

**Third Party Administration Services (TPA)**

Bid	Bid Opening	Legal Advertisements	Advertisement Date(s)	Project Description
RFP-05-11-12	December 1, 2011	San Jose Post – Record and Challenge News posted on ESUHSD website	10/27/11 & 11/03/11;	For Third Party Administration Services (TPA)

**RFP Results:**

Consultant	Total Score
Admin Partners	295
Carruth Compliance Consulting, Inc	290
National Benefit Services, L.L.C.	173
The TDS Group	379
TSA Consulting Group	284
ZUK Financial Group Combined with Mid America	380

A Request for Proposals (RFP) (RFP-05-11-12) process was conducted by ESUHSD Administration for the procurement of Third Party Administration Services (TPA) from qualified firms. Proposals were sent out to seventeen (17) known firms.

Proposals were received from six (6) of the seventeen (17) firms who received copies of the RFP. All proposals were considered in the evaluation process.

The evaluations of proposals were conducted by a committee of three ESUHSD Administrators using a detailed tool to evaluate incorporating the RFP criteria as stated below to determine which TPA is most capable of implementing the ESUHSD's requirements.

1. TPA experience with and ability to do the specific tasks and services requested. Significant focus will be placed on the TPA experience in the 403(b) marketplace;
2. Quality, comprehensiveness and reasonableness of cost for services and products recommended for the 403(b) Program;
3. Expertise, experience in the marketplace, industry credentials and availability of individuals presented for servicing to the ESUHSD;
4. Conformity with the requirements of the RFP; and
5. Preference may be given to TPA that are members of recognized professional associations i.e. NTSAA, ASPPA, etc.

<b>FISCAL IMPACT:</b>	No Fiscal Impact to the District. A monthly Administration fee will be assessed by MidAmerican on active participants. The fee will be approximately \$20.00 per year which will be paid by the participating 403(b) Plan Vendor of choice or the employee. The process of absorbing fees is an industry standard and is less than what the District Employees have in paid in the past.
<b>FUNDING SOURCE:</b>	Not Applicable
<b>RECOMMENDATION:</b>	It is recommended that the Board of Trustees approve Administration's recommendation to authorize Administration to enter into final contract negotiations and to enter into a three (3) year contract with ZUK Financial Group Combined with Mid America for Third Party Administration Services (TPA).