



# The City of **WORCESTER**

Administration & Finance – Purchasing Division  
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April 1, 2024

To All Proposers:

Subject: **RFP #: CR-8176-W4, Actuarial Services - OPEB / Auditing**

## **ADDENDUM NO. 1**

To Whom It May Concern:

With reference to our proposal request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

- **PLEASE SEE BELOW QUESTIONS RECEIVED AND RESPONSES FROM CITY:**

- 1.) ***RFP Section 2, Item 2.3 states: "Provide, at a minimum, three complete valuation reports from other municipalities as they pertain to GASB 74/75."*** Our firm's clients consider their OPEB valuation reports as CONFIDENTIAL information. As such, we would not be able to provide clients' actual reports without redacting major portions of the underlying data and criteria presented in a typical report. Our sample report would provide schedules in the development of a single discount rate based on GASB 75 that includes (1) GASB 75 "crossover" discount rate projections, (2) a schedule of Projected Contributions for Current Participants, (3) a Projection of Fiduciary Net Position, and (4) the Present Value of Projected Benefit Payments. Would the City accept a sample full actuarial valuation study and report that does not contain actual client specific valuation data?

***Answer: No, please submit completed valuation reports with necessary redactions.***

- 2.) Does the City fully fund its OPEB plan by contributing to a trust or does it fund its plan on a 'pay-as-you go' basis?

***Answer: The City does both.***

- 3.) When was the most recent GASB 74/75 compliant FULL OPEB actuarial valuation and report completed for the City?

***Answer: Disclosure Date: 6/30/23, Valuation Date: 7/1/22***

- 4.) Please provide a copy of the most recent GASB 74/75 compliant FULL OPEB actuarial valuation and report completed for the City.

***Answer: Please refer to ACFR on the City Auditor section of the City's website.***



- 5.) What is the name of the vendor that completed the most recent GASB 74/75 compliant FULL OPEB actuarial valuation and report for the City?

**Answer: KMS Actuaries, LLC**

- 6.) What were the fees charged by the previous vendor for the most recent GASB 74/75 compliant OPEB actuarial valuation and report provided to City?

**Answer: \$ 17,500.00**

- 7.) Were any interim (updated or roll-forward) GASB 74/75 compliant OPEB valuation reports provided to the City?

**Answer: Yes.**

- 8.) When was the most recent interim (updated or roll-forward) GASB 74/75 compliant OPEB valuation report provided to the City?

**Answer: Disclosure date: 6/30/22**

- 9.) Please provide a copy of the most recent interim (updated or roll-forward) GASB 74/75 compliant OPEB valuation report completed for the City.

**Answer: Please refer to question 4 above.**

- 10.) What is the name of the vendor that completed the most recent interim (updated or roll-forward) OPEB actuarial valuation report for the City?

**Answer: KMS Actuaries, LLC**

- 11.) What were the fees charged by the previous firm for the most recent interim (updated or roll-forward) OPEB valuation report?

**Answer: \$ 4,000.00**

- 12.) How long has the current actuarial firm been performing GASB compliant OPEB valuations and reporting services for the City?

**Answer: Three years.**

- 13.) Why is the City seeking new bid proposals at this time?

**Answer: Because agreement is expiring.**

- 14.) Is the previously contracted firm expected to submit a new proposal?

**Answer: We do not know answer to this question.**

- 15.) Was a weighted criteria used as the basis of award for the previously awarded contract?

**Answer: Yes, similar RFP was issued three years prior.**

- 16.) If a weighted criteria was used as the basis of award for the previously awarded contract, can we receive a copy of the bid tabulations/scoring for the short-listed proposing vendors?

**Answer: Yes, see attached evaluation.**

- 17.) What is the anticipated budget for this contract?

**Answer: We generally do not share budget information for RFP.**



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18.) What is the anticipated date for award of the contract?

**Answer: May – June -2024**

19.) What are the requirements for onsite consulting, meetings, and/or presentations?

**Answer: Meetings/presentations to the Board of Trustees may be required by the City.**

20.) Can all meetings be performed using voice conference and/or web meeting services?

**Answer: Yes, meetings via teleconference or web meetings are acceptable.**

Proposers are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Very truly yours,

Christopher J. Gagliastro  
Purchasing Director