

MARYLAND STATE TREASURER'S OFFICE

**Louis L. Goldstein Treasury Building
80 Calvert Street, Room 109
Annapolis, Maryland 21401**

**REQUEST FOR PROPOSALS FOR INSURANCE BROKER SERVICES
FOR TRAVEL/ACCIDENT and ATHLETIC PARTICIPANTS COVERAGES
RFP # TAAP-03052014**

QUESTIONS AND ANSWERS

March 14, 2014

Q-1. Please provide the current Broker Fee for:

- Travel Accident, Blanket State Employees
- Athletic Participants, I, II, III

A-1. See Exhibit 1.

Q-2. Are fees separated by plan or one fee for all coverages?

A-2. Fees are separated by coverages. See Exhibit 1.

Q-3. Who is the current broker?

A-3. Riggs, Counselman, Michaels & Downes, Inc. (RCM&D)

Q-4. Do they have any other business with the State of Maryland?

A-4. RCM&D is the current broker for these services under RFP #APT/A-03272009. They do not provide broker services on any other broker services contract procured by the State Treasurer's Office at this time.

Q-5. Is the TPA on both coverage's making any commission?

A-5. The RFP is for Broker Services and not TPAs.

Q-6. Is there any language in the current TPA/broker contract that allows either to make commission in the event savings are provided for the State?

A-6. See response A-5 above regarding TPAs. Please see Section 3.09 of the RFP regarding broker compensation.

- Q-6. Can you provide updated losses on all of the schools within the Maryland State system?
- A-7. See losses incurred in Section 3.05 and 3.06 of the RFP. Updated losses will be provided to the Offeror awarded the Contract in response to this RFP.
- Q-7. Can you provide a copy of each policy?
- A-7. This information will be provided to the Offeror awarded the Contract in response to this RFP.
- Q-8. When is the expected time-frame for the release of requested coverages?
- A-8. See Section 3.05 of the RFP regarding effective dates of coverages. Copies of prior policies will be provided in advance of the renewal dates to the Contractor only.
- Q-9. Section 3.04 requires the successful broker to submit audited financial statements every year. Is there an exception to this requirement?
- A-9. Section 3.04 states, "Upon request, over the term of the Contract, Offerors must provide the Office with current audited financial statements." Submission is upon request. There is no exception to this requirement for this procurement.

EXHIBIT 1

		Policy Term	Net Premium	Broker Fees
	<u>Travel Accident Coverage Premiums</u>			
1	Blanket State Employees Travel Accident	7-1-2011/14	\$20,408	\$250
	<u>Athletic Participants Coverage Premiums</u>			
1	Basic Coverage for 10 schools	8-1-2013/14	\$787,927	\$2,500
2	Catastrophic Coverage - Baltimore City Community College	8-1-2013/14	\$4,816	\$250
3	Catastrophic Coverage ST Mary's College of MD	8-1-2013/14	\$750	\$250