

**EXHIBIT E  
RESPONSES TO RFP INQUIRY**

Inquiry	Relevant Section	Response
<p><b>In regard to Section 4 Item 2, on page three of the RFP, how will loss data be made available to the organization?</b></p>	<p><i>4.0.2. Review loss information to identify trends and opportunities to prevent losses. (Page 3)</i></p>	<p>The Risk Management provider is expected to review loss trends based upon reports received from multiple sources such as MPA’s internal claims database, excess carriers, actuarial data, etc. and prepare recommendations to MPA regarding loss prevention (also referenced in Section 5).</p>
<p><b>What is the frequency or volume of the requirement to review certificates of insurance received by Members, per Section 4 Item 4 on page three?</b></p>	<p><i>4.0.3. Review certificates of insurance received by Members from their vendors, contractors, and/or service providers, ensuring sufficient level of coverage in compliance with MPA requirements. (Page 3)</i></p>	<p>The number of certificate requests anticipated to be received on an annual basis from Members is 300 or more. However, as the frequency varies by Member, the actual number of requests may differ; therefore, this is only an estimate and is not intended to represent a maximum number of requests to fill. The Risk Management provider is expected to review each request on a timely basis, based upon the details and extent of the request.</p>
<p><b>What is the frequency or volume of the requirement to review contracts, per Section 4 Item 4 on page three?</b></p>	<p><i>4.0.4. Review contracts for Members entering into agreements with third parties, ensuring compliance with MPA program coverage, release of liability requirements, and dispute resolution agreements. (Page 3)</i></p>	<p>The number of contract review requests anticipated to be received on an annual basis from Members is 100 or more. However, as the frequency varies by Member, the actual number of requests may differ; therefore, this is only an estimate and is not intended to represent a maximum number of requests to fill. The Risk Management provider is expected to complete requests within one (1) to two (2) business days, except in situations requiring extensive follow-up.</p>
<p><b>Per Section 4 Item 8 and Section 4.6, it appears industrial hygiene services are required. Is it limited to mold exposure and asbestos exposure, or will it include other services?</b></p>	<p><i>4.0.8. Conduct brief reviews of Members’ regulatory &amp; environmental compliance while on-site addressing other assignments. (Page 4)</i></p> <p><i>4.2. Technical Analysis (mold exposure, asbestos exposure). (Page 5)</i></p>	<p>The Risk Management provider is expected to provide services related to lead/heavy metals.</p> <p>Examples of factors related to regulatory and environmental compliance include mold exposure, asbestos exposure, lead exposure, and any other hazardous material exposure.</p>

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<p><b>Section 5.8 on page seven of the RFP mentions experience with “JPA Workers’ Compensation Managed Care Services.” Please confirm if this is correct as stated.</b></p>	<p><i>5.8. Summarize the proposal and your organization’s qualifications. Applicants are encouraged to articulate why their organization is pursuing this work and how it is uniquely qualified to perform it. Include other pertinent information to help MPA determine your organization’s qualifications, including specific experience with JPA Workers’ Compensation Managed Care Services. (Page 7)</i></p>	<p>The Request for Proposal provides an opportunity for the Risk Management provider to indicate their experience in providing Workers’ Compensation Managed Care Services, such as those services outlined within the present request, or other related claims administration services for Joint Powers Authorities (JPAs) or any other self-insured public entities.</p>
<p><b>Per Section 6 on page 11, please define “integration with claims databases and software.” Will the organization be provided access to loss data information? What is MPA’s claim platform?</b></p>	<p><i>6. Proposal Evaluation &amp; Consultant Selection Criteria - Integration with claims databases and software. (Page 9)</i></p>	<p>The Risk Management provider is expected to work with staff to utilize Origami, MPA’s provider for claims database services.</p>
<p><b>What is the composition of the committee reviewing and evaluating the proposal submissions?</b></p>	<p><i>6. At the time proposals are opened, each proposal will be checked for the presence or absence of the required proposal contents. MPA will evaluate the Risk Management Services proposal on a 100-point scale using the criteria set forth in the tables below. (Page 9)</i></p>	<p>The evaluating committee will consist of approximately three (3) members of internal MPA staff involved with the Risk Management program and approximately two (2) members of the Board of Directors with varying professional backgrounds (e.g., City/Town Managers, Finance Directors, Human Resource Managers, etc.).</p>
<p><b>Please clarify the expectation around the 100% Account Executive allocation to the MPA account, per Section 5.11 Item 1.</b></p>	<p><i>5.11. Preferred Qualifications and Experience of Key Personnel:</i></p> <ol style="list-style-type: none"> <li><i>1. A dedicated Risk Management Account Executive must be assigned to manage and oversee the Risk Management Program. This individual shall be 100% allocated to the MPA program. The Account Executive will have at least ten (10) years of California Public entity or commensurate risk management experience. (Page 8)</i></li> </ol>	<p>The Risk Management provider is expected to be accessible to Members as needed or requested, with minimal response delay. Therefore, the provider is expected to designate at least one (1) primary point of contact responsible for management of the program, along with any additional contacts to whom Member questions may be directed for prompt addressing in absence of the primary contact.</p>