



Gallagher

Insurance | Risk Management | Consulting

PROJECT ASSIGNMENT Actuarial Services

This Project Assignment is issued pursuant to the terms and conditions of the Master Agreement for Professional Services with an Effective Date of January 1, 2024 (the “**Agreement**”), by and between Gallagher Benefit Services, Inc. (“**Gallagher**”) and City of Dickinson, North Dakota (“**Client**”). Defined terms used herein and not otherwise defined in this Project Assignment shall have the same meaning ascribed to the in the Agreement.

SCOPE OF ENGAGEMENT:

Annual Actuarial Services

- Annual GASB 67/68 pension reporting
- Annual funding report for pension plans
- Annual GASB 74/75 Other Postemployment Benefits (OPEB) reporting
- Benefit statements for all active employees
- Engaging with auditor and completing auditor requests for both the plan and the financial statements
- Attendance at one virtual client meeting to present valuation results, analysis and updates on pension legislation, trends and current industry developments

Gallagher will provide the actuarial services shown above based on the participant data provided to us that is of sufficient quality for actuarial valuation purposes and that will provide reasonable valuation results within the limitations of the valuation model. Gallagher will not audit the data but will perform a high-level review for reasonableness. Client is responsible for the data provided to Gallagher for use in the annual valuation for the Plan(s).

Other Postemployment Benefits (“OPEB”) Actuarial Valuation

For the retiree medical plan sponsored by the Client, Gallagher will prepare a GASB 74/75 actuarial valuation for fiscal year end 2023. GASB 75 requires annual valuations, with updated census every other year. Fiscal year end 2023 will require new census.

Additional services may be added at no change to the Project Assignment fee upon written agreement between Gallagher and Client.



Gallagher

Insurance | Risk Management | Consulting

TERM OF SERVICES:

The term of this Agreement will commence on the Effective Date and shall remain in effect for a period of 1 year (ending December 31, 2024) in accordance with this Agreement.

CONSULTING FEES

Compensation for providing the actuarial consulting services listed in the Project Assignment shall be billed on fixed, not to exceed cost of **\$29,200**. Services outside of the scope listed in the Project Assignment will be billed on a time and expense basis using the hourly rates below in the chart below.

The fee for standard individual calculations will be \$350.

Gallagher will provide Client with an invoice providing a description of the services performed or completed based on the timing outlined in the chart below. All invoices for payments due Gallagher will be paid by Client per Section 4 of the Agreement.

Services will be billed according to the chart listed below.

| Item | Date | Fee |
|--|----------|-----------------|
| GASB 67/68 Valuations | May 2024 | \$3,300 |
| Funding Valuation | May 2024 | \$16,000 |
| Other Postemployment Benefits (“OPEB”) plan GASB 74/75 “full” (requiring new census) valuation | May 2024 | \$9,900 |
| Total | | \$29,200 |

Travel Expenses

Expenses are to be kept to a minimum and are billed at actual cost for (but not limited to) the following: consultant travel, lodging, meals, local transportation, and airport, meeting, and parking expenses. Hotel expenses will typically be based on preferred rates obtained by Client or Gallagher; however Gallagher may select a non-preferred major chain (e.g., Marriott; Hyatt; etc.) if personal safety factors, geography, or meeting requirements dictate. Charges for airfare will be based on the most economical means of travel wherever possible, however, due to scheduling difficulties, aircraft capacity, and/or fare availability, charges may on occasion include higher cost, refundable fares fees, full coach, or non-refundable business/first class charges.

Any additions to, or changes in the services to be provided to Client per this Agreement, or any increases in the not-to-exceed costs as stated above, will require prior written approval of both parties.



Gallagher

Insurance | Risk Management | Consulting

HOURLY RATES

| Position | Average Hourly Rate* |
|-------------------------------|----------------------|
| Professional Standards Review | \$550 |
| Actuarial Lead Consultant | \$475 |
| Actuarial Manager | \$390 |
| Actuarial Analyst | \$325 |

** Hourly rates for subsequent years of services may be increased to reflect trends in hourly rates and changes in market conditions, however any increases shall not exceed five percent (5%) in any year.*



Gallagher

Insurance | Risk Management | Consulting

The terms and conditions contained in this Project Assignment constitute the parties' complete understanding and agreement relating to the subject matter hereof. Notwithstanding anything to the contrary in the Agreement or elsewhere, in the event of a conflict between this Project Assignment and the Agreement, the Agreement will control. No other terms and conditions, beyond those contained herein, will be valid unless mutually agreed to by Client and Gallagher in a writing signed by authorized representatives of each party.

ACCEPTED AND AGREED:

Client:

Gallagher Benefit Services, Inc.

By: _____

By: Colin J. Henty

Name: _____

Name: Colin J. Henty

Title: _____

Title: National Practice Leader, Actuarial and Retirement Services

Date: _____

Date: December 12, 2023

Address: _____

Address: 3600 American Blvd. West, Suite 500

Bloomington, MN 55431