



COORDINATING COMMITTEE

PUR-1503
ADDENDUM NO. 1
INVITATION TO BID

RECORD-KEEPING AND ACTUARIAL CONSULTING SERVICES
FOR THE RETIREMENT PLAN,
LENGTH OF SERVICE AWARD PROGRAM AND
OTHER POST-EMPLOYMENT BENEFITS UNDER GASB-45 (OPEB)

DATE: Friday, May 7, 2021

PROPOSALS DUE: Wednesday, May 12, 2021
4:00 P.M. (EDT/EST)

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages.

NOTE: Washington County government has limited access to the Washington County Administration Complex at 100 West Washington Street, Hagerstown, Maryland until further notice. All Bidders shall allow ample time for delivery of their bid packets. Delivery of bid packets via-courier service or United States Postal Service (USPS) will be accepted. For those bidders who wish to deliver their bid packet in person will need to call 240-313-2330 to schedule an appointment.

ITEM NO. 1: *Inquiry:* Please provide the actuarial fees paid in the last two years.

Response: Actuarial and Record Keeping fees are combined; they totaled \$36,020 for FY' 2021. The Portal is billed separately; \$17,085 for FY' 2021.

ITEM NO. 2: *Inquiry:* Please provide the recordkeeping fees paid in the last two years.

Response: The County is unable to provide this information.

ITEM NO. 3: *Inquiry:* How long has CBIZ provided the recordkeeping

Response: CBIZ does not provide these services. Bolton has provided the actuarial/bookkeeping since 2016.

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ITEM NO. 4: Inquiry: Is the recordkeeping service a pension administration system, benefit/service calculator, or strictly a database of information?

Response: It is a pension administration system, benefit/service calculator and database of information.

ITEM NO. 5: Inquiry: Can we bid on just the actuarial services and not the recordkeeping?

Response: No.

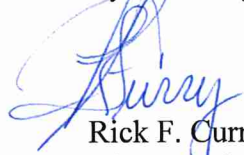
ITEM NO. 6: Inquiry: Are there any service issues with either your current actuary or the recordkeeper?

Response: No.

ITEM NO. 7: Inquiry: Would the county consider an extension to the due date?

Response: The due date will not be extended.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)