



**Request for Proposal
RFP No. 231117**

**Actuarial Services for the Valuation of
Other Post-Employment Benefits (OPEB)**

Q&A Addendum No. 1

This document provides question and answer information pertaining to the above captioned RFP.

REMINDER: It is the Respondent's responsibility to thoroughly read and examine the entire RFP and any addenda to the RFP.

1. Will non-Arkansas firms be required to have the certificate of authority by the time of bid or could this be attained upon contract award?

Answer: Non-Arkansas firms will not need to have the certificate of authority by the time of proposal submission.

2. Would UAS like the two (2) soft copies to be two (2) separate USB Drives?

Answer: The two soft copies should be on two separate USB drives.

3. What is the name of the incumbent contractor?

Answer: Cheiron, Inc.

4. How long has the incumbent actuarial firm been providing the services?

Answer: Since Fiscal Year 2016/2017.

5. What are the prior fees that UAS paid to the incumbent actuarial firm, split by each task?

Answer: The University wishes to assure that respondents bid their most competitive pricing and advantages so current and/or past pricing will not be provided.

6. What is the total number of expected in-person meetings each year? If held, would the respondent presentations be in-person or virtual?

Answer: We anticipate at least one-in-person meeting in the first year. We are open to virtual meetings after that. For respondent presentations, if held, we anticipate having virtual presentations.

7. Would it be possible to receive a copy of the latest valuation reports?

Answer: Copies of the latest valuation reports will be provided. Please send an email request to Terry Fuquay, tfuquay@uasys.edu.

8. Could you kindly share the job titles of the expected evaluation committee members?

Answer: The Evaluation Committee will be comprised of individuals from campuses within the University of Arkansas System that are involved in financial affairs.

9. Can you please provide a copy of the most recent OPEB valuation report?

Answer: See answer to question 7.

10. Who is the current actuary and how long have they been providing actuarial services?

Answer: See answers to questions 3 and 4.

11. Why are the actuarial services being bid at this time?

Answer: Arkansas procurement law allows a maximum contract term of seven years. The contract with the current actuary has reached the seven-year limit.

12. What were the fees charged for the OPEB valuation work for each of the last 3 years?

Answer: See answer to question 5.

13. Were there any special projects or analysis required over the last 3 years beyond the typical valuation work? If so, please briefly identify and describe the scope and associated fees.

Answer: Our hospital campus is audited by an external auditor. The external audit firm may have an in-house OPEB expert that may request additional documentation from the actuary and/or test the methodology used by the actuary. In that event, the actuarial firm will need to respond to the external auditor's request. In addition, our flagship campus has an additional schedule prepared to further allocate OPEB expense, liability, and deferred inflows/outflows to respective departments/divisions.

14. What is the timeline for delivery of the final OPEB valuation report?

Answer: For fiscal year 2023/2024, a first draft of the GASB 74/75 Report will be needed no later than May 15, 2024. The final reports (the GASB 74/75 Report and the

GASB 74/75 Report Supplemental Exhibits by Campus) will be needed by June 15, 2024.

15. Approximately when is the data provided for the OPEB valuation?

Answer: The data will be provided once the contract has been signed.

16. Our firm prefers to contract for actuarial services with a limit on liability for ordinary mistakes. However, we accept unlimited liability for: (i) willful, fraudulent or criminal misconduct, (ii) breach of the confidentiality provisions; and (iii) bodily injury, including death, or damage to tangible personal or real property incurred while performing the Services and to the extent caused by the negligent or willful acts or omissions of our personnel. Please confirm that the University is willing to negotiate a prudent amount of potential payment that is acceptable to both parties, with exceptions noted.

Answer: The University will negotiate in good faith the terms of the contract; however, the University expects the successful respondent to be responsible for the quality of its work, including financial responsibility.