



Interoffice Memorandum

TO: Felicia Strong-Whittaker, Purchasing Director

FROM: Melissa Barnett, Benefits Manager *msbarnett*

DATE: March 12, 2022

SUBJECT: **Life & Disability Broker Recommendation - 21RFP10251CMH**

This is to notify you that the Finance Department has never done business with Benalytics, the recommended vendor for Life & Disability Broker Services.

cc: Hakeem Oshikoya, Finance Director
Ray Turner, Deputy Finance Director