

RFP ETC0003 CLARIFICATIONS RE: QUALIFICATIONS

In response to several of the questions that have been submitted prior to the Mandatory Vendor Conference, ETF wishes to clarify the language used in RFP ETC0003 with regard to the minimum mandatory qualifications.

In presenting the Mandatory Qualifications for a vendor in Section C.1 of the RFP ETF purposely includes the following sentence, “Failure to do so **may** result in the rejection of the proposal.” where the bolding and underlining of the word “may” have been added for the purposes of this discussion. That language was intended to provide the ETF Evaluation Team with necessary flexibility in the interpretation of the quality of vendor references. The non-negotiable components of the qualifications include the following:

- Vendors **must** have public sector experience – this does not mean that every reference must come from the public sector
- Vendors **must** have experience implementing defined benefit solutions – this does not mean that every referenced client must be solely a defined benefit solution
- Vendor references **must** meet specific criteria – this does not mean that every referenced client must meet all of the criteria
- Vendors must have experience with implementing multi-employer solutions and those employers must represent a variety of types such as schools, offices, agencies, etc.

Obviously, the more experience and the more references that a vendor presents that are close to the standards the RFP presents, the stronger their scores in this area **may** be. But ETF wants to receive the maximum number of responses from vendors who have pertinent solutions and implementation experience.

Note: Vendors may have refrained from submitting a Letter of Intent because of their interpretation of our qualification requirements. For that reason, ETF is relaxing the requirement for a Mandatory Letter of Intent prior to attending the Mandatory Vendor Conference on July 2. However, if, upon reading the above clarification, a vendor who did not submit a Letter of Intent decides to attend the Vendor Conference, we ask that they please submit an email of Intent to the email contact address stated in the RFP by noon on Monday, July 1.