

State Optional Retirement Program (State ORP) Designated Service Provider Transition Procedure

The following procedures apply to the transition between designated service providers (DSP) upon award of a new Contract for recordkeeping and administration services for the State ORP:

- In the event all DSPs from the previous contract are retained as DSPs for the upcoming Contract, each participant will remain with their DSP from the previous Contract.
- In the event one DSP is replaced as a result of the procurement, participants and their liquid State ORP assets will be transitioned from the terminated DSP to the replacing DSP. Starting at the beginning of the upcoming Contract, all State ORP contributions being directed to the terminated DSP will be redirected to the replacing DSP.
- In the event more than one DSP is replaced as a result of the procurement, participants and their liquid State ORP assets will be transitioned from terminated DSPs to replacing DSPs as follows:
 - 1) The terminated DSP with the largest number of active participants, both contributing and non-contributing, as referenced in Exhibit 1 of the RFP will transition State ORP participants and assets to the most advantageous replacing DSP, as determined by the RFP review panel.
 - 2) If applicable, the terminated DSP with the 2nd largest number of active participants, both contributing and non-contributing, as referenced in Exhibit 1 of the RFP will transition State ORP participants and assets to the 2nd most advantageous replacing DSP, as determined by the RFP review panel.
 - 3) If applicable, the terminated DSP with the 3rd largest number of active participants, both contributing and non-contributing, as referenced in Exhibit 1 of the RFP will transition State ORP participants and assets to the 3rd most advantageous replacing DSP, as determined by the RFP review panel.
 - 4) If applicable, the terminated DSP with the 4th largest number of active participants, both contributing and non-contributing, as referenced in Exhibit 1 of the RFP will transition State ORP participants and assets to the 4th most advantageous replacing DSP, as determined by the RFP review panel.

Starting at the beginning of the upcoming Contract, all State ORP contributions being directed to a terminated DSP will be redirected to the respective replacing DSP.

Note: Unrelated to the above procedure, participants may elect to change their DSPs during the State ORP open enrollment period each year, which occurs from January 1 to March 1. Any such election would become effective on April 1 of the year in which the election is made.