

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

February 20, 2019

Kerry Koelsch  
NEPC, LLC  
255 State Street  
Boston, MA 02109  
Re: **RFQ # 1039701, 457 Plan Consultant**

Dear Mr. Koelsch:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 1039701 for 457 Plan Consultant. This letter hereby notifies you of Metro's intent to award to NEPC, LLC, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

If the Procurement Nondiscrimination Program requirements were a part of this solicitation, the awardee must forward a signed copy of the "Letter of Intent to Perform as Subcontractor/Subconsultant/Supplier/Joint Venture" for any minority/women-owned business enterprises included in the response to the Business Assistance Office within two business days from this notification.

Additionally the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Jerval Watson, BAO Representative, at (615) 862-5461 or at [Jerval.watson@nashville.gov](mailto:Jerval.watson@nashville.gov).

Depending on the file sizes, the responses to the procurement solicitation and supporting award documentation can be made available either by email, CD for pickup, or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Sandra Walker by email at [Sandra.walker@nashville.gov](mailto:Sandra.walker@nashville.gov) Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

A handwritten signature in blue ink, reading "Michelle A. Hernandez Lane".

Michelle A. Hernandez Lane  
Purchasing Agent

Cc: Solicitation File, Other Offerors

**Pursuant to M.C.L. 4.36.010 Authority to resolve protested solicitations and awards.**

**A. Right to Protest.** Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Purchasing Agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

Procurement Division

730 Second Avenue South, Suite 112  
P.O. Box 196300  
Nashville, Tennessee 37219-6300

[www.Nashville.gov](http://www.Nashville.gov)  
Phone: 615-862-6180  
Fax: 615-862-6179

## RFQ # 1039701-457 Plan Consultant

Offeror	Aon Hewitt Investment Consulting, Inc.	Burgess Chambers & Associates, Inc.	CCM	Callan Associates	Cammack Retirement Group	Dahab Associates, Inc.	Gallagher Benefit Services, Inc.	HYAS GROUP	Investment Performance Services, LLC	Marquette Associates	NEPC, LLC	RVK, Inc.	SageView Advisory Group, LLC	Segal Advisors, Inc. DBA Segal Marco Advisors	Summit Strategies Group	The Bogdahn Group
<b>Cost Criteria (35 Points)</b>	28.00	15.27	22.40	15.56	17.68	18.26	15.27	26.75	13.66	17.68	15.27	16.00	22.40	19.53	21.00	19.53
<b>Experience, Qualifications and References (40 Points)</b>	10.00	5.00	7.00	29.00	25.00	8.00	15.00	31.00	8.00	35.00	40.00	30.00	7.00	38.00	35.00	20.00
<b>Project Approach and Process (25 Points)</b>	25.00	2.00	16.00	15.00	10.00	16.00	18.00	18.00	18.00	5.00	23.00	18.00	14.00	18.00	20.00	18.00
<b>Total Evaluation Scores</b>	<b>63.00</b>	<b>22.27</b>	<b>45.40</b>	<b>59.56</b>	<b>52.68</b>	<b>42.26</b>	<b>48.27</b>	<b>75.75</b>	<b>39.66</b>	<b>57.68</b>	<b>78.27</b>	<b>64.00</b>	<b>43.40</b>	<b>75.53</b>	<b>76.00</b>	<b>57.53</b>

## Evaluation Comments

**(1) Aon Hewitt Investment Consulting, Inc.**

**Strengths** - Good overall Project Approach and Process.

**Weakness** -Failed to provide listed team members past performances on projects of similar size, scope, and complexity; Failed to provide information documenting your firm's subcontractors'/sub-consultants' qualifications to produce the required outcomes including the subcontractor's ability, capacity, skill and number of years of experience in providing the required services; Failed to provide a response on how many accounts proposed consulting team would service; Responses to brief scope of project and how it is similar to proposed scope of work, brief statement as to successes of project and general assessment of how well your firm/team performed and brief statement describing problems encountered and means undertaken to resolve issues lacked specific detail; budget information lacked specific detail; Proposed lead consultant is a sales leader and not consultant in current role; Proposed team members were not involved in projects being of similar size, scope, and complexity; boilerplate responses on experience, qualifications and references.

**(2) Burgess Chambers & Associates, Inc.**

**Strengths** - N/A

**Weaknesses** -Overall responses to experience, qualifications and references were boilerplate and lacked specific detail; Overall responses to project approach and process were boilerplate and lacked specific detail.

**(3) CCM**

**Strengths** -Good Project Approach and Process.

**Weaknesses** - Overall responses to experience, qualifications and references were boilerplate and lacked specific detail and Plan service provider search process lacked specific detail; and investment fund search process lacked discussion on client needs.

**(4) Callan Associates**

**Strengths** - Good overall experience, qualifications and references and Good Project Approach and Process.

**Weaknesses** - Proposed team members were not involved in 2 of the projects of similar size, scope, and complexity; Project team's organizational structure including defined responsibilities (include subcontractors/subconsultants) lacked specific detail and Potential conflict of interest disclosed in the sample record keeper search report

**(5) Cammack Retirement Group**

**Strengths** - Good overall experience, qualifications and references

**Weaknesses** - Commission off set presents a potential conflict of interest; Organization chart lacked specific detail; Expense reimbursement and having a broker dealer creates a potential conflict of interest and Failed to provide a response to detailing any conflicts of interest to Metro.

**(6) Dahab Associates, Inc.**

**Strengths** - Good Project Approach and Process.

**Weaknesses** - Overall responses to experience, qualifications and references lacked specific detail; Failed to provide a response to projects of similar size, scope, and complexity; Firm does not have a dedicated defined contribution program and Plan service provider search process lacked specific detail and investment fund search process lacked discussion on client needs.

**(7) Gallagher Benefit Services, Inc.**

**Strengths** - Good Project Approach and Process and Detailed response on referral fees for any service provided.

**Weaknesses** - Overall responses to experience, qualifications and references lacked specific detail; Failed to define project team's organizational structure including defined responsibilities (include subcontractors/subconsultants);Team members past performances on projects of similar size, scope, and complexity was vague and lacked specific detail; Response to projects being of similar size, scope, and complexity lacked specific detail and Plan service provider search process lacked specific detail and investment fund search process lacked discussion on client needs.

**(8) HYAS GROUP**

**Strengths** - Good overall experience, qualifications and references; Good Project Approach and Process and Plan service provider search process was very detailed.

**Weaknesses** - Team members past performances on projects of similar size, scope, and complexity lacked specific detail; investment fund search process lacked specific detail and investment fund search process lacked discussion on client needs.

**(9) Investment Performance Services, LLC**

**Strengths** - Good Project Approach and Process and plan service provider search process was very detailed.

**Weaknesses** - Overall responses to experience, qualifications and references lacked specific detail and the investment fund search process lacked discussion of client needs.

**(10) Marquette Associates**

**Strengths** - Good overall experience, qualifications and references.

**Weaknesses** - Boilerplate response to funds maintained in database and does not demonstrate an understanding of allowable investments; Plan service provider search process lacked specific detail and failed to provide a response to how many providers do you maintain in your database; how often are providers in your database reviewed; under what circumstances would you add a provider to your database and what fees, or other consideration, do you receive from providers who wish to be maintained in your database.

**(11) NEPC, LLC**

**Strengths** - Good overall experience, qualifications and references and Good overall Project Approach and Process.

**Weaknesses** - The investment fund search process lacked discussion of client needs.

**(12) RVK, Inc.**

**Strengths** - Good overall experience, qualifications and references.

**Weaknesses** - Proposed lead team member was not involved in all projects being of similar size, scope, and complexity; Current litigation; evaluating providers criteria lacked specific detail and the investment fund search process lacked discussion of client needs.

**(13) SageView Advisory Group, LLC**

**Strengths** - N/A

**Weaknesses** - Overall responses to experience, qualifications and references were boilerplate and lacked specific detail; Overall Project Approach and Process lacked specific detail and the investment fund search process lacked discussion of client needs.

**(14) Segal Advisors, Inc. DBA Segal Marco Advisors**

**Strengths** - Good overall experience, qualifications and references and Good overall Project Approach and Process.

**Weaknesses** - Response to how many accounts does each consultant usually service was vague; Investment fund search process lacked discussion of client needs and evaluating providers criteria lacked specific detail.

**(15) Summit Strategies Group**

**Strengths** - Good overall experience, qualifications and references and Good overall Project Approach and Process.

**Weaknesses** - Ownership change and evaluating providers criteria lacked specific detail.

**(16) The Bogdahn Group**

**Strengths** - Good Project Approach and Process.

**Weaknesses** - Evaluating providers criteria lacked specific detail; the investment fund search process lacked discussion of client needs; High consultant to client ratio and proposal submitted different name than company listed on the proposal documents, confusion as to proposing company.

## Walker, Sandra (Finance - Procurement)

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**From:** Watson, Jerval (Finance - Contract Compliance)  
**Sent:** Friday, February 15, 2019 9:39 AM  
**To:** Walker, Sandra (Finance - Procurement)  
**Subject:** RE: RFQ: 1039701- 457 Plan Consultant

Good Morning Sandra –

I have reviewed the bids for the RFQ # 1039701 457 Plan Consultant and I have confirmed that there is no SBE participation via the Primes or their subcontractors. Let me know if you have any additional questions.

Best,

Jerval Watson  
Business Development Officer  
Department of Finance  
Office of Minority and Women Business Assistance (BAO)  
Metropolitan Nashville Davidson County Government  
730 2nd Avenue South, 1st Floor; PO Box 196300  
Nashville, TN 37219-6300  
(P)615-862-5461; (F)615-862-6175



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**From:** Walker, Sandra (Finance - Procurement)  
**Sent:** Wednesday, February 6, 2019 9:35 AM  
**To:** Watson, Jerval (Finance - Contract Compliance)  
**Subject:** RFQ: 1039701- 457 Plan Consultant  
**Importance:** High

Good Morning Jerval,

Please review the attached bid tab for SBE/SDV participation.

Thanks

Sandra Walker  
Senior Procurement Officer  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2nd Avenue South, Ste. 101  
Nashville, TN 37219

Office- 615.862.6707

