1. Can you please provide a copy of any professional service agreements the winning vendor would be required to sign?  
   Response: Yes we have a consultant agreement template (see attached). Respondents are required to redline any changes upon selection and contract negotiations will be based on LACERA’s service agreement.

2. Would this be a vendor supplied agreement or a LACERA agreement?  
   Response: See response #1.

3. Are there any provisions LACERA requires all of its vendors to sign, maybe provide those upfront?  
   Response: See response #1.

4. Are there any other Association technology initiatives underway that could affect this project?  
   Response: Other technology initiatives underway are  
   a. P2P/Accounts Payable/Expense & Travel Automation  
   b. Contracts Management  
   c. MS Dynamics GP version upgrade and Cloud Hosting Migration.

5. Given the recent COVID-19 restrictions, will you permit remote meeting access? If so, are there any constraints we should be aware of?  
   Response: Remote meetings are ok. Teams preferred or Zoom secondary. On-premise meetings will be required as necessary.

6. RFP Page 1, Background: Is LACERA looking for the consultant to manage or strictly provide guidance? Existing vendors may have conflict of interest.  
   Response: We expect the Consultant to manage and lead.

7. General Question regarding request for pricing, specifically items 6-10 on the RFP. It is our intention to submit a response that includes both fixed fee elements and time & materials based elements. This is due to multiple uncertainties and is highly dependent upon the selected software solution and vendor. Once those decisions are made then we would be able to provide a more detailed / fixed fee estimate. Please confirm if this is acceptable.  
   Response: Acceptable.

8. Section E (a) 5: List all relevant insurance coverage. Please indicate the type, coverage, limitations, expiration and deductible amounts. Question: Please be more specific as to the type of coverages being requested.  
   Response: See response #1, Section 4 of the consultant agreement template.