



REQUEST FOR PROPOSALS
ACTUARIAL SERVICES
Solicitation No.: R-16-018-PC
Addendum II | August 5, 2016

QUESTIONS AND ANSWERS

1. Who is the incumbent actuarial firm providing this service?

Sigma Risk Management

2. How long has the current actuarial firm been providing actuarial services to the SAWS?

See attached prior contract.

3. What is the current annual fee for this service?

See attached prior contract.

4. Can we receive a copy of the prior actuarial study prior to submitting the bid? If not, will the SAWS provide the prior actuarial report to the firm awarded the work?

The prior report is not available prior to submitting a proposal; however, the report will be made available to the selected firm.

5. Can we get a copy of the proposal of the last successful proposer?

This may be requested through SAWS Open Records: openrecords@saws.org

6. Can you provide the proposal scoring from the previous RFP?

This may be requested through SAWS Open Records: openrecords@saws.org

7. How many hours were billed for the prior analyses and reports for the last three years, by year?

See the attached prior contract.

8. Is loss data available in Excel format?

Yes

9. Is an on-site presentation of findings required or desired?

No, only if there is a need for extensive review of data.

10. Is it acceptable for all lines of business (general liability, auto liability and workers compensation), each analyzed separately, to be provided in one report?

Yes

11. Will you share the Evaluation Sheet and perform a debriefing if requested at the end of the process?

Yes, but the request must be within 30 days of Board award and the debriefing is limited to 30 minutes.

12. When was the last actuarial review produced?

Summer 2016.

13. Who was the incumbent?

See answer to Question #1.

14. What was the cost?

See the attached prior contract.

15. How many hours were billed for the study?

See the attached prior contract.

16. Was the San Antonio Water System satisfied with the work product?

Yes

17. Is the latest review available to the bidder?

See answer to Question #4.

18. When will the underlying data be provided to the successful bidder?

Upon approval by the Board, and when the next study is needed.

19. Will the data be provided in excel?

Yes

20. Are meetings to take place in San Antonio anticipated for the actuary?

No, not unless there are extensive questions.

21. Is the assessment project by water service area?

No, organization wide.

22. What loss and/or exposure data is available for the components to be assessed?

Incurred, reserves, paid for GL, AL, PL, and WC.

23. Why is SAWS going out to bid for actuarial services?

The current contract expires on December 31, 2016.

24. Is SAWS happy with the work of the current services provider?

See response to question #16.

25. What are the annual fees being paid to the current services provider?

See attached prior contract.

26. May we obtain the latest actuarial report?

See answer to Question #4.

27. If not, do you have 5+ years of history to perform these services?

No

28. Confirm that the data valuation date is December 31.

See page 1, section C. Scope of Services

29. Do you require three separate reports or one combined report?

See response to question #10.

30. Who is the incumbent actuary?

See response to question #1.

31. Is the SAWS satisfied with the incumbent's work product?

See response to question #16.

32. Why is the SAWS going out to bid for actuarial services?

See response to question #23.

33. Can we obtain a copy of the prior actuarial report(s)?

See answer to Question #4.

34. What were the fees for the prior actuarial report?

See attached prior contract.

35. Who is the incumbent, currently providing Actuarial Services to SAWS?

See response to question #1.

36. What is the current compensation for these Services?

See attached prior contract.

37. Will SAWS furnish its latest Actuarial Analysis/Report to prospective RFP respondents?

See answer to Question #4.

38. Who is the current actuary?

See response to question #1.

39. How long?

See attached prior contract.

40. What are the current fees?

See attached prior contract.

END OF QUESTIONS AND ANSWERS

No other items, dates, or deadlines for this RFP are changed.

END ADDENDUM II