



REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES  
 ACTUARIAL SERVICES/DCRB RATE FILING  
 CONTRACT NUMBER DOI16002-ACTUARIAL\_DCRB\_RATES

ADDENDUM #1

QUESTIONS RECEIVED	RESPONSES
1. Who provided the most recent actuarial analysis and report?	Milliman.
2. How long has the incumbent been providing this service?	2 years.
3. Is the incumbent prevented from bidding on this work for the current RFP?	No.
4. Can we get a copy of the successful bid proposal that led to the most recent actuarial report?	The Department has no documents responsive to this question.
5. What were the professional fees paid for the prior analyses and reports for the last three years, by year?	The fees are: 2014     \$38,947.54 2015     \$57,389.71 2016     \$2,818.05 (for Nov 2015 services) Total    \$99,155.30
6. How many hours were billed for the prior analyses and reports for the last three years, by year?	The Department does not have this information.
7. Can we get a copy of the most recent actuarial report?	Yes. It is available at: <a href="http://www.delawareinsurance.gov/departments/documents/documents/">http://www.delawareinsurance.gov/departments/documents/documents/</a>
8. When was the last actuarial review of DCRB rates produced for Delaware?	2015.
9. Who was the incumbent?	Milliman.
10. What was the cost?	The fees are: 2014     \$38,947.54 2015     \$57,389.71 2016     \$2,818.05 (for Nov 2015 services) Total    \$99,155.30
11. Is the latest DCRB filing available to the bidder?	Yes. It is available at: <a href="http://www.dcrb.com/shared/d_contents.htm">http://www.dcrb.com/shared/d_contents.htm</a> .

12. Is the latest actuarial review of the DCRB review available to the bidder?	Yes. It is available at: <a href="http://www.delawareinsurance.gov/departments/documents/documents/">http://www.delawareinsurance.gov/departments/documents/documents/</a>								
13. When will the underlying data be provided to the successful bidder?	Shortly after DCRB submits its filing with the Department.								
14. What form is the underlying data be provided in?	Excel, PDF and Word.								
15. Will the underlying data be provided electronically?	Yes.								
16. When will the proposed filing be provided to the successful bidder?	Shortly after it is filed with the Department.								
17. Will expenses for travel to Delaware be reimbursed for the three, two hour public information sessions?	No.								
18. When will the three, two hour public information sessions be held?	No dates have been set.								
19. What is the due date for the draft report?	No dates have been set.								
20. What is the due date for the final report?	No dates have been set								
21. How many supplemental reports or analyses were provided previously?	None.								
22. Are the supplemental reports or analyses available to the bidder?	N/A								
23. What was the cost of any supplemental reports or analyses?	N/A								
24. Who was the last consulting firm that performed the work?	Milliman.								
25. How long have the current actuaries been providing their service?	2 years.								
26. What were the annual fees charged and the terms of the contract?	The fees are:  <table> <tr> <td>2014</td> <td>\$38,947.54</td> </tr> <tr> <td>2015</td> <td>\$57,389.71</td> </tr> <tr> <td>2016</td> <td>\$2,818.05 (for Nov 2015 services)</td> </tr> <tr> <td>Total</td> <td>\$99,155.30</td> </tr> </table> Copies of the contracts for 2014 and 2015 are attached.	2014	\$38,947.54	2015	\$57,389.71	2016	\$2,818.05 (for Nov 2015 services)	Total	\$99,155.30
2014	\$38,947.54								
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2016	\$2,818.05 (for Nov 2015 services)								
Total	\$99,155.30								
27. Has the scope of the work changed since the work was done?	No.								
28. Can we get a copy of the most recent actuarial report?	Yes, it is available at: <a href="http://www.delawareinsurance.gov/departments/documents/documents/">http://www.delawareinsurance.gov/departments/documents/documents/</a>								
29. Can we get a copy of the proposal of the last successful bidder?	The Department has no documents responsive to this question.								
30. Will you share the Evaluation Sheet and perform a debriefing if requested at the end of the process?	No (as to debriefing). Yes (as to Scoring Sheets).								
31. Is there a pricing page for the RFP?	No.								

<p>32. What actuarial firm is currently providing the services described in the Request for Proposals? How long has this firm been providing these services?</p>	<p>Milliman. 2 Years.</p>								
<p>33. Has a Request for Proposal been issued at this time because the current contract period has expired? If no, why has an RFP been issued at this time?</p>	<p>Yes.</p>								
<p>34. What were the fees charged for the required services for each of the past five years?</p>	<p>The fees are:</p> <table data-bbox="690 535 1258 682"> <tr> <td>2014</td> <td>\$38,947.54</td> </tr> <tr> <td>2015</td> <td>\$57,389.71</td> </tr> <tr> <td>2016</td> <td>\$2,818.05 (for Nov 2015 services)</td> </tr> <tr> <td>Total</td> <td>\$99,155.30</td> </tr> </table>	2014	\$38,947.54	2015	\$57,389.71	2016	\$2,818.05 (for Nov 2015 services)	Total	\$99,155.30
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<p>35. Please provide copies of the most recent two reports provided in connection with these services.</p>	<p>The 2015 report is available at:  <a href="http://www.delawareinsurance.gov/departments/documents/documents/">http://www.delawareinsurance.gov/departments/documents/documents/</a></p> <p>The 2014 Report is attached.</p>								
<p>36. Oliver Wyman responded to the following RFP earlier this year:  REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES ACTUARIAL SERVICES ISSUED BY GOVERNMENT SUPPORT SERVICES CONTRACT NUMBER DOI16001-ACTUARIAL_SERVICES  This RFP is to provide a wide range of consulting services to the Delaware Insurance Department and includes a review of the annual DCRB application. This is the same services (<i>sic</i>) being requested by the current RFP, which is also for the Delaware Department of Insurance.</p> <p>What is the purpose of this second RFP?</p>	<p>The Department uses 2 separate, independent actuarial firms to review/analyze the DCRB annual filing.</p>								
<p>37. Section IV, B., 2., paragraph 3:  Vendors are directed to clearly print "BID ENCLOSED" and "CONTRACT NO. DOI16002-ACTUARIAL_DCRB_RATES" on the outside of the bid submission package.</p> <p>Question: Does "bid submission package" refer to the entire proposal or just the cost portion of the proposal?</p>	<p>"Bid Proposal" refers to the entire proposal. The cost proposal should be included.</p>								

<p>Should the cost proposal be separate from the technical proposal, or can the entire proposal including cost be presented as a single document?</p>	
<p>38. Section number: Appendix B, Scope of Work Paragraph number: 2b Page number: 40 Text: <i>If needed, assist in creating a request for supplemental information related to the DCRB Filing</i></p> <p>Question: Would the need for creating a request for supplemental information be determined by the Vendor, the DOI, or another party?</p>	<p>The DOI in consultation with the Vendor.</p>
<p>39. Section number: Appendix B, Scope of Work Paragraph number: 2b Page number: 40 Text: <i>If needed, assist in creating a request for supplemental information related to the DCRB Filing</i></p> <p>Question: What is the anticipated timing of determining such a need in relation to the Vendor's receipt of the DCRB Filing?</p>	<p>No dates have been determined yet.</p>
<p>40. Section number: Appendix B, Scope of Work Paragraph number: 2b Page number: 40 Text: <i>Explain the derivation of its indicated rate and the differences between rate changes and those filed by the DCRB or any other actuary reviewing the DCRB filing</i></p> <p>Question: Is there a limit to the potential number of actuaries who will be reviewing the DCRB filing?</p>	<p>Yes. The DOI will have 2 separate, independent actuaries. The Ratepayer Advocate will have a separate actuary.</p>
<p>41. Section number: Appendix B, Scope of Work Paragraph number: 2b Page number: 40 Text: <i>Participate in three, two hour public information sessions</i></p> <p>Question: What is the anticipated timing of the public information sessions in relation to the Vendor's receipt of the DCRB Filing?</p>	<p>No dates have been determined yet.</p>

42. Can you provide the name of the last 3 actuarial firms that provided the work and how long each of them provided services?	Milliman has provided this particular service for the last 2 years								
43. What were the annual fees charged for each year for the work required?	<p>The fees are:</p> <table data-bbox="690 304 1258 453"> <tr> <td>2014</td> <td>\$38,947.54</td> </tr> <tr> <td>2015</td> <td>\$57,389.71</td> </tr> <tr> <td>2016</td> <td>\$2,818.05 (for Nov 2015 services)</td> </tr> <tr> <td>Total</td> <td>\$99,155.30</td> </tr> </table>	2014	\$38,947.54	2015	\$57,389.71	2016	\$2,818.05 (for Nov 2015 services)	Total	\$99,155.30
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44. Can we get a copy of the proposal of the last successful proposer?	The Department has no documents responsive to this question.								
45. Can you provide the proposal scoring from the previous RFP?	The Department has no documents responsive to this question.								
46. I understand that 4 copies (1 Original) and 1 USB copy are needed. In regards to the copies, do all 41 pages of the RFP need to be copied or just the attachments when submitting the bid?	All pages need to be provided.								