

**SWEET HOME CENTRAL SCHOOL DISTRICT
OF AMHERST AND TONAWANDA**

M E M O R A N D U M

MV6
6/15/23

DF

TO: Michael V. Ginestre, Superintendent of Schools
FROM: Donald G. Feldmann, Assistant Superintendent for Finance & Plant Services
DATE: June 1, 2023
RE: **Workers' Compensation Third Party Administrative (TPA) & Risk Services**

Background:

Since May 2020 the District has been working under an Administrative Services Agreement (ASA) with PMA Management Group for Workers' Compensation Third Party Administrative (TPA) & Risk Services. The District has extended its agreement with PMA Management Group each of the last two school years and are very pleased with the services provided to the District by PMA Management.

PMA Management has proposed a new three-year agreement with the District for an annual flat fee of \$21,424. The District does have the option to terminate the agreement at any point if it chooses to do so.

Recommendation:

I recommend that the District enter into a three-year agreement with PMA Management Group for Workers' Compensation Third Party Administrative (TPA) & Risk Services for a flat fee of \$21,424. If approved by the Board of Education, the agreement would remain in place through May 31, 2026 unless the District chooses to terminate the agreement before that date.

Administrative costs would remain flat over the course of the three-year agreement:

2023-24: \$21,424
2024-25: \$21,424
2025-26: \$21,424

The District is presently paying \$20,800 for this service under the current contract with PMA Management Group.