

# Utilities Commission, City of New Smyrna Beach

## Request for Proposal

### Actuarial Services

RFP # 10-09

Date Issued: June 18, 2009

RFP Document on the UCNSB Web Site Link: <http://www.ucnsb.net/purchasing/bid-information.aspx>

Utilities Commission, City of New Smyrna Beach (UCNSB) is seeking written, sealed proposals for a GASB 45 (OPEB) Liability Actuarial Study.

Notice is hereby given that sealed proposals will be received at 200 Canal Street, New Smyrna Beach, FL 32168, until **July 15, 2009 @ 2:30 p.m.**

#### DIRECT INQUIRIES TO:

Email:  
Telephone Number:  
Fax Number:

Mail To:

Maureen Lynch, CPPB  
Materials Manager  
mlynch@ucnsb.org  
(386) 424-3046  
(386) 424-2748

Utilities Commission City of NSB  
Attn: Materials Manager  
PO Box 100  
New Smyrna Beach, Florida 32170-0100

Delivery to:

200 Canal Street  
New Smyrna Beach, FL 32168

**Upon receipt of this proposal document, any and all communications regarding this proposal must be made only to the Materials Manager as noted above. Any violation of this condition could result in bid disqualification.**

*This is a Sealed Proposal - Fax or electronic replies will not be accepted.*

Utilities Commission, City of New Smyrna Beach operates in accordance with the State of Florida Sunshine Laws.

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## RFP SCHEDULE

|   |               |
|---|---------------|
| Distribution of the Request for Proposals:  | June 18, 2009 |
| Deadline for final questions 2:30PM:  | June 29, 2009 |
| Addendum published:   | June 30, 2009 |
| Proposal return deadline by 2:30 pm:<br>Location: UCNSB – Reception<br>200 Canal St. New Smyrna Beach, Fl                       | July 15, 2009 |
| Proposal opening Location:<br>UCNSB – DeBerry Room 3 <sup>rd</sup> Floor<br>200 Canal St. New Smyrna Beach, Fl<br>Time: 2:30 pm | July 15, 2009 |



































## 6 PROPOSAL FORM

**UTILITIES COMMISSION  
City of New Smyrna Beach  
RFP 10-09  
PROPOSAL FORM**

Name of Offeror: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Tax I.D./Social Security #: \_\_\_\_\_

*To: The Utilities Commission, City of New Smyrna Beach, Florida*

Pursuant to and in compliance with UCNSB notice inviting sealed proposals (Request for Proposal), and the other documents relating thereto, the undersigned Offeror, having familiarized himself with the terms of the proposal documents, local conditions and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated, all work required in accordance with the scope of services and other documents including Addenda, if any, on file at the Purchasing Department for the price hereinafter set forth.

**Fixed firm price for an actuarial evaluation of UCNSB's liabilities for Other Post Employment Benefits (OPEB) under GASB 45.**

\$ \_\_\_\_\_

The undersigned, as Offeror, declares that the only person or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any person, firm or corporation; and he proposes and agrees, if the proposal is accepted, that he will execute a contract with the Utilities Commission, City of New Smyrna Beach; that he will comply with all requirements and elsewhere in the Request For Proposal may result in a finding that the Offeror is non-responsive.

\_\_\_\_\_  
Signature/Authorized Company Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

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June 2009