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**Q & A #4 to  
Request for Proposals (RFP)  
Group Term Life and Personal Accident and  
Dismemberment (PA&D) Insurance  
PROJECT NO. F10B8200006**

**November 14, 2007**

Ladies and Gentlemen:

The numerical sequencing begins at question # 143; questions up to #142 were answered in Q&A #3. The following questions, for the above referenced RFP, were received by e-mail and are answered and posted for all Offerors:

143. **Question:** Is there a "key" to the census?

**Answer:** Column headings are clear and self-explanatory. No key was devised to accompany the census.

144. **Question:** Does the census identify retirees anywhere?

**Answer:** No. Please see the response to Question #9.

145. **Question:** The census has 44,740 records (which is about what they indicated in the RFP), however, is there anything that indicates those that have PA&D?

**Answer:** No, but the headcounts from Attachment E-2 provide summary data.

146. **Question:** Can you provide actual paid claims during the experience periods?

**Answer:** Please see the response to Question #26.

147. **Question:** For the experience period shown, can you provide actual waiver claims by reserve, by coverage amount, DOB, and gender for each individual? This is not available, total waiver claims would have to do.

**Answer:** Please see the response to Question #14.

148. **Question:** I assuming that you're considering extending the bid deadline as the pre bid meeting's questions have not been issued yet?

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**Answer:** Yes, proposals are now due November 26, 2007. Please see Amendment 2.

149. **Question:** There was a 10% rate decrease on the Term Life program from the 2006 – 2007 year to the 2007 – 2008 year. What was the reason for the rate change?

**Answer:** Favorable experience.

150. **Question:** Have there been other rate changes in the past, and if so, what were they?

**Answer:** No. Please see the response to Question #6.

151. **Question:** What about on the PA&D program?

**Answer:** There have been no rates changes at all on the PA&D.

152. **Question:** In Attachment E-1 on page 60 of the RFP, are the coverage amounts for ages 65+ the unreduced face amounts?

**Answer:** No, they are the reduced face amounts.

153. **Question:** On page 13, the number of lives is about equal to the number of lives in the Employee/Retiree table on page 60. Can you verify that page 13 lives are limited to the employee/retiree piece and do not include spouses or children while the earned premium and incurred claims on page 13 cover everyone including spouses and children?

**Answer:** Please see the responses to Questions 22, 27, 28, 29 and 55 and Amendment 2.

154. **Question:** For the open enrollment meeting conducted around the state, do you know the number of meetings to be held, the location of the meetings, and the approximate length of time the meetings typically run?

**Answer:** Open Enrollment meetings typically run from 10:00AM to 2:00PM and are held in approximately 120 locations. The number of meeting locations varies year to year, however.

155. **Question:** How many people are normally present from the carrier?

**Answer:** Typically one to two.

156. **Question:** For the position that the State of Maryland requires be physically located in their Baltimore location in order to make obtaining information accessible, can you tell me more about this person's role and the duties expected of them?

**Answer:** The person is an on-site representative of the Contractor and fields all calls and in-person walk-in questions as well as processes all evidence of insurability filings and death claims.

157. **Question:** Since the Group Term Life and the PA&D could be with different carriers, would the State still require a carrier provide an ASM (3.2.12) if just the PA&D was awarded?

**Answer:** The Contractor winning the award for Service Category II, PA&D, if different from the group life Contractor, is not required to provide an ASM. Please note the RFP, Section 3.3, has no requirement for an ASM.

158. **Question:** Can you provide volume was for the census (there is a salary but we need volume since the plan is voluntary).

**Answer:** Volume information resides in the RFP, Attachments E1 and E2 and in summary form in RFP, Section 3.5.1.

159. **Question:** The current PA&D policy includes the following exclusion: “a war, or warlike action in time of peace, including terrorist acts”. The list of requested exclusions in Section 3.3.6 of the RFP shows all of the current policy exclusions with the exception of the war and terrorism exclusion. Would it be acceptable to remove the “terrorist act” portion of the exclusion, but keep the war exclusion? What is the reason for the removal of the above mentioned exclusion?

**Answer:** The RFP is correct. Please see the response to Question #64 which explains how an Offeror is to address exclusions listed in the RFP, Section 3.3.6.

160. **Question:** The current PA&D policy shown on the benefits website does not include a waiver of premium benefit. Section 3.3.4 requests that waiver of premium be included with the PA&D insurance. Please explain how this benefit works. Does waiver apply only for accident related situations, or for any disability to which waiver typically applies? Does it only apply to dependents if an employee dies?

**Answer:** The waiver of premium does not apply to PA&D, only life insurance; therefore, the RFP, Section 3.3.4 is deleted in Amendment 2.

161. **Question:** Is an employee census which shows life benefit amounts, AD&D benefit amounts, and work zip codes available?

**Answer:** The only census information available is that which is offered via the RFP, Section 1.31.

162. **Question:** Is there any discussion about a 2nd extension of the due date? Companies will need time to evaluate the responses to the questions and incorporate the info into their underwriting process and then, finalize their responses to the RFP.

**Answer:** In order to allow time to consider the State’s answers to the 162 questions asked so far, we are extending the due date to November 26, 2007.

Date Issued: November 14, 2007

By: Joseph Gatto  
<signed>  
Procurement Officer