



Department of Purchasing

100 N. Main Street, 2nd Floor
Suffolk, VA 23434
(757) 925-6762 Fax (757) 942-4333

JUN 17 PM 2:50

NOTICE OF AWARD

TO: Dan Brandon
Gallagher Benefit Services Inc.
4250 Congress Street, Suite 200
Charlotte, NC 28209

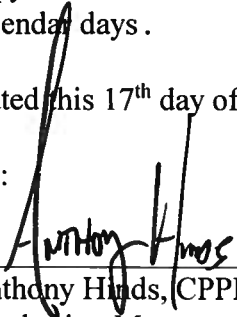
Date: June 17, 2020

Topic: RFP 86126 – Insurance Consulting and Related Services

This notice of award is to A.J. Gallagher/McNeary to Provide Insurance Consulting and Related Services for Suffolk Public Schools based on the evaluation of the committee. Performance of all services related to this award shall be in accordance with RFP 86126 and addenda, your proposal received on June 2, 2020, and any negotiations all of which are incorporated in this award letter. If you have any questions concerning this matter, please contact me. Please return an acknowledged copy of this **NOTICE OF AWARD** to the Purchasing Manager at the above address within ten (10) calendar days .

Dated this 17th day of June 2020

By:



Anthony Hinds, CPPB
Purchasing Manager

ACCEPTANCE OF NOTICE

Receipt of the above **NOTICE OF AWARD** is hereby acknowledged by:

A.J. Gallagher Benefit Services Inc., this the _____ day of _____, 2020.

By _____ Title _____

Copies: Dr. John B. Gordon, III, Superintendent
Wendy Forsman, Executive Director of Finance
Bid File

RFP 86126
Insurance Consulting and Related Services
June 11, 2020

Terms of Agreement

The initial term of this agreement shall begin on the day of award and continue through June 30, 2021 after which this agreement may be extended for five (5) additional one year periods, beginning July 1st and ending June 30th of each year, unless otherwise terminated by either party by giving written notice by May 1st of any given year. The School Board may approve a price increase for each subsequent year. The request shall be presented in writing by April 1st of each year and the cost increases shall not exceed the Consumer Price Index (CPI) as developed by the Bureau of Labor Statistics, U. S. Department of Labor, for all Urban Consumers (CPI-U) south, for the preceding calendar year. Suffolk Public Schools reserves the right to purchase of additional services as needed and to negotiate for additional years in order to provide for the continuation of services.

Pricing details:

\$75,000 per year inclusive of all yearly services and analysis
Three year price guarantee. Renewals four and five contingent on the CPI-U South Region

Initials _____

Date _____