

# Deferred Compensation Plan BOARD REPORT 11-03

Date: January 11, 2011  
To: Board of Deferred Compensation Administration  
From: Staff  
Subject: Third-Party-Administrator Contract Extension

*Board of Deferred  
Compensation Administration  
Eugene C. Canzano, Chairperson  
Richard Kraus, Vice- Chairperson  
Sangeeta Bhatia  
Cliff Cannon  
Tom Moutes  
John R. Mumma  
Michael Perez  
Robert Schoonover  
Maggie Whelan*

## Recommendation:

That the Board of Deferred Compensation Administration receive and file this update regarding the Third-Party-Administrator Contract Extension.

## Background:

At the December 21, 2010 meeting of the Board of Deferred Compensation Administration, the Board adopted a motion to accept proposed terms for a five-year extension of the contract with Great-West Retirement Services to provide third-party-administration of the City's Plan. At this meeting, staff indicated that the Board's Counsel, Curt Kidder, had indicated that an existing Administrative Code provision providing the Board with the authority to execute contract amendments could potentially apply to extending Great-West's contract.

The relevant Administrative Code Section is in Division 4, Chapter 14, Section 4.1407 (i) and states the following:

*"The Board is hereby authorized to approve, and the chair of the Board is hereby authorized to execute, amendments to contracts with Plan administrators when the amendments result in no new costs to either the City or to any participants in the Plan."*

Staff indicated at the Board meeting that the City Attorney would be researching this matter further by reviewing documentation related to adoption of this provision, which occurred around 1994/1995. As of the time of preparing this report the City Attorney had not been able to locate all of the documentation it was seeking and therefore was not prepared to provide an update to the Board. Further information may be provided verbally at the Board meeting or, if not available, at the Board's February 15, 2011 meeting.

Submitted by: \_\_\_\_\_  
Steven Montagna

Approved by: \_\_\_\_\_  
Alejandrina Basquez