

Healthcare Program Administrator

Request for Proposal: Questions & Responses

September 23, 2011

(similar questions have been combined and/or edited for brevity)

- 1. Are attachments A and B to be printed and included in the six hard copies of the proposal, or only submitted electronically as specified in the RFP?**

You may elect to also include hardcopies of both A and B in your proposal hard copies at your option.

- 2. Attachment C repeats some of the information requests contained in the body of the RFP, for example Section II.B.1. Where such repetition occurs, should we repeat our responses in the body of the proposal and in Attachment C? Does it need to be submitted in the posted MSWord format?**

All questions must be answered in the Attachment C response, which only need be included in your hard copy response. Other information can be repeated as needed, in areas that overlap with the main statement of work.

- 3. Section II.A.2 calls for evidence that the bidder, if a corporation, is in good standing and qualified to conduct business in California. The California Secretary of State's website indicates that requests for certified copies of a Certificate of Status may take up to two months to issue. Will a reproduction of the corporation's record in the Secretary of State's database, obtained through the Business Search function, be satisfactory as evidence of good standing?**

Yes, a copy of this is sufficient.

- 4. In Section II.C.1 on page 7 of the RFP, describing scoring criteria, subparagraph (e) refers to the "total cost of the proposed solution." It is likely that any proposal responsive to the RFP will not involve any direct cost to The State Bar. Could you please clarify whether the intent of this subparagraph is to refer to the estimated fee revenue to The State Bar, or to some other financial metric?**

Attachment A will calculate various methods of revenue-generating programs. This "cost" category is used to measure and award points for both actual costs to the State Bar (in typical procurement scenarios) and revenue flowing to same (in this case). The formula will deduct any costs from the revenue flow, if any. The quality of services/cost to the ultimate policy-holders will be scored in the much larger category C section.