
JUNE 21, 2022

**AGENDA ITEM 4
ACTION ITEM**

CALIFORNIA ABLE ACT BOARD

Resolution to Approve Issuance of Request for Proposals for Program Management Services for CalABLE 529A

Action Recommended

Adopt Resolution No. 2022-02 authorizing the Executive Director to issue a Request for Proposals No. ABLE 01-23 (“RFP”) for 529A Program Management Services.

Background

In 2018, following a competitive RFP process, TIAA-CREF Tuition Financing, Inc. (TFI) was selected to provide program management services for the CalABLE Plan. The existing program management contract, Agreement No. ABLE 01-18 (Contract), with TFI provides for an initial five-year term from September 1, 2018- August 31, 2023.

The task of managing a 529A savings and investment program is complex work that requires a high level of knowledge and expertise with respect to the 529 and 529A industry and the laws to which it is subject. The California ABLE Act Board (“Board”) has limited staff resources.

In anticipation of the expiration of the Contract, CalABLE staff and the Board’s consultants are in the process of developing a competitive RFP for these services. In this item, CalABLE staff has provided a brief overview of the anticipated components of the RFP including a tentative timeline. With Board approval, a competitive RFP for program management services will be issued in fall 2022.

Presenter

Dante Allen, Executive Director, California ABLE Act Board

Attachments

- Attachment #1 – Resolution No. 2022-02
- Attachment #2 – RFP Overview

This page is intentionally left blank.

RESOLUTION NO. 2022-02

RESOLUTION OF THE CALIFORNIA ABLE ACT BOARD RELATING TO THE APPROVAL OF REQUEST FOR PROPOSALS NO. ABLE 01-23 FOR 529A PROGRAM/PLAN MANAGEMENT SERVICES

WHEREAS, the California ABLE Act Board (the “Board”), pursuant to section 4877(c)(2) of the Welfare and Institutions Code, has the power and authority to make and enter into contracts necessary for the administration of the California ABLE Program (the “Program”), and engage personnel, including consultants, actuaries, managers, counsel, and auditors, as necessary for the purpose of rendering professional, managerial, and technical assistance and advice; and

WHEREAS, section 4877(d) of the Welfare and Institutions Code provides that the Board may authorize the Executive Director to enter into contracts on behalf of the Board or conduct any business necessary for the efficient operation of the Board; and

WHEREAS, a program/plan manager is needed to provide management services for the Program, which also includes providing the Board a wide product distribution, attractive investment options and competitive investment performance, program administration and recordkeeping, and customer support services for participants; and

WHEREAS, the term of the Board’s existing contract, Agreement No. ABLE 01-18 (the “Agreement”) with TIAA-CREF Tuition Financing, Inc. (“TFI”) for program/plan management services for the Program expires on August 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director of the Program is hereby directed and authorized to issue an RFP for No. ABLE 01-23 for 529A Program/Plan Management Services.

Attest: _____
Dante Q. Allen, Executive Director

Date of Adoption: _____

This page is intentionally left blank.

Request for Proposals
Program Management Services for CalABLE 529A
June 21, 2022



Request for Proposals (RFP) Overview

RFP / Contract Components*

- Contract Structure, Length and Terms
- Proposal Requirements
- Proposal Evaluation Process and Criteria
- RFP Timeline

Scope of Work*

- Investment Management and Services
- Administration, Recordkeeping, and Banking
- Customer and Client Services
- Plan Compliance and Regulatory Matters and Requirements
- Other Current Key Program Needs and Priorities

Proposal Evaluation*

- Firm Background and Organization
- Investment Structure and Experience
- Administration, Implementation and Customer Service
- Education and Outreach
- Conversion
- Plan Fees
- Interview

*Items subject to change

Anticipated RFP Timeline* 2022



*Items subject to change

This page is intentionally left blank.