



**STATE OF WISCONSIN**  
**Department of Employee Trust Funds**  
A. John Voelker  
SECRETARY

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March 28, 2024

Daniel Skwire, FSA, MAAA, Principal and Consulting Actuary  
Milliman, Inc.  
One Canal Plaza, Suite 1001  
Portland, ME 04101-6407

Subject: Notice of Intent to Award a Contract under RFPs ETD0057, ETD0058, and ETD0059  
Actuarial Audits

Dear Mr. Skwire,

On March 28, 2024, the State of Wisconsin Employee Trust Funds Board (Board) granted authority to the secretary of the Wisconsin Department of Employee Trust Funds (ETF) to issue an intent to award a contract on behalf of the Board to Milliman, Inc. to conduct actuarial audits of the corresponding programs under RFPs ETD0057 sick leave, ETD0058 life insurance, and ETD0059 health insurance. The bid abstract for this solicitation is on the following page.

RFP section 3.11 describes the Board's policy for vendor procurement appeals. Should a vendor choose to appeal the intent to award decision herein, the vendor must provide ETF with notice of its intent to appeal within five (5) business days of the date of this letter by emailing ETF at both [ETF SMBProcurementAppeals@etf.wi.gov](mailto:ETF SMBProcurementAppeals@etf.wi.gov) and [ETF SMBProcurement@etf.wi.gov](mailto:ETF SMBProcurement@etf.wi.gov). Appeal letters must include the information specified in the Board policy, available [here](#) starting on page 12, and be sent to the same email addresses above within ten (10) business days of the date of this letter.

This letter is only a notice of intent to contract and does not constitute a contractual commitment.

Respectfully,

*Joanne Klaas*

Joanne Klaas  
Contracts Specialist-Advanced  
Wisconsin Department of Employee Trust Funds  
Email: [ETF SMBProcurement@etf.wi.gov](mailto:ETF SMBProcurement@etf.wi.gov)

cc: - All proposers  
- RFP Evaluation Committee  
- ETF Procurement File, ETF Secretary's Office, ETF Office of Legal Services

No proposals were received for RFPs ETD0055 Income Continuation Insurance audit or for ETD0056 Duty Disability Insurance audit.

**Final Scores - ETD0057 Sick Leave and ETD0058 Life Insurance Actuarial Audits**

	Milliman – Sick Leave	Milliman – Life Ins.
<b>Technical Score (900 max pts)</b>	818	836
<b>Original Cost Score (100 max pts)</b>	100	100
<b>Final Score (1000 max pts)</b>	918	936

**Final Scores – ETD0059 Health Insurance Actuarial Audits**

	Milliman	Lepton
<b>Technical Score (900 max pts)</b>	817	556
<b>Original Cost Score (100 max pts)</b>	100	Not scored
<b>Final Score (1000 max pts)</b>	917	556

**Note:** After technical scoring was finalized, Lepton was not reasonably apt to receive the award. Therefore, Lepton's cost proposal was not scored.