



INS CONSULTANTS, INC.

Insurance Regulatory Consultants

419 S. 2nd Street
New Market, Suite 206
Philadelphia, PA 19147
Phone: (215) 625-9877
Fax: (215) 627-7104

May 9, 2011

Shelly Murray
Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

Buyer: Shelly Murray
RFQ No.: INS11013
Bid Opening Date: 05/11/2011
Bid Opening Time: 1:30 P.M.

Dear Shelly:

INS Consultants, Inc. (INS) is pleased to submit a proposal in response to RFQ No. INS11013 for Actuarial Services. INS is uniquely qualified to provide actuarial services to assist the West Virginia Offices of the Insurance Commissioner (OIC).

The accompanying response contains information that we hope will be of assistance to you in formulating a decision on the selection and appointment of INS to provide actuarial services to the OIC.

INS is well qualified to serve the OIC, and has been providing actuarial expertise to insurance regulators for over twenty years.

INS appreciates the opportunity to submit this proposal. Please do not hesitate to contact me with any questions at (215) 625-9877.

Sincerely,

Alan E. Shaw, ASA, MAAA
Executive Vice President

AES:ald
Enclosures

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PURCHASING DIVISION
STATE OF WV

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State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
INS11013

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ADDRESS CORRESPONDENCE TO ATTENTION OF:
SHELLY MURRAY
304-558-8801

*707113627 215-265-9877
INS CONSULTANTS INC
419 S 2ND STREET SUITE 206
NEW MARKET
PHILADELPHIA PA 19147

INSURANCE COMMISSION
1124 SMITH STREET
CHARLESTON, WV
25305-0540 304-558-3707

VENDOR

SHIP TO

DATE PRINTED 04/04/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **05/11/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				OPEN END CONTRACT		
				<p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA INSURANCE COMMISSION, IS SOLICITING BIDS FOR ACTUARIAL RATE REVIEW OF LIFE AND HEALTH PRODUCT FILINGS AND CONSULTING SERVICES PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO SHELLY MURRAY IN THE WEST VIRGINIA PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN AT THE TOP OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA E-MAIL AT SHELLY.L.MURRAY@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 04/25/2011 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p>		
0001	1	LS		946-12		
				ACTUARIAL SERVICES		
				EXHIBIT 3		
				<p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE UPON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE</p>		

SIGNATURE			SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
TITLE Executive Vice President		FEIN 51-0301882	TELEPHONE (215) 625-9877	DATE May 9, 2011	
ADDRESS CHANGES TO BE NOTED ABOVE					

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF:
SHELLY MURRAY
304-558-8801

VENDOR

*707113627 215-265-9877
 INS CONSULTANTS INC
 419 S 2ND STREET SUITE 206
 NEW MARKET
 PHILADELPHIA PA 19147

SHIP TO

INSURANCE COMMISSION

 1124 SMITH STREET
 CHARLESTON, WV
 25305-0540 304-558-3707

DATE PRINTED 04/04/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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LINE	QUANTITY	UQP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE (215) 625-9877	DATE May 9, 2011
TITLE Executive Vice President	FEIN 51-0301882	ADDRESS CHANGES TO BE NOTED ABOVE

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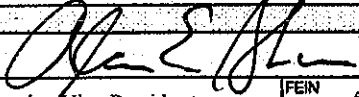
INSURANCE COMMISSION

 1124 SMITH STREET
 CHARLESTON, WV
 25305-0540 304-558-3707

DATE PRINTED 04/04/2011	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 05/11/2011		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UQP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>EXHIBIT 6</p> <p>PRICE ADJUSTMENT PROVISION: THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE</p>						

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<p>BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AN INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>PREFERRED TERMS: IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED ONE (1) YEAR.</p> <p>PASS THROUGH PRICE INCREASES WILL BE CONSIDERED AT TIME OF CONTRACT RENEWAL ONLY.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE 	TELEPHONE (215) 625-9877	DATE May 9, 2011
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LINE	QUANTITY	LOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130		
<p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: SHELLY MURRAY</p> <p>RFQ. NO.: INS11013</p> <p>BID OPENING DATE: 05/11/2011</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: (215) 625-8925</p> <p>-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY): Alar E. Shaw, ASA, MAAA</p> <p>-----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE 	TELEPHONE (215) 625-9877	DATE May 9, 2011
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ INS11013 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: INS Consultants, Inc.

Authorized Signature: *[Signature]* Date: May 9, 2011

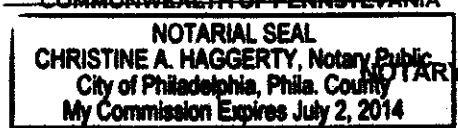
State of Pennsylvania

County of Philadelphia, to-wit:

Taken, subscribed, and sworn to before me this 9 day of May, 2011.

My Commission expires COMMONWEALTH OF PENNSYLVANIA 20 .

AFFIX SEAL HERE



[Signature]
NOTARY PUBLIC

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to construction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

- 1. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-6-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: INS Consultants, Inc.

Signed: [Signature]

Date: May 9, 2011

Title: Executive Vice President

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

Qualifications

INS Consultants, Inc. (INS) and its related companies, INS Regulatory Insurance Services, Inc. and INS Services, Inc. are a regulatory consulting group consisting of a large, highly qualified and mobile national network of over one hundred twenty-five (125) regulatory professionals who have been assisting insurance regulators since the firms founding in 1987. INS has long and varied roots in state insurance regulation and has working relationships with over forty state insurance departments. We specialize in virtually all areas of insurance regulation. The West Virginia Offices of the Insurance Commissioner (OIC) is seeking a qualified actuarial consulting firm for the actuarial rate review of life and health related product filings and consulting services. The exceptional characteristics inherent in our structure, design and personnel uniquely qualify INS to perform all types of life and health product filings and provide consulting services for the OIC.

INS' ability to review rate filings is demonstrated by our work for other client states. We have performed extensive actuarial work reviewing rate filings including, but not limited to, accident and sickness, long term care, disability, annuity, health, major medical credit and Medicare supplement for individual and group plans. To assist with the review of thousands of health and other insurance rate filings that we perform, we have developed an approach that covers all types of rate filing reviews. Modifications to this approach were also developed to cover the rate review process under PPACA. INS is totally familiar with federal and state laws pertaining to health insurance, Actuarial Standards of Practice (including No. 8), Guidelines for Professional Conduct, and National Association of Insurance Commissioners (NAIC) guidelines and requirements and statutory accounting policies and procedures. We are currently providing actuarial services under the PPACA grants for the Pennsylvania Insurance Department and the Nebraska Department of Insurance, which include review and implementation of an effective rate review program, retrospective and prospective medical rate filing reviews, and the development of trend calculation and projection spreadsheets.

The main aspect of our actuarial approach to the rate review portion of this proposal is INS' innovative and dynamic rate review process. This process incorporates knowledge developed over our many years of experience reviewing rate filings for various states. It is this process that we will use to review rate filings for the OIC.

Based on our considerable knowledge of federal and state laws pertaining to health insurance and health care reform and our expansive experience with all types of life and health insurance rate filing reviews, INS is highly qualified to assist the OIC with the requirements of the Request for Quotations (RFQ).

INS and its related companies specialize in the areas of life/health actuarial services, property/casualty actuarial services, financial condition examinations, market conduct examinations, market analysis, information systems services, reinsurance services, investment specialist services, rehabilitation/liquidation services, financial analysis/admissions, training and special projects.

INS has been providing life/health actuarial services to insurance departments since 1987. We have reviewed reserves for major life insurance and reinsurance companies, HMOs and Blue Cross Blue Shield Association, and for specialty companies such as disability income, long term care, credit insurance and annuity writers. We have performed hundreds of rate filing reviews and actuarial examinations, as well as special projects for numerous regulatory agencies. We are totally familiar with the National Association of Insurance Commissioners (NAIC) guidelines and requirements, statutory accounting policies and procedures, insurance market and insurance laws and statutes. Our life/health actuaries are experienced in a broad range of actuarial services, including the following:

- ❖ Rate Filing Reviews
- ❖ On-Site Actuarial Examinations
- ❖ Policy Form Reviews

Qualifications

- ❖ Valuation of Life and Health Insurance Policy Reserves
- ❖ Asset/Liability Cash Flow Analyses
- ❖ Preparation and Issuance of Certificates of Reserve Valuation
- ❖ Complex Reinsurance Program Transfer of Risk and Discounted Cash Flow Analyses
- ❖ Insurance Company Corporate Business Plan Evaluations
- ❖ Participation in Tax Audits Conducted by the IRS
- ❖ Participation in Resolution of Tax Matters for the Department of Justice
- ❖ Advice Regarding Troubled Companies
- ❖ Interpretation of Existing Statutes and New Legislation
- ❖ Evaluation of Insurance Company Financial Forecasts and Projections

Following is a list of states for which INS has provided life and health actuarial services.

- ❖ Arkansas Insurance Department
- ❖ California Department of Insurance
- ❖ Colorado Division of Insurance
- ❖ Connecticut Insurance Department
- ❖ Delaware Department of Insurance
- ❖ District of Columbia Department of Insurance, Securities and Banking
- ❖ Government of Guam Department of Revenue and Taxation
- ❖ Illinois Department of Insurance
- ❖ Indiana Department of Insurance
- ❖ Iowa Insurance Division
- ❖ Maine Bureau of Insurance
- ❖ Maryland Insurance Administration
- ❖ Massachusetts Division of Insurance
- ❖ Michigan Office of Financial and Insurance Regulation
- ❖ Minnesota Department of Commerce
- ❖ Mississippi Insurance Department
- ❖ Nebraska Department of Insurance
- ❖ Nevada Division of Insurance
- ❖ New Jersey Department of Banking and Insurance
- ❖ New York State Insurance Department
- ❖ North Carolina Department of Insurance
- ❖ Pennsylvania Insurance Department
- ❖ Office of the Insurance Commissioner of Puerto Rico
- ❖ Rhode Island Insurance Division
- ❖ South Dakota Division of Insurance
- ❖ Tennessee Department of Commerce and Insurance
- ❖ Utah Insurance Department
- ❖ Vermont Department of Banking, Insurance, Securities & Health Care Administration
- ❖ Virginia Bureau of Insurance
- ❖ Wisconsin Office of the Insurance Commissioner

We have significant knowledge of relevant federal and state laws pertaining to life and health insurance and health care reform. INS actuaries have assisted the Delaware Department of Insurance and the Minnesota Department of Commerce in the review of policy form filings for life and annuity products including traditional life, interest sensitive life, indexed life, fixed and variable deferred annuity, indexed annuity, immediate annuities and associated riders and endorsements. We are reviewing credit life and disability rate filings for the Delaware Department of Insurance and for the Michigan Office of Financial and Insurance

Qualifications

Regulation. We have reviewed rate filings that were updated for provisions of the PPACA. INS is currently providing long term care, Medicare supplement insurance, and medical rate filing reviews for the Delaware Department of Insurance. We currently provide long term care and Medicare supplement insurance rate filing reviews and have performed medical rate filing reviews for the Wisconsin Office of the Commissioner of Insurance. In addition, INS performs long term care and medical rate filing reviews for the Arkansas Insurance Department and the Iowa Insurance Division, and long term care rate filing reviews for the California Department of Insurance, Maine Bureau of Insurance, Michigan Office of Financial and Insurance Regulation, and the South Dakota Division of Insurance. We are providing medical rate filing reviews for the Nebraska Department of Insurance and the Nevada Division of Insurance. We have performed long term care and Medicare supplement insurance rate filing reviews for the Commonwealth of Virginia Bureau of Insurance. INS is also under contract to perform accident and health rate filing reviews for the Massachusetts Division of Insurance and Vermont Department of Banking, Insurance, Securities and Health Care Administration. We are currently providing actuarial services under the PPACA grants for the Pennsylvania Insurance Department and the Nebraska Department of Insurance. Over the last five years, INS has reviewed in excess of one thousand rate filings.

Because INS has performed thousands of life and health insurance rate reviews (life, annuity, Medicare supplement, long term care, and medical, small employer group health and large group health) during our long history, we are uniquely qualified to perform this service for the OIC. Our resume of projects requires an entirely separate document. In order to reduce the volume of this document, INS has included a sampling of life and health insurance rate reviews completed by our actuaries.

- ❖ Arkansas Insurance Department
 - Arkansas Blue Cross Blue Shield
 - QCA Health Plan, Inc.
 - Equitable Life and Casualty Insurance Company
- ❖ California Department of Insurance
 - United of Omaha Life Insurance
 - Physicians Mutual Insurance
 - Genworth Life Insurance
- ❖ Delaware Department of Insurance
 - American General Life
 - Hartford Life and Accident Insurance Company
 - Manulife Insurance Co
 - Shenandoah Life Insurance Company
 - Lincoln National Life
 - United of Omaha LIC
 - AIG Life Insurance Company
 - Assurity Life Insurance Company
 - Unimerica Insurance Company
 - United HealthCare Insurance Co
 - Berkshire Life Insurance Company of America
 - Prudential Insurance Company of America
 - American United Life Insurance Company
 - Unum Life Insurance Company of America
 - John Hancock Life Insurance Company
 - RiverSource Life Insurance Company
 - Genworth Life Insurance Company
 - Lincoln Benefit Life Company
 - Reliance Standard Life Insurance Company

Qualifications

- Allstate Life Insurance Company
- ❖ Iowa Insurance Division
 - Standard Life and Accident Insurance Company
 - Conseco Senior Health
 - RiverSource Life Insurance Company
 - Lincoln Benefit Life Company
 - Conseco Senior Health
 - Stonebridge Life Insurance
 - Genworth Life Insurance
 - Washington National Insurance
 - Guarantee Trust Life
 - Monumental Life
 - Physicians Mutual Insurance
 - Penn Treaty Network America
 - John Alden
 - AIG
 - Medico
 - John Hancock
 - Bankers Life and Casualty
 - Mutual of Omaha
 - Metropolitan Life Insurance
 - American Heritage Life Insurance
- ❖ Maine Bureau of Insurance
 - UNUM Life Insurance Company
 - MedAmerica Insurance Company
 - Bankers Life & Casualty Insurance Company
- ❖ Michigan Office of Financial and Insurance Regulation
 - John Hancock Life Insurance Company
 - Union Security Insurance Company
 - Time Insurance Company
 - Cincinnati Life Insurance Company
 - Continental General Insurance Company
 - Principal Life Insurance
 - Pennsylvania Life Insurance
 - Prudential Insurance Company of America
- ❖ Minnesota Department of Commerce
 - MetLife Investors USA
 - Metropolitan Life Insurance Company
 - New England Life Insurance Company
 - Traveler's Life & Annuity
 - The Prudential Insurance Company of America
 - Transamerica Occidental Life Insurance Company
 - John Hancock Life Insurance Company (U.S.A.)
 - Massachusetts Mutual Life Insurance Company
 - The Lincoln National Life Insurance Company
 - AIG Annuity Insurance Company
 - Pacific Life Insurance Company
 - Great American Life Insurance Company
 - Sun Life Assurance Company of Canada (U.S.)
 - Allstate Life Insurance Company

Qualifications

- Guardian Life Insurance Company of America
- ❖ Nebraska Department of Insurance
 - American Republic Insurance Company
 - AXA Equitable Life Insurance Company
 - BCS Insurance Company
 - Coventry Health and Life Insurance Company
- ❖ Nevada Division of Insurance
 - Golden Rule Insurance Company
 - Celtic Insurance Company
 - World Insurance Company
 - Time Insurance/John Alden Life Insurance
 - AXA Equitable Life Insurance Company
 - Anthem Blue Cross and Blue Shield
 - Aetna Life Insurance Company
 - Humana Insurance Company
 - Trustmark Insurance Company
- ❖ South Dakota Division of Insurance
 - John Hancock Life Insurance Company
 - Union Security Insurance Company
 - Time Insurance Company
- ❖ Wisconsin Office of the Insurance Commissioner
 - Transamerica Occidental
 - John Hancock
 - Bankers L&C
 - Lincoln National Life
 - Cincinnati Life
 - National States Life
 - WI-Monumental LIC
 - WI-Guarantee Trust Life
 - Transamerica Life
 - MedAmerica
 - Life Investors
 - Constitution Life
 - Mutual of Omaha
 - United World
 - Genworth Life
 - Assurity Life
 - Time Insurance Company
 - Penn Treaty Network America Insurance Company
 - AIG Life Insurance Company

Qualifications

We have included the following list of references for the OIC's convenience. Additional references will be provided upon request.

Nebraska Department of Insurance
Holly Blanchard, Life and Health Administrator
Terminal Building
941 O Street, Suite 400
Lincoln, NE 68508
Phone: (402) 471-4742

INS is currently providing actuarial services under the PPACA grants and medical rate filing reviews for the Nebraska Department of Insurance. These services include the development of a rate review manual and a review of the Nebraska Department of Insurance's rate review process.

Delaware Department of Insurance
Gene Reed, Deputy Insurance Commissioner
841 Silver Lake Boulevard
Dover, DE 19904
Phone: (302) 674-7391

INS is currently providing long term care, credit life and disability, Medicare supplement insurance, disability income, small employer group health and medical rate filing reviews for the Delaware Department of Insurance. We developed their rate review process, monitor changes in their insurance regulations, research policyholder complaints regarding health insurance and perform a multitude of other services.

Iowa Insurance Division
Klete Geren, Chief Life/Health Actuary
330 Maple Street
Des Moines, IA 50319
Phone: (515) 281-4183

INS is currently providing long term care and medical rate filing reviews for the Iowa Insurance Division. We also performed a review of their rate review process in 2010.

Michigan Office of Financial and Insurance Services
Ottawa Building, 3rd Floor
611 W. Ottawa
Lansing, MI 48933
Contact Person: Renee Campbell, Specialist, Health Plans Division
Phone Number: (517) 373-2671

INS is currently providing long term care and credit life and disability rate filing reviews and training for the Michigan Office of Insurance Regulation.

Qualifications

Wisconsin Office of the Insurance Commissioner
Stephanie Cook, Advanced Insurance Examiner
Bureau of Market Regulation
P.O. Box 7873
Madison, WI 53707
Phone: (608) 261-8563

INS is currently providing long term care, Medicare supplement insurance rate filing reviews and have performed medical rate filing reviews for the Wisconsin Office of the Commissioner of Insurance.

Minnesota Department of Commerce
85 7th Place East, Suite 500
St. Paul, MN 55101

Contact Person: Julia T Philips, FSA, MAAA
Phone Number: (651) 296-8949
Contact Person: W. Blaine Shepherd, Valuation Actuary
Phone Number: (651) 282-2613

INS is currently providing fixed and variable deferred annuity, indexed annuity and immediate annuities policy form filing reviews, including the review of associated riders and endorsements for the Minnesota Department of Commerce.

All of our consulting actuaries have extensive life and health insurance regulatory experience. INS' actuarial team meets the following minimum qualifications as described in the RFP:

- ❖ Fellow of the Society of Actuaries (FSA) and/or a Member of the American Academy of Actuaries (MAAA).
- ❖ At least five years of experience with life and health products.
- ❖ At least five years of experience with long term care products.
- ❖ Knowledgeable of Actuarial Standards Practice No. 8.
- ❖ Experienced in providing rate review services to state insurance regulators.
- ❖ INS has no conflict of interest with regard to any carrier that is actively writing individual or group life and health products in the WV market.

Summary of Proposed Personnel/Management Approach

We have twelve qualified full-time regulatory actuaries. The life and health actuarial division includes seven Members of the Society of Actuaries and the American Academy of Actuaries. Our team of actuaries for this project is led by Arthur M. Lucker, FSA, MAAA, and staffed by Mark Golab, FSA, MAAA, Frank G. Edwards, Jr., ASA, MAAA, Joseph C. Higgins, FSA, MAAA, James (Jay) Kuklinski, ASA, MAAA, and Athanasios (Tom) Rousseas, ASA, MAAA. All of our consulting actuaries have extensive life and health insurance regulatory experience and will participate in every aspect of the project. A summary of the experience of each team member in providing expertise and technical support to state insurance regulators follows:

INS' lead actuary is Arthur M. Lucker, FSA, MAAA. Art began his actuarial career in 1973 and has been assisting insurance department and regulators exclusively since 1997. Art performs health rate filing reviews for Delaware, Iowa, Maine, Michigan, Nebraska, Nevada, South Dakota, and Wisconsin, as well as credit life and disability reviews for Michigan and Delaware. Art also performs life, annuity and health statutory reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation, training, and

Qualifications

actuarial examinations. He also participates in the California rate filing reviews. Art has expansive knowledge of the Patient Protection and Affordable Care Act of 2010 (PPACA), and made suggestions to several regulatory agencies regarding the implementation of the PPACA. Art has reviewed rate filings that were updated for provisions of the PPACA. These provisions included but were not limited to the following items: elimination of annual dollar limits on essential benefits, elimination of lifetime dollar limits on essential benefits, and the extension of dependent coverage for children until age 26. Art serves as the lead actuary for services INS is currently providing under the PPACA grant for the Nebraska Department of Insurance.

Mark Golab, FSA, MAAA has ten years of consulting experience in health insurance pricing and product development. Mark began his actuarial career in 1970 with the Philadelphia Life Insurance Company as a Health Actuary. During his distinguished forty year career, Mark held the position of Senior VP and Chief Actuary for NRG America Life Reinsurance Company for fifteen years. He was responsible for the analysis of in force medical books of business in order to measure embedded profit for the purpose of developing a reinsurance arrangement and the management of a book of medical reinsurance business that included first dollar and excess plans. Mark also held the position of President of Palm Actuarial Consultants, Inc. for 10 years. He was responsible for the analysis of medical business for statutory rate increases, providing expert witness testimony in Accident and Health disputes, and providing strategic planning advice in Accident and Health matters. Currently, Mark performs a broad range of actuarial services for INS including health rate filing reviews for Arkansas, Delaware, Iowa, Maine, Michigan, Nebraska, Nevada, South Dakota and Wisconsin. He also performs credit life and disability reviews for Michigan and Delaware, and is involved in special projects. He participates in the California rate filing reviews. Mark serves as the lead actuary for services INS is currently providing under the PPACA grant for the Pennsylvania Insurance Department.

Frank G. Edwards, Jr., ASA, MAAA, Chief Life/Health Actuary of INS, began his actuarial career in 1981, and has been assisting regulators since 1994. Frank manages and supervises numerous regulatory projects. Frank participates in a broad range of life and health regulatory actuarial services, including reserve analysis, tax reserve analysis, policy form reviews, and rate reviews for Delaware and California, reinsurance treaty reviews, Certificates of Valuation, and actuarial examinations for various insurance departments. Frank's thirty years' experience in the actuarial field includes positions with a number of life insurers, such as American Life Insurance Company and Philadelphia Life Insurance Company, as well as many years in the role of actuarial consultant.

Joseph C. Higgins, FSA, MAAA has been assisting insurance regulators exclusively since 2004, when he joined INS. Joe's twenty-six years of actuarial experience prior to joining INS consisted of various actuarial positions with Allstate Life Insurance Company and Affiliated Companies, Keystone State Life Insurance Company, where he attained the title of Vice President, Chief Actuary and Treasurer, and Huggins Financial Services, where he served as Assistant Vice President. Joe is involved in a wide range of life and health regulatory actuarial services, including rate reviews, reserve analysis, tax reserve analysis, reinsurance treaty reviews, Certificates of Valuation, actuarial examinations, and training seminars for various insurance departments. Joe assists Delaware and Minnesota in the review of policy form filings for life and annuity products, including traditional life, interest sensitive life, indexed life, fixed and variable deferred annuity, indexed annuity, immediate annuities and associated riders, and endorsements.

The actuarial career of Jay Kuklinski, ASA, MAAA spans twenty-one years with Fidelity Mutual Life Insurance Company, including nine years as Assistant Vice President and Actuary. Jay joined INS in 2008. He performs a broad range of Life and Accident/Health actuarial services, including rate filing reviews for Delaware and Nevada, and participates in California rate reviews.

Qualifications

Tom Rousseas, ASA, MAAA began his actuarial career in 1986 with the CIGNA Corporation, and has been assisting regulators since 1999. Tom's experience includes comprehensive actuarial services, including rate filing reviews for Delaware, reserve analysis, actuarial examinations, and special projects for state insurance departments.

Resumes of these qualified actuaries are included as Appendix A to this document.

Conflict of Interest

Because INS' clients consist exclusively of insurance regulatory agencies, there are no potential conflicts of interest with the insurance industry regarding any assignment undertaken or services provided.

Firm Information

INS Consultants, Inc.
419 S. 2nd Street
New Market, Suite 206
Philadelphia, PA 19147
FEIN: 51-0301882

Registration to do Business in West Virginia will be obtained at the time of contract award.

Scope of Services

- ❖ INS will assist the Insurance Commissioner and Director of Rates and Forms in reviewing life and health product filings for individual, group and association product offerings. The review will include, but may not be limited to, analysis of trending, credibility, lapse rates, development factors, durational factors, geographical factors, loss development, loss ratios, rating bands and all other components of a rate filing. INS is currently providing long term care, Medicare supplement insurance, and medical rate filing reviews for the Delaware Department of Insurance. We currently provide long term care and Medicare supplement insurance rate filing reviews and have performed medical rate filing reviews for the Wisconsin Office of the Commissioner of Insurance. In addition, INS performs long term care and medical rate filing reviews for the Arkansas Insurance Department and the Iowa Insurance Division, and long term care rate filing reviews for the California Department of Insurance, Maine Bureau of Insurance, Michigan Office of Financial and Insurance Regulation, and the South Dakota Division of Insurance. We are providing medical rate filing reviews for the Nebraska Department of Insurance and the Nevada Division of Insurance. This experience uniquely qualifies INS to assist the OIC with the review of life and health product filings, including all components of a rate filing.
- ❖ INS' review will document the justification for the rate adjustment and address concerns with factors used or selected. Our review will include an analysis of the support for the rating factors. We will identify areas of concern with factors used or selected and will document support for the indicated and requested rate levels, projected premium impact and projected premium impact to consumers. INS will submit an initial review and related report to the OIC within 30 days of receiving the filing from the OIC. INS is prepared to review all the required items or prepare a list of items needed for a thorough rate review analysis and perform an independent projection using calculated or judgmental assumptions for trend, persistency, premiums and other possible factors. We will determine whether or not these rate increases are excessive, unjustified, unfairly discriminatory or otherwise unreasonable as provided under applicable state law. This determination will be made using INS' innovative and dynamic rate review process. This process is currently being utilized by the Delaware Department of Insurance, and will be implemented by the Nebraska Department of Insurance in 2011.
- ❖ INS will provide other management consulting services and perform special reviews and/or analysis of life and health related products to the OIC. INS actuaries are able to appear before judicial, legislative and executive bodies or respond to questions of an actuarial nature or give reports. INS will prepare written reports concerning actuarial matters as deemed necessary by the Insurance Commissioner or her designee. INS understands that written reports and findings must be submitted initially in draft form in order that any necessary changes may be discussed and agreed upon before final acceptance. We have provided these services for the Delaware Department of Insurance. Our experience in Delaware will position us to successfully provide all of above noted services to the OIC.
- ❖ In Delaware, INS has reviewed the small group employer health insurance regulation, the credit life and disability regulations, and the accident and health insurance regulations. We have recommended changes to these regulations to address potentially abusive practices. This experience will allow INS to recommend legislative changes to address any abusive practices identified in the review of rate increases implemented in each of OIC's health insurance markets.

Scope of Services

- ❖ In 2010, INS' actuaries performed a review of the Iowa Insurance Division rate review process. The results of our review were quoted in the *Des Moines Register* newspaper. INS has already recommended enhancements to the Pennsylvania Insurance Department's rate review process. We are currently designing an effective rate review program for the Nebraska Department of Insurance. The rate review program that INS uses will be meaningful and transparent, ensuring rates are fair and reasonable in all insurance markets. The following is an overview of the INS' rate review program:
 - ❖ A standard of review that places the burden of proof on the filing Company
 - ❖ Specific criteria that the filing Company must meet before the rate increase can be approved
 - ❖ Projection model that determines compliance with loss ratio requirements
 - ❖ Consideration of product and Company profitability
 - ❖ Evaluation of Company assumptions and justifications for the filing
 - ❖ Be a fair and thorough regulatory review process
 - ❖ Be accessible to the public
 - ❖ Have a standard of review that determines whether a rate filing is unreasonable

Bid Amount

INS' bid amount is a fixed hourly rate for services rendered, and will remain fixed and valid for a period of six months commencing on the date that quotations are due. Our rate is the same regardless of who performs services, and is sufficient to cover any and all incidental expenses. Out of pocket travel expenses will be billed in accordance with the State of West Virginia's Travel Rules as prescribed by the Travel Management Unit, Purchasing Division.

Hourly Rate: \$ 210 per hour.

We understand that each project will establish a maximum number of hours of service to be provided. INS will only charge the actual hours, not exceed the maximum, times the hourly rate.

The rate filing reviews for the OIC will be performed by Arthur M. Lucker, FSA, MAAA, Mark Golab, FSA, MAAA, Frank G. Edwards, Jr., ASA, MAAA, James (Jay) Kuklinski, ASA, MAAA, Joe Higgins, FSA, MAAA, and Athanasios Rousseas, ASA, MAAA. INS actuaries have at least five years of experience with life and health products and long term care products. All INS actuaries are knowledgeable with regards to Actuarial Standard of Practice No. 8 – Regulatory Filings for Health Plan Entities.

All INS personnel, including members of the Society of Actuaries and the American Academy are devoted exclusively to providing services to insurance regulatory agencies including state insurance departments, the Internal Revenue Service and the Department of Justice. Therefore, INS has no conflict of interest with regard to any carrier that is actively writing individual or group life and health products in West Virginia.

Appendix A – Resumes

Arthur M. Lucker, FSA, MAAA

EXPERIENCE

1997 - Present
1994 - 1994

INS Consultants, Inc.
Actuary

Involved in broad range of Life and Accident/Health actuarial services, including reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments and actuarial examinations and training for Insurance Departments. Performs and participates in California rate filing reviews, and health rate filing reviews for the states of Delaware, Iowa, Maine, Michigan, Nebraska, Nevada, South Dakota, and Wisconsin. Performs credit life and disability reviews for Delaware and Michigan and serves as the lead actuary on PPACA reviews for Nebraska.

1994 - 1997

CIGNA Group Insurance
Manager

Regulatory Actuary responsible for the preparation of the actuarial portion of rate and form filings for all state insurance departments.

1990 - 1994

Provident Mutual Life Insurance
Assistant Actuary

Responsible for quarterly financial reporting of statutory reserves, preparation of actuarial exhibits in the Annual Statement and dealing with internal and external auditors and state regulators. Assisted the valuation actuary with cash flow testing.

1988 - 1990

Presbyterian Ministers' Fund
Assistant Actuary

Responsible for updating the current valuation system for universal life, quarterly financial reporting of statutory reserves and preparation of actuarial exhibits in the Annual Statement.

1987 - 1988

CIGNA
Assistant Actuary

Responsible for implementing a universal life valuation system, assisting in the preparation of Annual Statements and GAAP financial reporting.

1973 - 1987

Philadelphia Life Insurance Company
Assistant Actuary

Major duties included developing statutory and GAAP reserves for financial reporting, quarterly financial reporting of GAAP reserves, pricing of life and annuity products, development of a flexible premium deferred annuity administration and reserve system and manager of the annuity section of the actuarial department (which included valuation and pricing).

Arthur M. Lucker, FSA, MAAA

EDUCATION

Rutgers University
Bachelor of Arts, Mathematics - 1973

PROFESSIONAL CREDENTIALS

Fellow, Society of Actuaries
Member, American Academy of Actuaries

Mark Golab, FSA, MAAA

EXPERIENCE

2008 – Present

INS Consultants, Inc.
Actuary

Involved in broad range of Life and Accident/Health actuarial services, including reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments and actuarial examinations and training for Insurance Departments. Performs and participates in California rate filing reviews, performs health rate filing reviews for the states of Arkansas, Delaware, Iowa, Maine, Michigan, Nebraska, Nevada, South Dakota and Wisconsin. Performs credit life and disability reviews for Delaware and Michigan, and serves as lead actuary on PPACA for Pennsylvania.

2005 – 2008

PricewaterhouseCoopers
Director

1996 – 2005

Palm Actuarial Consultants, Inc.
President

Responsibilities included Financial Reporting, Cash Flow Testing, Business Appraisals, Product Design, Reinsurance Planning, and Expert Witness- Arbitration & Litigation

1981 – 1996

NRG America Life Reinsurance Company
Senior Vice President and Chief Actuary

Served as an Appointed Actuary and Manager of Actuarial Department; Responsibilities included Design and Negotiation of portfolio reinsurance agreements, Reinsurance Pricing, Reinsurance Accounting, Negotiation of domestic, European and “offshore” retrocessional facilities

1978 – 1981

Colonial Penn Life Insurance Company
Tax Actuary

1970 – 1977

Philadelphia Life Insurance Company
Health Actuary

PROFESSIONAL CREDENTIALS

Fellow, Society of Actuaries
Member, American Academy of Actuaries

Frank G. Edwards, Jr., ASA, MAAA

EXPERIENCE

- 2011 – Present **INS Consultants, Inc.**
Chief Life/Health Actuary
- 2008 – 2010 Assistant Vice President
- 1994 – 1999 Actuary
- Oversees a broad range of Life and Accident/Health actuarial services for INS, including reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments, actuarial examinations, special projects, and training for Insurance Departments. Designed actuarial procedures for the risk focused surveillance examinations. Performs rate filing reviews for the states of Delaware and California.
- 1999 - 2001 **Gerald J. Rankin & Associates**
1989 - 1994 Consulting Actuary
- Consulting Actuary for small to mid-size insurance companies selling mostly individual life/health products. Broad range of work including: financial reporting and annual statement preparation for all clients; profitability analysis for life/health products; analysis of reinsurance requirements including the development or enhancements needed to administer reinsurance agreements; calculation of GAAP and Statutory reserve factors using Basic programs and development of asset liability matching models.
- 1985 - 1989 **Corporate Life Insurance Company**
Actuarial Analyst
- Responsibilities included all general actuarial work, including annual statement preparation, calculation of reserves and supporting documentation and development of Universal Life and annuity illustrations along with other personal computer applications for various departments.
- 1984 - 1985 **Philadelphia Life Insurance Company**
Actuarial Analyst
- Assisted marketing department with development of Universal Life illustrations and wrote programs to calculate CRVM reserves for all Universal Life products.
- 1981 - 1984 **American Life Insurance Company**
- General actuarial work with emphasis on writing programs on the mainframe computer to calculate cash values and reserves for new and existing life and annuity products.

EDUCATION

West Chester University
BA in Mathematics, 1980

Frank G. Edwards, Jr., ASA, MAAA

PROFESSIONAL CREDENTIALS

Associate, Society of Actuaries, 1988

Member, American Academy of Actuaries, 1989

Joseph C. Higgins, FSA, MAAA

EXPERIENCE

- 2004 – Present **INS Consultants, Inc.**
Actuary
Involved in broad range of Life and Accident & Health actuarial services, including rate reviews for Delaware, and life, annuity and health statutory reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments and actuarial examinations and training for Insurance Departments. Assists Delaware and Minnesota in the review of policy form filings for life and annuity products.
- 1998 – 2004 **Allstate Life Insurance Company and Affiliated Companies**
Actuary
Main responsibilities included: Statutory and GAAP Reporting; asset/liability analysis for affiliate companies; the integration of financial reporting, valuation, and administration of product lines; Valuation and Illustration Actuary for Keystone State Life Insurance Company and Concord Heritage Life Insurance Company; pricing and product implementation of life and health products sold in the worksite market by affiliated companies.
- 1985 – 1998 **Keystone State Life Insurance Company**
Vice President, Chief Actuary and Treasurer
Responsibilities included all areas of product development; the design, market analysis, implementation and pricing of individual life insurance products; agent compensation models; financial reporting (Statutory & GAAP); policy administration; corporate modeling and reinsurance. Positions included the Valuation and Illustration Actuary for Keystone State as well as an affiliated company, the Kentucky Home Mutual Life Insurance Company.
- 1984 – 1995 **Huggins Financial Services**
Assistant Vice President. Miscellaneous life insurance consulting.
- 1978-1984 **Philadelphia Life Insurance Company**
Assistant Actuary. Assisted in pricing, valuation and administration of individual life insurance products and company administrated pension plans.

EDUCATION

Temple University – BBA, Actuarial Science

Joseph C. Higgins, FSA, MAAA

PROFESSIONAL AFFILIATIONS

Fellow of the Society of Actuaries
Member of the American Academy of Actuaries

James Kuklinski, ASA, MAAA

EXPERIENCE

- 2008 – Present **INS Consultants, Inc.**
Actuary
- Involved in broad range of Life and Accident/Health actuarial services, including reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments and actuarial examinations and training for Insurance Departments.
- 1999 – 2008 **Fidelity Mutual Life Insurance Co.**
Assistant Vice President and Actuary
- Member of management responsible for actuarial financial reporting and reinsurance administration. Supervised and provided technical guidance to reinsurance specialists. Other duties included reinsurance negotiation and pricing, monthly reporting analysis, various actuarial calculations or other assistance to customer service and controller departments. Member of Business Practices Committee.
- 1984 – 1999 Actuarial Officer
- Junior officer progressively responsible for dividend scale implementation, group operating results and rate analysis, reinsurance analysis and administration.
- 1978 – 1984 Actuarial Associate
- ASA student position assigned various actuarial duties, including programming, product development, dividend scale analysis, and commission scale submissions.
- 1977 – 1978 Actuarial Analyst
- Beginning actuarial student assigned to various actuarial duties, including expense study and systems conversions.

PROFESSIONAL CREDENTIALS

Associate, Society of Actuaries
Member, American Academy of Actuaries

Athanasios Rousseas, ASA, MAAA

EXPERIENCE

1999 - Present

INS Consultants, Inc.
Actuary

Involved in broad range of Life and Accident/Health actuarial services, including rate filing reviews for the state of Delaware, reserve analysis, policy form reviews, reinsurance treaty reviews, Certificates of Valuation for Insurance Departments and actuarial examinations and training for Insurance Departments.

1997 - 1999

INTRACORP, CIGNA Subsidiary
Reporting Analyst

Responsibilities included formulating quality assurance ad-hoc reports using FOCUS on a VAX platform; preparing reports showing revenue and revenue variation from prior periods for internal and external use; modifying and enhancing existing procedures, including documentation and communication of impact of changes to field operations, finance and systems staff.

1990 - 1997

CIGNA Corporation
Senior Financial Analyst of Group Insurance Division

Responsibilities included adjusting and reporting statutory and GAAP reserves; monitoring premium and claims experience; calculating refund reserves; providing financial analysis to underwriting in support of contract renewal process; preparing summaries of GAAP premium and reserves and summary exhibits of claims runoff; identifying trends and recommending IBNR reserve levels; and providing supporting detail of reserving methodology to state regulatory agencies and internal and external auditors.

1989 - 1990

Guardian Life Insurance Company of America
Actuarial Associate

Responsibilities included producing detailed mortality, lapse and reinsurance reports with graphs and summaries for senior management and working on special projects.

1986 - 1989

CIGNA Corporation
Actuarial Assistant for Individual Insurance Products Division

Responsibilities included producing experience studies and performing reserve adequacy testing on structured settlement annuities and expense analysis for traditional, UL, and annuity products.

EDUCATION

Polytechnic Institute of NY - Master of Science in Applied Mathematics, 1980
Brooklyn College - Bachelor of Science in Mathematics, 1975

Athanasios Rousseas, ASA, MAAA

PROFESSIONAL CREDENTIALS

Associate, Society of Actuaries, 1989

Member, American Academy of Actuaries, 1999

