

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

DEPARTMENT: Human Resources
AGENDA DATE: April 13, 2021
CONTACT PERSON NAME/PHONE: Mary L. Michel, Assistant Director, Human Resources, (915) 212- 1267
Bruce D. Collins, Director, Purchasing & Strategic Sourcing, 915-212-1181
DISTRICT(S) AFFECTED: All
STRATEGIC GOAL NO. 6: Set the Standard for Sound Governance and Fiscal Management

The linkage to Strategic Plan is subsection 6.3 - Implement programs to reduce organizational risk. This contract will continue to provide plans offered as a supplement to the City's defined benefit pension plan.

SUBJECT:

The award of Solicitation No. 2021-0043R 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:

The Human Resources Department has reviewed Solicitation No. 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator and recommends the contract be awarded to Empower Retirement, LLC the highest ranked proposer based on evaluation factors established for this procurement.

SELECTION SUMMARY:

Solicitation was advertised on 9/15/2020 and 9/22/2020. The solicitation was posted on City website on 9/15/2020. The email (Purmail) notification was sent out on 9/16/2020. Solicitation had forty-seven views. Six (6) proposals were received, none being a local vendor.

PROTEST

☐ No protest received for this requirement.

☒ Protest received.

CONTRACT VARIANCE:

No cost to the City

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:

NA

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



COUNCIL PROJECT FORM

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

Please place the following item on the **CONSENT** agenda for the Council Meeting of **April 13, 2021.**

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

The linkage to Strategic Plan is subsection 6.3 - Implement programs to reduce organizational risk. This contract will continue to provide plans offered as a supplement to the City's defined benefit pension plan.

Award Summary:

The award of Solicitation No. 2021-0043R 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:

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
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 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: 2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator

Evaluation of Submittal

Empower Retirement, LLC
Greenwood Village, COPrudential Retirement
Insurance and Annuity
Company
Hartford, CTVoya Institutional Plan
Services, LLC
Windsor, CTLincoln Retirement Services
Company, LLC
Fort Wayne, INThe International City
Management Association
Retirement Corporation
Washington, DCMassachusetts Mutual Life
Insurance Company
Springfield, MA

MAX POINTS

Factor A - Plan Administration

20

20.00

17.00

15.00

6.00

7.00

13.00

Factor B - Services Offered to employees

15

15.00

15.00

14.00

11.00

10.00

13.00

Factor C - Investments Offered to Plan Participants

20

18.00

17.00

18.00

18.00

18.00

18.00

Factor D - Administration Services

15

12.00

10.00

13.00

11.00

9.00

10.00

Factor E - Cost Recovery and Financial Guarantees

10

10.00

10.00

8.00

8.00

7.00

7.00

Factor F - Past Performance

10

6.67

0.00

0.00

10.00

10.00

0.00

Factor G - References

10

10.00

10.00

10.00

9.33

6.67

6.00

TOTAL SCORE

91.67

79.00

78.00

73.33

67.67

67.00

Rank

1

2

3

4

5

6



CITY OF EL PASO
REQUEST FOR QUALIFICATIONS TABULATION FORM



Bid Opening Date: October 20, 2020

Solicitation #: 2021-0043R

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

Department: Destination El Paso

BIDDER'S NAME:	LOCATION:	AMENDMENT(S) ACKNOWLEDGED:
Voya Institutional Plan Services, LLC	Windsor, CT	Yes
Massachusetts Mutual Life Insurance Company	Springfield, MA	Yes
Lincoln Retirement Services Company, LLC	Fort Wayne, IN	Yes
Empower Retirement, LLC	Greenwood Village, CO	Yes
The International City Management Association Retirement Corporation	Washington, DC	Yes
Prudential Retirement Insurance and Annuity Company	Hartford, CT	Yes
RFPs SOLICITED: 27 LOCAL RFPs SOLICITED: 4 RFPs RECEIVED: 6 LOCAL RFPs RECEIVED: 0 NO BIDS: 0		

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

Approved: _____/s/_____

Date: _____/s/_____ **2021-0043R 457(b) Deferred Compensation Plan Administrator and 401(a) Profit Sharing Plan Administrator**

2021-0043R 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 nd Street 6 th 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