



August 1, 2014

Mayor Timothy Kabat  
Finance & Personnel Committee Members

Honorable Mayor and Finance Committee Members:

The City of La Crosse received request for proposals (RFPs) for a three (3) year GASB 45-OPEB Actuarial Services agreement on Thursday, May 29, 2014 at 11:00 a.m. for the years January 1, 2014 through December 31, 2016. Seven (7) requests for proposals were mailed to Actuarial firms with offices in the Tri-State area and three (3) responses were received.

The requested proposal is for Actuarial Services for GASB 45-OPEB (other post-employment benefits). The selected Actuarial firm shall perform actuarial services for Other Post-Employment Benefits (OPEB) in order to comply with the Governmental Accounting Standards Board (GASB) Statement No.45 that establishes standards for the measurement, display and recognition of OPEB expenses and liabilities.

The received proposals were evaluated based on the technical and price proposal criteria as outlined in the request for proposal. Interviews with each of the four submitting firms were conducted by the evaluation group which included the Mayor and Finance Department staff.

Based on the evaluation of the proposals received, it is recommended that the proposal from Menard Consulting Inc. be accepted for a three (3) year financial auditing services agreement for the years 2014 and 2015 with the option of two additional one year renewal periods at the City's sole discretion and that the Mayor, City Clerk, and the Director of Finance/Treasurer are hereby authorized to take all necessary steps to implement the above recommendation.

Sincerely yours,

Kelly Branson  
Interim Director of Finance/Treasurer