

**State of Connecticut
Unclaimed Property Division
Request for Proposal
Unclaimed Property Database Management and Claim Processing Services
Questions and Responses**

Question #1: Whether companies from outside the U.S.A. can apply for this? (ex. India or Canada)

Response: The Request for Proposal (RFP) does not prohibit Respondent from residing outside the U.S.A.

Question #2: Whether Respondent needs to attend meetings at the State of Connecticut office?

Response: The State of Connecticut requires the Respondent to be present, in the Connecticut office, while gathering information regarding the current system, and workflows; during migration; and during training and implementation.

Question #3: Can the Respondent perform the tasks (related to RFP) outside the USA? (ex. India or Canada)

Response: Please see response to question #2 above.

Question #4: Can the Respondent submit the proposals via email?

Response: All Respondents must comply with the instructions and requirements set forth within the RFP.

Question #5: Does the Unclaimed Property Division currently utilize a document management (scanning) system in connection with their unclaimed property database? If so, could you please provide the name of the document management system and the total number of files (pages) that would need to be converted as part of this implementation?

Response: The State of Connecticut Unclaimed Property Division does not currently utilize a scanning system in connection with the current unclaimed property database.

Question #6: Section II, part 1.A (w) requires the Respondent to file a SAS70, SAE, or SOC, or equivalent report for the proposed software application. Please confirm that a SOC (or equivalent) is required for both the software provider's operations, and the data center where the unclaimed property records will be stored.

Response: The State of Connecticut Unclaimed Property Division confirms that a SOC (or equivalent) is required for the software provider's operations and the data center where the unclaimed property records will be stored and for any other operations and facilities utilized to provide the services enumerated within the RFP.

Question #7: Section VII, part 18.A.4 requires the Respondent to include a statement that it meets the contractor qualifications set out in Section V. As part of this statement, shall the Respondent provide the detailed information in response to the requirements of Section V within the Cover Letter? Please clarify where the specific requirements of Section V should be addressed in the proposal so that the Respondent may ensure that its proposal follows the State's required format for responses.

Response: Within the issued RFP Section VIII, part 18.A.4 requires the Respondent to include a statement within the cover letter that Respondent meets all the qualifications set forth in Section V. Detailed information about the Respondent's qualifications should be provided in a separate document labeled "Response to Section V- Contractor Qualifications."