

**RFP 2016-02 - Executive Recruitment**  
**Questions and Answers**

Number	Question	Response
1.	<p>1.4: In 1.4 and through the RFP it states cost shall not exceed \$99,000 in total. Please confirm this does not include expenses for such things as interview and travel expense for candidates and search firm personnel travel, if face to face meetings are requested by Covered CA. We want to confirm the fee we charge goes for our actual search services.</p>	<p>No, it does not include travel expenses for candidates. Face to face meetings will not be required with search firm.</p>
2.	<p>Please confirm routine/standard weekly meetings will be telephonic.</p>	<p>Yes.</p>
3.	<p>4.2.1 and Attachment 2-F Exhibit D I.1:</p> <p>4.2.1 says – All final proposals must be submitted within the timelines specified in Section 1.2 of this RFP, and shall include the following Administrative Requirements applicable.</p> <p style="padding-left: 40px;">2. A Certificate of Liability insurance equal to or greater than \$1,000,000.</p> <p>Attachment 2-F Exhibit D I.1 says when contractor submits a signed contract to the State, Contractor shall furnish to the State a certificate of insurance, stating that there is:</p> <p style="padding-left: 40px;">1. General liability insurance presently in effect for the Contractor of not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined;</p>	<p>Proof that you are covered is required upon submission of the proposal. If the contract is awarded, California Health Benefit Exchange (Exchange) must be named as an additional insured on the Certificate of Insurance and must be submitted prior to contract execution.</p>