



# 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 26, 2005

## **MEMORANDUM**

**TO:** Honorable Board Members

**FROM:** Kendra Goodman, CPPB, Purchasing Agent

**SUBJECT:** Purchase Order 60000908  
Negotiated Contract, Waters Risk Management, Employee Benefits  
Consultant

On February 15, 2005, official action was taken to award the above-referenced contract to Waters Risk Management for employee benefits consulting. This is a three-year contract, renewable annually based upon the mutual consent of the parties. The final year of the agreement will expire on March 15, 2006.

The Employee Benefits and Risk Management (EBARM) Department is requesting dollar approval of the attached purchase order, in the amount of \$25,000, to cover work by Waters Risk Management as needed through March 15, 2006. All invoices will be submitted to and approved by EBARM before released for payment. It is therefore my recommendation that the attached purchase order be approved by the Board.

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

KDG/az

Attachment