



Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

Fulton County, GA

ADDENDUM NO. 1

GASB 43 & 45 Actuarial Services – 09RFP70477C-MT Fulton County, Georgia

December 11, 2009

Dear Vendors:

This addendum is in reference to the RFP – 09RFP70477C-MT
GASB 43 & 45 Actuarial Services

1. Please provide further specifics on the requested "turnover study."
 - A. Confirm the purpose of the study is to update the actuarial withdrawal assumption tables.
 - B. How many years of turnover data will be studied?
 - C. Describe the format of the data that will be supplied to the actuary for the study.
 - D. Describe the relationship between withdrawal tables used for GASB 43/45 purposes and withdrawal tables used for pension valuation purposes (if applicable).

Response: A) The prior study used turnover assumptions used in a closed DB pension plan. We want to include turnover from the DC plan, which has a greater number of participants. B) We would want to include a reasonable number of years to ensure a sound assumption. C) Electronic, to your file layout specifications. D) As mentioned above, the DB plan is now closed and has about 1250 active participants. The new plan, a DC plan, has about 4000 active participants.

2. Section 1.1 says the first OPEB valuation was as of January 1, 2007. Section 3.3 says the first OPEB valuation was as of January 1, 2009. Please confirm this RFP is for the *second* OPEB valuation as of January 1, 2009. Please confirm that information on GASB 43/45 accounting treatment of the prior valuation will be made available to the successful proposer.

Response: Both are confirmed. Please see Exhibits 1.

3. Please describe the format of the census data to be provided for active employees and for former employees vested in OPEB or retired and receiving OPEB. The description should list the data fields to be provided (name, birth date, plan of coverage, spouse birth date, etc.). Please confirm that the census data will include active and retired members of both the defined benefit pension plan and the defined contribution retirement plan.



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Response: All requested data fields can be provided for both active and retired and DB and DC plan participants. Please refer to Exhibit 2.

4. In order to perform a detailed gain/loss analysis as required by the RFP, the successful proposer will need to replicate the January 1, 2007 valuation. Will all data, including census data, used in the January 1, 2007 valuation be made available to the successful proposer?

Response: Yes, we can provide the files that were used in the first analysis. Please see Exhibit 1.

5. Who is currently retained as the actuary to the County?

Response: The County used Aon Consulting for the first OPEB study. The County retains Buck Consulting for its defined benefit plan and Ingenix Consulting for Medicare Part D.

6. How long has the incumbent been contracted in this role?

Response: Since 2007.

7. What actuarial fees for these services has the County paid each year of the current contract?

Response: The contract amount is as follows: 2007 - \$27,375 and 2008 \$28,350.

8. Section 3.1.2 and Attachment C state that a copy of the RFP must be included with the proposal. Does this refer to the entire 100 page document or only some portions?

Response: Please submit only the portions that require a response.

9. Attachment C refers to a "Mandatory Pre-Qualification Form". To what does this refer?

Response: This is a standard contractor firm certification page. Please see page 94 of the RFP document.

10. The Scope of Work (Section 3.3) states "The actuary shall include a turnover study in this process." Can you be more specific about what is being requested here?

Response: The last OPEB study used the turnover assumptions developed for the defined benefit pension plan. We believe that excluding 75% of the current employees from this assumption could reduce accuracy. Therefore, we desire a turnover study to determine the rate of turnover for all potentially eligible employees for the purposed of qualifying for other post employment benefits.

11. Section 3.4 requires "Section 3--Staff Experience and Qualifications" at the bottom of page 27. How does this differ from "Section 2--Qualifications and Experience" on the previous page?

Response: The County will evaluate qualifications and experience for the company and individually for key personnel.



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12. My company intends to bid on the GASB 43 & 45 RFP. Would you please let advice on the following: How many organizations are responding to this RFP?

Response: We do not know at this time how many organizations will respond. However, the number of organizations that respond to this RFP will be made available to the public.

13. Our financial statements for the last 3 years plus most recent quarter run about 500 printed pages. Do you need paper copies? If so, how many? Alternatives to paper include web links and electronic copies.

Response: Firms may submit web links and/or electronic copies for documents that exceed fifty (50) pages.

14. Will the County please elaborate on Section 3 - Staff Experience and Qualifications? Particularly on what the intent is behind "*evidence of revenue collection, compliance auditing and database management, and recover/discovery.*"

Response: This statement should read: "Provide names and detailed qualifications of the key staff assigned to this project."

15. I have a couple of questions regarding the above-referenced RFP: A) Approximately how many employees does the county have? B) Approximately how many retirees does the county have?

Response: There are about 5,000 benefit eligible active employees and 2,900 retirees.

16. Exhibit 1 – 2008 General Purpose Audited Financial Statement - is attached.

17. Exhibit 2 – Fulton County Other Post Employment Benefits – is attached.

For additional information regarding this addendum, contact Malcolm Tyson, Assistant Purchasing Agent at (404) 612-5811 or e-mail at malcolm.tyson@fultoncountyga.gov.

The undersigned propose acknowledges receipt of this addendum by returning one (1) copy with their bid. Failure to return a signed copy of this addendum with your bid may render your bid to be non-responsive.

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Sincerely,

Malcolm Tyson

Assistant Purchasing Agent

Winner 2000 - 2008 Achievement of Excellence in Procurement Award • National Purchasing Institute





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Attachments Exhibits 1 and 2

ACKNOWLEDGEMENT OF ADDENDUM

COMPANY NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

