



Inter Office Memo

DEPARTMENT OF
HUMAN RESOURCES

ITEM 7

DATE: March 21, 2019

TO: Deferred Compensation Management Council

FROM: Hollis Magill, Human Resources Manager Hollis Magill

SUBJECT: Request for Proposals Subcommittee – Deferred Compensation Plan Record-keeper

Background

Nationwide Retirement Solutions (Nationwide) was approved as the Deferred Compensation Plan Record-keeper effective January 24, 2015 for a three-year term with two (2) one-year renewals. During the previous RFP process, your Council appointed members Beth Bandy and Kari Gilbert along with County staff to an RFP Subcommittee to: 1) review the evaluations provided by Northwest Capital Management (Northwest); 2) interview finalists; and 3) make a final recommendation to your Council.

Issue

As this is the final year of the current agreement with Nationwide, staff is working with Northwest and the County of Fresno Purchasing Division to solicit bids for record-keeping services. Staff is requesting that your Council appoint up to three (3) members of your Council to sit on a subcommittee along with County staff. This subcommittee will have the following responsibilities:

- Review Northwest's vendor evaluations;
- Conduct finalist interviews, if applicable; and
- Make a final recommendation to your Council.

Recommended Action

Appoint up to three (3) members of the Deferred Management Council to a Request for Proposals (RFP) Subcommittee for the 2019 Deferred Compensation Plan Record-Keeper RFP process.