

**Los Angeles County Employees Retirement Association (LACERA)  
Director, Human Resources Search Services RFP - Responses to Questions  
May 22, 2019**

1. **Question:** We assume that this will be a regional search, not national, but please confirm that understanding. Also, please define what “regional” means to you.

**Answer:** We would expect a successful search can be accomplished within the state of California or a state in close proximity to California. All interested candidates shall be considered no matter what state they reside.

2. **Question:** Do you have a preference for public pension or governmental experience? Is there a preference for companies which have worked with pension funds?

**Answer:** We have no preference for search firms with public pension or government experience. However, ability to recruit qualified candidates with experience in Government Civil Service and/or Union Representation are a plus.

3. **Question:** We see that the timelines are aggressive. The contract starts on June 11, 2019 and the search needs to be completed by July 16, 2019. Will LACERA management be ready to actively interview the candidates in order to meet the timelines?

**Answer:** Yes, management will be ready to actively interview candidates.

4. **Question:** Is there any preference for small business?

**Answer:** There is no preference for small business.

5. **Question:** Are there any incentives/bonuses for the HR Director position?

**Answer:** No.

6. **Question:** How large is the Human Resources Department and how is it organized into departments or units?

**Answer:** LACERA’s HR department consists of 13 full-time staff members. It is organized as a division of LACERA.

7. **Question:** Which bargaining units represent your employees and approximately what percentage of them are represented?

**Answer:** Service Employees International Unit (SEIU) Local 721 represent our Represented Employees. Approximately 50% of LACERA’s 456 employees are represented.

8. **Question:** Are there any HR vacancies at the moment and for which roles?

**Answer:** There are currently no HR vacancies.

9. **Question:** If we have carried out multiple searches for a single government agency, can they be provided as two separate references?

**Answer:** Yes.

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10. **Question:** Proposed Timeline – We believe that the timelines are quite aggressive for this search. We would require the support of LACERA Executive Management and HR to interview candidates as quickly as possible to complete shortlisting and screening. Has this kind of time commitment already been planned by LACERA Management?

**Answer:** Yes.

11. **Question:** Does LACERA also want consultants to look at internal candidates from LACERA?

**Answer:** Yes.

12. **Question:** Will LACERA consider a set aside for small business or diversity certified business, which bring a niche focus on recruitment for public pension funds?

**Answer:** LACERA considers all proposals equally.

13. **Question:** Are there any changes to the due date of May 24, 2019?

**Answer:** No.

14. **Question:** If shortlisted, should vendors plan for in-person interviews with the LACERA Selection Panel in the first week of June?

**Answer:** It will be either in-person or by telephone.