



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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September 12, 2006

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: Ratification of Contract Addendum, Sunbelt Worksite Marketing
ITN 07-006-AZ, Voluntary Benefits 3rd Party Administrator/ASP Program
Administrator

On August 1, 2006, official action (attached) was taken to award the above-referenced ITN to Sunbelt Worksite Marketing. At the time of that award, we stated that we would apprise the Board of any customization costs for implementation of the program, as well as final terms and conditions.

It has been determined that there will be no cost to the Board for implementation of this program. Internet-based benefits enrollment for all District employees is on schedule for the 2007 open enrollment period, with benefits administration to follow after January 1, 2007. As previously stated, it is anticipated that open enrollment will be greatly simplified, since benefits will be more fully explained, and the cost to District employees which are associated with the benefits will be very explicit.

The following documents, agreed to by Sunbelt, are attached for your review:

- Acknowledgement that the terms and conditions of the original ITN will serve as the contract between the parties
- Acknowledgement that Sunbelt will comply with the confidentiality requirements of our Information Services Department for exchange of information between the parties
- Addendum #1, which clarifies certain points in the ITN for the benefit of both parties

We are requesting Board signature on Addendum #1. If you have any questions or concerns, please feel free to contact Mary Tillman, Director of Employee Benefits, or me at your earliest convenience.

KDG/az
Attachments