

**EXHIBIT A**  
**AMENDMENT NUMBER ONE**  
**CONTRACT NUMBER 30003232**  
**FOR**  
**ACTUARIAL CONSULTANT**

Pursuant to Ordinance Number XXXXX

This Contract was made and entered by and between Milliman, Inc., hereinafter called Consultant, and the City of Portland, a municipal corporation of the State of Oregon, by and through its duly authorized representatives, hereinafter called City.

1. This Contract is hereby extended through March 31, 2021.
2. Additional work is necessary, as follows:
  - a. A written experience study of the FPDR Plan and accompanying presentation to the Board of Trustees, including any recommendations to change plan actuarial assumptions. The project shall include 1 - 2 meetings with the Board's actuarial subcommittee prior to the presentation. Both the written study and the plan presentation shall be delivered to FPDR staff no later than July 12, 2019. The presentation to the Board shall be made at either the July 2019 or September 2019 meeting.
  - b. Milliman, Inc.'s Principal Consulting Actuary for this contract, Matthew Larrabee, will present the experience study to the Board of Trustees, as well as biannual actuarial valuation reports and tax levy adequacy analyses at the January Board meeting in odd-numbered years. Any substitutions must be approved by FPDR staff.
3. The due date for the following service is revised, as follows:
  - a. Schedules required by GASB Statement Nos. 67 and 68, or any successor statements, for the fiscal year ending June 30, 2017 will be delivered to FPDR staff no later than August 25, 2017, so long as FPDR staff provide all required information (to include reports of covered payroll and employee contributions, a benefit payment summary, and a draft of the plan's Combining Statement of Changes in Fiduciary Net Position) by August 11, 2017. In future years the deadline will be subject to negotiation between FPDR and Milliman, Inc., but will be no later than August 25 each year. FPDR staff agree to continue providing all required information at least two weeks prior to the agreed upon due date.
4. Charges for the following services are revised, as follows:
  - a. Experience study: \$37,500
  - b. Pension plan valuation: \$37,500 per valuation
    - i. Excludes additional valuation work required due to plan changes (including changes due to Charter amendments or legal decisions), which could be billed as non-routine expenses.
  - c. Levy adequacy analysis: \$15,000 per analysis
  - d. GASB 67 & 68 actuarial schedules: \$5,000 per year
  - e. Domestic relations order calculations: \$800 per calculation

- f. Non-routine services: will be billed either on an hourly basis or as a pre-negotiated fixed fee determined in advance of the project. Current hourly rates are described below:
  - i. Matt Larrabee (Principal Consulting Actuary), Scott Preppernau (Principal Technical Actuary), or other Principal actuary: \$365/hour
  - ii. Credentialed actuary with 8+ years of experience: \$245/hour
  - iii. Other credentialed actuary: \$210/hour
  - iv. Actuarial analyst: \$170/hour
  - v. Hourly rates will be adjusted annually starting July 1, 2018, based on the most recently published change in the annual average Portland-Salem CPI-W (but not to exceed 2.0%), rounded to the nearest \$5 increment.

5. Additional compensation is necessary and shall not exceed \$325,000 for an overall contract amount of \$575,000.

All other terms and conditions shall remain unchanged and in full force and effect.

CONSULTANT SIGNATURE

This Contract amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Contract amendment.

The parties agree the City and Consultant may conduct this transaction by electronic means, including the use of electronic signatures.

Consultant Name: Milliman, Inc.  
 Address: 111 SW Fifth Avenue, Suite 3700  
 Portland, OR 97204  
 Telephone: 503-227-0634

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Contract Number: 30003232**  
**Contract Title: ACTUARIAL CONSULTANT**

**Amendment Number: ONE**

**CITY OF PORTLAND SIGNATURES**

By: \_\_\_\_\_  
Chief Procurement Officer

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Elected Official

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
Office of City Auditor

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Office of City Attorney

Date: \_\_\_\_\_