



City of Chelsea

CHELSEA RETIREMENT SYSTEM

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Chelsea, MA 02150

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PUBLIC NOTICE

CHELSEA RETIREMENT BOARD

REQUEST FOR PROPOSALS TO PROVIDE PENSION SOFTWARE SERVICES

The Chelsea Retirement System (CRS) is accepting proposals from qualified firms to provide Pension Software Services to provide a comprehensive software package to support all member services, compliance, accounting, payroll, member self-service portal access, and other Retirement System operations on behalf of our 1,300 members. The CRS believes that the firm serving in this capacity must have a broad range of experience with pension and pension asset management software systems. The successful firm must have demonstrated proficiency providing retirement system administration generally, as well as software for MA public plans administered under G.L. C. 32 and 840 CMR specifically.

The CRS is a municipal retirement system in the Commonwealth of Massachusetts that is governed under Massachusetts General Laws, Chapter 32, and a five-member Board and is overseen by the Public Retirement Administration Commission (PERAC). The CRS administers the public pensions of approximately 1,300 active and retired employees, and their beneficiaries. The Board manages approximately \$285,000,000 in System assets and employs a staff of two. The CRS is located at 90 Everett Avenue, Suite 5, Chelsea, Massachusetts.

The Request for Proposals will be available on May 22, 2024. Submissions must be received no later than Thursday, June 13, 2024 by 4:00 p.m. (E.S.T.) at the CRS's office, 90 Everett Ave., Suite 5, Chelsea, MA 02150. Late responses will not be accepted. The Chelsea Retirement Board reserves the right to reject any or all bids.

Pension software services providers must submit a proposal to be considered. Request for a copy of the RFP should be sent to:

Mike Nicolazzo, Executive Director
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Chelsea, MA 02150
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