



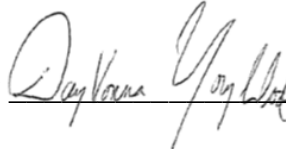
Inter Office Memo

DEPARTMENT OF
HUMAN RESOURCES

ITEM 8

DATE: December 7, 2023

TO: Deferred Compensation Management Council

FROM: DayVonna Youngblood, Human Resources Manager 

SUBJECT: Appoint a Request for Proposals Subcommittee – Record-Keeper for the 457(b) Deferred Compensation and 401(a) Defined Contribution Plans

Background

On January 21, 2020, the County of Fresno Board of Supervisors approved Agreement No. 20-033 (the “Agreement”) with Nationwide Retirement Solutions (Nationwide) to provide record-keeping services to the 457(b) Deferred Compensation Plan. The Board subsequently amended the Agreement so that Nationwide may provide record-keeping services to the 401(a) Defined Contribution Plan. The Agreement is effective January 24, 2020, through and including January 23, 2023 and included two (2) one-year renewal periods. The Human Resources Director is in the process of exercising the final one-year renewal period, which will begin on January 24, 2024.

During the previous RFP process, the Deferred Compensation Management Council (the “Council”) appointed members Robert Bash, Oscar Garcia and Donald Kendig along with County staff to an RFP Subcommittee to: 1) review the vendor evaluations provided by Northwest Capital Management (Northwest Capital); 2) interview finalists; and 3) make a final recommendation to the full Council.

Issue

As this is the final year of the Agreement, staff is working with Northwest Capital 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) of its members to sit on a subcommittee along with County staff. This subcommittee will have the following responsibilities:

- Review Northwest Capital’s vendor evaluations;
- Conduct finalist interviews, if applicable; and
- Make a final recommendation to the full Council.

The RFP will be released in the first quarter of 2024 and recommendations are tentatively scheduled to come before the full Council at the June 20, 2024 meeting.

Recommended Action

Appoint up to three (3) members of the Deferred Compensation Management Council to a subcommittee which will oversee the Request for Proposals (RFP) process for the next 457(b) Deferred Compensation Plan and 401(a) Defined Contribution Plan Record-Keeper.