
NOVEMBER 13, 2023

AGENDA ITEM 8
ACTION ITEM

CALSAVERS RETIREMENT SAVINGS BOARD

Investment Consultant Services Contract

Summary

The CalSavers Retirement Savings Board (“Board”) will consider approving a contract for investment consultant services.

Background

Agreement CRSB03-20 (“Agreement”) between the Board and Meketa Investment Group, Inc., for investment consultant services was executed in January 2021 to provide the Board with assistance with the CalSavers Retirement Savings Program (“Program”) investment belief development, investment policy implementation, expertise on the investment industry including investment option identification and selection, and ongoing performance monitoring and reporting.

The current contract with Meketa is for a maximum of \$365,000 dollars over the three-year term. The Agreement is due to expire January 9, 2024. Due to the need for continued investment consulting services, the Executive Director released request for proposals (“RFP”) for investment consultant services (Attachment 8A).

Procurement Process

RFP number CRSB03-23 was released September 5, 2023, with responses due on October 6, 2023. The evaluation committee, composed of three staff to the Board and two Board members, reviewed the responses according to the scoring criteria defined in the RFP. If the Board authorizes the Executive Director to execute a contract with the proposed firm, staff anticipate a contract start date of January 10, 2024, following approval by the Department of General Services (DGS).

Scope

The Board requires continued services from an investment consultant to assist with annual reviews of its Investment Policy Statement; work collaboratively within and across the organizations and teams that are service providers to and stakeholders in the CalSavers Program; and monitor the performance of the Program’s investment manager(s) and the investment options.

Meketa Investment Group Inc.

In reviewing the proposal submitted by Meketa Investment Group, Inc., the evaluation committee noted the firm's long record of accomplishment consulting to government plans of all sizes, including those based in California; its record of service to the state-sponsored automatic enrollment IRA program space; its insightful perspectives on the current challenges within the space; and the depth and breadth of experience of the firm and the staff assigned to the account, including client access to senior firm leaders.

Contract Term and Cost

The term of the Agreement would be January 10, 2024 (or upon approval by the DGS, whichever is later) through June 30, 2026, with an option to extend one year at the sole discretion of the Board. The maximum amount of the Agreement would be \$310,000 for the first two and a half years (30 months), and the total amount shall be no more than \$440,000 over the entire contract term, including the optional extension.

Staff Recommendation

Staff recommends the Board approve Resolution No. 2023-07 of the CalSavers Retirement Savings Board relating to the approval to execute Agreement No. CRSB03-23 for investment consultant services with Meketa Investment Group, Inc., in substantially the same form as Attachment 8C.

Attachments

- Attachment 8A: Request for Proposals for Investment Consultant Services
- Attachment 8B: Resolution 2023-07: Approval to Execute a Contract for Investment Consultant Services
- Attachment 8C: Proposed Contract for Investment Consultant Services