



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 10/24/2017

Agenda Placement: 6R

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Susan Altman for Minh Tran - County Counsel  
County Counsel

**REPORT BY:** Susan Altman, Deputy County Counsel III - 707-299-1479

**SUBJECT:** Approval of Contract with Mass Mutual to serve as Record Keeper for County's Deferred compensation Plans

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### **RECOMMENDATION**

County Counsel and the Napa County Deferred Compensation Board of Control request approval of and authorization for the Chair to sign an agreement with Mass Mutual for the term of December 15, 2017 through December 15, 2022 with the option to renew for an additional five (5) years to provide record-keeping services for the County's Deferred Compensation Plans.

### **EXECUTIVE SUMMARY**

Since 2006, the County has contracted the Hartford and then Mass Mutual (who acquired the Hartford) to provide record-keeping services for Napa County's 457(b), 401(a) and OBRA deferred compensation and Retirement Savings Plans (Plans). On December 9, 2016, the Napa County Deferred Compensation Board issued an Request for Proposal (RFP) for record-keeping services for the Plans. Ten vendors responded to the RFP. On March 29, 2017, the Deferred Compensation Board selected Mass Mutual to provide record keeping services for the Plans. The Deferred Compensation Board has negotiated a new five (5) year contract with Mass Mutual on more favorable terms than the current agreement. In exchange for more services for participants, the County will be paying a lower fee and will have greater security protections for participants' personal information. The Napa County Deferred Compensation Board of Control met and discussed the terms of the Agreement. The Contract also has an option to renew the agreement for an additional five (5) years. The Board of Control moved to recommend that the Board of Supervisors approve the Agreement with Mass Mutual for Record Keeping Services.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

Since 2006, the County has contracted the Hartford and then Mass Mutual (who acquired the Hartford) to provide record-keeping services for Napa County's 457(b), 401(a) and OBRA deferred compensation and Retirement Savings Plans (Plans). On December 9, 2016, the Napa County Deferred Compensation Board issued an Request for Proposal (RFP) for record-keeping services for the Plans. Ten vendors responded to the RFP. On March 29, 2017, the Deferred Compensation Board selected Mass Mutual to provide record keeping services for the Plans. The Deferred Compensation Board has negotiated a new five (5) year contract with Mass Mutual on more favorable terms than the current agreement. Cost for the record-keeping services are paid by participant fees. Pursuant to our current contract with Mass Mutual participants pay 18 basis points (.18%) on new revenue for the 457(b) and 401(a) plans. Pursuant to the new contract participants will now pay 12 basis points (.12%). Further, the new Contract outlines in detail Mass Mutual's responsibilities for protecting participants' private personal information. The agreement has an option to renew for an additional five (5) years at the end of the Agreement. The Napa County Deferred Compensation Board of Control met and discussed the terms of the Agreement. The Board of Control moved to recommend that the Board of Supervisors approve the Agreement with Mass Mutual for Record Keeping Services.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi