



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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April 16, 2007

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

RE: TSA Consulting Group, Inc.
Request Permission to “Piggy-Back” Seminole County School Board
RFP #102989, Tax Sheltered Annuity Consulting

On May 16, 2006, official action (attached) was taken to allow the District’s Employee Benefits & Risk Management Department (EBARM) to “piggy-back” the Seminole County School Board RFP for tax sheltered annuity consulting and other services. The final year of this contract will expire on June 30, 2006.

Seminole Schools has solicited a new RFP for these services; it was again awarded to TSA Consulting Group, for a five-year term. The Employee Benefits and Risk Management Department (EBARM) has requested permission to piggyback this new contract, for the term July 1, 2007 – June 30, 2008 (see attached memo from Ms. Mary Tillman, Director of EBARM). Under the Seminole Schools contract, services are provided at \$4.94 per employee through June 30, 2008; the total amount of invoices from TSA will therefore vary, depending on the actual number of District employees at the time services are conducted.

Under DOE Rule 6A-1.012(5), the Board may make purchases at the unit prices in contracts awarded by other governmental agencies. TSA has agreed in writing (attached) to extend the terms of the RFP to the District. We are therefore requesting permission for this piggyback, and for permission to place a purchase order for \$49,400 for the upcoming fiscal year (as reference, the purchase order covering fiscal year 2006-07 was \$40,000). Should you have any questions regarding this request, please feel free to contact Mary Tillman or me at your earliest convenience.

KDG/az
Attachments