



Board of Education

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November 20, 2015

To Whom It May Concern

From: Zane Woolstenhulme

A handwritten signature in black ink, appearing to read 'Zane Woolstenhulme', is written over the 'From:' line.

RE: Contract Award -- Employee Benefits Advisor

After due consideration and evaluation of proposals received in response to RFP # 6-003, GBS, Inc. has been awarded the contract for Employee Benefits Advisor for Ogden City School District. It is deemed by the RFP evaluation committee that GBS, Inc., is most capable of accomplishing the Scope of Services required, taking into account the proposals and evaluation factors outlined in the RFP. It was determined by the evaluation committee the savings that would have resulted by going with the lowest cost fee proposal were out-weighted when taking into account the time and challenges of changing current systems that are presently working very well.