



Retirement Board

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LEGAL NOTICE

Request for Proposals

The Centre County Employees Retirement Fund invites qualified Contractors to submit sealed Proposals for Investment Consultant to the Retirement Board.

Proposal documents may be obtained beginning on January 5, 2021, via email by contacting jmmoser@centrecountypa.gov.

No Pre-Proposal Meeting will be held. To facilitate the clarification requirements, Proposers are required to submit questions in writing by 5:00PM on January 15, 2021. Any interpretation made to prospective Proposers will be expressed in the form of an addendum which, if issued, will be conveyed in writing to all prospective Proposers.

Proposals must be submitted in a sealed envelope clearly marked **“Proposal – Retirement Fund Investment Consultant”** to the Centre County Controller, Attention: Jason Moser, Willowbank Office Building – Room 242, 420 Holmes Street, Bellefonte, PA 16823. Interested Contractors **must** submit One (1) original, seven (7) hard copies, and three (3) electronic copies (PDF format on a CD or USB Flash Drive). Telephone, e-mail, and/or facsimile Proposals will not be accepted. **Deadline for receipt of Proposals is 4:00 PM EST on FEBRUARY 5, 2021.** Proposals submitted after the 4:00 PM deadline will not be accepted or considered and will be returned to the Contractor unopened.

All Proposals shall be irrevocable for one (1) month after the Proposal opening date. Proposers understand that the County reserves the right to reject any or all proposals, to waive any or all irregularities or technicalities, and the right to award the proposal in the best interest of the County.

PROJECT DESCRIPTION:

The Centre County Employees Retirement Fund (Fund) Board is seeking a Contractor to provide investment consultant services regarding the Fund’s pension investments.

The County of Centre is an affirmative action/equal opportunity employer that selects Contractors without consideration of race, religion, color, ethnic background, sex, age or handicapped status. Minority-owned businesses are encouraged to submit Proposals.

Proposals will be opened prior to the Retirement Board meeting on February 11, 2021, and a list of proposers will be read at the Retirement Board Meeting via video conferencing at 11:00 AM EST. No award of the Contract will be made at the opening.

The successful Contractor will be expected to enter into a Contract with the County, incorporating the RFP terms and the winning Proposal response, as well as other terms and conditions acceptable to the County.

CENTRE COUNTY RETIREMENT BOARD

ATTEST:

Jason M. Moser,
Controller & Secretary of Retirement Board

CDT: 1/7 and 1/11