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| ETF_logo_large | STATE OF WISCONSIN **Department of Employee Trust Funds**  **A. John Voelker**  SECRETARY | 4822 Madison Yards Way  Madison, WI 53705-9100  P. O. Box 7931  Madison, WI 53707-7931  http://etf.wi.gov |

Date: February 7, 2024

To: All Potential Proposers to ETF Request for Proposals (RFPs) ETD0055-59

RE: **Addendum No. 1 to RFPs ETD0055-59 – Actuarial Audits**

**Proposers must acknowledge receipt of this Addendum No. 1 by completing information in the box below and including this Page 1 in their Proposal.**

|  |  |
| --- | --- |
| Proposer’s Company Name: |  |
| Authorized Person (Printed Name and Title): |  |
| Authorized Person’s Signature: |  |
|  | Date |

**Please note the following updates to RFPs ETD0055-59:**

The Proposal Due Date has been extended until February 23, 2024 at 1:00 P.M. CDT.

To clarify, vendors are only barred from auditing those actuarial reports they were involved in drafting for ETF.

**DELETE**: ETD0055-59 RFP Section 1.9 Calendar of Events

**ADD**: ETD0055-59 RFP Section 1.9 as follows:

**1.9 Calendar of Events**

Listed below are the important dates by which actions related to this RFP must be completed. If the Department finds it necessary to change any of the dates and times listed below, it will do so by posting an addendum to this RFP on the Department’s website. No other formal notification will be issued for changes in the estimated dates.

***Table 3. Calendar of Events \****

|  |  |
| --- | --- |
| Date / Time | Event |
| January 8, 2024 | Department issues RFP |
| **January 19, 2024 by 1:00 p.m. Central Daylight Time** | Vendor questions due and  letter of intent to submit a proposal due (optional, but highly encouraged) |
| January 26, 2024 estimated date | Department posts responses to vendor questions on ETF website [Actuarial Audits | ETF (wi.gov)](https://etf.wi.gov/node/35526) |
| **~~February 8, 2024~~**  **February 23, 2024 by 1:00 p.m. Central Daylight Time** | **PROPOSAL DUE DATE** |