

## ADDENDUM NO. 1

Kansas City Area Transportation Authority  
1350 E. 17<sup>th</sup> Street  
Kansas City, Missouri 64108

### ACTUARIAL SERVICES FOR GASB 75 REPORTING Invitation for Bids (IFB) G20-8013-28A

Issue Date: October 29, 2020

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This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the RFP documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

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#### REQUEST FOR CLARIFICATIONS

1. Is the first item for which we would be responsible due December 15, 2020 for the fiscal year ending December 31, 2020? Would this be an off-year update and not a full valuation report?

**Off-year update but open to discussion about it being a full year valuation.**

2. Is the most recent actuarial report under GASB 75 available?

**Yes**

3. What is the measurement date for purposes of GASB 75?

**Fiscal year ending December 31, 2020**

4. Is reporting under GASB 74 also required?

**No**

5. Is a summary of benefit provisions available?

**Yes**

6. Are medical benefits fully insured or are actual medical claims paid from plan assets?

**Retiree health benefits are fully insured, the plan maintains no assets. Assets are provided on a "pay-as-you-go" basis.**

7. Are separate reports required for the Union and Salaried Groups?

**No, but the two are segregated in side-by-side columns with a total column in the report.**

8. Please provide the latest full valuation performed by the current actuary.

**Will provide after contract is awarded.**

9. Please provide the fees charged by the current actuary for the last three years.

**This information can be provided by submitting a Freedom of Information Act request.**

**Submit to Kansas City Area Transportation Authority**

**Patrick Hurley, General Counsel**

**1200 E. 18<sup>th</sup> Street**

**Kansas City, MO 64108**

**[Phurley@kcata.org](mailto:Phurley@kcata.org)**

10. Please provide the number and type of healthcare plan(s) available to retirees and indicate whether these plan(s) are fully or self-insured.

**There are two HMO and one PPO plan offering.**

**Fully insured.**

11. The timeline for commencement of work to the delivery of a full valuation is approximately one month (November 15<sup>th</sup> to December 15<sup>th</sup>). Will data regarding the census and the healthcare plans be made available earlier than November 15<sup>th</sup>?

**The data will be made available as soon as possible after the contract is awarded.**

12. Can bid packages be submitted via email?

**Per the instructions on page 2, bid packages cannot be submitted via email.**

13. If not, please provide procedural details re: how the bid can be submitted.

**Details regarding bid submittal procedures can be found on pages 2 and 10 of the IFB.**

14. It appears that the bid package needs to be submitted to KCATA's SharePoint URL, do the bid documents need to be in Word format or can they be in PDF format?

**PDF format is acceptable.**

15. When accessing the SharePoint URL provided, do we use the "Bidder email" provided in the IFB?

**Yes, when submitting the bid package, the bidder email provided must be used to access the SharePoint site.**

16. Do we use the Bidder Password as provided in the IFB?

**Yes, the bidder password provided must be used to access the SharePoint site.**

17. Can we upload multiple documents (Individual Forms and our Proposal document) or do they all need to be combined into a single document. Please elaborate.

**Bid documents should be submitted as complete document packets, i.e., if submitting contractual documents, all individual forms can be combined into one PDF packet and submitted. All document packets must be clearly identified.**

18. Why is the KCATA seeking proposals at this time?

**KCATA has reached the end of the current contract and is seeking proposals for a new contract term.**

19. How long has the current actuary been providing actuarial services to the KCATA?

**Five years.**

20. Are there any service concerns and/or limitations with the current actuary?

**We are moving forward with competing the services as we have reached the end of the current contract period.**

21. What were the fees charged by the current actuary over the current contract period? Please separate fees between fixed fees for actuarial valuations and other fees for consulting/reporting services.

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22. What were the staff hourly blended rate and the staff hourly rates charged during the current contract period?

**We do not have that information available. A flat rate was quoted from the previous contractor.**

23. Is the current actuary permitted to submit a proposal? If not, why not (e.g. service quality, fees, professionalism, other)?

**This project is open to the public. All qualified firms, including the incumbent, is able to submit a response.**

24. Is the KCATA currently contemplating any OPEB plan design changes?

**Not at this time.**

25. Historically, how often has the OPEB plan experienced plan design changes?

**Plan offerings have been fairly stable over the last 6 years.**

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Proposers shall return this **RECEIPT OF ADDENDA** form when submitting their bid. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Bidder non-responsive.

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*We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated into the Invitation for Bid as required.*

Addendum #1 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum #2 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum #3 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Addendum#4 Dated \_\_\_\_\_ Date Received \_\_\_\_\_

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Printed Name \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_