

**Denton Independent School District**  
**RFQ 2502-04 Third Party Administrator for Section 401(A), 403(b)**  
**and 457(b) Plans**  
April 8, 2025

**SUMMARY:**

This item requests approval of RFQ 2502-04 Third Party Administrator (TPA) for Section 401(A), 403(b) and 457(b) Plans

**BOARD VALUE:**

Growth & Management... In pursuit of excellence, we value demonstrating effective and efficient management of district resources and providing leadership and/or oversight to ensure District meets all fiscal, legal and regulatory requirements.

**PREVIOUS BOARD ACTION:**

None

**BACKGROUND INFORMATION:**

This proposal was issued on February 8, 2025. A total of 246 vendors were notified of the proposal. Four (4) responses to the proposal were received on February 27, 2025.

**SIGNIFICANT ISSUES:**

The District 401(A), 403(b) and 457(b) plans are currently administered by one firm. The purpose of this RFQ was to determine whether the cost and investment options available to participants can be improved upon as well as to improve the retirement planning education and plan enrollment for participants.

**FISCAL IMPLICATIONS:**

No District funds are expended. These plans are voluntarily chosen by employees as part of their retirement planning.

**BENEFIT OF ACTION:**

To have one vendor administer the plan as well as increase financial literacy for participants.

**SUPERINTENDENT'S RECOMMENDATION:**

It is recommended that RFQ 2502-04 Third Party Administrator for Section 401(A), 403(b) and 457(b) plans be awarded to Higginbotham Public Sector, LLC.

**STAFF PERSONS RESPONSIBLE:**

Chris Bomberger, Executive Director of Child Nutrition, Benefits and Risk Management  
Cindy Willis, Director of Purchasing

**ATTACHMENT:**

None

**APPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_