

New York State Department of Financial Services
RFP: C000401 – Preparation of a Study of Funding Prearranged Funeral Services and Goods
Questions & Answers

Q1. Can you provide any details on the methodology you currently use to conduct one-time studies and reports on prearranged funeral services? Is it an in-house developed structure or perhaps an off-the-shelf structure from an outside supplier or company?

A1. The Department has not conducted a study or produced a report on prearranged funeral services in the past. Consequently, no methodology, in-house structure, or off-the-shelf structure from an outside supplier or company has been developed to date.

Q2. Can you share how much revenue your organization generated over the last year from revoking or suspending any license of a funeral director, undertaker or embalmer, partnerships owning a funeral firm or the licensed and registered manager of a funeral firm owned by a corporation, its officers or directors or one or more of its stockholders?

A2. The Department does not license any of the organizations listed above.

Q3. What is your budget for this project?

A3. The budget will be determined in part based on bids submitted by vendors in response to this RFP.

Q4. Can we review any existing reports New York State Department of Financial Services has examining the practices in other states uses of life insurance, trust depositing or other funding mechanisms for funding prearranged funeral services and goods and any other funding mechanism in use or that is not in use but would be appropriate?

A4. The Department has not previously conducted a study regarding the funding of prearranged funeral services and goods. Consequently, no such report currently exists.

Q5. Please confirm more details will be provided to the winning bidder and that all recommendations stipulated in the RFP will accompany the results of our assignment if we should win the RFP, and not simply in the RFP response, as information is quite limited at this time?

A5. More detailed information will be provided to the winning bidder.

Q6. Our methodology is proprietary to our agency's clients and as such, we couldn't share details in an RFP response. Please confirm in Section 2.2 Qualification of Bidders (b) References: ? results/client outcomes Bidder should describe any previous experience in RFP Submissions; the details listed should only indicate our proposal, and subsequent scopes will include the details of recommendations, methodology, evaluations/analysis as opposed to receiving this information with the RFP response.

A6. Section 2.2(b) of the RFP sets forth the requirements regarding References as a Qualification of Bidders. No limitations, restrictions or additional requirements other than

those stated in the RFP would apply. Each bidder must respond to the RFP in the manner it is best able to. The requirements for references as stated in the posted RFP are applied uniformly to all bidders without further modification.

Q7. Does a MWBE firm have to submit an additional MWBE for the Utilization Plan with their bid proposal or can the firm count itself as the MWBE in the submittal of the MWBE Utilization Plan?

A7. The firm can count itself as the MWBE in the submittal of the MWBE Utilization Plan.

Q8. How many copies of the respondent's Proposal are required for the submission?

A8. Six original.

Q9. For the purposes of 4.13(b)(2), does the Department in any way regulate funeral homes and cemeteries and would that preclude Bidders from providing consulting services to these entities?

A9. While this Department does not regulate funeral homes or cemeteries, we would consider any involvement in or association with the funeral services industry to be a conflict of interest.