Questions and Answers

WestCOG RFPs. Updated November 26, 2018

# Issuance RFP

1. Could you please advise whether the vendor who provides these planning service will be prohibited from providing implementation services related to this modernization effort?
	1. No such prohibitions are anticipated.
2. The last sentence of the announcement states "A sample list of documents is attached". Please identify where the list of attached documents can be found.
	1. This document is in the process of being prepared. It likely will not be available until the new year.
3. Item 1 indicates an “inventory of documents whether state mandated or locally determined” should be performed. Will this effort be confined to specific municipal departments, or should it be considered municipality wide (e.g. inclusive of schools, library, public works, planning/zoning, police, fire, etc.) If possible, please provide a list of applicable departments.
	1. It should be considered across municipal government, aside from schools. Selection of departments or processes for inclusion/exclusion may be determined by the proposer (and, in fact, is part of the RFP—to assist the region in identifying which).

# Insurance RFP

1. How far along in the process is WestCOG?
Have the member municipalities had any meetings as a group?
	1. WestCOG is entertaining proposals from qualified consultants to advance the process.
	2. The member municipalities meet monthly.
2. Which municipalities have come forward and committed to be part of the collaborative?
	1. No municipalities have committed to date. Municipal commitments may depend on a variety of factors, including the results of the evaluation and design and details of the proposed collaborative.
3. Please identify the committed municipalities and the number of employees to be covered under the collaborative?
	1. See prior response.
	2. The number of employees participating is to be determined, but shall not exceed the total local government employment of the eighteen municipalities involved, including their school districts, and may depend on a variety of factors, including the results of the evaluation and design and details of the proposed collaborative.
4. Please identify the current funding arrangement for each of the committed municipalities?
	1. Not applicable.
5. Who are the incumbent insurance providers or administrators for the groups committed to creating the collaborative?
	1. Not applicable.
6. How does WestCOG plan to work with current member broker relationships?
	1. To be determined.
7. Please provide the date when proposers will be notified of decisions made on submissions (page 3, under “Review and contracting”).
	1. Decisions are expected by December 31, 2018.

# General questions

1. Will [a] response be considered a conflict of interest as an implementation partner for potential future RFPs?
	1. No.
2. [Can we] request [an] extension?
	1. Extensions will not be granted.
3. [I]s there any way to extend out the response date?
	1. Yes, the response date for the Issuance and Insurance RFPs has been extended to Sunday, December 16, 2018 11:59 PM ET.