



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

(757) 925-6762 Fax (757) 942-4333

NOTICE OF AWARD

TO: Lonnie Pierce, President
Pierce Insurance Agency Inc.
3766 South Main Street
Farmville NC 27828

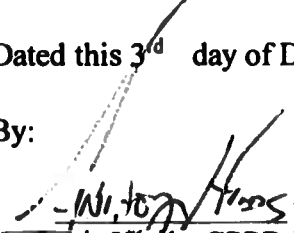
Date: December 3, 2020

Topic: RFP 85817- Provide Section 125 Administration, Supplemental Insurances and Related Services

This notice of award is to Pierce Insurance Agency to Provide Section 125 Administration, Supplemental Insurances and Related Services to Suffolk Public Schools based on the evaluation of the committee. Performance of all services related to this award shall be in accordance with RFP 85817 and addenda, your proposal dated May 12, 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 3rd day of December 2020

By:


Anthony Hines, CPPB
Purchasing Manager

ACCEPTANCE OF NOTICE

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

Pierce Insurance Agency, Inc., this the 3rd day of December, 2020.

By Lonnie T. Pierce, III Title Lonnie T. Pierce, III, President

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

RFP 85817

**Provide Section 125 Administration, Supplemental Insurances and Related Services
December 3, 2020**

Terms of Agreement

The initial term of this agreement shall begin on the January 1, 2021 and continue through December 31, 2022 after which this agreement will automatically be extended for seven (7) additional one-year periods, beginning on the date of award and ending June 30th of each subsequent 10 year, unless otherwise terminated by either party by giving written notice sixty (60) days prior to the award date of any given year. Should a new provider be selected, the new provider will required to meet with all employees starting in August and during the open enrollments periods (September – October). The School Board may approve a price increase for each subsequent year. The request shall be presented in writing ninety (90) days prior to the award date 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 additional services as needed and to negotiate for additional years of service in order to provide for the continuation of services and best meet the needs of Suffolk Public Schools employees.

Initials LTP

Date 12/3/2020



Department of Purchasing

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Suffolk, VA 23434
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NOTICE OF INTENT TO AWARD

TO: NTA Life
4949 Keller Springs Road
Addison TX 75001

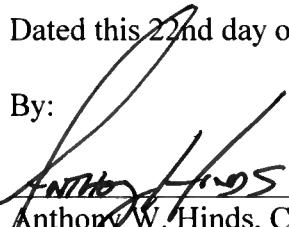
Date: June 22, 2022

Topic: **Provide Section 125 Administration, Supplemental Insurances and Related Services**

This notice of award is to NTA Life to Provide Section 125 Administration, Supplemental Insurances and Related Services to Suffolk Public Schools based on the evaluation of the committee. Performance of all services related to this award shall be in accordance with RFP 85817 and addenda, your proposal dated May 11, 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 22nd day of June, 2022

By:



Anthony W. Hinds, CPPB
Purchasing Manager

ACCEPTANCE OF NOTICE

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

NTA Life _____ this the _____ day of _____ 2022.

By _____ Title _____

Copies: Dr. John B. Gordon III, Superintendent
Wendy Forsman, Executive Director of Finance
Terry Napier, Director of Facilities

COMPLIANCE WITH LAWS

Contractor agrees to comply with all federal, state, and local laws during the duration of this agreement.

AVAILABILITY OF FUNDS

A contract shall be deemed executory only to the extent of appropriations available to each department for the purchase of such articles or services. The School Board’s extended obligations on those contracts, which envision extended funding through successive fiscal periods, shall be contingent upon actual appropriations for the following years.

CONTRACTOR/EMPLOYEE BACKGROUND CERTIFICATION

The required form is filled out and is on file in the Purchasing Office

SUSPENSION OR DISBARMENT

The contractor certifies that they are not suspended or disbarred. Should that status change during the duration of the agreement, the contractor will notify Suffolk Public Schools in writing. Failure to do so, may result in the cancellation of the contract and any subsequent renewals.

IMMIGRATION LAW

Contractor warrants that it does not, and shall not during the performance of this Agreement, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986

CONTRACTORS RESPONSIBILITY

Contractors must fill out the Contractor/Employee Certification form upon starting work. Contractors must also wear proper identification at all times that they are indeed contractors and will follow the security protocols at the school.

Initial _____

Date _____