



ROANOKE COUNTY

Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800
Roanoke, Virginia 24018-0798
TEL: (540) 772-2061 FAX: (540) 772-2074

April 7, 2020

ADDENDUM NO. 2 TO ALL OFFERRORS:

Reference – RFP 2020-058

Description: Actuarial Services

Issue Date: March 16, 2020

Proposal Due: April 14, 2020

The above Project is hereby changed as addressed below:

Responses to Questions Submitted— The following responses are provided by Roanoke County as we are able, to questions submitted by potential Offerors.

1. Questions regarding the three separate retirement plan/valuations:
 - a. Roanoke County Medical Plan:
 - i. Is there just one health plan offered? **Yes.**
 - ii. Is/are the health plan(s) self-insured? **Yes.**
 - iii. How long are retirees receiving the County's percentage contribution in retirement (i.e., number years or until Medicare eligible)? **Until Medicare eligible.**
 - iv. Are those hired after July 1, 2016 allowed to self-pay the total premium and remain on the County's health plan until Medicare eligible, or beyond? **No.**
 - b. Roanoke Valley Resource Authority (RVRA):
 - i. Are the RVRA employees (and retirees) covered under the same health plan as the County employees? **Yes.**
 - ii. How long as retirees receiving the employer's percentage contribution (i.e., number years or until Medicare eligible)? **Until Medicare eligible.**
 - iii. Are those hired after July 1, 2016 allowed to self-pay the total premium and remain on the County's health plan until Medicare eligible, or beyond? **No.**
 - c. Roanoke County Public Schools (RCPS):
 - i. Is there just one health plan offered? **Yes.**
 - ii. Is the School health plan the same plan combined with the County and RVRA, or is it a separate health plan from the County/RVRA plan? **All entities are in one plan, however each entity tracks the plan separately.**

- iii. Is the School's health plan self-insured? *Yes.*
- iv. Please describe the Extended Work Plan. What must the employee do in retirement to be eligible for the \$2,500 benefit? (i.e. substitute teach a certain number of days/year? Other?)

Retirees must work 80% of their contract over five years.

- v. Was there a change in the School's retirement eligibility/benefit in 2018? If so, what was the prior benefit that some current retirees may be receiving?

The following website describes the changes for the 2017-2018 plan:

<http://go.boarddocs.com/vsba/roecnty/Board.nsf/goto?open&id=AGFT8F73EF666>

The plan is subject to annual approval and is updated annually, mostly with minor adjustments.

2. Much of the contract seems geared to engineering projects; is this applicable to this actuarial engagement?

The sample contract included in the RFP is the standard template used by the County and is structured to cover most contracted services. Edits or removal of any sections deemed not relevant to actuarial services may occur as a part of the negotiations with the successful offeror, if agreed upon by both parties.

3. Contract Section 3 item C states that rates must remain in effect for the contract term. This is scoped as a 10-year contract. Does the fixed rate mean just fixed for each biennial valuation or actually fixed at the same rate for all ten years?

The County/Schools would prefer a fixed rate for each biennial period.

Nonbinding cost estimates provided with this RFP should outline the annual costs over the course of the ten year contract, reflecting any proposed increases.

4. Please provide a copy of the Fire & Rescue Pension Trust LOSAP report.

The County will not provide a copy of this report as a part of this RFP. This work is not included in the scope of RFP 2020-058.

5. Have there been any projects outside of the actuarial reports in the past three years? If so, what were they?

Yes; the County has performed analysis on the option to add back employees hired after July 1, 2016, or only adding back Public Safety employees. To date, this has proven cost prohibitive, but will continue to be reviewed in the future.

Remainder of page left intentionally blank.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,
Kate Hoyt
Phone: (540) 283-8146
KHoyt@roanokecountyva.gov

Sign Name:

Print Name:

Name of Firm:

Date: