



City of Chelsea

CHELSEA RETIREMENT SYSTEM

90 Everett Ave, Suite 5
Chelsea, MA 02150

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JOSEPH M. SIEWKO
CHAIRMAN

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EDWARD DUNN

REQUEST FOR PROPOSALS TO PROVIDE LEGAL SERVICES

The Chelsea Retirement Board (hereinafter, “the Board”) is seeking an attorney or law firm with experience representing Massachusetts public retirement boards in all matters pertaining to the Massachusetts public employee retirement law, General Laws Chapter 32 and 840 Code of Massachusetts Regulations, as well as ancillary areas of law pertinent to public agencies, including the Massachusetts Public Records Law, the State Ethics Law, and the Massachusetts Open Meeting Law. This request for proposals is subject to and will be conducted in compliance with General Laws Chapter 32, § 23B.

The Board oversees the Chelsea Retirement System, a Massachusetts governmental unit which administers the public pensions of approximately 1,300 active and retired employees and their beneficiaries. The Board manages approximately \$260,000,000 in System assets and employs a staff of two. The Chelsea Retirement System is located at 90 Everett Avenue, Suite 5, Chelsea, Massachusetts.

To be considered for selection, the responding attorney or law firm must:

- Possess knowledge and proficiency with Massachusetts General Laws Chapter 32 and 840 Code of Massachusetts Regulations, and with laws generally pertaining to public agencies and public employment
- Maintain a current license to practice law in the Commonwealth of Massachusetts and this license must be maintained throughout the entirety of the contract
- Be available to attend monthly Board Meetings

The Request for Proposals will be available on October 2, 2023. Completed original hard copies and electronic copies of the RFP must be received no later than 4:00 pm EST on November 9, 2023. Late proposals will be rejected. The Chelsea Retirement Board reserves the right to reject any or all bids.

Attorneys and law firms must submit a proposal to be considered. Request for a copy of the RFP should be sent to:

Mike Nicolazzo, Executive Director
Chelsea Retirement System
90 Everett Ave, Suite 5
Chelsea, MA 02150
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