



**CITY OF EAST PROVIDENCE
CITY'S PRIVATE PENSION PLAN REVIEW
ADVERTISEMENT
REQUEST FOR QUALIFICATION
RFQ EP22/23-26
BID OPENING THURSDAY JULY 20, 2023 AT 11:00AM**

The East Providence Fireman's and Police's Pension Board is seeking requests for proposals from qualified individuals or firms for the purpose of reviewing and recommending updates to the City's private pension plan ordinance Article V, Chapter 11, section 11-231 et. seq. to ensure compliance with local, state and any federal requirements including but not limited to changes related to disability pension for firefighters and police officers and collective bargaining agreement provisions.

The Fund also seeks the creation of a formal pension plan document, forms, and supporting materials to help guide City staff in the administration of the pension plan's requirements. Include any proposed fee structured (i.e hourly, flat, or hybrid) for the Fund's consideration. Applicants should also include a brief description of similar work performed for and on behalf of similar entities. Specifications may be downloaded from the City's website <https://eastprovidenceri.gov/rfp>

One (1) Original, Nine (9) copies and 1 Thumb Drive of proposals shall be submitted in one (1) sealed envelope to East Providence City Hall, Controllars Office, Room 103, Attn: Ralph Mitchell Procurement Specialist, 145 Taunton Ave., East Providence, RI 02914 no later than **THURSDAY JULY 20, 2023 AT 11:00AM**. The bids will be publicly recorded. Bids received with a time of 11:01 AM or later will be rejected. The outside envelope needs to be marked **RFQ EP22/23-26**.

The City reserves the right to reject any/or all firms, to waive any informality in the proposal statement and to accept the proposal of any company based on what the City deems to be in its best interest.

Any questions need to be directed in writing to Michael J. Marcello, City Solicitor at mmarcello@eastprovidenceri.gov and Ralph Mitchell, Procurement Specialist at rmitchell@eastprovidenceri.gov no later than **MONDAY JULY 10, 2023 AT 11:00 AM**.

Equal Opportunity/Affirmative Action Employer

Ralph Mitchell
rmitchell@eastprovidenceri.gov