

ADDENDUM

The following is an Addendum to the Request for Proposals # **BWCB13001** for **Actuarial Consulting Services** (hereinafter referred to as the "RFP") issued on **January 7, 2013** by the Ohio Bureau of Workers' Compensation (hereinafter referred to as "BWC") having offices at 30 W. Spring St., Columbus, Ohio 43215-2256.

Whereas, BWC desires to modify the RFP and clarify the terms applicable to Travel and Expense Reimbursement as described in **Section 6.7 (C)** of the RFP,

Therefore, the following modifications shall be made to the RFP:

Section 6.7 (C) currently reads:

Out-of-Pocket Expenses Included in the Schedule of Professional Fees and Expenses

Any travel or per diem required by the selected consultant to carry out its obligations under the contract shall be at the consultant's expense. Any additional travel above that contemplated in the RFP, requested by the BWC after award of the contract, shall be paid by the BWC only with prior written approval. All out-of-pocket expenses for firm personnel (e.g. travel, lodging and subsistence) will be reimbursed at the rates used by the BWC for its employees, in accordance with Ohio Administrative Code Rule 126-01-02. All estimated out-of-pocket expenses to be reimbursed should be included in the format provide in Exhibit A, B, C and D. All expense reimbursements will be charged against the hourly fee submitted by the firm.

In addition, a statement must be included with the Schedule of Professional Fees and Expenses stating the firm will accept reimbursement for travel, lodging and subsistence at the prevailing BWC rates for its employees.

The text is hereby corrected and modified to read:

Out-of-Pocket Expenses Included in the Schedule of Professional Fees and Expenses

"Any travel or per diem required by the selected consultant to carry out its obligations under the contract shall be at the consultant's expense. All estimated out-of-pocket expenses to be reimbursed should be included in the format provided in Exhibit A, B, C and D.

Any additional travel above that contemplated in the RFP, requested by the BWC after award of the contract, shall be paid by the BWC only with prior written approval. All out-of-pocket expenses for firm personnel (e.g. travel, lodging and subsistence) will be reimbursed at the rates used by the BWC for its employees, in accordance with Ohio Administrative Code Rule 126-01-02. **Travel and out of pocket expenses will be reimbursed if but only if they are related to additional requests by BWC after the award of the contract and beyond the provisions of this RFP.**"

The time and date for submission and opening of Proposals are unchanged. No other terms of the RFP are modified by this Addendum.