



City of Bristol
BRISTOL, CONNECTICUT 06010

RFP 2P19-087
Defined Contribution Plan Consulting Services
Addendum 01
February 11, 2019

Please note the following questions and subsequent responses:

- Q1. Could you please provide the plan assets by vendor?
- A1. The City of Bristol accommodates pensions to its employees via a defined benefit plan. The defined contribution plans under this contract are held individually by employees only and are voluntary plans. As a result there is no consolidated plan containing pension assets held by the City.
- Q2. Would it be possible to receive a copy of Bristol's 457 investment policy statement ("IPS") relevant to this work?
- A2. There is no IPS for this voluntary defined contribution plan.
- Q3. Should our response include the cost of an RFP should an RFP be warranted?
- A3. It is not expected that your firm would be responsible for coordination and management of an RFP. In the event that the City issues an RFP for selection of firms providing a 457 plan for Bristol employees, the firm engaged under this contract would be required to provide review of the qualifications of such plan providers, if requested by the City.
- Q4. In the Scope of Services Section 1.2B, you discuss meeting annually with plan participants to review plan and investment choices; is the bidder to assume all participant services under the plan(s)? What are your expectations regarding the frequency of participant services (number of days, one-on-one meetings, etc.)?
- A4. It is expected that the consultant will meet at a minimum annually with City employees to discuss their plan and investment choices.
- Q5. Surrounding participant services, would you like the bidder to give participants advice and stand as a fiduciary for the advice given?
- A5. The selected firm shall provide advice to participants; it is not required that the selected firm stand as fiduciary for said advice.

Q6. The consultant will be acting as fiduciary under the plan; are you seeking 3(21) or 3(38) investment fiduciary services?

A6. The consultant will not be acting as fiduciary.

All other terms and conditions remain unchanged.

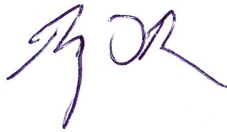
Roger D. Rousseau

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Attachments: Acknowledgment Form (1 page)

RETURN THIS FORM IMMEDIATELY!

City of Bristol, Connecticut
Acknowledgment: Receipt of Bid Documents

RFP Number: **2P19-087**

Title: **Defined Contribution Plan Consulting Services
Addendum 01**

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures while ensuring that all recipients have the opportunity to submit proposals.

Date Addendum was issued February 11, 2019

Date Addendum was received ____/____/____

Do you plan to submit a proposal? Yes ____ No ____

Print or type the following information:

Company name: _____

Address: _____

City or Town: _____

Phone: _____

Fax: _____

Email: _____

Received by: _____

Note: Faxed acknowledgments are requested!

FAX (860) 584-6171

A cover sheet is NOT necessary.

IMPORTANT: DO NOT FAX PROPOSALS.

PROPOSALS MUST BE SUBMITTED IN SEALED PACKAGES