



## **GREEN MOUNTAIN SECURE RETIREMENT PLAN: DRAFT IMPLEMENTATION TIMELINE (2017 – 2020)**

### **November 2017:**

- Public Retirement Study Committee (PRSC) meeting to review timeline of Secure Retirement program rollout and to review materials from Oregon's program (**November 21, 2017**)
- Discussion with outside groups with expertise regarding technical assistance that can be provided at little or no cost
- Outline scope of services for RFP consultant
- Treasury staff prepare simplified bid RFP for RFP consultant

### **December 2017:**

- Begin process of reaching out to invite press to public hearings in January
- Issue simplified bid for RFP consultant
- Review bids, select vendor, and develop contract for RFP consultant

### **January 2018:**

- Continue outreach for public hearings
- PRSC presents findings and update on the Secure Retirement plan to General Assembly (**January 15, 2018**)
- PRSC sunsets (**January 15, 2018**)
- Public hearing in Montpelier to obtain feedback and input from stakeholders on plan (**January 22, 2018**)
- Public hearing in Rutland to obtain feedback and input from stakeholders (**January 29, 2018**)
- Develop draft RFI with RFP consultant

### **February 2018:**

- Issue RFI (**February 16, 2018**)
- All seven appointments made to Green Mountain Secure Retirement Board

### **March 2018:**

- RFI responses due (**March 9, 2018**)

### **April 2018:**

- GMSRB/Treasury meeting with update on RFP process (**April 2, 2018**)
- Issue RFP and release for bidding process

### **May 2018:**

- RFP responses due
- GMSRB discussion & decision regarding Third-Party Administrator selection



## **GREEN MOUNTAIN SECURE RETIREMENT PLAN: DRAFT IMPLEMENTATION TIMELINE (2017 – 2020)**

### **June 2018:**

- Contract negotiation and other items to be completed prior to signed contract with Third-Party Administrator
- In cooperation with Third-Party Administrator, line up implementation, outreach, marketing, and press for fall launch

### **July 2018:**

- Contract must be finalized and signed with vendor (**July 15, 2018**)
- Continue preparation for launch

### **August–September 2018:**

- Approve and finalize Adoption Agreement and Plan documents

### **October–November 2018:**

- Outreach and all other necessary steps prior to implementation

### **December 2018:**

- Goal for launch of the program (**December 15, 2019**)

### **January 2019:**

- Deadline for launch of plan (**January 15, 2019**)

### **January 2020:**

- First annual report due – and due every **January 15<sup>th</sup>** thereafter