

MEMORANDUM

April 27, 2018
M0552-MYT
 MYT/995-1434

TO: Mr. Alberto M. Carvalho, Superintendent of Schools

THROUGH: Ron Y. Steiger, Chief Financial Officer

FROM: Melody Y. Thelwell, Chief Procurement Officer
 Procurement Management Services


SUBJECT: **SUPERINTENDENT'S EXTENSION OF CONTRACTS**

The following contracts are requested to be approved as Superintendent's Extension of Contracts, as authorized by School Board Policy 6320, Purchasing. It is the District's established practice, for Procurement Management Services to apply the contract amount for each approved extension, during the term of the contracts. There is no obligation to purchase any amount within the contract period as set forth in the bid solicitation. It is requested that you review and approve the extensions listed below:


Contract Number	Contract Title	Board Approval Date	#of Extensions Granted	Board Approved Amount	Board Approved Term	#of Extensions Used	Current Contract Expenditures	New Contract Amount	New Contract Term	Reason For Contract extension vs. re-Bid
RFP-065-PP10	Third Party Administrator (TPA) for the Self-Funded Workers' Compensation Program and Liability Program	February 11, 2015	2 - 1 year term	\$5,275,000	3 year	0	\$10,550,000	\$5,375,000	07/1/2018 through 06/30/2019	Originating department has requested to utilize first extension.

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FINANCIAL SERVICES

REVIEWED:  5/1/18
 School Board Attorney

RECOMMENDED: 
 Ron Y. Steiger, Chief Financial Officer

APPROVED: 
 Alberto M. Carvalho
 Superintendent of Schools

SUPERINTENDENT'S OFFICE
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CONTRACT EXTENSION SUMMARY

Contract No.: **RFP-065-PP10**

Contract Title: **THIRD PARTY ADMINISTRATOR (TPA) FOR THE SELF-FUNDED WORKERS' COMPENSATION PROGRAM AND LIABILITY PROGRAM**

Board Meeting Date: February 11, 2015 Agenda Item: E-68

Purpose of Contract: The purpose of this contract is to select qualified and experienced vendor(s) to perform Workers' Compensation Claims Administration Services and Third Party Liability Claims Administration Services, for the The School Board of Miami-Dade County, Florida.

Initial Award Amount: \$5,275,000

Initial Contract Award Period and Extension: July 1, 2015 through June 30, 2018
Three (3) years, with an option to extend for two (2) additional one (1) year period beyond the expiration date of the current contract period.

Current Extension Amount: N/A

Current Extension Period: N/A

Recommended Extension Award Amount: \$5,275,000

Recommended Extension Period: July 1, 2018 through June 30, 2019
This is the first extension of the contract. The awardee has agreed to extend for an additional one (1) year period, by letter on file.

Vendors Recommended for Contract Extension: One (1)

1. Gallagher Bassett Services, Inc.

Cost Savings: No

Justification: It is considered to be in the best interest of the District to extend this contract for an additional one (1) year period, to benefit from fixed prices and continuity of service, inasmuch as the Consumer Price Index (CPI), as of December 2016, indicated an increase of 0.3%. Staff has indicated satisfactory performance from the vendor and recommends extension. This extension is based on the terms and conditions contained in the original contract approved by the School Board.

Benchmark: N/A

Authorization to proceed with extension: Approved

Denied

Buyer: 
Charisma Hodge, Procurement Analyst

Date: 4/17/2018


Melody Y. Thelwell, Chief Procurement Officer

Date: 4/27/2018