

**QUESTIONS AND ANSWERS
1819-05 RCP UP**

**Compliance Review, Collection, and Delivery of Unclaimed Property
Addendum No. 1**

This Addendum No. 1 is comprised of two parts:

Part I. Questions and Answers.

Part II. RCP Amendment.

Part I. Questions and Answers.

Below are the questions and answers related to this solicitation:

Question #	RCP Section	RCP Page #	Question	Answer
1.	Attachment 1, Section 10 "Insurance"	Page 4 of 14 (Page 18 of Full Document)	Is Proof of Insurance required with RCP Submission or upon Contract Execution?	The selected Respondent must provide written proof of insurance upon execution of the Contract (see Attachment A, Standard Contract's, Attachment 1, Standard Terms and Conditions, Section 10.c., Verification of Insurance).
2.	Attachment 2, Section 5L "Bond"	Page 16 of 22 (Page 45 of Full Document)	Is Proof of Bond required with RCP Submission or upon Contract Execution?	The selected Respondent must provide a fidelity bond, financial guaranty bond, fidelity insurance, or other financial guaranty within forty-five (45) days of execution of the Contract (see Attachment A, Standard Contract's, Attachment 2, Statement of Work, Section 5.1, Bond).
3.	Contract Signature Page	Page 29 of Full Document	Does the Contract Signature Page need to be submitted along with the RCP?	No, the Contract Signature Page does not need to be submitted with the Response to the RCP.
4.	Section 3.4, III "Custodian of Cash and Securities"	Page 11 of 14 (Page 11 of Full Document)	Would the information presented here (i.e. Account Number) require a redacted RCP to be submitted as well?	See Section 3.5, Confidential Response Materials and Redacted Submissions, and Section 3.5.1, Redacted Submissions, of the RCP.

Question #	RCP Section	RCP Page #	Question	Answer
5.	3.4. I. B.b.ii	10-11	<p>For the three reference examinations requested, can Respondent use examinations previously conducted for the State of Florida Department of Financial Services? The concern is that some information responsive to this request may be barred from disclosure based on confidentiality agreement. If no, is it permissible to withhold identifying information relating to examinations conducted on behalf of other states?</p>	<p>Yes; however, for clarity, please note that the Department of Financial Services cannot be used as a business reference for the purposes of meeting the requirements of Section 3.3.3, Business References, of the RCP.</p>
6.			<p>With respect to Paragraph 23 of Attachment I, “Compliance with Federal, State and Local Laws”, would the services being provided by the awarded contractor pursuant to this solicitation be subject to the Rehabilitation Act Amendments, 29 U.S.C. section 794?</p>	<p>No.</p>
7.			<p>Are the services contemplated to be provided by this solicitation subject to the Prison Rehabilitative Industries and</p>	<p>No.</p>

Question #	RCP Section	RCP Page #	Question	Answer
			Diversified Enterprises, Inc. purchase requirements or the Blind or Handicapped purchase requirements?	
8.			With respect to the definition of “gratuity” in paragraph 27 of Attachment I, what constitutes “nominal monetary value”?	The Department will apply the plain meanings of these terms as defined by the dictionary. This provision is present to ensure compliance with the State’s ethics code (chapter 112, part III, Florida Statutes) and to avoid improprieties or appearances of improprieties during the Department’s contractual relationship with the Contractor.
9.			The portions of this solicitation related to Contractor Assisted Self Examinations requires the contractor to collect and take custody of unclaimed property from the holder and then report it to the State on behalf of the holder after reconciliation. For contractor-assisted self-examinations, would the Department be agreeable to holder direct reporting to the State, at the direction of the contractor, as a means of incentivizing and increasing future compliance because	No

Question #	RCP Section	RCP Page #	Question	Answer
			holders will become familiar with filing unclaimed property correctly and directly to the State?	
10.			Should bidders provide a copy of their proposed examination procedures manual in their response to this solicitation?	See Section 3.4 II.A.c., of the RCP (page 11) and Section 5.e), Examination Procedure Manual, of Attachment 2, Statement of Work (page 16).
11.	2.1.1.1	6	Please confirm the web address for where the Department will address all questions. The link provided in the RCP does not work.	See Part II of this Addendum 1 (below).
12.	Attachment 2	3	The RCP states “upon receiving a written request from the Contractor, the Department will determine whether participation in the examination is in the best interest of the State and may provide full or partial authorization to proceed”. How does the Department define “partial participation”.	Partial authorization is authorization for the Contractor to perform a portion of the services (e.g., for a specific period of time or for specific unclaimed property types).

Part II. RCP Amendment.

- 1. Amendment to the RCP document.

The second paragraph of section 2.1.1.1., Question and Answer Period, is amended as shown below (underlines reflect additions and strikethroughs reflect deletions):

~~The Department will address all questions submitted by the deadline and will post the answers to the Department's website at: <https://www.myfloridacfo.com/Division/Risk/Solicitations.html>. The Department will also post any addenda or clarifications to the RCP at this website.~~

The Department will address all questions submitted by the deadline and will post the answer to the Vendor Bid System website at: <http://www.myflorida.com/apps/vbs/vbs> [www.main menu](#). The Department will also post any addenda or clarifications to the RCP at this website.