



## **NYSIF REQUEST FOR INFORMATION**

### **THE NYSIF INNOVATION PROGRAM**

**RFI #2024-120-INS**

**12/9/24**

#### **1. OVERVIEW OF THE NEW YORK STATE INSURANCE FUND**

NYSIF is the largest workers' compensation insurer in New York State and among the ten largest nationwide. NYSIF covers 2 million workers and insures 200,000 employers in New York State. NYSIF's mission is to guarantee the availability of workers' compensation, disability insurance and paid family leave at the lowest possible cost to New York employers while maintaining a solvent fund. Since its inception 110 years ago, NYSIF has fulfilled this mission by competing with other insurance carriers to ensure a fair marketplace while serving as a guaranteed source of coverage for employers who cannot secure coverage elsewhere. NYSIF strives to achieve the best health outcomes for injured workers and be an industry leader in price, quality, and service for New York employers. For more information, visit [nysif.com](https://nysif.com).

#### **2. PURPOSE OF THIS REQUEST FOR INFORMATION (RFI)**

The New York State Insurance Fund is committed to staying at the forefront of the technological capabilities that enhance customer experience, improve operational efficiency, and support innovation within insurance product development. To better understand and utilize these innovations, NYSIF is establishing an innovation program to explore how emerging technologies can address our evolving business priorities, optimize processes, and deliver impactful insurance solutions and services.

We invite organizations to share insights, solutions, technologies, and strategies that align with NYSIF's vision of leading continued innovation and excellence within the insurance industry. There will not be a contract award for purchase of services or products directly resulting from this RFI. However, we may use this information garnered from the RFI process in future procurement(s). Respondents will be placed on a mailing list and will receive an announcement of any subsequent Request for Proposals (RFP) that may arise from the RFI. Any decision to subsequently issue an RFP for such services will be at the sole discretion of NYSIF, and NYSIF is under no obligation to initiate such an RFP.

Participating firms will benefit from the knowledge exchanged with NYSIF and learning the nuances of the New York State workers compensation market as well as being associated with NYSIF's brand and formidable reputation.

### **3. GENERAL TERMS AND CONDITIONS**

Proprietary Information - Careful consideration should be given before confidential information is submitted as part of your response. Review should include whether it is critical for reviewing a response and whether general, non-confidential information may be adequate for review purposes. The NYS Freedom of Information Law, Public Officers Law, Section 87(2)(d) provides exceptions to disclosure for records or portions thereof. Among these "are trade secrets or are submitted to an agency by a commercial enterprise or derived from information obtained from a commercial enterprise and which if disclosed would cause substantial injury to the competitive position of the subject enterprise."

A respondent to the RFI who is taking advantage of this provision must clearly identify on each page of the submission that contains confidential or proprietary information the label "Confidential" or "Proprietary" and the identification of the page and section for which the exemption is requested. In addition, with regard to any particular section(s) for which an exemption is requested, pursuant to POL 89[5] the respondent must provide a written request to exempt the information from disclosure, including a written basis of the reasons why the information should be exempted by identifying: (i) why the disclosure of the identified information would cause substantial injury to the competitive position of the Contractor, or (ii) why the information constitutes critical infrastructure information which should be exempted from disclosure pursuant to §87(2) of the Public Officers Law. The written request and rationale can be by a separate document which refers to the specific page(s) and section(s) of the submission to which it refers.

Requests for exemption of the entire contents of a submission from disclosure have generally not been found to be meritorious and are discouraged. Kindly limit any requests for exemption of information from disclosure to bona fide trade secrets or specific information, the disclosure of which would cause a substantial injury to the competitive position of the firm or information which constitutes critical infrastructure information which may be exempted from disclosure pursuant to §87(2) of the Public Officers Law.

NYSIF cannot guarantee the confidentiality of any information submitted.

#### **NYSIF reserves the right to:**

1. Use any and all ideas submitted in response to the RFI.
2. Adopt all or any part of the vendor's response in selecting the optimum configuration to be used in an RFP.
3. Request RFI respondents to present supplemental information clarifying their responses, either in writing, in formal presentation, or by product demonstrations.
4. Accept or reject any or all information received, or to modify or cancel this RFI in part or in its entirety at any time.
5. NYSIF recognizes that information and cost figures provided in response to this RFI are nonbinding.
6. This RFI is being issued for data gathering purposes only. This RFI is not a contract offer, and does not commit NYSIF to award a contract, pay any costs incurred by Respondent in preparing a response, or to procure or contract for services or supplies. No contract can or will be awarded based on submissions.
7. Respondents are encouraged to respond to this RFI; however, failure to submit a response will not impact a respondents' ability to respond to any future competitive solicitation process (if any) for projects.

- 8. There are no representations or warranties regarding the accuracy or completeness of the information contained in this RFI. Respondents are responsible for making their own evaluation of information and data contained in this RFI and for preparing and submitting responses to this RFI.

**4. CALENDAR**

<b><u>DATE</u></b>	<b><u>EVENT</u></b>	<b><u>COMMENTS</u></b>
12/9/24	RFI Issued	
12:00 PM 12/23/24	Final date for firm inquiries <b><u>Attachment 1 Question Submission Form</u></b>	<b>Written inquiries only</b> using " <b><u>Attachment 1 Question Submission Form</u></b> " by 12:00 p.m. (EST) to: Email: <a href="mailto:contracts@nysif.com">contracts@nysif.com</a> Fax: 518-437-4209
1/13/25	Responses to Inquiries	Written responses will be posted on <a href="#">NYSIF's website</a>
1/27/25 <b>2:00 PM EST</b>	Final date for submission of responses	Deadline for response to this RFI. Responses should be emailed to <a href="mailto:contracts@nysif.com">contracts@nysif.com</a> . Please include "NYSIF RFI #2024-120-INS" in the subject line of the e-mail.

**5. INQUIRIES/ISSUING OFFICE/DESIGNATED CONTACT**

All inquiries concerning this RFI will be addressed to the following Designated Contacts:

Alex Romano

Contract Management Specialist 3

E-Mail: [contracts@nysif.com](mailto:contracts@nysif.com)

Vincent Ginardi

Project Manager 3

E-Mail: [contracts@nysif.com](mailto:contracts@nysif.com)

All amendments, clarifications and any announcements related to this RFI will be posted on NYSIF's website at: [www.nysif.com/procurement](http://www.nysif.com/procurement). It is the sole responsibility of the respondents to check the website for any amendments, clarifications, or updates. All applicable amendment information must be incorporated into the firm's response.

## **6. REQUESTED INFORMATION**

The New York State Insurance Fund is seeking to gather information on vended solutions as outlined above in Section 2. Interested NYSIF innovation program participants should submit a pitch deck (Max 15 PowerPoint slides) and provide the following information:

1. Organization, Company History, and Leadership Team
  - a. Organization demographics: Leadership team, number of employees, etc.
  - b. Experience: State level of experience supporting insurance industry clients and partners. Include details of how many years of experience in applicable field as appropriate and verifiable track record of success. Include specifics on how many projects have been successfully completed with similar size and scope.
  - c. Technical expertise: Include verifiable technical experience with required tools, techniques and technologies as requested. This can include appropriate technical certifications, programs and credentials.
  - d. Reputation: Highlight track record of delivering on project deadlines and high level of customer service and support. As applicable, provide referrals from industry peer firms and organizations.
2. Solution overview:
  - a. Product: Outline of product and its key benefits. Highlight any unique features.
  - b. Security & support: List description of company technical and organization safeguards. Provide summary of continuing maintenance and support services.
3. High-level financial forecasts and projections for your company as available.
4. Implementation timeline examples for your company as it relates to previous projects efforts.

## **7. PRESENTATION/INTERVIEW**

Presentations may be up to 90 minutes. Questions may be asked by the review committee based on material covered in the presentation/interview.

Presentation/interviews will be conducted in New York City, Albany or virtually. It will be the responsibility of the respondents to present the appropriate staff to discuss the products, at the scheduled time. Respondents will be responsible for all costs associated with the presentation. Appointments will be made at least one week prior to the scheduled presentation/interview date. There is no guarantee expressed or implied that a firm will be asked to make a presentation and no product or services will be procured through this process.

## **8. DUE DATE**

The due date for responses is 1/27/25, 2:00 p.m. (Eastern) to: [contracts@nysif.com](mailto:contracts@nysif.com). Please include "Response to NYSIF RFI #2024-120-INS – NYSIF Innovation Program" in the subject line of the e-mail. Responders assume all risks for timely, properly submitted deliveries.