



COLORADO SECURE SAVINGS PROGRAM BOARD

Board members in attendance:

Keshia Allen Horner

John Ikard

Jim Martin

Toby Nuber

Carolyn S. Paul

Alvin Tafoya

Darrell Watson

Treasurer Dave Young — joined at 5:25pm

Sean Wood — excused

Due to technical issues, the board selected Darrell Watson to facilitate the meeting until the Chair could join.

Move: John

2nd: Jim

Unanimous voice vote

Welcome and approve 1/5/21 minutes

Move — Carolyn

2nd — John Ikard

Vote: 8 yes, 0 no, 1 excused

Public Comment

Demetrius Johnson said hello to the board

Board discussion on RFP Process for Consultants

Leah gave an overview of the difference between doing a traditional procurement under the Procurement Code or using the elected official exemption (and what type of selection process you might use under that exemption).

If Treasury chooses to do an RFP under the Code, the timeline would be as follows:

- **Solicitation publication-** minimum 30 days



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- **Evaluations-** 2-10+ weeks, depending on how many proposals are received, if the evaluation committee elects to hold vendor presentations/interviews, and the ability of the committee to complete their evaluations and arrange schedules for a few meetings
- **Contracting-** minimum 2 weeks to account for RFP protest period. Potentially 2+ months if the vendor is unwilling to accept the state's required terms (which are not required if you use the elected official exemption)

Overall, if operating under the Code, the entire process could be anywhere between 2-10 months. For this specifically, my best guess would be around 4 months, depending on how quickly the evaluation committee can work and if the contracting process goes smoothly.

If you use the elected official exemption, the selection process can be however you define it. The 30 day publication period is no longer required and there isn't a protest period. You could potentially have an executed contract within 1-2 months if everything falls correctly.

Board members thoughts:

Priorities:

Fair and equitable process

Outreach to a diverse pool of applicants

Enough time for a diverse pool of applicants to apply

Thorough criteria and selection process

Protest period

Don't place undue burden on staff if unnecessary

Motion: Carolyn moved to use the elected official exemption for the procurement of consultants for the Colorado Secure Savings Program Board.

2nd by Keshia

No further discussion

Passed 8 yes, 0 no, 1 excused

Meeting was adjourned at 5:50pm