



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Department of Purchasing
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July 19, 2005

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: TSA Consulting Group, Inc. - Purchase Order #60001440
Request Permission to "Piggy-Back" Seminole County School Board RFP
Fourth Year of Five-Year Contract

The attached purchase order and contract with TSA Consulting Group, Inc. are being forwarded for your consideration and subsequent approval. This request is from the Employee Benefits & Risk Management Department for Tax Sheltered Annuity Consulting Services for the fourth year of a five-year contract (see attached). The original contract was Board approved on November 19, 2002 for our District's use, with the second year Board approved on February 17, 2004 and the third year Board approved July 20, 2004.

The above-referenced RFP was awarded by the Seminole County School District on July 16, 2001 which resulted in a five-year contract. The five-year contract has an option to cancel any time with a 60 day notice. Services under this contract are \$4 per employee for the life of the contract. The total amount of the contract will vary depending on the actual number of District employees at the time the services are conducted.

Under the Department of Education Rule 6A-1.012(5), the Board may make purchases at the unit prices in contracts awarded by other governmental agencies. Considering a competitive process was conducted through the Seminole County School District which resulted in an award for the services required by the Employee Benefits Department and TSA's past satisfactory history, it is my recommendation to approve the fourth year of the five-year contract for Tax Sheltered Annuity Consulting with TSA.

Should you have any questions regarding this request, or if I can be of further assistance, please feel free to contact me at your earliest convenience.

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Attachments