

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

NOTICE OF CONTRACT AWARD

1. DATE: June 8, 2017
2. COMMODITY NAME: Actuarial Services
3. CONTRACT NUMBER: 58-17smc
4. SUPERCEDES: 66-11smc
5. CONTRACT PERIOD: July 1, 2017 through June 30, 2022
6. FIRM: The Howard E. Nyhart Company, Inc. dba Nyhart
FCG&PS VN: 646383 8415 Allison Pointe Blvd. Suite 300
FIN# 35-0966414 Indianapolis, IN 46250
PH (317) 845-3595 FX (317) 845-3654
Contact Person: Randy Gomez, randy.gomez@nyhart.com
7. TERMS: Net 45 days
8. FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPO, CPPB
PH (540) 422-8348

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8351 or 8352.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Consultant use.
3. Inspection of services performed and approval of Consultant’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Consultant. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Use of Contract by Other Jurisdictions: As allowed in Section 2.2-4304, Code of Virginia, other public bodies may purchase from this contract with the authorization of the awarded firm, since the “Use of Contract by Other Political Jurisdictions” clause was contained in the original solicitation. A copy of the original RFP and any other pertinent information may be obtained by contacting the Procurement contact person listed on the front of this document, for assistance and reference.

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Actuarial Services, RFP 58-17sm

FEE SCHEDULE (Please submit under separate cover, upon request only)

		Fees per fiscal year, for the term of the contract				
		FY17	FY18	FY19	FY20	FY21
(FY = Fiscal Year July 1 - June 30)						
Actuarial Reports, based on Stmt of Needs	\$	*	*	*	*	*
Other Optional Services (ref. Section 3.6)	\$	**				

Note: the fiscal years referenced above refer to the effective date of the actuarial report (e.g. liability, actuarially determined cost, etc.) and will be paid in the subsequent fiscal year. For example, the FY 2017 report would be finalized in early FY 2018 and paid upon completion.

Provide Hourly Rates for Optional Services by staff identified to provide the service:

<i>(insert position title here)</i>	The Future Amounts are Estimates									
Senior Actuary	\$	400	\$	415	\$	430	\$	445	\$	460
Consulting Actuary / Project Manager	\$	285	\$	300	\$	315	\$	330	\$	345
Actuarial Analyst	\$	185	\$	200	\$	215	\$	230	\$	245
Administrative Assistant	\$	85	\$	100	\$	115	\$	130	\$	145
	\$		\$		\$		\$		\$	

**** Fees for special requests are typically provided at the time of the request once the scope of services is known.**

*	Option #1			Option #2		
	FYE	Valuation Type	Fee	FYE	Valuation Type	Fee
	6/30/2017	Full GASB 74/75	\$9,500	6/30/2017	Interim GASB 45	\$3,150
	6/30/2018	Interim GASB 74/75	\$3,150	6/30/2018	Full GASB 75	\$9,500
	6/30/2019	Full GASB 74/75	\$9,500	6/30/2019	Interim GASB 75	\$3,150
	6/30/2020	Interim GASB 74/75	\$3,150	6/30/2020	Full GASB 75	\$9,500
	6/30/2021	Full GASB 74/75	\$10,000	6/30/2021	Interim GASB 75	\$3,150
	Total Fees		\$35,300	Total Fees		\$28,450