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1/12/24

The following (Q&A) will serve as Amendment #1 to NYSIF's Request for Proposals (RFP) for Insurance Defense Outside Counsel for Workers' Compensation Hearings, Depositions, Appeals, and Other Legal Matters, bid number RFP 2023-64-LEG. 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 1/26/24, by 2:00 p.m.(eastern).

Sincerely,

Patricia Cremmins

Patricia Cremmins
Contract Management Specialist 1

Insurance Defense Outside Counsel for Workers' Compensation Hearings, Depositions, Appeals, and Other Legal Matters

RFP # 2023-64-LEG

Amendment 1

Question #	RFP Page #	RFP Section and Sub-Section Reference #/Heading	Question	NYSIF Response
1	pg 14	Section 2.1	Must we submit anything any other certifications OR is the signed attachment 1: Mandatory Requirement Certification sufficient for this section?	Proposals must include the information as requested in Section 2.1, Mandatory Requirements, in addition to completed Attachment 1 - Mandatory Requirement Certification.
2	pg 24	Section 4.2	The bid format states we must submit 3 separate files: Administrative, Technical, and Cost proposals. Can you please clarify what exactly should go in each file? (Ex. Section 2 must go in Administrative Proposal, etc.)	Administrative - NYSIF Appendices D - Y, and NDA Cost - Appendix Z Technical - All other responses required of the bidder in the RFP.
3	pg 24	Section 4.2	Is the "Fee Proposal" the same as the "Cost Proposal"?	Yes.
4	pg 24-25	Section 4.2	The RFP instructions state to answer in the order asked. That being said, section 2 asks for a list of things, but then section 4 gives a different format. Shall we follow section 4's format (starting with section 4), then insert section 2's information when section 4.2.4 prompts us to, or do we start with providing all information requested in section 2, then move on to section 4?	You may include these responses however you see fit as long as they are labeled and clearly identify which RFP Section you are responding to.
5	pg 14	Section 2.1	RFP states that we must answer/attest to everything, does that mean you would like us to certify that we understand each portion of the RFP (including section 1 and 3) or just provide what is expressly asked?	Firms must attest to their ability to meet all mandatory requirements outlined in Attachment 1 and provide any documentation requested within Attachment 1.