

County of Jefferson

Office of the Purchasing Department
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Buyers
Karin Dorr
Amanda McCracken

Director
Mark Sachetti, CPPB

Senior Account Clerk
Avis Gilmore

Account Clerk
Mary Ann Shear

NOTICE OF AWARD

April 11, 2019

Attn: Lisa Hague Chief Executive Officer
The Howard E. Nyhart Company, Incorporated
841 Allison Pointe Blvd Suite 300
Indianapolis, IN 46250

RFP # 19-08 Actuarial Services related to Financial Reporting of other Post-Employment Benefits:

CONTRACT PERIOD: Date of Award through 4/10/2023 with an option to extend two (2) additional one terms.

Dear Ms. Lisa Hague,

I am pleased to inform you that your Proposal submitted for the solicitation referenced has been accepted based on compliance with the specifications, terms and conditions included in the RFP.

A. The following documents are required before a Contract/Purchase Order is issued:

- ✓ Insurance Certificate - Commercial General Liability, Business Automobile Liability
- ✓ Proof of New York State Disability/Worker's Compensation
- ✓ Professional Liability
- ✓ W-9 Tax Form and Vendor Information Form (Attached)
- ✓ Other: Please note that Jefferson County must be listed on your Insurance certificates as an additional insured as noted in the bid document under Insurance Requirements.

If you have any questions regarding this notice of award please call the Jefferson County Purchasing Department.

Sincerely,


Mark Sachetti
Purchasing Director

C: Department, Auditor, Bid File, Armory Associates ,LLC , BPAS Services, Capital Region BOCES, Danziger & Markhoff LLP , Gallagher Benefit Services, Jefferson Solutions, USI Consulting Group,