



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 12, 2007

MEMORANDUM

TO: Honorable Board Members

FROM: Kendra Goodman, CPPB, Purchasing Agent

SUBJECT: RFP 07-011-SN, Student Athletic Insurance
Second Year of a Three-Year Agreement
School Insurance of Florida

On July 11, 2006, official action (attached) was taken to award the above-referenced RFP to School Insurance of Florida. This is a three-year contract, renewable annually at the mutual agreement of the parties. The first year of the agreement is due to expire on July 31, 2007.

Considering services have been satisfactory, the vendor was contacted to determine their willingness to enter into the second year of the agreement. They have indicated in writing (attached) that they are willing to do so. Expenditures under the contract for the next fiscal year will be approximately \$133,234.50. There is a 5% increase over last year's rates. The increase is allowed per the terms of the original RFP and is due to a projected increase based on the claims experience for the year. The opening of Charles S. Rushe Middle School and Sunlake High School may also raise the number of potential claims which contributed to the increase.

It is my recommendation to enter into the second year of the agreement with the vendor noted above, and request permission to issue a purchase order not to exceed the amount of \$133,234.50. The contract period will be August 1, 2007-July 31, 2008. Should you have any questions regarding this matter, please feel free to me at your earliest convenience.

KDG/sn

Attachments