



City of West Hollywood
California 1984

REQUEST FOR PROPOSALS

ACTUARIAL SERVICES

IN THE CITY OF WEST HOLLYWOOD

NOTICE IS HEREBY GIVEN that Proposals will be received by the **City of West Hollywood**, as AGENCY, for qualified Actuarial Services.

Qualified firms who meet the following minimum criteria are invited to respond to the Request for Proposals (RFP). The firm must have:

- Demonstrated experience working with GASB Statement No. 57; and
- Qualified actuarial staff that have experience working with the CalPERS' CERBT in order to provide the necessary valuation reports and other information required for participation in the CERBT program; and
- Qualified actuarial staff that has first-hand experience working with governmental entities of similar size.

If your Firm meets these minimum qualifications and wishes to respond to this RFP, please submit a contact person via email to:

Lorena Quijano, Accounting Services Manager, at lquijano@weho.org
and

Karen Bareng, Accountant, at kbareng@weho.org

Proposers must submit an electronic proposal by 5:00 p.m., Tuesday, March 31, 2015 to: lquijano@weho.org and kbareng@weho.org

Proposals received after that date and time will not be considered.

A Complete set of said proposal documents may be obtained from the **City of West Hollywood**, Department of Finance and Information Technology Services, 8300 Santa Monica Boulevard, West Hollywood, California 90069, by sending an email to Lorena Quijano at lquijano@weho.org or Karen Bareng at kbareng@weho.org. For any questions regarding this RFP, please email both of the contacts provided; Proposers may not contact any other City of West Hollywood official, employee, vendor or customer to gather information about this RFP.

BY ORDER OF the City of West Hollywood.

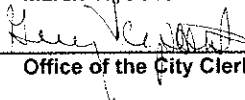
Yvonne Quarker, City Clerk

AFFIDAVIT OF POSTING

State of California)
County of Los Angeles)
City of West Hollywood)

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Office of the City Clerk and that I posted this notice on:

Date: **March 17, 2015**

Signature: 
Office of the City Clerk