

Questions and Answers for NAUPA Holder Reporting Software RFP

January 12, 2010

I. INTRODUCTION

Prospective bidder inquired as to the desired pricing structure

Due to the Association's budget requirements, the bid must be a flat-rate broken out as specified in Section V 4 of the RFP.

Prospective bidder inquired if there was a requirement for the software to process a set number of records and have the capability of processing records for a set number of states.

The RFP only requires that the software produce a file accepted by all states. Any additional services the bidder chooses to offer holders for a fee would be outside the scope of the contract.

IV. DESCRIPTION OF REQUIREMENTS

Prospective bidder inquired if the RFP required the software to be customized to meet the reporting needs of specific states.

The RFP requires only that the file be in the latest version of the *NAUPA Standard Electronic File Format*.

Prospective bidder inquired if NAUPA had specific requirements for the training of state personnel and of holders.

NAUPA will consider all training methods delivered in the manner deemed most efficient and cost effective by the vendor.

Prospective bidder inquired if all states would review the software to ensure it included the correct state information and if states would inform bidder of any law/policy changes.

The RFP does not require that the software include each state's laws and reporting rules/policies.

IX. TERMS AND CONDITIONS

Prospective bidder asked for NAUPA's specific insurance requirements.

NAUPA requires bidder to maintain a reasonable amount of insurance given the services to be provided under the contract.

Prospective bidder inquired if NAUPA was willing to change the state specified in #25 to a neutral state.

The contract will be governed by and construed under the laws of the Commonwealth of Kentucky as the state in which NAUPA is incorporated.