

**JUDICIAL COUNCIL OF CALIFORNIA**

**QUESTIONS AND ANSWERS**

**RFP# JBWCP-2019-07-DM**

**Judicial Branch Workers' Compensation Program Risk Consulting Services**

**January 16, 2020**

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1. **Question:** Is the RFP due date 1/24 or 1/29? We note both dates referenced within the RFP.

**Answer:** The RFP is due on 1/29/2020 by 4:00 P.M. (Pacific Time)

2. **Question:** How many in-person meetings are typically held annually with members?

**Answer:** Monthly Team Meeting and February Advisory Committee Meeting

3. **Question:** How many in-person meetings are typically held annually with the Board?

**Answer:** One Annual in-person Advisory Committee Meeting

4. **Question:** How many in-person meetings are typically held annually with all parties?

**Answer:** 12 at minimum

5. **Question:** What is the current estimated annual fee for the services outlined in the RFP?

**Answer:** Current estimated annual fees will vary depending on the proposals received during this RFP.

6. **Question:** Based upon current service levels, what is the overall estimation of consulting hours to meet the requirements of the RFP?

**Answer:** 2,134 Hours

7. **Question:** What is the current volume of incoming claims per year?

**Answer:** Roughly 634 new claims annually.

8. **Question:** What is the current inventory of open claims?

**Answer:** 1,078

9. **Question:** What is the inventory of runoff claims in legacy systems that you might want assistance in converting?

**Answer:** Less than 50.

10. **Question:** With respect to meeting with the members, are these done mostly by phone or in-person?

**Answer:** Meetings will vary depending on the need.

11. **Question:** How many employees in each of the 58 counties?

**Answer:** Please refer to the following link:

[http://www.ebudget.ca.gov/2018-19/pdf/GovernorsBudget/0010/0250\\_fig1f.pdf](http://www.ebudget.ca.gov/2018-19/pdf/GovernorsBudget/0010/0250_fig1f.pdf)

12. **Question:** How many employees are members of a union?

**Answer:** Unionization metrics are outside of the scope of this request for proposal.

13. **Question:** Please provide the hours that have been billed by the current contractor for the last three years in each of the following areas: Program Management, Claims Oversight and Maintenance and Runoff Claims. Has that number of hours met expectations, and should that be considered a reasonable estimate of the time needed in these areas going forward?

**Answer:** 2016-17: 2,028.25 hours

2017-18: 1,947 hours

2018-19: 1,115.6 hours

Yes the number of hours met expectation. No it should not be considered a reasonable estimate of time needed going forward.

14. **Question:** Please describe how many open files there are for the Program (please identify indemnity vs medical only), and how many new files are reported annually.

**Answer:** MO 72; FM 312; Indemnity 694. Roughly 634 new claims annually.

15. **Question:** Please describe the relationship with York (now Sedgwick). Are they under contract for loss control services? If so, how long have they been providing these services for the Program? What is the scope of those services? How much longer do they have remaining under contract?

**Answer:** Yes, please send your public record request to [PAJAR@jud.ca.gov](mailto:PAJAR@jud.ca.gov)

16. **Question:** Has there been consideration in the past to purchase excess insurance for the other participants in the Program beyond the \$25 million limit purchased for the Trial Courts? What is the rationale for purchasing excess coverage for them, but not the other participants? Has there been analysis on the adequacy of the \$25 million limit?

**Answer:** We have Excess Insurance for the Trial Courts and the State Judiciary. At this time, the current level of coverage is sufficient.

17. **Question:** Does the current contractor use any sub-contractors for this engagement?

**Answer:** No.

18. **Question:** On page 17, Table 1: Cost Worksheet Task 3 Training Bullet Two mentions three customized trainings for JBWCP members. Can you please clarify if these three trainings are included in the six web-based or on-site trainings mentioned in Bullet One? Or are these three additional trainings for a total of nine for JBWCP members?

**Answer:** Three additional trainings

19. **Question:** Is JCC open to flat rate billing based on the anticipated staff commitment at the hourly rate identified?

**Answer:** The anticipated number of hours provided was an average. Each year may require a different commitment and number of hours. A variable rate allows for the changes year to year.