



Each Child, Every Day

St. Lucie Public Schools

Purchasing Department
9461 Brandywine Lane
Port St. Lucie, Florida 34986
Voice – (772) 429-3980

SUPERINTENDENT

E. Wayne Gent

May 13, 2021

FBMC Benefits Management, Inc.
3101 Sessions Road, Suite 200
Tallahassee, FL 32303
Attention: Patrick Fleming

Subject: Notice of Award – Request for Proposal 21-15 Employee Benefits Management Services

Contract: Initial term contract: January 1, 2022 through December 31, 2024 with the option to renew for (3) additional one year renewal periods.

Option Year (1) – January 1, 2025 through December 31, 2025

Option Year (2) – January 1, 2026 through December 31, 2026

Option Year (3) – January 1, 2027 through December 31, 2027

Dear Mr. Fleming

This is to advise you that on May 11, 2021 the School Board of St. Lucie County, Florida accepted the recommendation to award your firm a contract for Request for Proposal 21-15 Employee Benefits Management Services. This acceptance is subject to compliance with contract terms and conditions and all pertinent laws of the State of Florida and instructions as determined by the General Counsel for the School Board.

Please visit St. Lucie Public Schools website at www.stluciepublicschools.com, Departments, Business Services, and Purchasing and complete our online vendor application.

Please provide a certificate of insurance as required per contract terms and conditions of the Request for Proposal. Your insurance company is required to have the St. Lucie Public Schools named as an additional insured. No work shall commence until the certificate is received by the St. Lucie Public Schools, Purchasing Department. Certificate Holder needs to be listed as: St. Lucie Public Schools, 9461 Brandywine Lane, Port St. Lucie, Florida 34986. Please be sure to advise your insurance carrier.

Purchase orders will be issued to ensure the encumbrance of funds for payment of services of the awarded contract. Do not proceed with services until you have a purchase order. Failure to do so may result in non-payment.

Thank you for your continued interest in working with St. Lucie Public Schools.

Sincerely,

Donna Sapp

Donna Sapp
Purchasing Specialist