



Minnesota State Retirement System

RFP72 – Actuarial Services - Questions & Answers

#	QUESTION	ANSWER
1	Please clarify the General Plan experience study requirements. In Exhibit C, item 5.1 describes a three-year experience study of the General Plan, covering the period beginning July 1, 2022 through June 30, 2024. It is our understanding that statutes require a quadrennial experience study, covering the period July 1, 2018 to June 30, 2022. Is our understanding correct?	The General Plan experience study will cover four years, beginning July 1, 2018 and ending June 30, 2022.
2	The Extended Contract Services include a three-year experience study. Could you please indicate if that study will cover July 1, 2021 through June 30, 2024 or July 1, 2022 through June 30, 2025?	See answer number 1.
3	Most recent experience studies for the State Patrol, Correctional, and Judges Plans were based on the four-year period beginning July 1, 2015 through June 30, 2019. Would it be reasonable to assume that the next experience studies for these three plans would cover the period July 1, 2019 to June 30, 2023?	The State Patrol, Correctional, and Judges Plans experience studies will cover four years beginning July 1, 2019 and ending June 30, 2023.
4	In Exhibit C, item 5.11, please clarify whether responses to LCPR’s consulting actuary are required “within two business days” or “in the requested timeframe” If a two business day turnaround is intended, could there be an exception for providing sample life detail, which can be a significant undertaking, depending upon the request?	As stated on Page 25 of the RFP, we are requesting that the response occur within 2 business days, unless another timeframe is established.
5	When will MSRS provide the annual valuation data file to the Contractor?	The annual valuation data file will be provided to the Contractor no later than the end of the second week in July.

6	To assist in gaining a clear understanding of the scope of the work, could you provide the annual fixed fee for actuarial services for the past five years?	Actuarial Service costs for fiscal years 2017 through 2021 totaled \$1,471,000. We do not have data to differentiate between fixed and non-fixed costs.																												
7	Could you provide total hours and hourly rates for the past five years for services that have fallen outside of the fixed retainer for actuarial services?	<p>We do not have data for total hours. Hourly rates are as follows:</p> <table border="1" data-bbox="1003 402 1955 654"> <thead> <tr> <th>Position</th> <th>Years 1 & 2 Hourly Rates</th> <th>Years 3 & 4 Hourly Rates</th> <th>Year 5 Hourly Rates</th> </tr> </thead> <tbody> <tr> <td>Supervising consulting actuary</td> <td>\$350-470</td> <td>\$380-510</td> <td><u>\$390-520</u></td> </tr> <tr> <td>Consulting actuary</td> <td>350-470</td> <td>380-510</td> <td><u>390-520</u></td> </tr> <tr> <td>Support actuary</td> <td>270-350</td> <td>290-380</td> <td><u>300-390</u></td> </tr> <tr> <td>Senior actuarial analyst</td> <td>220-270</td> <td>230-290</td> <td><u>240-300</u></td> </tr> <tr> <td>Actuarial analyst</td> <td>170-210</td> <td>180-230</td> <td><u>180-240</u></td> </tr> <tr> <td>Administration staff person</td> <td>120-160</td> <td>120-180</td> <td><u>120-180</u></td> </tr> </tbody> </table>	Position	Years 1 & 2 Hourly Rates	Years 3 & 4 Hourly Rates	Year 5 Hourly Rates	Supervising consulting actuary	\$350-470	\$380-510	<u>\$390-520</u>	Consulting actuary	350-470	380-510	<u>390-520</u>	Support actuary	270-350	290-380	<u>300-390</u>	Senior actuarial analyst	220-270	230-290	<u>240-300</u>	Actuarial analyst	170-210	180-230	<u>180-240</u>	Administration staff person	120-160	120-180	<u>120-180</u>
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8	What were the fees for the most recent Actuarial Valuation and GASB 67/68 reports?	As of July 1, 2021, the fee for the actuarial valuation was \$112,000 and the fee for the GASB valuation was \$40,000																												
9	Could you provide the annual retainer fee, experience study fee, and special study fees for the last three years?	See answers 6 and 7.																												
10	Are there any specific areas of the actuarial valuation that MSRS would like the vendor to address?	See the RFP and Exhibit C to the Sample contract for what is required. No specific areas identified outside of Exhibit C.																												
11	The July 1, 2021 actuarial valuation report for funding purposes cites a “2021 analysis of long-term rate of investment return and inflation assumptions” and directs the Board to an associated “letter dated June 24, 2021 for additional information”. Can you please provide a copy of the cited analysis and the associated letter?	This is a Public Data Request. See page 9 of the RFP for the process to make this request.																												
12	Why are you going out to bid at this time? Are there any issues with your current vendor?	<p>See Minn. Stat. 16C.06, subd. 3b(b)</p> <p>There are no issues with the current vendor.</p>																												