

## State of Washington Office of Insurance Commissioner

### RFP S2406 Adult Family Homes Study

#### Questions and Answers

**Question:** We have done several reports similar in scope and scale, which have been procured through the DES statewide contract #01620. Has OIC considered using that contracting mechanism rather than an RFP. The statewide contract is faster and much easier for the agency and vendors.

**Answer:** Statewide Contract #01620 was not considered the correct procurement vehicle for these services. A competitive solicitation ensures that OIC is able to set minimum qualifications, and lay out all objectives that vendors must address when submitting proposals.

**Question:** Our firm has significant experience on efforts involving AFHs. We don't have significant experience with liability insurance (other than our own coverages). Is the experience and expertise requested on page 1 of 22 of the RFP needed in (a) conducting studies and writing reports to the legislature, (b) with the AFH industry, and/or (c) with liability insurance?

**Answer:** OIC is specifically looking for assistance examining the liability insurance market pressures affecting this line of business. In the question above, C is most important followed by B, with A as the last consideration.

**Question:** What data will be available from which to determine cost of liability insurance? For instance, will there be a data call to insurers? Are there insurers or a subset of adult family homes that have volunteered to provide their insurance quote, exposure, and loss experience?

**Answer:** It is possible that a data call will be necessary to complete the study. OIC has not asked any adult family home operator or company to provide information at this time.

**Question:** Has this opportunity ever been issued to anyone else and if so who was the incumbent?

**Answer:** This opportunity has not been issued previously.

**Question:** Under section 1.3 Minimum Qualifications, in the 3rd bullet point it mentioned the actuarial work must be supervised by an individual who is a member of the American Academy of Actuaries. Do we need to hire more than one actuary?

**Answer:** No more than meet the minimum qualifications.

Question: Does the state have a list of actuaries for us to choose from?

Answer: OIC does not have a list of actuaries for vendors to contact. There are a number of membership organizations that include directories or searches for certified actuaries if a vendor is seeking a subcontractor to include in a proposal.