



**CITY OF EAST PROVIDENCE  
CITY'S PRIVATE PENSION PLAN REVIEW  
SPECIFICATIONS  
REQUEST FOR QUALIFICATION  
RFQ EP22/23-26R  
BID OPENING THURSDAY OCTOBER 19, 2023 AT 11:00AM**

The purpose of this request is to review and recommend 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.

The Fund also seeks the creation of formal pension plan documents, forms (i.e disability pension request and disability recertification eligibility), policies and supporting materials to help guide the City Solicitor and Board 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.

Any questions need to be directed in writing to Michael J. Marcello, City Solicitor at [mmarcello@eastprovidenceri.gov](mailto:mmarcello@eastprovidenceri.gov) and Kim Brown, Controller at [kbrown@eastprovidenceri.gov](mailto:kbrown@eastprovidenceri.gov) no later than **WEDNESDAY OCTOBER 4, 2023 AT 11:00 AM.**

Equal Opportunity/Affirmative Action Employer

Ralph Mitchell  
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