

EXHIBIT 3

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN BERNARDINO REQUEST FOR PROPOSALS (RFP) FOR EMPLOYEE BENEFITS HEALTH AND WELFARE CONSULTING AND ACTUARIAL SERVICES

Minimum Format for Employee Benefits Health and Welfare Consulting and Actuarial Services Billings

The following information must be included, as a minimum, in monthly invoices for consulting services:

- Name and job title of consultant
- Number of hours by type of benefit, e.g., medical plans, dental plans, life insurance plans, compliance
- Hourly fee by consultant
- Total charges for each consultant, and
- Grand total of monthly charges for all consultants

Travel, travel time, and other related expenses are not to be charged to the Court. It is expected these costs will be included in the billed hourly rates.

Note: Please provide a sample of your firm's billing invoice with your RFP response.