

- 1. Is a font size smaller than 12-point allowed for headers, footers, table text, and figures? (Page 6, Section 3.1.1.3.)**

Yes, using a smaller font for these types of text is acceptable.

- 2. Should organizational charts be included as an attachment? Do they count in the 20-page maximum? (Page 7, Section 3.1.2.1.2.)**

Yes, organizational charts could be included as attachments and would not be counted toward the 20-page limit.

- 3. Do required resumes and copies of certifications count in the 20-page maximum? (Page 7, Section 3.1.2.3.)**

Required resumes and certification copies do not count toward the 20-page limit.

- 4. Could CBH clarify the expected frequency of core actuarial deliverables (e.g., rate validation, utilization analysis, projections)? Are these tasks expected to be performed on a monthly, quarterly, or annual basis?**

Yes, these deliverables are needed quarterly (utilization analysis, projections, and actuarial certification) and annually (rate validation).

- 5. Will there be a standing schedule for recurring work, or will tasks be assigned on an ad hoc basis?**

CBH has a need for both recurring and ad hoc actuarial services.

- 6. Are there seasonal peaks in workload (e.g., during rate setting or budget planning periods)?**

Yes, late summer/early autumn is our rate-setting period.

- 7. How frequently are special projects such as value-based payment modeling or ad hoc executive requests anticipated?**

Infrequently; potentially one special project annually.

- 8. Regarding the pricing proposal, should we include contingency pricing for ad hoc or special projects?**

Yes.

9. Are there any caps or guidelines for reimbursable expenses (e.g., travel, printing)?

There are no current caps or guidelines.

10. Is there a current actuarial services provider under contract with CBH? If so, could you share the annual cost, average time commitment, and types of requests most frequently received?

Yes, CBH is currently under contract with an actuarial service provider. We opt not to share the annual costs and cannot speak to average time commitment. The most frequent requests include utilization analysis, projections, actuarial certification, and rate validation.

11. What is the anticipated time commitment for the lead actuary and support staff (e.g., hours per month or FTE)?

The time commitment varies.

12. Are there minimum availability requirements for meetings, stakeholder sessions, or urgent requests?

Not at this time.

13. The RFP specifies a minimum of 10 years of experience and FSA/ASA/MAAA credentials. Is there any flexibility for:

- » Firms with less than 10 years of experience but strong Medicaid behavioral health expertise?
- » Firms with non-traditional experience (e.g., health economics, data science) relevant to the scope?

Yes, there is flexibility.

14. The RFP mentions both “year-round services” and “services reimbursed as incurred.” Could CBH clarify whether this is intended to be a retainer-based or project-based engagement?

CBH has both recurring and ad hoc needs.