

**Request for Proposals  
Third Party Administrator  
RFP RF06-039  
Clarification of Scope and other Requirements**

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- Q-1 Total assets of the existing Defined Benefit Plan
- A. Total assets of the existing DB Plan is approximately \$500 Million**
- Q-2 Will email form of the relevant attachments by November 29, 2006 be sufficient to be considered eligible?
- A. All proposals must be in hardcopy form and postmarked by Wednesday, November 29, 2006 and received no later than seven days of the postmark date or Wednesday, December 06, 2006. In order to receive the additional seven days, you must notify the Administrator, in writing, of your intent to submit. This “notice of intent” to submit may be any mode of written communication, including facsimile to (670) 664-8080 or e-mailed to [aguonm@nmiretirement.com](mailto:aguonm@nmiretirement.com), but must be received no later than 10:00 a.m., Wednesday, June 29, 2006 local time. In addition, email the *entire* proposal package to Mark A. Aguon, Administrator, NMI Retirement Fund at [aguonm@nmiretirement.com](mailto:aguonm@nmiretirement.com) by 10:00 a.m., Wednesday, November 29, 2006, Saipan time.**
- Q-3 Please provide an estimate of when the twelve-month window will start that will allow Defined Benefit Plan participants to transfer their own employee contributions to the new Defined Contribution Plan (referenced in Section I (A)).
- A. The “twelve-month window” will be determined by the NMI Retirement Fund Administrator in consultation with the newly hired TPA and the Plan Sponsor**
- Q-4 Average account balance of the employee contribution in the Defined Benefit Plan and the number of participants in the Defined Benefit Plan.
- A. 5,000 active members in the DB Plan, with average contribution balance of \$16,000**
- Q-5 Number of participants in the DB Plan that will be eligible for the new Defined Contribution Plan during the above referenced opt out period
- A. Approximately 3,000 members with less than 10 years of contributing membership may be allowed to withdraw their contribution in order to roll over into the new DC plan**
- Q-6 Average compensation for participants eligible to transfer from the Defined Benefit Plan to the new Defined Contribution Plan
- A. \$24,741 per annum**

- Q-7 Approximate number of new hires per year
- A. Average of 1,063 new members in each of past 4 fiscal years**
- Q-8 Provide a copy of the Investment Policy for the new Defined Contribution Plan
- A. No such document**
- Q-9 Provide a copy of the Plan Document for the new Defined Contribution Plan
- A. The Plan Document for the new DC Plan is the enabling law, CNMI Public Law 15-13, and available at the following website:  
<http://net.saipan.com/cftemplates/executive/index.cfm?pageID=64>**
- Q-10 What is the payroll cycle(s) for the contributions
- A. Bi-weekly**
- Q-11 Please provide the number of payroll feeds per year
- A. 26 times**
- Q-12 Is there an employer contribution (it is mandatory or discretionary) and what is the anticipated amount of the contribution?
- A. Employer is mandated to contributed up to 4% of employee annual salary**
- Q-13 Is there an employee contribution (mandatory or voluntary)? If mandatory, what is the anticipated amount?
- A. DC Plan employee contribution set at mandatory 10% of employees' salary**
- Q-14 Do newly hired employees become immediately eligible?
- A. All employees hired after January 01, 2007 or a date set by the Administrator will be automatically enrolled in the new DC Plan.**
- Q-15 Is this RFP open to all suggestions with regard to different types of Defined Contribution plans?
- A. Yes**