

State of Mississippi State and School Employees Health Insurance Management Board

Request for Proposal for Actuarial Consulting Services

Amendment Number One

Vendor Questions and Board Responses

May 15, 2018

1. **How many hours did the current actuarial firm incur in 2016 and 2017?**  
*The Board’s utilization of the actuarial consulting services requested in this RFP have averaged between 700 to 800 hours per year.*
2. **How many monthly Board meetings did the current actuarial firm attend in 2016 and 2017?**  
*As required by the contract, the Consulting Actuary attends all regularly scheduled monthly Board meetings.*
3. **How many monthly Board meetings did the current actuarial firm present in 2016 and 2017?**  
*In addition to frequently participating in Board discussions and or providing ad hoc analyses at meetings throughout the year, the Consulting Actuary traditionally makes formal presentations during at least four of the monthly Board meetings each year.*
4. **How long has the incumbent consultant (Actuary) been in place?**  
*Having been the successful respondent in the Board’s respective RFP processes, the incumbent Consulting Actuary has been providing services for the Plan since 1992.*
5. **What are the current fees/hourly rates for the actuarial firm?**  
*The incumbent Consulting Actuary’s professional fees are not considered relevant. Proposers should submit their most competitive proposal for consideration.*
6. **How frequently do ad-hoc projects occur? Over the last three years, please provide a sample list of these projects.**  
*In addition to the annual calendar year and fiscal year actuarial analyses, the Consulting Actuary has rendered services on numerous ad hoc projects over the past several years including, but not limited to, assistance in the evaluation of proposed medical and/or prescription drug benefit changes, review and comment on the OPEB valuation (prepared by a third party actuary), assistance in the content and presentations at Board retreats, assistance in review/comment on other effectiveness and efficiency of other Board vendor services, analysis and advice on potential changes to the Board’s life insurance program, special drug claims analysis, analysis and advice regarding ACA compliance and fee (PCORI, Transitional reinsurance) calculations, assistance in content and presentations to the Plan’s Advisory Council, and assistance regarding Plan issues to other entities such as the State Auditor’s Office, PEER Committee, etc. While the time commitment has remained fairly consistent (averaging 200 or more hours per year), the specific frequency and complexity of such projects vary somewhat from year to year.*

**NOTE: This amendment is hereby made a part of the State and School Employees Health Insurance Management Board’s Request for Proposal for Health and Life Insurance Actuarial Consulting Services (RFP). This document must be signed and returned with your response to the RFP to acknowledge that you received the amendment and that you have accounted for it in your response to the Request for Proposal.**

\_\_\_\_\_  
Authorized Signature of Proposer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Proposer