



# District School Board of Pasco County

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Heather Fiorentino, Superintendent

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June 16, 2009

## MEMORANDUM

**TO:** Honorable School 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 June 3, 2008, 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. Our contract with the awardee, TSA Consulting Group (TSA), will expire on June 30, 2009.

Ms. Mary Tillman, Director of EBARM, has requested permission to piggyback this contract for the term July 1, 2009 – June 30, 2010 (see her attached memo for detailed information). Under the Seminole Schools contract, services are provided at \$5.09 per employee, however TSA has offered a reduction in cost to \$4.50 per employee. The amount total in 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(4), the Board may make purchases at or below 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 \$45,000 for the upcoming fiscal year (as reference, the purchase order covering fiscal year 2008-09 was \$50,900). Should you have any questions regarding this request, please feel free to contact Mary Tillman or me at your earliest convenience.

KDG/az  
Attachments