



MEETING OF: February 10, 2015

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TITLE: Approval of Increase to Request for Proposals (RFP) Contract 12-03-16, Employee Benefits Consultant

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ITEM #: 16

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Information:

Study:

Action: X

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PURPOSE:

To request Governing Board approval to increase the annual expenditure authority by \$100,000 on RFP Contract 12-03-16 for the District Employee Benefits Consultant.

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DESCRIPTION AND JUSTIFICATION:

Request for Proposals (RFP) 12-03-16 Employee Benefits Consultant, was originally Board approved on October 11, 2011, with the annual expenditure authority set for up to \$130,000 per year, renewable for up to five (5) years. Current year expenditures are expected to be approximately \$230,000 due to the need for an RFP process (\$110,000) for employee benefits and a pharmacy audit (\$35,000). This increase would bring the annual expenditure authority to \$230,000, and allow for the continued work necessary to maintain District employee benefits.

Anna Maiden, Chief Human Resource Officer, will be present to answer questions related to the use of this contract.

Kevin Startt, Director of Purchasing, will be present to answer questions related to the procurement process.

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BOARD POLICY CONSIDERATIONS:

DJ- Purchasing Procedures

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LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

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Legal Advisor Signature (if applicable)

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BUDGET CONSIDERATIONS:

X \_\_\_\_\_ District Budget  
\_\_\_\_\_ State/Federal Funds

Budget Certification (for use by Office of Financial Services only):

Date

I certify that funds for this expenditure in the amount of \$ are

Other		available and may be:
<u>Budget Cost</u>	<u>Budget Code</u>	Authorized from current year budget
\$100,000		Authorized with School Board approval
		Code: Fund:

INITIATOR(S):

Kevin Startt, Director of Purchasing		1/30/2015
Name	Title	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

<b><u>ATTACHMENTS:</u></b>	
Click to download	
No Attachments Available	

TUCSON UNIFIED SCHOOL DISTRICT BOARD AGENDA ITEM  
CONTINUATION SHEET