

Office of Superintendent of Schools
Board Meeting of April 17, 2002

March 25, 2002

Richard H. Hinds, Chief Financial Officer
Financial Affairs

**SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE REQUEST FOR PROPOSAL
(RFP) # 093-BB10, ADMINISTRATIVE SERVICES - SECTION 125
FLEXIBLE BENEFITS PROGRAM AND ENROLLMENT**

The Board's current third party administrative services agreement for Section 125 Flexible Benefits and Enrollment expires December 31, 2002. The Board authorized the re-marketing of this contract at the Board meeting of October 24, 2001, as a result of the recommendations contained within Agenda Item I-3, Internal Audit Report - Review of the District's Internet Employee Benefits Enrollment. The draft OPPAGA report also recommends that the Board seek competitive proposals for this contract.

Staff is finalizing the RFP and a completed agenda item, including the RFP, will be made available to Board members no later than April 12, 2002.

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