Contract Overview	
Contract Type	New Consultant Services Contract
Contract Title	Insurance Brokerage and Consulting Services
Method of Procurement	Cooperative
	An RFP was issued by Sourcewell on December 3, 2024. On September 16, 2025, an award was made to Gallagher Benefit Services Inc.
Contract #	4400014717
Vendor Name	Gallagher Benefit Services Inc.

Contract Summary	
Description of Services	The Contractor provides assistance with benefit plan design, cost control, and compliance to the Office Benefits Services (OBS) to include strategic planning, financial and actuarial consulting, vendor management, compliance monitoring, employee communications, data analytics, and wellness consulting.
Contract Start Date	Date of contract execution following School Board Approval at a Regular Meeting.
Contract End Date	February 24, 2029
Initial Term of Contract	Three (3) Years
Contract Renewals	Three (3) one-year
Total Contract Value	$1,950,000
Annual Value	$650,000
Funding Source	Health and Flexible Benefits
Pricing Structure	Firm fixed price annual consulting fee
Contract Terms	FCPS standard contract terms apply, with negotiated revisions to several administrative, legal and compliance related provisions.

Strategic Alignment	
Sponsor	Leigh Burden, chief financial officer
Strategic Plan Goal	☐ Goal 1 - Strong Start: PreK-12 ☑ Goal 2 - Safe, Supported, Included, and Empowered ☐ Goal 3 - Academic Growth and Excellence ☐ Goal 4 - Equitable Access and Opportunity ☐ Goal 5 - Leading for Tomorrow's Innovation
Department	Office of Benefit Services
Description of Need	FCPS requires a benefits consultant to advise on plan design for medical, dental, vision, pharmacy, and wellness benefits, as well as handle audits and compliance. The benefits consultant will provide subject matter expertise and external benchmarking experience. They will ensure FCPS remains compliant with federal rules and regulations. Ultimately, this will allow FCPS to make informed decisions and develop effective and comprehensive planning.
Background Information	FCPS currently utilizes Fairfax County Government contract with AON Consulting, Inc for benefits consulting services, which are billed on an hourly basis. FCPS is transitioning to Gallagher, who offers a more comprehensive approach to benefits consulting. Gallagher's core scope of services is fully included in their annual fee, which covers a full range of in-house brokerage, consulting, and administrative services. This flat annual consulting fee comprehensively covers the full spectrum of required benefit services for the year.

Compliance and Reviews			
Cybersecurity Review	☑ Yes	☐ No	☐ Not applicable
IT Review	☑ Yes	☐ No	☐ Not applicable
Legal Review	☑ Yes	☐ No	☐ Not applicable
Risk Management Review	☐ Yes	☐ No	☑ Not applicable