

EXHIBIT C
QUESTIONNAIRE

(RESPONDENT SHALL USE QUESTIONNAIRE FORMAT IN ITS PROPOSAL)

LACERA reserves the right in its discretion to request additional information from any respondent, although such requests may not be made to all respondents.

Executive Summary

The proposal must provide an overview of the respondent's background, experience, and other qualifications to serve as LACERA's legislative advocate with respect to Federal issues.

Experience, Approach, and Success

The proposal must provide a detailed statement of the respondent's experience and accomplishments in providing legislative advocacy services on Federal issues, including, if subject to disclosure, information concerning such work performed for other public pension systems. LACERA's goal in the RFP process is to obtain a comprehensive understanding of the respondent's experience, approach, and success in providing such services. LACERA is also interested in how the respondent differentiates themselves from other firms offering similar services.

Assigned Professionals

The proposal must set forth the name of the project lead and all other professional staff expected to be assigned to LACERA's work, including a detailed profile of each person's background and relevant individual experience and the ability of a diverse group of professionals with different perspectives to collectively to function together as a team and to work effectively with the Board, the IBLC, and staff in performing the scope of services.

References

The proposal must identify as references at least three (3) public pension systems, public entities, or other references for which the respondent has provided federal legislative advocacy services on Federal issues, including, for each reference, an individual point of contact, the length of time the respondent served as legislative advocate, and a summary of work performed.

Fees and Costs, Billing Practices, and Payment Terms

The proposal must explain the pricing proposal for the scope of work, including pricing of fees and costs, billing practices, and payment terms that would apply assuming a five (5) year initial duration of the engagement as well as any additional period during which the engagement may extend. LACERA does not place any limits on the approach to pricing and is open to presentation of more than one pricing alternative for the scope of work or portions of it. For example, the respondent might propose a monthly fixed fee with special projects to be performed on an hourly rate basis. This section of the response should include an explanation as to how the pricing approach(es) will be managed to provide the best value to LACERA. The respondent should represent that the pricing offered to LACERA is, and will remain, equivalent to or better than that provided to other government clients, or should provide an explanation as

to why this representation cannot be provided. All pricing proposals should be “best and final,” although LACERA reserves the right to negotiate on pricing.

Conflicts of Interest

The proposal must identify all actual or potential conflicts of interest that the respondent may face in the representation of LACERA. Specifically, and without limitation to other actual or potential conflicts, the proposal should identify any representation of the County of Los Angeles, Los Angeles Superior Court, Los Angeles County Office of Education, the South Coast Air Quality Management District, Little Lake Cemetery District, and Local Agency Formation Commission, and, to the respondent’s knowledge, any of LACERA’s members, vendors, other contracting parties, investments, and employees. The proposal should also identify any positional conflicts of which the respondent is aware.

Claims

The proposal must identify all past, pending, or threatened litigation, and all administrative, ethics, and disciplinary investigation or other proceedings and claims against the firm and any of the professionals proposed to provide services to LACERA, whether while such professionals were employed by the firm or employed elsewhere.

Insurance

The proposal must explain the insurance that the respondent will provide with respect to the services to be provided and other acts or omissions of the firm and its staff in performing legislative advocacy services for LACERA.

Samples of Written Work

The proposal may contain samples of the respondent’s written work relating to legislative advocacy on Federal issues.

Other Information

The proposal may contain any other information that the respondent deems relevant to LACERA’s selection process.