

Arkansas – Bureau of Legislative Research

management of the captive to another entity of the state. BLR has a separate contract with Perr&Knight for consulting services to assist in the formation of the captive and ongoing performance of actuarial services.

1.2 Calendar of Events

Listed below are the important dates and times by which the actions are anticipated to be taken or completed:

CALENDAR OF EVENTS		
DATE	TIME	ACTIONS
12/20/2024		Release Request for Proposal
1/10/2025	5:00:00 PM ET	Last day for submission of written questions
1/22/2025		Answers to questions provided to vendors
1/24/2025	5:00:00 PM ET	Notice of Intent to Respond Deadline
2/5/2025	5:00:00 PM ET	RFP Response Proposals Deadline
2/14/2025		Notify vendors advancing to demonstrations
2/14/2025		Release of demonstration Instructions
Week of February 17 th		Selected vendors to make in-person presentations to Executive Subcommittee
<i>Note: Above dates may be subject to change depending upon changes to project schedule.</i>		

1.3 Contact Information

Questions related to this RFP, Notice of Intent to Respond, and RFP Response Proposals should be addressed to:

Kyle M. Hales, ACAS, MAAA
Perr & Knight, Inc.
Principal & Consulting Actuary
Director | Risk Strategies & Solutions
E-mail: khales@perrknight.com

1.4 Roles and Responsibilities

- *Perr&Knight* – Distribution and addressing of questions related to RFP, gathering and scoring RFP responses in accordance with details outlined in Phase 2 of the evaluation process, as set forth in Section 2.7 of this RFP, and notifying Vendors who have advanced to Phase 3.
- *Executive Subcommittee* – Review and evaluate presentations from Vendors advancing to Phase 3 and selection of awarded Vendor.