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# PERA RETIREE QUESTIONNAIRE FOR PERSONAL SERVICES CONTRACT

(Required when not using CCCS Scope of Work form)

The Colorado Community College System (CCCS) is required to pay an employer contribution to the Colorado Public Employees’ Retirement Association (PERA) based on the amount paid to any PERA retiree. In addition, pursuant to 24-51-1101(2), (SB10-001), effective January 1, 2011, all retirees working after retirement, including independent contractors working individually or through an affiliated party, must make contributions at the same rate as all members working for that employer. **The following section must be completed by Contractor:**

**1.** Is the Contractor currently employed, or been employed at any time within the last 12 months, at CCCS, CCCOnline, or at any of CCCS’s community colleges? \_\_\_\_\_ Yes \_\_\_\_\_ No

**1a**: If yes, where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ When? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Note: An MOU or alternative engagement may be required**. Contact your college controller and HR department to determine what is necessary for your situation.

**2.** Is the Contractor a PERA retiree from any PERA agency or entity? \_\_\_\_\_\_ Yes \_\_\_\_\_\_ No

**2a**: If yes, is the Contractor a sole proprietor/individual? \_\_\_\_\_\_ Yes \_\_\_\_\_\_ No **If yes to 2a**, a purchase requisition must include a completed, original Retiree Working for a PERA Employer form.\* (Contractor will be paid using SSN.)

**3.** Is the Contractor a business entity that is owned or operated\*\* by a PERA retiree(s) or a PERA affiliated party(ies)?\*\*\* \_\_\_\_\_ Yes \_\_\_\_\_\_ No

**3a**: If yes, will the PERA retiree(s) who own or operates the entity be providing services? \_\_\_\_\_Yes \_\_\_\_ No

**If yes**, the purchase requisition must include a completed, original Retiree Working for a PERA Employer form AND a Disclosure of Compensation form is required to be submitted with each invoice when payments are made to a TIN number that is different than Contractor’s SSN.

**4.** It is the PERA Retiree’s responsibility to review and comply with all PERA rules and requirements. The Contractor or PERA retiree will indemnify and hold harmless CCCS for any amounts CCCS is required to pay PERA as a result of a PERA retiree’s failure to disclose or provide timely and accurate reporting.

**Contractor Name:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax ID#, or last 4 digits of Social Security #**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\* For forms, rules, and requirements, please see Colorado PERA’s “Working After Retirement” booklet available on the [Colorado PERA Website](http://www.copera.org/)) (www.copera.org)

\*\*Ownership or operation. For purposes of the questions above, ownership of up to 5 percent of a publicly traded company registered on a national securities exchange by a retiree shall not constitute ownership of the company or cause the company to be an affiliated party of the retiree. Any other form or degree of ownership in an entity providing services to a PERA affiliated employer shall constitute ownership or operation of the entity.

\*\*\*Affiliated party. An affiliated party is:

(1) any person who is the named beneficiary or co-beneficiary on the PERA account of the retiree,

(2) any person who is a relative of the retiree by blood or adoption to and including parents, siblings, half-siblings, children, and grandchildren,

(3) any person who is a relative of the retiree by marriage or civil union to and including spouse, spouse’s parents, step-parents, step-children, step-siblings, and spouse’s siblings, and

(4) any person or entity with whom the retiree has an agreement to share or otherwise profit from the performance of services for a PERA employer by the retiree other than the retiree’s regular salary or compensation.

Rev. 3-2018