



MEMORANDUM

Council Agenda
Item No. IX. AX
5/6/2025

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Request for Proposals with the Oklahoma City Employee Retirement System to be advertised for a Pension Management System (RFP-OCERS-001).

Purpose:

The City of Oklahoma City ("City"), through the Oklahoma City Employee Retirement System ("OCERS"), seeks a new Pension Management System and professional services for software implementation and configuration. The primary goal is to provide a comprehensive solution that will accomplish the following objectives:

- Provide a comprehensive Pension Management System solution to manage the collection of pension plan contributions, calculate and certify retirement distributions, periodic adjustments due to Cost-of-Living updates and interest accumulation
- Develop improved processes and efficiencies using capabilities from a Pension Management System to automate tasks and workflow
- Configure and implement reporting requirements within the system
- Configure and implement 3rd-party system integrations with Pension Management System
- Provide end-user training on Pension Management System

Background:

The current pension management system is a heavily customized PeopleSoft application that is no longer vendor supported. The current system relies on extensive manual intervention, including referencing physical paper records on occasion, to calculate retirement eligibility, payments, and cost of living (COLA) updates for eligible retirees. The processes are time consuming and susceptible to errors at multiple points throughout the calculation process.

The City of Oklahoma City is seeking proposals from qualified organizations for the purchase and implementation of a new Pension Management System and invites proposers to respond to the published Request for Proposal for evaluation.

Proposal Receipt:

June 4, 2025 - 4:00:00 PM

Source of Funds:

OCERS > Employee Retirement System > IT Systems/Software
5300-9300000-54164001

Review:

Information Technology Department

Recommendation: Request for Proposals be approved and the City Clerk be authorized to advertise for proposals.