

November 27, 2017:

Response to questions submitted for the 2017 RSP Consultant Search and Notice of Revised RFP Schedule

1. **What are the total plan assets for the 401a and 457? What are total net contributions to each plan for the last fiscal year? Do you expect this asset flow trend to continue?**

Total Plan Assets as of 11/20/17

**457 (b) - market value \$383,563,157.79
Number of participants - 9,277**

**Non-Hybrid 401(a) market value - \$3,149,164.64
Number of participants - 376**

**Hybrid 401(a) market value - \$2,332,750.48
Number of participants - 1,316**

**The Deferred Compensation Plan runs on a calendar year basis.
Net cash flow was:**

Contributions	\$20,746,216
Withdrawals	\$25,285,168
Net Cash Flow	(\$4,538,952)

The 401(a) runs on a 6/30 fiscal year basis. The recent cash flow from the quarterly reports & consolidation of the hybrid and non-hybrid plans were:

Contributions	\$2,356,117
Withdrawals	\$(147,989)
Net Cash Flow	\$2,208,129

We would expect that the asset flow would continue around about the same or increase slightly for the 457b; but we would expect the asset flow to increase for both the Hybrid and Non-Hybrid 401(a) plans. The reason is that both of these plans will continue to have the ongoing 5% (Non-Hybrid) or 4% (Hybrid) payroll contributions from all enrolled employees. In addition, all new City employees are required to join one of the plans so as the City continues to hire, the number of participants and amount of contributions will continue to increase.

2. **What is the meeting schedule for the quarterly Board, quarterly Investment Committee, and semi-quarterly Education Committee meetings (e.g. are the Board and Investment Committee meetings on a specific day such as the third Wednesday of the second month after a quarter's end?)**

RSP meetings are held quarterly; additional meetings are held as needed. Committee meetings are held semi-annually. Board meetings are generally held generally on Thursdays. The Board may hold electronic meetings with advanced notice when time allows. The Board may also change meeting dates with advanced notice.

3. **Is plan administrator Empower contracted for a finite period? If yes, do you expect to conduct a plan administrator search during the life of the consultant contract?**

A Record keeper (plan administrator) search was conducted recently, and Nationwide has been selected to replace Empower at the end of their contract.

4. **Are managers on contracts for finite periods? If yes, how many manager searches will be minimally required during the life of the consultant contract? Are manager searches done via RFP?**

Manager contracts are not fixed, but they are subject to annual reviews. Manager searches are conducted by the Consultant with the approval of the Board of trustees. It could be done via RFP but not necessarily.

5. **What are the current issues facing the Plans that are of greatest interest to the Staff and Board?**

- Investment returns on participant deposits.
- Member's education to increase savings.
- Participant outcomes.

PLEASE NOTE:

The RFP Schedule (Section 5.7 on page 6 in the RFP) has been revised. The revised schedule is listed on the next page, for your information.

REVISED RFP SCHEDULE FOR RSP CONSULTANT SEARCH

5.7 RFP Schedule ***revised**

The timetable for the selection process is summarized below. Note that these target dates are subject to change by the RSP.

Key Activity	Target Date
RFP Release	October 23, 2017
Submission of Vendor Questions	November 17, 2017
Responses to Vendor Questions	Around November 24, 2017
Submission of Intent to Reply	By December 1, 2017
Proposals due	January 12, 2018
Present analysis to Board	March 15, 2018
Finalist presentations and selection	April 19, 2018 *
Contract negotiation & approval	Thereafter