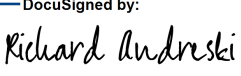
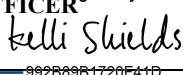
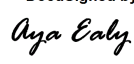
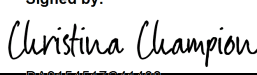




INTER-OFFICE CORRESPONDENCE

DATE: 4/9/2025

TO:	SIGNATURES	DATE
	<small>DocuSigned by:</small>  <hr/> <small>191BF5F92517461</small> RICHARD ANDRESKI, PRESIDENT AND CHIEF EXECUTIVE OFFICER	Apr-09-2025
	<small>DocuSigned by:</small>  <hr/> <small>98268961720F41D</small> KELLI SHIELDS, CHIEF ADMINISTRATIVE SERVICES	Apr-09-2025
	<small>DocuSigned by:</small>  <hr/> <small>259BA0174F4344D</small> AYA EALY, DIRECTOR OF PROCUREMENT	Apr-09-2025
	<small>Signed by:</small>  <hr/> <small>D29154517C41408</small> CHRISTINA CHAMPION, SENIOR DIRECTOR OF HUMAN RESOURCES	Apr-09-2025

FROM: Anthony Brown, Contract Administrator

SUBJECT: Contract No. 25-007 Claims Administration Services (Sedgwick Claims Management Services, Inc.)

For your review and signature, I have attached Contract No. 25-007 between Trinity Metro and Sedgwick Claims Management Services, Inc. To provide Claims Administration Services. The term of the contract is three (3) years with two one (1) year options to renew in the amount of \$225,000 for the five year contract. The contract effective date is May 5, 2025 contingent upon final signature by Richard Andreski.

No Board action is required for this contract.

Thank you,

Anthony Brown,
Contract Administrator



PURCHASE AUTHORIZATION TO AWARD CONTRACT

BACKGROUND

On January 15, 2025, Trinity Metro issued Request for Proposal RFP 25-T007, Claims Administration Services. Three proposal were received, Claims Administration Services, Johnston and Associates, and Sedgwick Claims Management Services, Inc. Sedgwick Claims Management Services, Inc. was found to be the most responsive and responsible proposer for the Claims Administration Services.

PROCUREMENT

The Trinity Metro Procurement Department has followed its procurement policy with this formal solicitation and has complied with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCE

Funding for these services will be paid from operational funds.

RECOMMENDATION

Procurement recommends that Trinity Metro award the contract for Claims Administration services for three (3) years with two one (1) year options to renew in the amount of \$225,000 for the five year contract to Sedgwick Claims Management Services, Inc.

Signed by:
By: Christina Champion Date: Apr-09-2025
DA9154517C41400...
CHRISTINA CHAMPION, SENIOR DIRECTOR OF HUMAN RESOURCES

DocuSigned by:
By: Aya Ealy Date: Apr-09-2025
259BA6174E4332D
AYA EALY, DIRECTOR OF PROCUREMENT