

- Actuaries involved in the performance of these services shall be members of the Fellows of the Society of Actuaries and/or members of the American Academy of Actuaries or enrolled actuaries under the Employees' Retirement Income Security Act.
- Timeline for delivery of all reports shall be dictated by the RTA.

DB Plan:

- Annual comprehensive valuation report as of the valuation date (currently January 1 of each year) prepared in accordance with principles and practices promulgated by the Actuarial Standards Board and performed by a qualified actuary or actuaries. Reports shall be based upon the then current plan specifics, participant census, demographic data and eligible salary data. Critical inputs shall be supplied by the RTA in a mutually agreed upon format.
- Provide the RTA with reports that include at a minimum:
 - Cover page;
 - Cover letter with authorized signature(s);
 - Table of contents;
 - Executive summary listing key findings of the study and recommended funding payment information for the current and prior year;
 - Separate sections describing details of each key finding component of the study in the executive summary;
 - Currently relevant disclosures as required by the Government Accounting Standards Board (GASB);
 - Plan specifications and actuarial assumptions;
 - Relevant definitions for terminology used in the report; and
 - Relevant demographic and financial detail ledgers for each participant.
- A draft of the above shall first be provided to RTA staff for discussion purposes prior to finalizing the report. After staff approval of the draft, Contractor shall submit its final report, subject to Board of Director's (or Board Committee as appropriate in the judgment of the RTA Board) final approval. If the Board of Directors or its delegate requires updates, such shall be performed by Contractor and a revised report shall be submitted to RTA staff.
- Individual participant benefit statements to be provided to the RTA for distribution to participants.
- Make recommendations about assumptions.
- Perform discrimination testing and provide input on any relevant compliance issues customary to the DB Plan's administration.

Miscellaneous:

- The RTA may from time to time require Contractor to perform informational cost study services related to plan changes such as cost of living adjustments, benefit changes and/or changes to the eligibility criteria for the plans.

- The RTA may request certain advisory service on technical, policy or administrative issues arising during the course of the operation of the DB Plan. These services may include the following:
 - a) Review of retirement estimate statements;
 - b) Make recommendations to RTA relative to possible improvements in the plan to give effect to new developments in the field of retirement planning, administration and standards;
 - c) Confer with RTA's legal counsel to ensure summary plan description is in conformance with laws, rules and regulations; and
 - d) Providing other advisory services as specified by the RTA on an engagement basis.

 - RTA may, at its option, request details of computations relative to a specific sampling of plan participants. Contractor shall upon receiving this request provide the RTA with the requested information in a timely manner. The sample size may increase if RTA, in its judgment, determines that Contractor's computations are incorrect. Contractor shall similarly comply with any requests made by the RTA's auditors if requested to do so by the RTA.

 - The RTA has the right to review overall performance of the Contractor. Upon RTA's communication of any issue and/or dissatisfaction with Contractor's performance, Contractor shall have an opportunity to explain the performance in a reasonable time frame as determined by the RTA.

 - Contractor shall exercise prudent care of and secure the confidentiality of all information in its possession during the course of this Agreement.

 - Contractor shall comply with the RTA's reasonable requests related to transitioning services to a successor service provider at the termination of this Agreement regardless of reasons for the termination.
- 1. Term.** This Agreement shall be in force for a base term from January 1, 2012 to December 31, 2013, after which the RTA, at its sole option, may exercise each of three optional years. This Agreement can be modified by mutual consent of the parties. Either party may cancel this Agreement upon 60 days' notice to the other party.