



New York State Insurance Fund
Procurement Unit

February 11, 2019

The following Q&A will serve as Amendment #1 to NYSIF's Request for Proposals (RFP) for Insurance Consulting Services, bid number 2019-03-INS. Material in this Amendment supersedes any contradictory material in the RFP.

Please note that the due date for the submission of bids **remains unchanged**.

All bids are due 2/27/19, by 2:00 p.m.(eastern).

Sincerely,

A handwritten signature in black ink that reads "Alexandria Romano".

Alexandria Romano
Contract Management Specialist 2

Insurance Consulting Services

RFP # 2019-03-INS

Amendment 1

#	Question	NYSIF Response
1	Who is the incumbent?	Not material to this RFP.
2	My firm is MBE-certified in the state of NY. Although the scope of work is beyond what we can do, we could support a primary with the actuarial aspects of the project. Since we won't bid on the opportunity, I wonder whether there is any way of making potential responders aware of the fact that there exist qualified MWBE firms willing to become subcontractors. Any feedback will be appreciated.	Although it is the sole responsibility of the awarded vendors to ultimately find a subcontractor to work with, NYSIF can add MWBE firms interested in subcontracting to a list.
3	Could you please confirm if the RFP 2019-03-INS for Insurance Consulting Services intends to license a vendor product besides consulting services?	The intent is to have a vendor provide technical expertise only and that "business systems" referenced in Section 2.3.1.b. Business Reengineering, refers to business processes and not a vendor product or software solution.
4	1. <input checked="" type="checkbox"/> NYSIF looking to secure a firm that would provide insurance domain expertise, assist NYSIF with documenting their current and future business and technology requirements, along with identifying overall business process design? OR 2. <input checked="" type="checkbox"/> NYSIF looking for a firm who would provide new optimal software solutions for NYSIF, either through a custom build or off-self commercial software?	The intent is to have a vendor provide technical expertise only and that "business systems" referenced in Section 2.3.1.b. Business Reengineering, refers to business processes and not a vendor product or software solution.
5	Will Scope 1 be awarded to only 1 vendor for all services requested, or could it be awarded to several vendors participating in the RFP?	Per Section 1.7, "NYSIF anticipates multiple awards. NYSIF reserves the right to (i) award to one Bidder; (ii) split separable portions of the contract by scope and award to one or more Bidders; or (iii) any combination thereof. Each scope will be individually scored and awarded. Final selection is at NYSIF's sole discretion."
6	Can a participating vendor submit a proposal for only a portion of the Scope 1 services?	Bidders submitting proposals for a specific scope must be able to provide the Mandatory Services under the specific scope. In addition, bidders must meet the Mandatory Requirements outlined in RFP Section 2.1. and should demonstrate how each of the requirements in Section 2.2 are met.
7	<p>Appendix T Question:</p> <p>Please note that a significant portion of the information being requested in Appendix T is highly sensitive and private security information which would be detrimental to both the Vendor(s) and the State if exposed. Additionally, completion of this appendix requires extensive effort and cost to properly complete.</p> <p>We request that NYSIF either revise the appendix to require generic answers that would not expose any sensitive information, or remove this Appendix from the mandatory RFP requirements and instead require vendors to comply with the New York State ITS Security requirements which are in place to protect the state in engagements similar to this.</p> <p>Alternatively, if the information in Appendix T is required, we recommend that NYSIF:</p> <ol style="list-style-type: none"> 1. Require only the selected vendors to provide this information in the contract execution phase and not in the proposal phase, and 2. Agree to execute a Non-Disclosure Agreement that provides an assurance that the response will be strictly protected as vendor confidential and not subject to any FOIL request. 	<p>While Appendix T is required to be completed and submitted with your bid, generic but relevant answers will suffice. Bidders are not required to provide sensitive data to us. In addition, any sensitive data may also be redacted.</p> <p>In addition, refer back to Exhibit B, Clause 13, 14 and 15 for the process on identifying "confidential" or "proprietary information" in your bid proposal that your firm believe should be exempt from FOIL disclosure.</p>