



## Chicago Teachers' Pension Fund

### Information Technology (IT) Board of Trustees' Consultant RFP Questions and Answers Related to the RFP

#### Public Version

1. What are your business priorities for 2020-2021?

**ANSWER:** This question is overly broad. Please consult the RFP or visit the CTPF website at [www.ctpf.org](http://www.ctpf.org).

2. What is the current status of the management consulting program oversight services for PAS RFP which was awarded to Provaliant Retirement? What are the timelines associated to that project and what is its current status?

**ANSWER:** The Project is in the initial development of an RFP for a PAS. The timelines and current status associated with this project are unavailable for publication.

3. Would you please share your current IT Strategy and any documented Strategic Objectives?

**ANSWER:** This question is overly broad please narrow the scope of the information you are seeking; and refer to the RFP or visit the CTPF website at [www.ctpf.org](http://www.ctpf.org)

4. Would you please share the list of your current applications?

**ANSWER:** This response will require a **Non-Disclosure Agreement**.

5. What is your current governance structure in regards to IT investment decisions?

**ANSWER:** This question is overly broad please narrow the scope of the information you are seeking; and refer to the RFP or visit the CTPF website at [www.ctpf.org](http://www.ctpf.org). Notwithstanding, please also consult the CTPF Contract Administration and Procurement Policy for further restrictions and thresholds that may prompt a CTPF Board of Trustees formal approval and the advertisement of a formal Request for Proposals. [Click here for Procurement Policies and Procedures](#)

6. Is there a specific IT committee as part of the "Board" defined in the RFP?

**ANSWER:** Yes. The selected company is expected to provide consulting services to the Board of Trustees as a whole, and individually and jointly to the Board Technology Committee.

7. Would you please share your current org. chart?

**ANSWER:** Please [click here for Leadership](#)

8. Would you please clarify if you have a preference in pricing? Firm-fixed or task order-based.

**ANSWER:** Please refer to the RFP, See pages 6 – 7, Paragraph VIII, Section E Billing . The RFP invites companies to submit diverse billing options for consideration.

9. What do you see as the most significant procurement risks for a PAS at this stage?

**ANSWER:** This question is overly broad and not relevant to the present RFP. An independent consultant has been retained to advise CTPF regarding an enterprise-wide Pension Administration System.

10. What are your expectations for understanding the Pension Administration Software market offerings?

**ANSWER:** This question is overly broad and not relevant to the present RFP. An independent consultant has been retained to advise CTPF regarding an enterprise-wide Pension Administration System.

11. Is there an attachment file size maximum for CTPF's email for proposal submission?

**ANSWER:** Yes. 25MB

12. Are firms that are currently contracted or possibly awarded contracts by CTPF, related to the PAS Modernization project, disqualified from bidding on the Information Technology Board of Trustees' Consultant RFP?

**ANSWER:** Yes.

13. Are firms who compete against other vendors contracted by CTPF disqualified from bidding because they would not be independent, having incentive to use the Information Technology Board of Trustees' Consultant position to gain competitive advantage by accessing to the other vendor's proprietary materials and processes? For example, are firms that also provide public retirement system RFP Development, oversight, project management, business process modeling services or pension administration system software be eligible for the Information Technology Board of Trustees' Consultant contract?

**ANSWER:** Firms currently doing business with CTPF are disqualified from bidding on the present RFP.

14. What components comprise your PAS (Pension Administration System)?

**ANSWER:** This question is overly broad. Please refer to the RFP. A consultant has been retained to advise the CTPF in the implementation of an enterprise wide PAS.

15. What are the phase breakdowns and timelines for the overall PAS implementation currently defined?

**ANSWER:** This information is not currently available for publication.

16. What are the defined metrics for Governance or are they to be created?

**ANSWER:** This question is overly broad. Please consult the RFP or visit the CTPF webpage at [www.ctpf.org](http://www.ctpf.org).

17. Is the selected vendor able to bid on technologies and services that are recommended to the Fund OR is the vendor that is selected ONLY recommending solutions and NOT participating in any solution delivery?

**ANSWER:** The winning vendor will be disqualified from bidding, offering and participating in "solution delivery".

18. Can CTPF share a list of IT-related projects, roadmap and strategic plans that are planned over the course of this awarded five year term (that will involve the selected vendor)? We assume that additional projects may be added throughout the term, but we are looking for a gauge on the proper time and resources needed to fulfill and exceed the requested service expectations.

**ANSWER:** This response will require a Non-Disclosure Agreement.

19. Will the current system documentation, systems roadmap and policies be provided?

**ANSWER:** This information will be provided to consultant as necessary to fulfill its advisory role to the Board of Trustees, and as allowed under applicable CTPF Board and Fund policies according to each request and circumstance.

20. How would this advisory role interact with the existing IT management team at CTPF?

**ANSWER:** Management will work collaboratively with the selected consulting firm to assist in the successful performance of the services described in the RFP.

21. The RFP mentions this engagement is a fixed fee. Is there flexibility for supplemental time and material for needs not foreseen?

**ANSWER:** CTPF is soliciting pricing that will remain fixed for the term of the engagement. Respondents shall identify services that may cause a fluctuation in the pricing proposal, and the factors that may cause the fluctuation.

**22. Can you please provide a link (or document) for the EEOC chart attachment mentioned in the RFP?**

**Answer:** [Click here for EEOC Chart](#)