



Interoffice Memorandum

April 29, 2024

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

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

Contact: Eric Gassman, Chief Deputy Comptroller, Orange County Comptroller Office
407-836-6771

Subject: Approval of Amendment No. 5, Contract Y18-165, Section 457 Deferred Compensation/Other Post-Employment Benefits Trust Fund Investment Consultant Services

ACTION REQUESTED:

Approval of Amendment No. 5, Contract Y18-165, Section 457 Deferred Compensation/Other Post Employment Benefits Trust Fund Consultant Services, with Dahab Associates, Inc., in the amount of \$25,000, for a revised estimated contract amount of \$135,000.

PROCUREMENT:

This amendment will extend the contract for the period of June 1, 2024 through October 31, 2024 and add funds to allow continued investment consultant services on the Section 457 deferred compensation/other post-employment benefits trust fund.

FUNDING:

Funding is available in account number: 0001-025-0277-3197.

APPROVALS:

The Orange County Comptroller Fiscal Division concurs with this request.

REMARKS:

On July 31, 2018, the Board authorized award of Contract Y18-165 to Dahab Associates, Inc., in the amount of \$180,000 for a three-year term, renewable for two additional one-year terms.

Previous contract amendments are as follows:

- Amendment No. 1: Renewed the contract for the period of August 1, 2021 through July 31, 2022.
- Amendment No. 2: Renewed the contract for the period of August 1, 2022 through July 31, 2023.

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Amendment No. 3: Extended the contract for the period of August 1, 2023 through October 31, 2023.

Amendment No. 4: Extended the contract for the period of November 1, 2023 through May 31, 2024 and added funds in the amount of \$50,000, for a revised estimated contract annual amount to \$110,000.