

LARIMER COUNTY PROPOSAL #P15-37
Retirement Plan Advisory Services
Retirement Board
February 18, 2016 at 2:00 P.M.

Proposals to consider contracting for Retirement Plan Advisory Services for the 401(a) plan and the 457(b) plan for the Larimer County Retirement Board were accepted on 18th day of February, 2016 at 2:00 p.m. in the Purchasing Department. Proposals were accepted by Heather Michaels, CPPB, Purchasing Agent II and recorded by Les Brown Purchasing Agent II. The following proposals were received:

Innovest Portfolio Solutions, LLC
Hyas Group
Sage View Advisory Group
Mercer
Heintzberger/Payne Advisors
Callan Associates Inc.
The Bogdahn Group
Fiduciary First, LLC
United Capital

Nine (9) proposals were received in response to this Request For Proposal. After initial review of the proposals the evaluation teams short-listed four (4) vendors. Interviews were scheduled and conducted on March 25, 2016 with Mercer, Sage View Advisory Group, Hyas Group, and Innovest Portfolio Solutions.

No decision of award was made pending review and recommendation by the Larimer County Retirement Board 401(a) Committee. After much deliberation and discussion the evaluation team decided to award the solicitation for Retirement Plan Advisory Services for the 401(a) plan to Innovest Portfolio Solutions.

No decision of award was made pending review and recommendation by the Larimer County Retirement Board 457(b) Committee. After much deliberation and discussion the evaluation team decided to award the solicitation for Retirement Plan Advisory Services for the 457(b) plan to Innovest Portfolio Solutions.

Evaluation teams for both the 401(a) plan and the 457(b) plan reviewed the proposals and recommends accepting the proposal from Innovest Portfolio Solutions for both the 401(a) and 457(b) plans in the estimated annual amount of \$59,000.00 as per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendations.



Heather MacMillan
Purchasing Director



Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

200 W. Oak Street, Suite 4000
Fort Collins, Colorado 80521
(970) 498-5955
Fax (970) 498-5959

**TO: Bruce Peters, Larimer County Retirement Board/
FROM: Heather Michaels, Purchasing Agent II
DATE: March 25, 2016
SUBJECT: P15-37, Retirement Plan Advisory Services**

Transmitted for your review and recommendation, are the proposals received to consider the Retirement Plan Advisory Services. Please fill in this form and return it to me via interoffice mail or fax.

The following criteria must be used to evaluate the proposals:

- 1. Technical Qualifications, Expertise, and Experience
- 2. Firm's Qualifications
- 3. Quality, Accuracy, and Completeness of Proposal
- 4. Price

This document will be considered a public record and open to inspection. The individual committee score sheets, comment sheets and other evaluation notes are DELIBERATIVE PROCESS records and not public records. Please keep these documents in your files.

Explain why you want to award the work to a particular vendor and the dollar amount of the award: _____
Innovest has been selected for both the 401(a) + the 457(b)
since they received the highest scores in both
the proposal and interview @ \$59,000 year.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


DEPARTMENT HEAD SIGNATURE

HR
Retirement Board 3/25/16
DEPARTMENT DATE

Thank you.

SCORING MATRIX
P15-37 COMBINATION 401a and 457b RETIREMENT PLAN ADVISORY SERVICES

FOUR TOP SCORING PROPOSALS									
COMPANY	Innovest Portfolio	Hyas Group	Sage View	Mercer	Heintzberger Payne	Callan Associates	Bogdahn Group	Fiduciary First	United Capital
Team Score 401a Evaluators #1 thru #5	12.73	12.60	12.21	11.73	11.36	11.48	10.92	9.98	9.73
Team Score 457b Evaluators #6 thru #8	21.74	21.66	20.01	19.72	18.26	17.76	17.07	17.64	13.59
GRAND TOTALS	34.47	34.26	32.22	31.45	29.62	29.24	27.99	27.62	23.32

3-4-16

SCORING MATRIX										
P15-37 457b RETIREMENT PLAN ADVISORY SERVICES										
COMPANY:	Innovest Portfolio	Hyas Group	Sage View	Mercer	Heintzberger Payne	Callan Associates	Bogdahn Group	Fiduciary First	United Capital	
EVALUATORS										
#6	4.43	4.40	4.00	3.70	3.78	3.75	3.60	3.50	3.58	
#7	3.75	3.70	3.73	3.76	3.40	4.50	2.60	3.50	2.30	
#8	4.55	4.50	4.48	4.27	4.18	3.23	4.72	2.98	3.85	
TOTALS	12.73	12.60	12.21	11.73	11.36	11.48	10.92	9.98	9.73	
NOTES:										