



STATE OF WISCONSIN
Department of Employee Trust Funds
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 SECRETARY

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Date: April 28, 2023
 To: All Potential Proposers to RFP ETC0051
 RE: ADDENDUM No. 1
 Request for Proposals ETC0051
 Strategic Partner for the Pension Administration System

This Addendum is available on ETF's web site at <https://etf.wi.gov/node/31476>

Acknowledgement of receipt of this Addendum No. 1:

Proposers must acknowledge receipt of this Addendum No. 1 by providing the required information in the table below and including this Page 1 in the forms section of their proposal.

Company Name:	
Authorized Person (Printed/Typed Name and Title):	
Date:	

Add to the RFPs the following questions regarding RFP ETC0051 from Proposers and answers from the Department:

Vendor Questions - ETC0051

Q #	RFP / Appendix # and Section #	RFP Page	Question/Rationale	Department Answer
Q1	Form H – Cost Proposal	2 & 3	The table on page 2 requests number of hours and hourly rates for each of the 8 tasks. If the responding firm is using multiple resources with different hourly rates for the tasks, would ETF accept a list of resource roles with hourly rates and number of hours for each role on each task? Similarly, on page 3 is it acceptable to list multiple roles and rates for the "other" position title?	Yes, vendors may add multiple rows if they need to for the varying rates. On page 3 regarding table "Rate Sheet" – yes please list multiple roles and rates for the Key Personnel and any "other" personnel the vendor thinks could be useful.

Q #	RFP / Appendix # and Section #	RFP Page	Question/Rationale	Department Answer
Q2	RFP Question 6.1.10	24	Are you defining a client as “Currently under contract” or all past clients (which could be a long list)?	Please provide the five most recent multi-employer public pension fund clients. Included projects should be within the last 15 years.
Q3	RFP Question 6.1.10	24	With regard to “total time spent by company’s staff on projects for those clients” are you looking for number of hours for each client, an estimate of FTE, or something else? This may be a challenge for the full historical client list.	Please provide an estimate of the total time spent by company’s full-time employees for the five most recent multi-employer public pension fund clients. Included projects should be within the last 15 years.
Q4	RFP Question 7.2.10	29	Are you looking for a full RTM as an attachment, or just a one page excerpt that shows how each is tracked through initiation and closure?	Please provide a one-page excerpt showing how each requirement is tracked through initiation and closure.
Q5	General Questionnaire		Your questions are very specific some of which are justified by showing you a sample or a documented approach that might span multiple pages. Can we include these as attachments?	Yes. Label each attachment provided with the question it corresponds to (e.g., Response to 6.1.2).
Q6	N/A	N/A	What is the expected budget for this engagement?	The Department chooses not to answer this question. Under a different scope of work, the Department paid a modernization consultant \$565,628 for fiscal year 2022 (7.1.2021-6.30.2022).
Q7	RFP Section 5.1	21	What is the expected date for selection of the PAS contractor?	We anticipate selecting a PAS contractor in early 2025 if all necessary work is completed and the market is viable.
Q8	RFP Section 5.1	21	Is there an expected timeframe for the first three of the Required Tasks to be completed?	ETF estimates it will take approximately 12 months for Tasks 1-2 and another 3-6 months for task 3 depending on the length and complexity of the

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				proofs of concept. ETF is open to other timelines as proposed.