

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**AGENDA DATE:** August 30, 2022  
**PUBLIC HEARING DATE:** NA

**CONTACT PERSON(S) NAME AND PHONE NUMBER:**

Araceli Guerra, Managing Director of Internal Services, (915) 212-1401  
Claudia A. Garcia, Interim Director of Purchasing & Strategic Sourcing, (915) 212-1218

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** 6: Set the Standard for Sound Governance and Fiscal Management.

**SUBGOAL:** 6.2 - Implement employee benefits and services that promote financial security.

**SUBJECT:**

Discussion and action on the award of Solicitation No. 2022-0038R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator to Empower Retirement, LLC for an initial five (5) year term. The award is to include a two (2), two (2) year optional terms for a total of nine (9) years.

**BACKGROUND / DISCUSSION:**

This contract will allow to continue to provide plans offered as a supplement to the City's defined benefit pension plan.

It is important to note that no City money is paid to this company.

**SELECTION SUMMARY:**

Solicitation was advertised on March 15, 2022 and March 22, 2022. The solicitation was posted on City website on March 15, 2022. The email (Purmail) notification was sent out on March 17, 2022. There were a total of forty-one (41) viewers online; seven (7) proposals were received; none being local suppliers.

**CONTRACT VARIANCE:**

Not applicable, no cost to the City.

**PROTEST**

No protest received for this requirement.

**PRIOR COUNCIL ACTION:**

NA

**AMOUNT AND SOURCE OF FUNDING:**

NA

**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?**  YES  NO

**PRIMARY DEPARTMENT:** Human Resources

**SECONDARY DEPARTMENT:** Purchasing & Strategic Sourcing

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

*Mary Michel* for Araceli Guerra  
Araceli Guerra, Managing Director of Internal Services

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**COUNCIL PROJECT FORM  
(RFP)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **REGULAR** agenda for the Council Meeting of **August 30, 2022**.

**STRATEGIC GOAL NO. 6: Set the Standard for Sound Governance and Fiscal Management.**

The linkage to Strategic Plan is subsection 6.2 - Implement employee benefits and services that promote financial security.

**Award Summary:**

Discussion and action on the award of Solicitation No. 2022-0038R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator to Empower Retirement, LLC for an initial five (5) year term. The award is to include a two (2), two (2) year optional terms for a total of nine (9) years.

**Contract Variance:**

Not applicable, no cost to the City.

Department:	Human Resources
Award to:	Empower Retirement, LLC Greenwood Village, CO
Item(s):	All
Initial Term:	5 years
Option to Extend:	Two (2), two (2) years
Annual Estimated Award:	NA
Initial Term Estimated Award:	NA
Option Term Estimated Award:	NA
Total Estimated Award:	NA
Account No.:	NA
Funding Source:	Employee Voluntary Contributions Only
District(s):	All

This is a Request for Proposal, service contract.

The Purchasing & Strategic Sourcing and the Human Resources Departments recommend award as indicated to Empower Retirement, LLC the highest ranked proposer based on evaluation factors established for this procurement. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

CITY OF EL PASO RFP SCORESHEET

PROJECT: 2022-0038R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator

Evaluation of Submittal

MAX POINTS	Empower Retirement, LLC Greenwood Village, CO	VALIC Retirement Services Company (VRSCO) dba AIG Retirement Services Houston, TX	The Lincoln National Life Insurance Company dba Lincoln Retirement Services Company, LLC Fort Wayne, IN	Voya Retirement Insurance and Annuity Company dba Voya Financial Hartford, CT	International City Management Association Retirement Corporation dba MissionSquare Retirement Washington, DC	Equitable Financial Life Insurance Company (FKA, AXA Equitable Life Insurance Company) New York, NY	JNT Resource Partners, LP dba TCG Administrators Austin, TX
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**Factor A - Plan Administration**

The offeror will be evaluated based on the detailed information from questionnaire responses (1-12) to demonstrate the capacity on plan administration.	20	20.00	19.00	19.00	20.00	17.00	13.00	3.00
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**Factor B - Services Offered to employees**

The offeror will be evaluated based on the detailed information from questionnaire responses (13-25) to demonstrate the services offered to employees.	15	14.00	13.00	15.00	12.00	12.00	11.00	12.00
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**Factor C - Investments Offered to Plan Participants**

The offeror will be evaluated based on the detailed information from questionnaire responses (26-40) to demonstrate the capacity on investments offered to plan participants.	20	20.00	19.00	19.00	18.00	11.00	14.00	16.00
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**Factor D - Administration Services**

The offeror will be evaluated based on the detailed information from questionnaire responses (41-64) to demonstrate the capacity on administration services offered.	15	15.00	15.00	15.00	15.00	13.00	13.00	12.00
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**Factor E - Cost Recovery and Financial Guarantees**

The offeror will be evaluated based on the detailed information from questionnaire responses (65-73) to demonstrate the cost recovery and financial guarantees offered.	10	8.00	10.00	9.00	7.00	7.00	6.00	3.00
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**Factor F - Experience – Comparable Contracts**

Offeror to provide three (3) contracts comparable in scope within the past five (5) years prior to bid opening. Contract will be considered comparable in scope if they include the following elements: 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator. Offeror is required to use the Experience – Comparable Contract Form for this factor. Contracts not comparable in scope will not be evaluated.	10	10.00	10.00	9.00	6.00	8.00	8.00	6.00
Note: The maximum points for each contract will be determined by dividing the points allocated to this factor by 3 (i.e. 10 total points ÷ 3 =3.333 points per contract).								

**Factor G - References**

Offeror shall provide references for three (3) contracts listed for Factor F. A contract deemed non-comparable under Factor F shall not be considered as a viable reference under Factor F and shall not be scored.	10	10.00	10.00	10.00	10.00	6.67	6.67	10.00
Note: The maximum points for each reference will be determined by dividing the points allocated to this factor by 3 (i.e. 10 total points ÷ 3 =3.333 points per reference).								

<b>TOTAL SCORE</b>	<b>100</b>	<b>97.00</b>	<b>96.00</b>	<b>96.00</b>	<b>88.00</b>	<b>74.67</b>	<b>71.67</b>	<b>62.00</b>
<b>Rank</b>		<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>



**CITY OF EL PASO  
REQUEST FOR PROPOSAL TABULATION FORM**



**Bid Opening Date: April 27, 2022**

**Solicitation #: 2022-0038R**

**Project Name: 457(b) Deferred Compensation Plan Administrator  
and 401(a) Profit Sharing Plan**

**Department: Human Resources**

<b>BIDDER'S NAME:</b>	<b>LOCATION:</b>	<b>AMENDMENT(S) ACKNOWLEDGED:</b>
<b>Empower Retirement, LLC</b>	<b>Greenwood Village, CO</b>	<b>Yes</b>
<b>Equitable Financial Life Insurance Company (FKA. AXA Equitable Life Insurance Company)</b>	<b>New York, NY</b>	<b>Yes</b>
<b>International City Management Association Retirement Corporation dba MissionSquare Retirement</b>	<b>Washington, DC</b>	<b>Yes</b>
<b>JNT Resource Partners, LP dba TCG Administrators</b>	<b>Austin, TX</b>	<b>Yes</b>
<b>The Lincoln National Life Insurance Company dba Lincoln Retirement Services Company, LLC</b>	<b>Fort Wayne, IN</b>	<b>No</b>
<b>VALIC Retirement Services Company (VRSCO) dba AIG Retirement Services</b>	<b>Houston, TX</b>	<b>Yes</b>
<b>Voya Retirement Insurance and Annuity Company dba Voya Financial</b>	<b>Hartford, CT</b>	<b>Yes</b>
<b>RFPs SOLICITED: 27    LOCAL RFPs SOLICITED: 4    RFPs RECEIVED: 7    LOCAL RFPs RECEIVED: 0    NO RFPs: 0</b>		

**NOTE: The information contained in this RFP tabulation is for information only and does not constitute actual award/execution of contract.**

Approved: \_\_\_\_\_/s/

Date: 7/26/2022

2022-0038R 457(B) Deferred Compensation Plan Administrator and 401(A) Profit Sharing Plan

2022-0038R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator

PEBSCO  
6130 Montana # 212  
El Paso, TX 79925

Fidelity Investments  
P.O. Box 5421  
Cincinnati, OH 45250

ING AETNA Financial Services  
151 Farmington Avenue  
Hartford, CT 06156

Limited Principal ING  
15455 Dallas Parkway  
Suite 1250  
Addison, TX 75001

Presi Ortega, Jr.  
7619 Lockheed  
Suite A  
El Paso, TX 79925

Fidelity Investments  
Attn: Suzanne Howard  
397 Williams Street MC2E  
Marlboro, MA 01752

International Bank  
1801 S 2<sup>nd</sup> Street  
6<sup>th</sup> Floor  
McAllen, TX 78503

HUB International  
201 E Main Drive  
Suite 800  
El Paso, TX 79901

Security Benefit  
Attn: Jay Jasnoski  
One Security Benefit Place  
Topeka, KS 66636

Great West Life & Annuity Ins Co  
18111 Von Karman Avenue  
Irvine, CA 92612

Ronald D Miller, RHU  
PO Box 13325  
El Paso, TX 79913

ICMA Retirement Co  
Attn: Troy Kearse  
777 North Capital Street NE  
Washington, DC 20002

VALIC  
6301 Indian School Road  
Suite 670  
Attn: Nila McNally  
Albuquerque, NM 87110

ICMA Retirement Co  
12238 E Arabian Park Dr  
Scottsdale, AZ 85259

ING  
Attn: Dax Rizo  
15455 Dallas Parkway,  
Suite 1250  
Dallas, TX 75001

ICMA Retirement Co  
Attn: Jerry Higgins  
7711 South Greenwood Ct  
Littleton, CO 80120

JP Morgan Retirement Plan  
Services  
8300 Ward Parkway  
Kansas City, MO 64114-3317

Charles Swab  
4150 Kinross Lakes Parkway  
Richfield, OH 44286

T. Rowe Price Group  
PO Box 89000  
Baltimore, MD 21289

Wells Fargo  
100 Heritage Reserve  
Menomonee Falls, WI 53051

Principal Financial Group  
2603 Augusta Suite 1350  
Houston, TX 77057

Prudential Retirement Insurance Co  
Attn: Julie Klassen  
3333 Michelson,  
Suite 820A  
Irvine, CA 92612

Mullen Pension Benefits Group  
12758 Cimarron Path  
San Antonio, TX 78249

Prudential Retirement  
9837 Archer Lane  
Dublin, OH 43017

Ameritas Life Insurance Corp  
5900 O Street  
Lincoln, NE 68510

Hartford Life Insurance Company  
200 Hopmeadow Street  
Simsbury, CT 06089-9793

Nationwide Retirement Solutions  
Attn: Matt Riebol  
5900 Parkdwood Place  
Dublin, OH 43016