



STATE OF WISCONSIN
Department of Employee Trust Funds
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SECRETARY

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Correspondence Memorandum

Date: October 6, 2021
To: Deferred Compensation Board
From: Tim Steiner, Director
Bureau of Budget, Contract Administration, and Procurement
Subject: Deferred Compensation Board Authority Contract Update

This memorandum is for informational purposes only. No action is required.

The following procurement and contracting activities have occurred since the previous update provided to the Board in August of 2021:

- Request for Proposals (RFP) for third-party administration and record keeping services for the Wisconsin Deferred Compensation Program (WDC):
At the December 10, 2021 special DC Board meeting, the Board will hear the evaluation committee's hiring recommendation and presentations from the top two vendor finalists. The Board will then vote on the issuance of the notice of intent to award.
- Contract Compliance Audit:
The ETF secretary signed the Wipfli contract on September 21, 2021 to audit the State of Wisconsin Deferred Compensation Program Administrative Services Contract which will cover January 1, 2021 through December 31, 2021 and not exceed \$28,000.

Staff will be available at the Board meeting to answer any questions.

Reviewed and approved by Matt Stohr, Administrator, Division of Retirement Services

Electronically Signed 10/21/21

Board	Mtg Date	Item #
DC	11.04.21	9F