

**Supplement B**  
**Department Of Budget And Management**  
**ACTION AGENDA**  
**November 14, 2018**



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**4-S-OPT.     DEPARTMENT OF BUDGET AND MANAGEMENT**  
***Office of Personnel Services and Benefits/Employee Benefits Division***

**Contract ID:** Flexible Spending Accounts for Maryland State Employees; ADPICS # F10B9400027

**Contract Approved:** DBM Item 1-S (7/6/2016)

**Contractor:** P&A Administrative Services, Inc.  
Buffalo, NY

**Contract Description:** Provide Third Party Administrative (TPA) Services for Flexible Spending Accounts (FSA) for healthcare and dependent daycare programs for Maryland State employees and COBRA participants. FSA provides employees with pre-tax dollars to cover healthcare expenses not covered by insurance and dependent daycare expenses.

**Option Description:** Exercise the second one-year renewal option.

**Original Contract Term:** 1/1/2017 – 12/31/2017 (w/4 one-year renewal options)

**Option Term:** 1/1/2019 – 12/31/2019

**Original Contract Amount:** \$411,179 (1 Year)

**Option Amount:** \$411,179 (1 Year)

**Prior Modifications/Options:** \$411,179 [Opt #1: Exercised the first one-year renewal option: 1/1/2018 – 12/31/2018: DBM Item 3-S-OPT (12/6/2017)].

**Revised Total Contract Amount:** \$1,233,537

**Original Procurement Method:** Competitive Sealed Proposals

**MBE Participation:** 15%

**MBE Compliance:** 8% (see Requesting Agency Remarks)

