

Question and Answers

1. Please confirm what information exactly you would need to prove financial stability in situations where no independently audited financial statements exist? You have indicated in the RFP, *“If independently audited financial statements do not exist, Offeror must state the reason and, instead, submit sufficient information (e.g. D & B report) to enable the Evaluation Committee to assess the financial stability of the Offeror. Failure to respond with supporting documentation will result in Offerors disqualification.”* Is a D&B report the only acceptable alternative information or are there other specific pieces of information you would need to confirm financial stability and satisfy this requirement?

NMPSIA requires a statement as to why financial statements for the entity do not exist and a form of supporting documentation such as MixRank, Bright Data, CompData, Angellist, Experian Information Service, Clearbit, Everstring, Forestreet, HG Insights, Expandi, Dun and Bradstreet.

2. Are the organizational references required to be US-based companies? Must we supply 3 references? Or up to 3 references? For instance, can we supply 2 references and receive assigned points accordingly?

The organizational references are not required to be US-based companies. Three (3) references are asked for, not required. Lack of receiving Three (3) references will determine the number of awarded points in this section.

3. You indicated in the Scope of Work that *“The Authority will provide the loss information to the Contractor to conduct the Authority’s bi-annual and yearly fiscal audit.”* Is the contractor expected to perform the audit itself or provide actuarial reports as inputs to the financial audit?

Provide actuarial reports.

4. Please confirm the employee benefits coverages to participating public employees and dependents (Benefits) are out of scope.

Confirming employee benefits coverages to participating public employees and dependents (Benefits) are not included in the scope of work.

5. What is your budget for this project?

We are budgeting approximately 60-65k for this project which includes Gross Receipts Tax.

6. What is the current structure of your reserving class/granularity level? Are they currently at coverage level such as:
 - Property
 - Crime
 - Auto PD

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- Auto Liability
- Errors and Omissions
- Worker's Compensation

Property, Crime, Auto PD, Auto Liability, General Liability excluding SAM, SAM, Errors and Omissions, and Workers' Compensation

7. What is the approximate size of the pool? Can you provide a range of rounded annual premiums by coverage?

The approximate size of the pool is 216.

The range of annual premiums in 2024/25 is \$ 100– 150 million.

8. When should the contractor expect to receive data given the analysis has to be done by 9/30?

The data is approximately received by the actuary between August 1 through August 15.

9. In what way does the mid-year analysis differ from the yearly analysis?

The mid-year analysis is not different than the yearly analysis. The mid-year analysis incorporates the experience from July 1 through December 31. Actual reports are then delivered to the Authority no later than the third week in February and adopted at the March Risk Advisory Committee and Board meeting held on the first full Wednesday and Thursday of the month.

10. What exhibits would normally be included in the audit report related to the annual financial audit?

Typically, three documents; Reserve for Losses Footnote, Ten Year Claims Development Information, and Loss Adjustment Expenses Report. Please refer to the [NMPSIA Audit](#).

11. Please elaborate on the Rate Adequacy Certification. What does it mean by the rate levels charged by NMPSIA? Can you explain how NMPSIA's risk-related program functions in setting these rates?

We are referring to loss rates, so please respond as to how your firm provides and develops loss rates.

12. Are there any restrictions on using staff from Contractor member firms (i.e. affiliates with resources in Canada & India)?

This may be negotiated; we like to have our Actuaries available and able to attend our meetings in person, in March and September, and when necessary, as stated on IV. Specifications A. Detailed Scope of Work D. 5. & 6.

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13. In section B.1, *Organizational Experience*, Item D., the text states: “Describe at least two project successes and failures of client implantations and the outcomes. Include how each experience improved the Offeror’s services.” Could you please provide more insight on what this question means and how NMPSIA would like to see this addressed in proposals?

NMPSIA would like to hear about two prior projects with other entities that your firm went through implementation with and how the outcomes were successful. NMPSIA would also like to hear about two prior projects with other entities that your firm went through implementation and the implementation to outcome could have had a better success rate or seen improvement with the outcome.

14. In Section C., *General Requirements*, Item 32. New Mexico/Native American Resident Preferences, the text states: “Offeror must submit a copy of its valid New Mexico/Native American Resident Preference Certificate or its valid New Mexico/Native American Resident Veteran Preference with its proposal.” If we are a business that does not have any properties or employees in New Mexico, how are we to meet this criteria?

This criterion does not need to be met, it is just a preference if you are either a New Mexico or Native American Resident.

15. On the Letter of Transmittal Form, there is a section regarding “NM BTIN#.” Could you please provide insight as to how we can find/search our business ID number if we are already registered with the Secretary of State’s office?

A BTIN is created and or used with the State of New Mexico Taxation and Revenue Department if you are required to pay Gross Receipts Tax in NM.

This is the website to create a BTIN if Needed: <https://tap.state.nm.us/TAP/#1>

Here is the link to who must file in New Mexico: <https://www.tax.newmexico.gov/businesses/gross-receipts-overview/who-must-file/>

16. Who is the current actuary?

Pinnacle Actuarial Resources