



FIRSTLINE

Employee Benefits

PROPOSAL TO

LEVY COUNTY

BOARD OF COUNTY COMMISSIONERS

RFP_2026_02

Levy County Employee
Health Insurance

PROPOSAL DUE DATE

May 18, 2026
10:00 AM (ET)

PRIMARY CONTACT

PHONE

EMAIL

WEBSITE

BECKY MILLER
CHIEF OF EMPLOYEE BENEFITS

1-850-320-6922

BECKY.MILLER@FSEBT.ORG

WWW.FSEBT.ORG



FIRSTLINE EMPLOYEE BENEFITS PRESENTED BY:
THE FLORIDA SHERIFFS EMPLOYEE BENEFITS TRUST

2750 Chancellorsville Drive, Tallahassee, Florida 32312



FLORIDA SHERIFFS EMPLOYEE BENEFITS TRUST

Date: May 18, 2026

To: Levy County Board of County Commissioners' Office

Re: RFP_2026_02 – Levy County Employee Health Insurance

Dear Evaluation Committee member:

Florida Sheriffs Employee Benefits Trust is honored to have the opportunity to submit this FirstLine Benefits proposal in response to Levy County's RFP for Employee Health Insurance. The Florida Sheriffs Employee Benefits Trust (FSEBT) is unlike any other brokerage firm and uniquely qualified to provide employee benefits for Levy County. Florida Sheriffs Employee Benefits Trust (FSEBT) was created to address rising healthcare costs and the need for transparency and care coordination. We are a traditional brokerage in a non-traditional way, with tenured insurance professionals who have worked in the public and private sectors for over 100 years combined.


The Florida Sheriffs Employee Benefits Trust, through its FirstLine Benefits program, is committed to meeting and exceeding the needs of Levy County's employees and their families. We want to thank the selection committee in advance for your consideration and stand ready to provide any additional clarification upon your review of the proposal submitted.


Sincerely,

Donald F. Eslinger
Executive Director

**Florida Sheriffs
Employee
Benefits Trust**

WHERE TO FIND US:

 2750 Chancellorsville Drive
Tallahassee, Florida 32312

 (850) 320-6880

 employeebenefits@fsebt.org

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Knowledge, Experience and Qualifications of Personnel and the Firm (Part 1)

Levy County will be supported by a dedicated account team led by Becky Miller, Chief of Employee Benefits, who will serve as the Lead Consultant. Aundrea Hannah, Senior Account Executive and Lead Account Executive, and Elizabeth Kienzle, Senior Account Manager and Lead Account Manager, support her. This core team is further supported by internal specialists in service operations, claims administration, enrollment systems, compliance, finance, and actuarial services.

This structure ensures Levy County receives both senior-level strategic oversight and consistent day-to-day support, with the depth and redundancy required for a program of this size and complexity.

NOTE: ALL RESUMES FOR STAFF CAN BE FOUND IN PART 4/FORMS AND DOCUMENTS/C. RESUMES

Becky Miller - Chief of Employee Benefits

Becky Miller will provide executive oversight and strategic direction for Levy County's employee benefits program. She will oversee renewal strategy, vendor negotiations, funding analysis, implementation planning, and long-term program management while ensuring all services are delivered in accordance with County expectations.

Relevant experience includes:

- Oversight of self-funded and fully insured benefit programs for Florida public-sector entities
- Renewal negotiations and healthcare cost management strategies
- Vendor management and strategic benefits planning
- Employee communications and enrollment oversight
- Leadership of FSEBT employee benefits operations

Gretchen Coon - Director of Employee Services

Gretchen Coon will assist with operational coordination, implementation tracking, vendor communication, and administrative support for Levy County's benefits program. She will help ensure the timely completion of service and enrollment-related tasks.

Relevant experience includes:

- Benefits administration support for public-sector clients
- Enrollment and implementation coordination
- Vendor and employee communication support
- Ongoing account administration assistance

Aundrea Hannah - Senior Account Executive

Aundrea Hannah will assist with account oversight, renewal coordination, vendor management, employee benefits strategy support, and ongoing client service. She will coordinate with County leadership and HR staff to support enrollment activities, employee communications, and day-to-day account needs.

Relevant experience includes:

- Management of public-sector employee benefits accounts
- Open enrollment coordination and employee education
- Renewal analysis and carrier negotiations
- Support for medical, dental, vision, life, and voluntary benefit programs
- Benefit communication and guide development

Alannia Benson - Account Executive & Primary Contact

Alannia Benson will serve as Levy County's primary contact and will oversee the overall management of the County's employee benefits program. She will work closely with County staff, employees, carriers, and

vendors to provide ongoing service, implementation support, enrollment coordination, and issue resolution throughout the plan year.

Relevant experience includes:

- Overall management of public-sector employee benefits accounts
- Open enrollment and implementation coordination
- Vendor management and employee support
- Claims, eligibility, and enrollment issue resolution
- Ongoing benefits administration support for counties and constitutional offices

Elizabeth Kienzle- Senior Account Manager & Primary Contact

Elizabeth Kienzle will serve as a primary day-to-day contact for Levy County staff and employees regarding ongoing benefits administration and service needs. She will assist with employee questions, enrollment support, eligibility updates, claims issues, vendor coordination, and general account services to ensure responsive, consistent support throughout the plan year.

Relevant experience includes:

- Day-to-day support for public-sector employee benefits programs
- Employee enrollment and eligibility assistance
- Claims and vendor issue resolution
- Open enrollment coordination and employee communications
- Ongoing account management support for counties and constitutional offices

Mark Gibson- Senior Enrollment System Administrator

Mark Gibson will provide support related to enrollment systems administration, benefits platform management, eligibility coordination,

and ongoing benefits administration operations. He will assist with enrollment setup, system maintenance, employee eligibility management, reporting support, and coordination of enrollment-related processes throughout implementation and ongoing administration.

Relevant experience includes:

- Benefits enrollment system administration and support
- Eligibility management and enrollment processing
- Benefits administration platform coordination
- Reporting and data management support
- Public-sector employee benefits administration support

Sheryl Lewis- Claims Administrator

Sheryl Lewis will provide claims advocacy and care coordination support for Levy County employees. She will assist employees with claims issues, coordinate with carriers and vendors, and help employees navigate complex healthcare situations to ensure timely resolution and support.

Relevant experience includes:

- Claims advocacy and issue resolution
- Employee care coordination support
- Coordination with carriers and providers
- Assistance with complex claims matters
- Support for public-sector employee populations and self-funded health plans

Approach to Services (Part 2)

In response to section 4.1 Scope of Work Requirements

A. Employer Paid

Levy County will be provided with access to FirstLine Benefits options designed to meet the County's operational, financial, and employee coverage goals. FirstLine offers flexible self-funded plan structures, including PPO, HMO, and HSA-eligible plan options with integrated Employee Assistance Program (EAP) services.

FSEBT will work collaboratively with Levy County to evaluate current plan performance, claims utilization, employee demographics, and long-term funding objectives to recommend plan designs that balance cost containment with quality healthcare access and employee satisfaction.

As part of this process, FSEBT will assist with:

- Plan design analysis and recommendations
- Renewal negotiations and carrier/vendor evaluations
- Funding strategy development
- Claims and utilization review
- Long-term healthcare cost management strategies
- Employee education and communication support

B. Employee Paid

FSEBT will support Levy County in coordinating employee-paid and dependent coverage options that complement the County's overall benefits strategy. This includes assisting with plan evaluation, carrier coordination, implementation support, employee communication, and ongoing administration related to dependent and voluntary offerings.

C. Employee Paid Life

FSEBT will coordinate and market employee-paid life insurance options through qualified carrier partners to identify the best overall value and coverage options for Levy County employees. Multiple carrier options may be evaluated throughout the implementation process to ensure competitive pricing, robust coverage, and long-term program stability.

FSEBT will act solely in the best interest of Levy County and its employees throughout the evaluation and recommendation process.

D. Employee Paid Vision

FSEBT will assist Levy County with evaluating and implementing employee-paid vision coverage options through qualified carrier partners. Available options may include bundled or stand-alone vision programs depending on overall value, network access, pricing, and employee needs.

FSEBT will continue to review market options and negotiate with carriers throughout implementation to help secure the best overall solution for the County and its employees.

E. Employee Paid Dental

FSEBT will assist Levy County with evaluating and implementing employee-paid dental coverage options through qualified carrier partners. Both bundled and stand-alone dental options may be considered to ensure competitive pricing, strong provider access, and overall program value.

FSEBT will continue working with carrier partners throughout the implementation process to identify the most effective and cost-efficient solution for Levy County employees and dependents.

4.2 General Services Requirements

4.2.1 Required Timeline

FSEBT will work collaboratively with Levy County to develop and maintain a detailed implementation timeline to ensure all services, enrollment activities, employee communications, and administrative functions are completed prior to the October 1, 2026 effective date.

The proposed implementation process will generally include the following phases and target timelines:

Phase 1 – Initial Planning and Implementation Kickoff

(Target: Within 5 business days of award)

- Initial implementation meeting with County leadership and HR staff
- Finalization of plan selections, funding structure, and vendor coordination
- Identification of implementation contacts and escalation procedures
- Development of the implementation calendar and communication schedule

Collection and validation of eligibility and enrollment data

Phase 2 – Plan Setup and Administrative Configuration

(Target: Within 30 days of award)

- Enrollment system configuration and eligibility setup
- Carrier and vendor implementation coordination
- Preparation of benefit summaries, enrollment materials, and employee communications
- Development of payroll deduction and administrative processes
- Coordination of ID card production and eligibility file transfers

Phase 3 – Employee Communication and Open Enrollment

(Target: Approximately 45–60 days prior to the effective date)

- Employee enrollment meetings and benefit education sessions
- Distribution of enrollment materials and benefit guides
- Employee assistance with enrollment and benefit questions
- Ongoing coordination with County HR staff throughout enrollment
- Collection and processing of enrollment elections

Phase 4 – Final Implementation and Go-Live

(Target: Prior to October 1, 2026, effective date)

- Final eligibility verification and enrollment confirmation
- Distribution of ID cards and employee benefit materials
- Final testing and verification of administrative systems
- Confirmation of carrier connectivity and claims processing functionality
- Transition of employees to active coverage status

Phase 5 – Ongoing Account Management and Service Support

(Ongoing throughout contract term)

- Dedicated account management and claims advocacy support
- Quarterly reporting and utilization review meetings
- Ongoing employee communication and enrollment assistance
- Renewal planning and strategic benefits review
- Vendor coordination and escalation management

FSEBT understands the importance of maintaining continuity of coverage and minimizing disruption for Levy County employees and dependents throughout implementation and ongoing administration. FSEBT will work closely with County staff, carriers, vendors, and enrollment partners to ensure all implementation activities are completed accurately and meet the County-established deadlines.

4.2.2 Insurer Qualifications

FSEBT is a self-insured governmental risk pool and employee benefits consortium established by Florida Sheriffs and governed by public-sector leadership. FSEBT currently provides employee benefits services exclusively to Florida public agencies and supports more than 13,500 covered lives statewide.

FSEBT maintains extensive experience working with Florida Sheriffs' Offices, Boards of County Commissioners, constitutional offices, and other governmental entities throughout Florida.

4.2.3 HMO/PPO Qualifications

FSEBT provides a comprehensive range of employee benefits consulting and administration services, including medical, pharmacy, dental, vision, life, disability, EAP, COBRA administration support, employee communications, enrollment services, claims advocacy, compliance support, actuarial analysis, and strategic planning services.

All services are coordinated in-house at FSEBT's Tallahassee headquarters by dedicated employee benefits, operations, finance, claims, and administrative staff.

4.2.4 Subcontracting

FSEBT works collaboratively with clients to evaluate all aspects of their employee benefits program and develop customized solutions that balance employee needs, service quality, and long-term financial sustainability.

Our approach includes coordinating carriers, vendors, funding strategies, and plan administration components into a cohesive benefits structure focused on delivering quality service, strong employee support, and cost-effective outcomes for the County.

4.2.5 Successful Proposer Hold Harmless/Pay on Behalf

FSEBT agrees to provide all evidence of insurance, licenses, certifications, and required documentation identified in the RFP. Supporting materials and applicable forms are included within the proposal response documents and attachments.

4.2.6 Compliance with Laws

FSEBT complies with all applicable federal and state statutes, laws, rules, and regulations related to employee benefits administration and healthcare services. FSEBT remains committed to maintaining compliance with all applicable requirements throughout the contract term and will assist Levy County in monitoring regulatory changes that may affect the County's benefits program.

4.3 Plan and Benefits

4.3.1 General Administration of Services

FSEBT will provide comprehensive administrative and support services for Levy County's employee benefits program. Services include account management, employee support, claims advocacy, vendor

coordination, enrollment assistance, reporting, compliance support, and ongoing communication with County staff and employees.

4.3.2 Program implementation

FSEBT will coordinate all implementation activities necessary for a successful transition and ongoing administration of the County's benefits program. This includes providing plan documents, benefit summaries, certificates of coverage, enrollment materials, employee communication resources, and online access to benefit information.

FSEBT will also assist with employee enrollment meetings, implementation timelines, eligibility processing, and ongoing support for newly enrolled employees throughout the plan year. Many communication and educational materials are available in both electronic and printed formats at no additional cost to the County or employees.

4.3.3 Claims Service

FSEBT provides comprehensive claims advocacy and customer service support designed to ensure Levy County employees and HR staff receive responsive, accurate, and timely assistance throughout the plan year. Dedicated account representatives and claims support personnel will be available to assist employees with eligibility verification, benefit questions, enrollment concerns, claims issues, and coordination with carriers and vendor partners.

FSEBT's service team works directly with employees, healthcare providers, carriers, pharmacy partners, and third-party vendors to help resolve claims issues promptly and efficiently while maintaining a high level of personalized support. This includes assistance with medical, pharmacy, dental, and vision claims, as well as support for escalated or complex claims situations that may require additional coordination or advocacy.

The County will be supported by a dedicated service structure that includes both account management and claims support personnel to ensure continuity of service and ongoing communication. Employees

will have access to knowledgeable representatives who can assist with navigating benefits, understanding plan provisions, resolving billing concerns, and coordinating with vendor partners when additional assistance is needed.

FSEBT also proactively monitors service trends, identifies recurring issues, and coordinates with carriers and vendors to improve the overall member experience and service performance. Claims and service support are coordinated directly through FSEBT's Tallahassee-based operations team, allowing for hands-on support and timely follow-up for County staff and employees.

In addition to claims advocacy services, FSEBT will assist Levy County with eligibility verification, benefit verification, enrollment support, and ongoing coordination related to employee and dependent coverage administration throughout the contract term.

4.3.4 Premium/Claims Experience Records –

FSEBT can provide regular claims utilization and financial reporting to assist Levy County in monitoring plan performance and identifying trends impacting healthcare costs and utilization.

Available reporting services include:

- Quarterly claims and utilization reporting
- Financial and premium analysis
- Trend analysis and benchmarking
- Strategic recommendations based on plan performance
- Sample reporting documents upon request

FSEBT can comply with all reasonable reporting requirements requested by the County.

4.3.5 COBRA and Conversion Benefits

FSEBT will coordinate COBRA administration support and assist with applicable continuation and conversion services as required by law.

Retiree and continuation coverage options will be administered in accordance with applicable regulations and plan requirements.

4.3.6 Funding and Delivery Systems

FSEBT is proposing a fully insured program and will meet the county's 60-day premium delay requirement.

FSEBT understands the County's premium administration requirements and will work collaboratively with Levy County to support implementation and ongoing administration processes consistent with the structure outlined in the RFP.

4.3.7 Provision of Legal Defense

FSEBT provides ongoing compliance support and access to resources related to employee benefits regulations and healthcare legislation. FSEBT will assist Levy County in monitoring applicable regulatory requirements and coordinating with carrier and vendor partners on compliance matters for the employee benefits program.

4.4 HMO/PPO

4.4.1 Compliance with Florida Statutes

FSEBT proposed programs and services will comply with all applicable federal and state statutes, laws, rules, regulations, and requirements in effect at the time of agreement and throughout the duration of the contract. FSEBT remains committed to monitoring regulatory changes and working collaboratively with Levy County to maintain ongoing compliance with all applicable healthcare and employee benefits requirements.

FSEBT regularly works with public-sector entities throughout Florida and maintains operational procedures and vendor partnerships designed to support compliance with applicable healthcare regulations, reporting requirements, privacy standards, and employee benefits administration obligations.

4.4.2 Nature of PPO/HMO

The proposed pricing is based on participation in FirstLine Benefits, FSEBT's self-funded employee benefits consortium program designed specifically for Florida public-sector agencies. FirstLine Benefits provides access to self-funded PPO, HMO, and HSA-eligible plan structures supported by comprehensive administrative and consulting services through FSEBT.

The proposed medical network utilizes the UnitedHealthcare provider network, offering broad provider access, regional and national coverage, and established relationships with hospitals, physicians, specialists, pharmacies, and healthcare facilities throughout Florida and the surrounding region.

As part of the evaluation process, FSEBT also maintains the ability to market and source alternative carrier and network proposals when requested or when determined to be in Levy County's best interest.

FSEBT is highly familiar with the Levy County healthcare market and provider landscape through its existing relationship with the Levy County Sheriff's Office and other Florida public-sector agencies. This familiarity provides additional insight into regional provider access, employee utilization patterns, and local healthcare delivery systems.

4.4.3 Network

The proposed PPO/HMO offerings utilize the UnitedHealthcare provider network through the FirstLine Benefits consortium program. This network provides employees and dependents with access to a large network of participating hospitals, physicians, specialists, urgent care facilities, pharmacies, and other healthcare providers throughout Levy County, the surrounding region, and nationwide.

FSEBT's familiarity with the Levy County area and existing experience supporting the Levy County Sheriff's Office provides additional

understanding of local providers, healthcare access points, and regional healthcare utilization trends.

Provider directories, pharmacy listings, and network access tools are maintained and updated regularly by UnitedHealthcare and associated network partners through online search tools and printed materials. Employees will also have access to customer service resources to assist with provider selection, eligibility verification, emergency care information, and after-hours support.

FSEBT will coordinate employee education and communication efforts related to provider access, network utilization, telehealth services, and available healthcare resources during implementation and open enrollment activities.

4.4.4 Cost Containment

FirstLine Benefits employs a strategic, data-driven approach to healthcare cost containment specifically designed for Florida public-sector employers. The program combines self-funded plan flexibility with the strength of the UnitedHealthcare provider network, allowing participating agencies to benefit from negotiated provider discounts, broad provider access, and collaborative purchasing leverage within the consortium.

Cost containment strategies may include negotiated provider reimbursement arrangements, pharmacy benefit management programs, utilization review, disease management initiatives, preventive care programs, telehealth services, pre-certification and prior authorization programs where applicable, and catastrophic case management support.

FSEBT also performs ongoing claims analysis, utilization monitoring, and strategic reporting to identify cost drivers, emerging claim trends, and opportunities for program improvement and long-term savings. Through its existing experience within the Levy County area, FSEBT maintains familiarity with local providers and healthcare systems,

allowing for a more informed and regionally focused approach to network and cost management discussions.

Additionally, FSEBT maintains the ability to evaluate and source alternative carrier or network proposals when appropriate to ensure Levy County continues to receive competitive pricing and value.

4.4.5 Provision of Legal Defense

FSEBT and its carrier and vendor partners maintain appropriate insurance coverages and administrative safeguards associated with healthcare plan administration and claims processing services. Any legal defense obligations, claims administration responsibilities, or liability provisions related to PPO/HMO services will be governed by the applicable carrier agreements, plan documents, and administrative contracts associated with the selected program.

FSEBT will work collaboratively with Levy County, UnitedHealthcare, and applicable vendors to assist in the coordination and resolution of claims administration or coverage-related matters that may arise during the contract term.

4.4.6 HMO/PPO Materials

FSEBT will provide enrollment materials, benefit summaries, plan documents, provider network information, and employee communication resources associated with the proposed PPO/HMO offerings during implementation and open enrollment. Materials may be provided in printed and electronic formats and will include access to UnitedHealthcare provider search tools, pharmacy network information, and benefit resources for employees and dependents.

4.4.7 Continuum of Treatment

FSEBT recognizes the importance of minimizing disruption of care for employees and dependents currently receiving ongoing medical treatment or specialty services. Continuity of care and provider access will be an important consideration during implementation and transition planning.

Because the proposed FirstLine Benefits program utilizes the UnitedHealthcare provider network, FSEBT will work closely with Levy County, UnitedHealthcare, providers, and affected employees to support continuity of care for employees currently engaged in active treatment plans, specialty care, or complex medical services.

FSEBT's familiarity with the Levy County healthcare market and existing relationship with the Levy County Sheriff's Office provide additional insight into local provider participation and regional healthcare resources that may assist during the transition process.

Where applicable, FSEBT and its carrier partners will assist with continuity-of-care review processes, transition support, and coordination of any required authorizations or certifications associated with ongoing treatment plans in an effort to minimize interruptions in care and maintain continuity of provider relationships whenever reasonably possible.

4.4 Additional Information Acknowledgment

FSEBT acknowledges the employee census and claims information provided by Levy County for purposes of preparing this proposal, including the approximately 255 active employees and retirees associated with the group health and vision programs and approximately 406 active employees and retirees associated with the group life insurance program.

FSEBT understands the information provided was supplied to assist proposers in developing recommendations and pricing for the County's employee benefits program. While the County has made reasonable efforts to provide accurate and complete information, FSEBT acknowledges that the County does not guarantee the completeness or accuracy of the data provided.

FSEBT utilized the available census, claims, utilization, and plan information in developing the proposed FirstLine Benefits recommendations and pricing structure and understands that

healthcare utilization and enrollment may fluctuate over time. FSEBT will continue to work collaboratively with Levy County throughout the implementation and renewal periods to evaluate program performance, claims trends, and emerging needs.

Pricing (Part 3)

Funding and Pricing Approach

The proposed FirstLine Benefits program is structured through FSEBT's self-funded consortium model and designed to provide flexible, competitive employee benefits solutions tailored to the operational and financial needs of Florida public-sector agencies.

FSEBT understands that each employer group has unique priorities related to cost management, employee contributions, provider access, and plan design. As part of this proposal process, FSEBT evaluated multiple funding and benefit structure options to provide Levy County with solutions that balance long-term sustainability, employee access to care, and overall program value.

In addition to the proposed FirstLine Benefits consortium structure utilizing the UnitedHealthcare provider network, FSEBT retains the ability to market and evaluate alternative carrier arrangements, ancillary benefit options, and plan structures, as appropriate, to support the County's evolving needs and objectives.

Because FSEBT serves Florida public-sector employers exclusively, our approach emphasizes flexibility, transparency, and collaborative long-term planning rather than standardized off-the-shelf solutions.

Forms and Documents (Part 4)

The following section contains supporting forms, certifications, licenses, resumes, and related documentation associated with this proposal submission, including materials requested under Part 4 of the RFP. Included within this section are resumes and qualifications for personnel assigned to support Levy County, copies of applicable licenses and certifications, and additional supporting documentation relevant to the proposed services.

In accordance with the County's OpenGov procurement requirements, applicable forms, affidavits, acknowledgements, certifications, and other required submission documents are also being uploaded separately through the procurement portal as directed in the RFP instructions.

Resumes



Becky Miller, CHRS
Chief of Employee Benefits

Becky.Miller@fsebt.org

Tel (850) 320-6922
Cell (850) 661-0072
Fax (850) 320-6939

Becky Miller is the Chief of Employee Benefits for the Florida Sheriffs Risk Management Fund and oversees the management of the Florida Sheriffs Employee Benefits Trust (FSEBT). She is also the Managing Agent of the Florida Sheriffs Employee Benefits Agency (FSEBA). Becky began working with the Sheriffs' insurance programs in February 2020 and has more than 23 years of experience in employee benefits, serving employers of all sizes and across industries, with a strong focus on governmental entities.

Becky's expertise includes business management, financial analysis, strategy, marketing, implementation, and operational oversight in employee benefits. She is known for her outstanding leadership in managing diverse benefit programs and positively impacting member retention while supporting organizational growth. Under her leadership, FSEBT experienced over 400% growth in group participation and oversees more than \$83 million in plan assets. Becky has led enterprise-wide compliance initiatives, including claims analytics, stop-loss negotiation, and key performance metric reporting for self-funded clients. She has introduced new technology platforms, implemented streamlined processes across client service teams, and expanded regional service coverage.

Becky is committed to clear, proactive communication and has a proven track record of guiding public sector organizations through complex benefit transitions. Her experience in evaluating risk, improving engagement strategies, and executing large-scale implementations enables her to support long-term client satisfaction and retention.

Professional Experience

Chief of Employee Benefits, FSEBT (*current position*)
Director of Marketing, FSEBT
Benefit Consultant, Northwest Benefit (GA)
Senior Executive Consultant, Fisher Brown (FL)
Senior Account Executive, Insurance Office of America (GA)
Director Employee Benefits, Peoples First Insurance Services (FL)
Employee Benefits Administrator, The Clemons Company (FL)

Training & Education

MBA, Gulf Coast State College

Professional Licensing & Certification

Registered Employee Benefits Consultant – REBC
Florida Life, Health & Variable Annuity Agent License - 215
Certified Healthcare Reform Specialist - CHRS
Advanced Self-Funding Certification





Gretchen Coon
Director of Employee Benefits Services

Gretchen.Coon@fsebt.org

Tel (850) 320-6913
Cell (850) 661-0332

Gretchen is the Director of Employee Benefits Services, responsible for managing FSEBT’s service team to provide agency planning, technical expertise, information, training, and assistance to members. She has been with the Trust since February 2020 and has more than 25 years of experience in providing employee benefits and insurance.

Professional Experience

Director of Employee Benefits Services, FSEBT (*current position*)
Employee Benefits Manager, Hunt Insurance Group
Assistant Manager, Employee Benefits, Hunt Insurance Group
Senior Account Manager, Employee Benefits, Hunt Insurance Group
Account Manager, Hunt Insurance Group
Group Benefits Coordinator, Hunt Insurance Group

Training & Education

Bachelor of Science, Criminology, Florida State University

Professional Licensing & Certification

Florida Life, Health & Variable Annuity Agent License – 215



Aundrea Hannah
Senior Account Executive

Aundrea.Hannah@fsebt.org

Tel (850) 320-6932
Cell (850) 661-0160
Fax (850) 320-6939

Aundrea is a Senior Account Executive responsible for member growth and retention in the Central and South Florida region. She has been employed with the Florida Sheriffs Employee Benefits Trust since January 2019 and is honored to have assisted Florida’s first responders and their families with their insurance needs since 2009. Aundrea has more than 25 years of experience in the insurance industry, primarily in sales and marketing.

Professional Experience

Sr. Account Executive, FSEBT (*current position*)
AVP Corporate Development/Sr. Marketing Associate, Star & Shield
Senior Marketing Associate & FL Office Manager, Star & Shield
Sales Associate & Office Manager, Arnold Waters Allstate Insurance
Florida Sales Associate, Educated Choice Insurance Agency
Agent, AAA Club South

Training & Education

Associate in Arts, Pensacola State College
Bachelor of Arts, Undergraduate coursework, Florida A&M University

Professional Licensing & Certification

General Lines License – 220
Florida Life, Health & Variable Annuity Agent License – 2-15





Elizabeth Kienzle
Senior Account Manager

Elizabeth.Kienzle@fsebt.org

Tel (850) 219-8303

Elizabeth Kienzle is a Senior Account Manager for the Florida Sheriffs Risk Management Fund (FSEBT). Elizabeth began working with the Sheriffs insurance programs in March 2018 and has over 7 years of experience in the insurance industry.

Elizabeth is responsible for providing excellent customer service to her assigned members. She assists them with day-to-day questions and issues. She works with our member offices, internal team, and vendor partners on implementations, audits, renewal quotes, and the ongoing maintenance of our online enrollment systems. Before joining FSEBT, Elizabeth worked in facility and operations management.

Professional Experience

Senior Account Manager, FSEBT (*current position*)
Account Manager, Hunt Insurance Group

Training & Education

Bachelor of Business Administration, Texas A&M University
Master of Business Administration, Texas A&M University

Professional Licensing & Certification

Florida Life, Health & Variable Annuity Agent License - 215



Mark Gibson
Senior Enrollment System Administrator

Mark.Gibson@fsebt.org

Tel (850) 219-8302
Cell (850) 661-0411

Mark manages all aspects of our benefit enrollment platforms, including the Benefitsolver system, implementations, open enrollments, carrier files, and related tasks. He has 24 years of experience in the insurance industry. He has 10 years of experience working for a Third-Party Administrator (TPA) handling City and County Governments, as well as school districts. Mark has had the honor of working with Florida Sheriffs for 9 years. He recently worked for BenefitSolver for 2 years and has returned to serve the Sheriffs. Mark's focus is on online benefits administration and enrollment systems.

Professional Experience

Enrollment Systems Administrator, FSEBT (*current position*)
Senior Client Operations Lead, Businessolver
Enrollment Systems Administrator, Hunt Group, LLC
Government Analyst II, FL Agency for Healthcare Administration
Account Executive, Fringe Benefits Management Company

Training & Education

Bachelor of Science, Criminology, Florida State University

Professional Licensing & Certification

Florida Life, Health & Variable Annuity Agent License - 215



Florida Department of Financial Services

FLORIDA SHERIFFS EMPLOYEE BENEFITS AGENCY, LLC

2750 CHANCELLORSVILLE DRIVE
TALLAHASSEE FL 32312

Is hereby recognized as a

2105 - LICENSED INSURANCE AGENCY

License # **L107974** Issued **FEBRUARY 14, 2020**

For having fulfilled the requirements of Florida
Law regarding this license classification.



**CHIEF FINANCIAL OFFICER
STATE OF FLORIDA**

Florida Department of Financial Services

BECKY RENEE MILLER

2750 CHANCELLORSVILLE DR
TALLAHASSEE FL 32312

Is hereby recognized as a

0215 - LIFE, HEALTH & VARIABLE CONTRACTS INSURANCE AGENT

License # **E043580** Issued **MAY 18, 2020**

For having fulfilled the requirements of Florida
Law regarding this license classification.



Jimmy Patronis

JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

Florida Department of Financial Services

DONNA ALANNIA BENSON

2750 CHANCELLORSVILLE DRIVE, TALLAHASSEE
TALLAHASSEE FL 32312

Is hereby recognized as a

0215 - LIFE, HEALTH & VARIABLE CONTRACTS INSURANCE AGENT

License # **G011031** Issued **JUNE 20, 2023**

For having fulfilled the requirements of Florida
Law regarding this license classification.



Jimmy Patronis

JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

Florida Department of Financial Services

ELIZABETH KIENZLE

2750 CHANCELLORSVILLE DRIVE
TALLAHASSEE FL 32312

Is hereby recognized as a

0215 - LIFE, HEALTH & VARIABLE CONTRACTS INSURANCE AGENT

License # **W483668** Issued **MAY 2, 2018**

For having fulfilled the requirements of Florida
Law regarding this license classification.



Jimmy Patronis

JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

Florida Department of Financial Services

AUNDREA PATRICE HANNAH

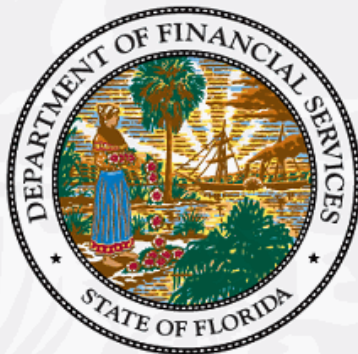
2750 CHANCELLORSVILLE DRIVE
TALLAHASSEE FL 32312

Is hereby recognized as a

0220 - GENERAL LINES - PROPERTY & CASUALTY INSURANCE AGENT

License # **A110227** Issued **JANUARY 24, 2005**

For having fulfilled the requirements of Florida
Law regarding this license classification.



Jimmy Patronis

JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA

Florida Department of Financial Services

AUNDREA PATRICE HANNAH

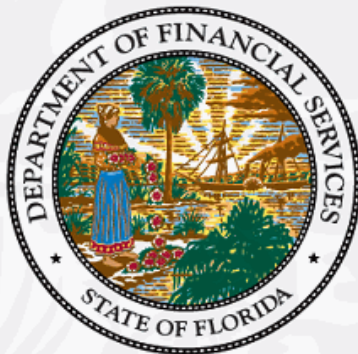
2750 CHANCELLORSVILLE DRIVE
TALLAHASSEE FL 32312

Is hereby recognized as a

0215 - LIFE, HEALTH & VARIABLE CONTRACTS INSURANCE AGENT

License # **A110227** Issued **DECEMBER 19, 2017**

For having fulfilled the requirements of Florida
Law regarding this license classification.



Jimmy Patronis

JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE OF FLORIDA



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
FLORIDA SHERIFFS EMPLOYEE BENEFITS AGENCY, LLC

Filing Information

Document Number L20000030188
FEI/EIN Number 84-4706781
Date Filed 01/30/2020
State FL
Status ACTIVE

Principal Address

2750 Chancellorsville Drive
TALLAHASSEE, FL 32312

Changed: 01/27/2025

Mailing Address

2750 Chancellorsville Drive
TALLAHASSEE, FL 32312

Changed: 01/27/2025

Registered Agent Name & Address

Foley & Lardner LLP
106 East College Ave., Suite 900
TALLAHASSEE, FL 32301

Name Changed: 01/27/2025

Address Changed: 01/27/2025

Authorized Person(s) Detail

Name & Address

Title MGR

Miller, Becky
2750 Chancellorsville Drive
TALLAHASSEE, FL 32312

Title Secretary

Mueller, Joanna
2750 Chancellorsville Drive
TALLAHASSEE, FL 32312

Annual Reports

Report Year	Filed Date
2023	01/18/2023
2024	01/31/2024
2025	01/27/2025

Document Images

01/27/2025 -- ANNUAL REPORT	View image in PDF format
01/31/2024 -- ANNUAL REPORT	View image in PDF format
01/18/2023 -- ANNUAL REPORT	View image in PDF format
03/01/2022 -- AMENDED ANNUAL REPORT	View image in PDF format
01/28/2022 -- ANNUAL REPORT	View image in PDF format
01/28/2021 -- ANNUAL REPORT	View image in PDF format
01/30/2020 -- Florida Limited Liability	View image in PDF format



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Marsh & McLennan (CLW) 101 N Starcrest Dr Clearwater FL 33765	CONTACT NAME: MMA - Florida Region PHONE (A/C No, Ext): 727-447-6481 FAX (A/C, No): 727-449-1267 E-MAIL ADDRESS: CersTeam@MarshMMA.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Florida Sheriffs Risk Management Fund Florida Sheriffs Employee Benefits Trust	INSURER A: Sentinel Insurance Co., LTD	11000
	INSURER B: Hartford Accident & Indemnity	22357
	INSURER C: Twin City Fire Insurance Co.	29459
	INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 772970380 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			21SBMTY6276	10/1/2024	10/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NOT-OWNED AUTOS ONLY <input type="checkbox"/> OTHER:			21UECDD3852	10/1/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	21WEBJ5G6A	10/15/2024	10/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Retro Date: 03/12/2020 Florida Sheriffs Employee Benefits Agency LLC
RE: Proposal #PD 24-25.089 Title: Benefits Broker Consultant

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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**REQUEST FOR PROPOSALS RFP_2026_02
FOR GROUP HEALTH INSURANCE, GROUP LIFE INSURANCE AND GROUP VISION INSURANCE
PROPOSAL SIGNATURE FORM**

The undersigned attests to his/her authority to submit this proposal and to bind the entity/firm herein named to perform in accordance with an agreement entered into with the County, if the entity/firm is awarded the agreement by the County. The undersigned further certifies that he/she has read the entire Request for Proposals package, and any other documentation relating to the Request for Proposals, and that this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

Type of Organization (please check one):

- INDIVIDUAL
- PARTNERSHIP
- CORPORATION
- JOINT VENTURE
- LLC

Firm Name: Florida Sheriffs Employee Benefits Trust / Florida Sheriffs Employee Benefits Agency

Home Office Address: 2750 Chancellorsville Drive

City, State, Zip: Tallahassee, Florida, 32312

Address (Servicing Levy County if Different from Above): _____

Name/Title of Levy County Rep: Becky Miller, Cheif of Employee Benefits, Florida Sheriffs Benefits Trust

Telephone: 1-850-320-6922 Fax: 1-850-320-6922

Signature:  Date: 05/18/2026

As Addenda are considered binding as if contained in the original Request for Proposals, it is critical each proposer acknowledge receipt of same. The submittal may be considered void if receipt of addendum is not acknowledged.

Receipt of Addenda Acknowledged:

Addendum No. <u>1</u>	Dated <u>05/18/2026</u>	Signature <u></u>
Addendum No. <u>2</u>	Dated <u>05/18/2026</u>	Signature <u></u>
Addendum No. <u>3</u>	Dated <u>05/18/2026</u>	Signature <u></u>
<u>4</u>	<u>05/18/2026</u>	

SWORN STATEMENT ON PUBLIC ENTITY CRIME

Sworn Statement Pursuant to Section 287.133(3)(a), Florida Statutes

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Levy County BOCC
By Becky Miller, Cheif of Employee Benefits
(Print individual name and title)
For Florida Sheriffs Employee Benefits Agency
(Print name of entity submitting statements)
Whose business address is 2750 Chancelorsville Drive, Tallahassee Florida
and if applicable whose Federal Employer Identification Number (FEIN) is 84-4706781.
If the entity has no FEIN, include Social Security Number of the individual signing this Sworn Statement:
_____.
2. I understand that a "public entity crime" as defined in paragraph 287.133(1)(a), Florida Statutes, mean violation of any state or federal law by a person with respect to and directly related to the transactions of business with any public entity or with an agency or political subdivision of any other state or with the United States including, but not limited to any proposal or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "convection" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a Jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which proposals or applies to proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please indicate which statement applies).

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months AND (Please indicate which additional statement applies).

The entity submitting the sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. However, there has been a subsequent proceeding before a Hearing Officers of the State of Florida, Division of Administrative Hearings and the Final Order by the Hearing Officer determined that it was not in the public interest place the entity submitting this sworn statement on the convicted vendor list. (Attached is a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Becky Miller
(Signature)

State of Florida
County of Leon

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 18th day of May, 2026, by Becky Miller (name), as Chief of Employee Benefits (title) for FL Sheriff's Employee Benefits Trust (name of proposer) Personally known OR Produced Identification _____ (type of identification).

Haley Marie Posey
(Signature) Notary Public
My Commission expires 12/15/2027

(SEAL)

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL



NON-COLLUSION AFFIDAVIT

I, Becky Miller of the County of Leon

According to law on my oath, and under penalty of perjury, depose and say that:

1. I am Chief of Employee Benefits of the firm of Florida Sheriffs Employee Benefits Trust providing that I executed the said proposal with full authority to do so.
2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;
3. The statements contained in this affidavit are true and correct, and made with full knowledge that Levy County relies upon the truth of the statements contained in this affidavit in awarding contracts for any services resulting from this ITB for said project.

Becky Miller
(Signature of Proposer Representative)

05/18/2026
(Date)

State of Florida

County of Leon

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 18th day of May, 2026, by Becky Miller (name), as Chief of Employee Benefits (title) for FL Sheriffs Employee Benefits Trust (name of proposer) Personally known OR Produced Identification (type of identification).

Haley Marie Posey
(Signature) Notary Public

(SEAL)

Haley Marie Posey
(Printed, typed or stamped commissioned name of notary public)

My Commission expires 12/15/2027



THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

EXHIBIT B

FOREIGN COUNTRY OF CONCERN AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Levy County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 287.138, Florida Statutes, for all entities that may have access to individuals' personal identifying information.

I Becky Miller (insert name) as Chief of Employee Benefits
(insert title) on behalf of Florida Sheriffs Employee Benefits Trust (insert entity name)
under penalty of perjury hereby attest as follows:

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. I certify that Florida Sheriffs Employee Benefits Trust (insert entity name) ("Vendor"):
 - a. Is not owned by the government of a foreign country of concern;
 - b. A government of a foreign country of concern does not have a controlling interest in Vendor; and
 - c. Is not organized under the laws of nor have its principal place of business in a foreign country of concern.
3. For purposes of this Affidavit, "Foreign Country of Concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern.

FURTHER AFFIANT SAYETH NAUGHT.



Becky Miller

Printed Name:

Title: Chief of Employee Benefits

Nongovernmental entity:

Florida Sheriffs Employee Benefits Trust

Date: 05/18/2026

STATE OF Florida

COUNTY OF Leon

SWORN TO AND SUBSCRIBED before me in person or _____ remote
notarization by _____ as Becky Miller on
behalf of Florida Sheriffs Employee Benefits Trust, who is personally
known to me or who produced _____ as identification
this 18th day of May, 2026.



Notary Public

(Notary Seal)



CONFLICT OF INTEREST DISCLOSURE STATEMENT

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All proposers must disclose with their proposals whether any officer, director, employee or agent is also an officer or an employee of the Board of County Commissioners. All proposers must disclose whether any officer, partner, director or proprietor is the spouse or child of one of the members of the Board of County Commissioners. All proposers must disclose the name of any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the firm or any of its branches or affiliates. All proposers must also disclose the name of any employee, agent lobbyist, previous employee of the Board, or other person, who has received or will receive compensation of any kind in connection with the response to this ITB. All proposers are also required to include a disclosure statement of any potential conflict of interest that the proposer may have due to other Clients, contracts, or interest associated with the performance of services under this ITB and any resulting agreement. Use additional sheets if necessary.

Names of Officer, Director, Employee or Agent that is also an Employee of the Board:

Names of Officer, Partner, Director or Proprietor who is spouse or child of Board Member:

Names of County Officer or Employee that owns five percent (5%) or more in Proposers Firm:

Names of applicable person(s) who have received compensation:

Description of potential conflict(s) with other Clients, contracts or interests:

None of the above applicable:

Signature:  Printed Name: Becky Miller

Proposer Name: Becky Miller, Cheif of Employee Benefits, Florida Sheriffs Benefits Trust

Date: 5/18/2026

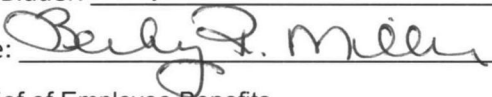
THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

DRUG-FREE WORKPLACE FORM

The undersigned Bidder in accordance with Section 287.087, Florida Statutes hereby certifies that the Bidder Florida Sheriffs Employee Benefits Trust (name of firm or individual) does:

1. Publish a statement notifying employees that the unlawful manufacture, distributions, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United State or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Name of Bidder: Becky Miller
Signature: 
Title: Chief of Employee Benefits
Date: 05/18/2026

ANTI-HUMAN TRAFFICKING AFFIDAVIT

DIRECTIONS: All nongovernmental entities that are or potentially will be contracting, renewing or extending contracts with Levy County, must have an officer or representative fully execute this affidavit. Note, this is a mandatory requirement of s 787.06(13), Florida Statutes effective July 1, 2024.

I Becky Miller (insert name) as Chief of Employee Benefits (insert title) on behalf of FSEBT (insert entity name) under penalty of perjury hereby attest as follows:
Florida Sheriffs Employee Benefits Trust

1. I am over 21 years of age and have personal knowledge of the matters set forth in this affidavit.
2. FSEBT (insert entity name) does not use coercion for labor or services as defined in s. 787.06(2)(a), Florida Statutes.
3. More particularly, FSEBT (insert entity name) does not participate in any of the following actions:
 - a. Using or threatening to use physical force against any person;
 - b. Restraining, isolating or confining or threatening to restrain, isolate or confine any person without lawful authority and against her or his will;
 - c. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of the labor or services are not respectively limited and defined;
 - d. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
 - e. Causing or threatening to cause financial harm to any person;
 - f. Enticing or luring any person by fraud or deceit; or
 - g. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03, Florida Statutes to any person for the purpose of exploitation of that person.

FURTHER AFFIANT SAYETH NAUGHT.

Becky R Miller
Becky R Miller

Printed Name:
Title: *Chief of Employee Benefits*
Nongovernmental entity: *FSEBT*
Date: *May 18th, 2026*

STATE OF Florida
COUNTY OF Leon

SWORN TO AND SUBSCRIBED before me in person or _____ remote notarization by _____ as Becky Miller on behalf of Fl. Sheriff's Employee Benefits Trust, who is personally known to me or who produced _____ as identification this 18th day of May, 2026.

Haley Marie Posey

Notary Public

(Notary Seal)

