

**Department of Administration  
Purchasing Division**

**Finance & Personnel Committee Approval Required  
For Single Source Contract  
Contract #E0000021150**

**Background:**

<b>User Department:</b>	Comptroller's Office
<b>Purchasing Agent:</b>	Shavon Winters
<b>Contract Description:</b>	Vendor Service Contract for Actuarial of the City's Other Post-Employment Benefits (OPEB) and Valuation Services
<b>Vendor Name and Location:</b>	Gabriel, Roeder, Smith & Company (Southfield, MI)
<b>Contract Term:</b>	08/01/2025 through 07/31/2029
<b>Requisition # and Date Received:</b>	Req. #0000021150 & Rec'd 06/25/2025
<b>Original Contract Amount:</b>	\$84,000.00
<b>Expenditures to Date:</b>	\$0
<b>Current Contract Amount:</b>	\$84,000.00

**Purpose of Contract:**

The purpose of this Vendor Service Contract for Actuarial of the City's Other Post-Employment Benefits (OPEB) and Valuation Services with Gabriel, Roeder, Smith & Company (GRS) is to perform an Annual Comprehensive Financial Report (ACFR) in compliance with Government Accounting Standards Board (GASB) No. 75 which covers four (4) fiscal years beginning January 1, 2025 and ending December 31, 2028. The contract term will be from 08/01/2025 through 07/31/2029 for a contract total of \$84,000.00.

**Background:**

GRS has a great relationship with the City and has been performing OPEB valuation services since the GASB No. 75 went into effect in 2018. They are very familiar with the City's retiree benefit plans. This is an essential service to publish the ACFR in a timely manner.

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City Purchasing Director

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Date

**F&P Approval Presentation Date: 09/17/2025**