

**THERESA AXFORD**  
*Superintendent of Schools*



**Members of the Board**

*District #2*  
**ANDY GRIFFITHS**  
*Chairperson*

*District # 5*  
**DR. SUE WOLTANSKI**  
*Vice-Chairperson*

*District # 1*  
**DARREN HORAN**

*District # 3*  
**MINDY CONN**

*District # 4*  
**JOHN DICK**

**NOTICE OF INTENDED AGENCY ACTION: Recommendation to Award**

Bid No: RFP 2023012 – Employee Benefits Section 125 and Voluntary Benefits Administrator, Broker and Consultant

Post Date: 8/16/2023

Notice Post Time: 2:15 PM

**Recommendation: Award to Optavise, LLC**

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Failure to file a protest within the time prescribed in Florida Statutes Chapter 120.57(3), or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Any person who is adversely affected by the agency decision or intended decision shall file with the agency a notice of protest in writing within 72 hours after posting of the notice of decision or intended decision. Failure to post the required bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Protests must be filed with the Internal Services Department/Purchasing Division, Monroe County School District, 241 Trumbo Road, Key West, Florida.

In accordance with Monroe County School Board Policy 6320 as posted on [www.keysschools.com](http://www.keysschools.com): The minimum required bond for protest is \$10,000.00 or 5%, whichever is greater. Review Paragraph 32 of the "General Terms and Conditions" in the released solicitation for procedures.

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I hereby certify that the above statements are correct. I further certify that the award of this bid is made in accordance with Section 287, Florida Statute and Chapter 60-A-1, Florida Administrative Code.

Gaelan Jones  
Director of Internal Services

**INTERNAL SERVICES DEPARTMENT**  
**Purchasing | Contracts| Property Control| Records Management**  
241 Trumbo Road | Key West, FL 33040 | O: (305) 293-1400  
[www.KeysSchools.com/internalservices](http://www.KeysSchools.com/internalservices)