



Interoffice Memorandum

June 15, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Janelle Rivera, Benefits and Wellness Administrator, Human Resources Division
407-836-5817

SUBJECT: Approval of Amendment No. 4, Contract Y17-1068, Group Term Life, Accidental Death, Long and Short-Term Disability and Dismemberment

ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y17-1068, Group Term Life, Accidental Death, Long and Short-Term Disability and Dismemberment, with The Standard Insurance Company, to extend the contract for one-year term.

PROCUREMENT:

This amendment will extend the contract for the period of January 1, 2024 through December 31, 2024, to allow sufficient time for the re-solicitation process to be completed.

FUNDING:

Funding is available through account number 5540-025-0280-3350.

APPROVALS:

The Human Resources Division concurs with this request.

REMARKS:

On September 19, 2017, the Board authorized award of Y17-1068-LC for a three-year term, with further authorization for the Procurement Division to renew the contract for two additional one-year terms. Although the Procurement Division issued a formal solicitation to replace this contract, all proposers were deemed non-responsive.

This contract provides Group Term Life, Long and Short-Term Disability, and Accidental Death and Dismemberment insurance for the employee benefits plan. The contract must be in place to facilitate open enrollment in October and time does not allow for a re-solicitation to be completed before enrollment begins.

Previous contract amendments are as follows:

- Amendment No. 1: Renewed the contract for the period of January 1, 2021 through December 31, 2021.
- Amendment No. 2: Renewed the contract for the period of January 1, 2022 through December 31, 2022.
- Amendment No. 3: Extended the contract for the period of January 1, 2023 through December 31, 2023.