NYSIF's office located at 199 Church Street, New York, NY 10007, on August 10, 2010 at 11:00 a.m.

INFORMATION DUE & CONTACT INFORMATION

- Due Date for responses is August 24, 2010
- Submit response in writing to the below individual or via email:

Leslie Hepp
Procurement Unit
15 Computer Dr West
Albany, NY 12205
Email: contracts@nysif.com

Please note: NYSIF is committed to achieving its goal of increasing opportunities for New York State Minority and Women's Business Enterprises (M/WBE). Any company that feels it may meet the state requirements for certification but has not done so already is also encouraged to visit the NYS Economic Development website at www.nylovesmwbe.ny.gov for more information.



PRE-REGISTRATION FORM
Request for Information – Premium Financing Services
Informational Meeting

Firm _____

Firm Address _____

Contact person _____

Title _____

Phone _____

Fax _____

Email _____

Website _____

Tax ID (FEIN) _____

Attendees _____

*Please e-mail (contracts@nysif.com) or fax (518-437-4209) your completed form **by 8/3/10.***

Late registrations may not be accepted.