

MARYLAND STATE TREASURER'S OFFICE

**QUESTIONS AND ANSWERS
FOR
REQUEST FOR PROPOSALS FOR
BROKER SERVICES FOR AUTO COVERAGE
RFP #AUTO-07132022
EMMA PROJECT NUMBER: BPM030714**

August 1, 2022

Q1. Under section 1.1.2.8 of minimum requirements, would the state be willing to amend the requirement as follows? "All liability policies shall include The State of Maryland as additional insured, except for Cyber Liability, Workers' Compensation and Professional Errors and Omissions Liability".?

Answer to Q1: Additional insured status for the State is required for the vendor's cyber policy. Additional insured is not required for worker's compensation/employer's liability.

Q2. Section 3.6.2. Add Cyber Liability – Additional Insured Status is not applicable per item 1, above.?

Answer to Q2: The State is required to be included as additional insured under vendor's cyber policy.

Q3. Section 3.6.1.C. Crime – deductible requirement is not greater than \$10,000. Will the State consider removing this requirement?

Answer to Q3: The deductible will remain no greater than \$10,000 for vendor's crime coverage.

Q4. Please advise the expiring fee for the expiring contract.

Answer to Q4: \$18,250.00

Q5. Please advise total compensation to incumbent broker for owned intermediaries and London/Bermuda facilities.

Answer to Q5: Not applicable

Q6. Would the State consider a global fee, where the awarded broker pays any intermediary or foreign wholesale commissions out of the fee?

Answer to Q6: We require clarification on this question.

Q7. What was the price of the last contract/proposal won?

Answer to Q7: \$18,250.00 (MES is no longer part of this new RFP pricing is \$17,500.00).

Q8. Do(es) the proposal quote include the commission from the sale?

Answer to Q8: No

Q9. Page 32 of 79: 5.4.2.F (9) – I cannot locate Section 2.4.4 within the RFP. Please provide what page number of the RFP this "deliverables table" question is referencing

Answer to Q9: CORRECTION: The Offeror shall include a deliverable description and schedule describing the proposed Deliverables as mapped to the State SDLC and the Deliverables table in **Section 2.2**. The schedule shall also detail proposed submission due date/frequency of each recommended Deliverable.

Q10. Page 32 of 79: 5.4.2.F (10) – What is SLA, is this Service Level Agreement? Section 2.6 references the contract term. What service level metrics / SLA credits are you looking for a response on?

Answer to Q10: REMOVED IN ITS ENTIRETY via Amendment #1: ~~The Offeror shall include an SLA as identified in Section 2.6, including service level metrics offered and a description how the metrics are measured, any SLA credits should the service level metrics not be met, and how the State can verify the service level. The Offeror shall describe how service level performance is reported to the State.~~

**REQUEST FOR PROPOSALS FOR
BROKER SERVICES FOR AUTO COVERAGE
RFP #AUTO-07132022**

eMMA Project Number: BPM030714

Page 2

Q11. Page 32 of 79: 5.4.2.F (11) – Please clarify what you are asking. The RFP is for the placement of Auto Physical Damage coverage. What migration of system are you referring too?

Answer to Q11: ~~REMOVED IN ITS ENTIRETY via Amendment #1: Description of technical risk of migrating from the existing system.~~

Q12. Page 33 of 79: 5.4.2.H – This item references section 3.10.1. Section 3.10.1 of the RFP reads “THIS SECTION IS INAPPLICABLE TO THIS RFP”.

Answer to Q12: **CORRECTION:** The Offeror shall include information on past experience with similar projects and services including information in support of the Offeror Experience criteria in **Section 1.1**. The Offeror shall describe how its organization can meet the requirements of this RFP and shall also include the following information:

Q13. Page iii of 79 Contract Duration: Five (5) year base period with two (2) one-year option periods. Page 6 of 79 2.6 Term: November 1, 2022 through October 31, 2025, with up to two consecutive one-year renewal options. Can you please confirm the contract term, including start date?

Answer to Q13: Contract duration is Five (5) year base period with two (2) one-year option periods. The base contract period shall be November 1, 2022 through October 31, 2027 with up to two consecutive one-year renewal options, exercisable at the sole discretion of the Office.