



Governor Kim Reynolds
Lt. Governor Adam Gregg
Adam Steen, Director

November 2, 2022

Adam Steen, Director
Iowa Dept. of Administrative Services
Hoover Building, 3rd Floor
Des Moines, IA 50319

Dear Director Steen:

The Division of Human Resources requests a waiver under DAS Administrative Rule 11-118.16 (8A) of the application of DAS Administrative Rule 11-118.11 (3) concerning the duration of services contracts. The latter rule states "A service contract, including all optional renewals, shall not exceed a term of six years." The Division of Human Resources is requesting a waiver with respect to the following contracts:

GWN Securities
AXA Equitable Life - MA19184
Security Benefit Life - MA19185
Educators Financial Services - MA19175
Life Insurance Company of the Southwest - MA19177
TCG Administrators - MA19178

These companies provide supplemental retirement products and services.

The afore-mentioned contracts expire at the end of 2022. The Division of Human Resources is requesting an additional one-year term for these contracts in order to give the opportunity to complete a request for proposal. The extended contracts can be cancelled once the RFP is complete and new contracts are signed.

Thank you for your time and consideration of this request for waiver.

Respectfully submitted:  Date: 11.2.2022

Approved based on the information provided, to allow for completion of the RFP.

Approval:  Date: 11.7.22