



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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January 17, 2006

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: One Year Extension to Contract
Employee Benefits Consultant, Waters Risk Management

On November 1, 2005, official action (attached) was taken to grant representatives of the Insurance Committee and the Purchasing Department permission to negotiate a one-year extension to the existing contract with Waters Risk Management (WRM) for employee benefits consulting. The third year of the contract will expire on March 15, 2006.

Mr. Allan Waters, President of WRM, was contacted to verify the firm's willingness to extend the terms and conditions of the existing contract for an additional year. Mr. Waters has agreed to do so (attached). Per the terms of the contract, WRM must give the District School Board twelve months' notice of any scheduled changes in fees. In his letter of December 28, 2004 (copy attached), WRM notified us of his intention to increase some hourly fees an average of 6.97% on January 1, 2006. These fees will be in effect through March 15, 2007.

Purchasing has verified that this extension falls within the scope of DOE Rule 6A-1.012(11). The contract term will be March 16, 2006 – March 15, 2007. Should you have any questions or wish to discuss this matter further, please feel free to contact Mary Tillman, Director of Employee Benefits and Risk Management, or me at your earliest convenience.

KDG/az
Attachments