

**ADDENDUM NO. 1
TO
REQUEST FOR PROPOSAL FOR
401(a)/403(b) TERMINAL LEAVE RETIREMENT PLAN
ADMINISTRATOR
RFP NUMBER: 082-CC10
FOR
THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

PURPOSE OF ADDENDUM

This Addendum has been prepared in response to written questions received from potential proposers for the Terminal Leave Retirement Plan (TLRP) Administration.

- Q. Can the Plan Administration be provided through a Strategic Alliance Partner? (i.e. a Third Party Administrator).*
- A. Yes, Miami-Dade County Public Schools (MDCPS) will consider a proposal that includes a third party administrator. However, the contract will only be awarded to one firm, designated as the Prime Contractor, who will be responsible for enforcing any and all sub-contractual agreements.
- Q. Will the District reconsider its minimum qualification requirements?*
- A. The minimum qualifications have been approved by the Board upon recommendation of the consultant and cannot be altered at this time.
- Q. Please confirm this RFP is for the administration of the DROP plan only? Will all other administration, education and investment products be provided by the current plans (403(b)/401(a)) administrator?*
- A. This RFP solely pertains to the TLRP services to be provided to retiring Board employees, whether or not they participate in the DROP program. All other administration, education and investment products will continue to be provided by the current plan administrators of the Board's other retirement income programs.
- Q. Please confirm the initial contribution into the DROP plan will be approximately \$26 million in June of 2003 and approximately \$6 million in each subsequent year?*
- A. While the terminal pay contribution in 2003 could be as much as \$26 million, it is not known at this time how many collective bargaining units will participate in the TLRP program in 2003. Currently, only the Managerial Exempt Employees have committed to participate, but other bargaining units have expressed interest in participating in 2003. The amount of the terminal pay contribution to the

TLRP in subsequent years is also dependent upon bargaining unit participation, but it is expected to be closer to the Board's average of \$6 million per year.

Q. Please confirm the Drop plan will be self-directed?

A. All funds in the TLRP will be self-directed.

Q. Several pages in Section IV are illegible. Is it possible to e-mail those pages to us? Can we access an electronic version of the RFP in a Word document format?

A. The RFP found on the Procurement Department's website has been corrected. The document can be viewed at <http://procurement.dadeschools.net/bidsol.htm>. An electronic version of the RFP can be obtained via e-mail by contacting nplacide@sbab.dade.k12.fl.us.

Section V, page 7 of the RFP is the Proposer's Warranty. The first term, of the warranty reads as follows: "A. The firm is not engaged in any way in the sale or placement of insurance coverage as an agent or broker. The firm does not participate in commissions from any insurance company, claims administrator, agent or broker nor accept any remuneration other than directly from its audit clients;" RFP 082-CC10 does not require this warrant. Please substitute the attached "Proposer's Warranty" for the original contained in the RFP.

PROPOSER'S WARRANTY - REVISED

The undersigned person by the undersigned's signature affixed hereon warrants that:

- A. The undersigned has carefully reviewed all the materials and data provided on the firm's proposal on behalf of the firm and, after specific inquiry, believes all the material and data to be true and correct;
- B. The proposal offered by the firm is in full compliance with the Minimum Qualifications set forth in Section II of this RFP;
- C. The firm authorizes The Board, its staff or consultants to contact any of the references provided in the proposal and specifically authorizes such references to release either orally or in writing, any appropriate data with respect to the firm offering this proposal;
- D. The undersigned has been specifically authorized to issue a contract in full compliance with all requirements and conditions, as set forth in this RFP other than those deviations noted above;
- E. If this proposal is accepted, the contract will be issued as proposed;
- F. The undersigned acknowledges receipt of the entire RFP and the following addenda [indicate addenda numbers or, if applicable, none].

Signature of Authorized Representative

Typed or Printed Name of Authorized Representative

Title

Date