

Announcement

REQUEST FOR QUALIFICATIONS

RFQ #062011BGS

BOARD GOVERNANCE STRUCTURE FOR THE BOARDS OF ADMINISTRATION OF THE FEDERATED CITY EMPLOYEES' RETIREMENT SYSTEM and SAN JOSE POLICE & FIRE DEPARTMENT RETIREMENT PLAN

The Boards of Administration for the City of San Jose Federated City Employees' Retirement System and for the Police & Fire Department Plan are seeking proposals from independent, qualified consultants with expertise to provide board governance structure. The selected firm should have significant experience in providing services to public employee and other retirement systems regarding governance, strategic and business planning, policy development processes, service provider selection and due diligence, and Board and committee governance and related operations. The selected firm must be familiar with pension plan best practices and effective best practices in public pension systems, and develop alternatives for recommendations to the two Boards.

This RFQ may be downloaded from the BidSync e-Procurement system located at www.bidsync.com. Suppliers can also find a link at the City of San Jose Bid-Line Web site at www.sanjoseca.gov/purchasing/default.asp. At either Web site, follow the links to register for the on line service. You may register for free either on-line or by calling BidSync Vendor Support at **1-801-765-9245** and telling the support representative that you are registering for City of San José procurements.

All addenda and notices related to this procurement will be posted by the City on BidSync. In the event that this RFQ is obtained through any means other than BidSync, the City will not be responsible for the completeness, accuracy, or timeliness of the final RFQ document.

Please note that the deadline for Q&A is **June 17, 2011** and the RFQ Response is due on **June 30, 2011**.