

January 10, 2024

REQUEST FOR PROPOSALS – ACTUARIAL CONSULTING SERVICES FOR BI-ANNUAL VALUATION
OF DEFINED BENEFIT PENSION PLAN

Hampshire County Retirement Board has issued Request For Proposals (RFP) to provide the Hampshire County Retirement System with full actuarial valuations and review of the system to determine whether assets and contributions are sufficient to provide prescribed benefits under M.G.L. Chapter 32 and Chapter 34B, Section 19 and to provide an appropriate bi-annual funding schedules pursuant to M.G.L. Chapter 32. The successful bidder will also advise the Retirement Board regarding matters that impact the actuarial funding schedule required by MGL c. 32.

Minimum bidder criteria: Has performed actuarial valuations for defined benefit pension plans for at least 3 years; Has one staff member who is a Fellow or Associate of Society of Actuaries or Conference of Actuaries in Public Practice; Has within the last 3 years, performed at least 3 actuarial valuations of defined benefit pension plan sponsored by governmental entity in Massachusetts.

Estimated contract duration: Maximum 6 years. RFP may be obtained from January 10, 2024 until submission deadline by contacting Mary Baronas, Chief Procurement Officer, Hampshire County Retirement System, 99 Industrial Drive, Suite 2, Northampton, MA 01060, ph:(413) 584-9100, fx: (413) 587-9396, email: ***mary@hampshireretirementma.org***. Proposal Submission Deadline: no later than 4:00 pm EST on February 5, 2024.