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TOWN/VILLAGE OF HARRISON
COMPTROLLER'S OFFICE

TO: RONALD BELMONT, SUPERVISOR AND MEMBERS OF THE TOWN BOARD

FROM: MAUREEN MACKENZIE, COMPTROLLER

RE: TOWN BOARD MEETING OF SEPTEMBER 3, 2020

DATE: AUGUST 28, 2020

On June 18, 2020 via Town Board Resolution 2020-206, the board authorized the Purchasing Department to issue a Request for Proposal (RFP) for an actuarial firm to perform a full actuarial valuation for fiscal year ending December 31, 2020 of the Retire Group Health Benefits Program and an interim valuation for fiscal year ending December 31, 2021. I also included in the RFP the Medicare Part D Annual Attestation, since the two contracts work from each other.

We received two responses within the scope and time frame of the RFP.

At this time I would like to award the contracts to BPAS Actuarial and Pension Services, LLC.

The annual Full Actuarial Valuation Service fee for fiscal year ending December 31, 2020 will be \$15,000.

The Interim Actuarial Valuation Services for fiscal year ending December 31, 2021 will be \$4,000.

The fee for the Medicare Part D Actuarial Attestation for fiscal year ending December 31, 2021 will be \$3,000.

Respectfully submitted.