

SOLICITATION NUMBER: 24062-14-009A

QUESTIONS AND ANSWERS SERIES - 001

Q1. In the RFP, Part 4, item # 1.1.1. along with the two charts to be completed in order to address the Mandatory Criteria (M1, M4 and M6 - first chart), (M8 - 2nd chart) page 11, TBS has included a chart listing all Mandatory Requirements (M1 thru M11) pages 12-16. Are we expected to complete this chart? If so, what information, specifically, do you require in the last column (Demonstrated experience or Reference to Proposal). The 3rd column asks for a page number (which is what I assume would be placed in column 4 as well).

A1. The two charts to be completed in order to address the Mandatory Criteria (M1, M4 and M6 - first chart), (M8 - 2nd chart) page 11 must be completed and submitted with the bid.

While it's not mandatory to complete the chart listing all Mandatory Requirements (M1 thru M11) pages 12-16, it assists the evaluation process as it indicates where in the proposal the information can be found (page number) to demonstrate how the Bidder meets the criteria, or how the Bidder meets the criteria through specific information inserted in column 4.

Q2. Did you also want us to complete the chart under Part 4, item# 1.1.2 Point Rated Technical Criteria pages 16-22?

A2. While it's not mandatory to complete the chart listing all the Point Rated Technical Criteria pages 16-22, it assists the evaluation process as it indicates where in the proposal the information can be found (page number) to demonstrate how the Bidder meets the criteria, or how the Bidder meets the criteria through specific information inserted in column 4.

Q3. Under Part 4, item 1.4 page 17 - Scope of Services, you refer to "services" and/or "benefits". Can you provide a specific definition for each of those terms?

A3. Services- related to the design of employee disability and sick leave management programs.

Benefits- related to the design of benefits structure received while on short or long-term disability.

Q4. In reviewing the request for proposal (#24062-14-009A) the disability consulting team members point requirements (page 20, 5.1, 5.4, page 21, 6.2), are not reflecting the stipulated mandatory requirement for the senior and intermediate disability benefit consultant outline on page 13 and 14. Are these mandatory criteria? Would it be possible to get clarification?

A4. These are not mandatory criteria. The resources will be awarded points if they hold the specified education and certification as per the criteria.