

**SCHOOL BOARD OF BREVARD COUNTY, FLORIDA  
BOARD AGENDA ITEM – June 22, 2021**

**PROCUREMENT SOLICITATION**

**RFP 16-P-027-WH - Employee Benefit Data Management  
and Enrollment Services**

<input type="checkbox"/> <b>(ITB)</b> Invitation To Bid	<input type="checkbox"/> <b>(ITN)</b> Invitation To Negotiate	<input type="checkbox"/> <b>(PB)</b> Piggyback
<input checked="" type="checkbox"/> <b>(RFP)</b> Request For Proposal	<input type="checkbox"/> <b>(RFQ)</b> Request For Qualifications	<input type="checkbox"/> <b>(SC)</b> State Contract
<input type="checkbox"/> <b>(SS)</b> Sole Source		

**REQUESTOR:** Employee Benefits and Risk Management      **Legal Review Required:**  Yes     No  
**Standard Template Used with No Changes:**  Yes     No  
**Standard Template:** RFP Extension

VENDOR NAME	AMOUNT AWARDED	REQUIRED PRODUCTS/SERVICES
BlueFinHR, LLC	\$240,000.00	Employee benefit data management and enrollment services
<b>Total</b>	\$240,000.00	

<input checked="" type="checkbox"/> <b>Contract Extension</b>	<b>New Contract Amount</b>	\$240,000.00 Annually
<input type="checkbox"/> <b>Recurring Contract</b>	<b>Previous Contract Amount</b>	\$240,000.00 Annually
<input type="checkbox"/> <b>New Contract</b>	<b>Variance</b>	N/A

**PRICE INCREASE / DECREASE EXPLANATION:** N/A

**DISCUSSION:**

This twelve-month extension is being issued to allow time for Employee Benefits to work with Procurement Services to complete a new solicitation and to allow time for implementation of these services.

The standard RFP Extension Letter template has been used, which does not require legal review.

**CONTRACT TERM:**

The contract extension shall commence July 1, 2021 and continue until June 30, 2022.

**RECOMMENDATION:**

It is the recommendation of Dr. Beth Thedy, Deputy Superintendent, Chief Human Resources Officer and Mark Langdorf, Director of the Office of Employee Benefits and Risk Management to approve the attached extension with BlueFinHR, LLC in the amount of \$240,000.00.

**AUTHORITY FOR ACTION:**

Florida Administrative Code 6A-1.012 (10)

**School Board of Brevard County**  
2700 Judge Fran Jamieson Way  
Viera, FL 32940-6601  
**Mark W. Mullins, Ed.D., Superintendent**



May 15, 2021

Joe Stone  
BlueFinHR, LLC  
6650 Sugarloaf Parkway, Suite 400  
Duluth, GA 30097

Email: [joe.stone@bluefinhr.com](mailto:joe.stone@bluefinhr.com)

RE: BID EXTENSION REQUEST  
RFP 16-P-027-WH – Employee Benefits Data Management and Enrollment Services

Dear Mr. Stone:

Our current contract with your firm expires on June 30, 2021. We would like to extend this contract for an additional twelve (12) month period under the same terms and conditions if agreeable to both parties.

The twelve (12) month extended period would begin on July 1, 2021 and expire on June 30, 2022. If you are agreeable to extending the contract, please sign below and return to the email below.

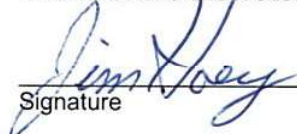
Please contact Wil Henzmann, Senior Buyer at 321-633-1000, ext. 11623 or by email at [henzmann.william@Brevardschools.org](mailto:henzmann.william@Brevardschools.org) if you should have any questions. Thank you for your past services, and we look forward to working with you in the future.

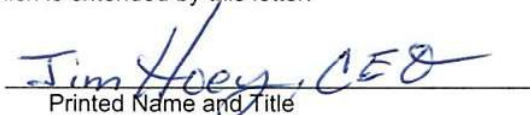
Sincerely,


Rodriguez.Kristine  
@Procurement and  
Distribution Services  
Digitally signed by Rodriguez.Kristine@Procurement and Distribution Services  
Date: 2021.05.14 14:08:20 -04'00'

Kristine Rodriguez, MBA, CPPO, CPPB  
Director of Procurement & Distribution Services

**BlueFinHR, LLC** agrees to a twelve (12) month extension of RFP 16-P-027-WH. The terms and conditions of the Bid remain in full force and effect except for the term, which is extended by this letter.

  
Signature

  
Printed Name and Title

  
Date

**Accepted:**  
**The School Board of Brevard County, Florida**

\_\_\_\_\_  
Misty Belford, Board Chairperson

\_\_\_\_\_  
Date

*Procurement & Distribution Services*  
Procurement: (321) 633-1000 Ext. 11645 • FAX: (321) 877-0904  
Distribution Services: (321) 633-3680 Ext. 14100 • FAX: (321) 633-3698