

MEMORANDUM

To: Health Connector Board of Directors
Cc: Louis Gutierrez, Executive Director
From: Edward DeAngelo, General Counsel
Date: April 25, 2018
Re: Notification of Upcoming Contracts

OVERVIEW

This memorandum provides the Board of Directors with an update regarding contracts not subject to formal vote.

SUMMARY OF CONTRACTS

SYSTEMS ANALYST/DEVELOPER

The Health Connector is extending a work order with Tekizma, Inc., to retain the services of a systems analyst/developer (“developer”). The developer provides technical and systems analysis, design and development work for the Health Connector, which includes the analysis and development of system requirements, systems analysis, program specifications, program design, system development, production support, testing and implementation. The developer also participates in coordinated testing and validation with end users, as necessary. This extension with Tekizma will change the end date from April 30, 2018 to June 30, 2019, and the cost of the extension is not to exceed \$235,000.

SMALL BUSINESS MARKETING

The Health Connector will be extending an existing work order with Commonwealth Enterprises Inc., a staffing agency, to continue the services of a consultant who has been developing strategy and programs for marketing the small group exchange. This consultant works with staff to develop approaches that will engage brokers and small employer groups. The consultant has been working with the Health Connector part-time (about 20 hours a week) since July 2017. The current extension would continue that arrangement for the months of May and June, at an additional cost of \$35,000.