



CITY OF CHIPLEY



Addendum No. 2

**CITY OF CHIPLEY, FLORIDA
REQUEST FOR PROPOSALS FOR WORKERS' COMPENSATION,
PROPERTY AND CASUALTY INSURANCE
RFP NO. 2022-04**

Issued: May 13, 2022

5:00 PM Local Time

The following questions have been presented to the City:

1. Would the City consider extending the due date? **We issued Addendum No. 1 due to the RFP being issued after advertisement date.** See attached.
2. In the RFP document under section VII. Rating Criteria, is the list of A. through H. how the proposal response should be set up and tabbed? **Yes, the submittals should be set up and tabbed based on Section VII of the RFP.**
3. Please provide the Property, Inland Marine and Auto schedules in Excel. **I will look into this further and see if I have them in Excel format.**
4. Premiums per line of coverage for last 5 years. **See attached for the last three years of premium per line of coverage. I will look into this further and see if I have the other two years of premiums per line of coverage.**
5. Was there any change in deductible structure over the past 5 years? **Not aware of any change in deductibles.**

6. Employee Concentration – Total number of full time and part time employees combined at each address: **See attached Employee Concentration by Location.**
Street #, Street Name, City, Zip Code, Total Number of Employees, Building Description, Construction, Number of Floors, Year Built

7. Number of full -time employees? **49 plus 5 Elected Officials (18 volunteer fire and 4 police auxiliary not included in this number).**

8. Number of part time employees? **1**

9. Please provide the number of law enforcement personnel for the following:

Full-time with arrest powers: **11**

Part-time with arrest powers: **4 auxiliary**
(Including Auxiliary)

Full-time or Part-time without arrest powers: **0**
(Including Auxiliary & Crossing Guards)
(Do not include Clerical Employees in this group)

Volunteers: **0**

Clerical: **2**
(Full and Part Time Including Dispatchers)

Dogs: **1**

Horses: **0**

10. Number of rateable employees – employees that handle money and securities? **6**

11. Number of volunteer firefighters and total dollar amount paid? **18 and \$30,000/year paid for fire calls.**

12. Number of volunteer law enforcement and total dollar amount paid? **0 and \$.00.**

If you have any questions please contact Mrs. Patrice Tanner, Assistant City Administrator/City Clerk at (850) 638-6350.



CITY OF CHIPLEY



Addendum No. 1

**CITY OF CHIPLEY, FLORIDA
REQUEST FOR PROPOSALS FOR WORKERS' COMPENSATION,
PROPERTY AND CASUALTY INSURANCE
RFP NO. 2022-04**

Issued: May 11, 2022

1:00 PM Local Time

The closing date will be changed from June 3, 2022 at 2:00 p.m. local time, to June 24, 2022 at 2:00 p.m. local time.

If you have any questions please contact Mrs. Patrice Tanner, Assistant City Administrator/City Clerk at (850) 638-6350.

EMPLOYEE CONCENTRATION BY LOCATION

#	Member Name	LOCATION ADDRESS	LOCATION DESCRIPTION	CITY	STATE	ZIP CODE	TOTAL # OF EMP FOR LOC
004	City of Chipley	1442 Jackson Ave.	City Hall	Chipley	FL	32428	8
008	City of Chipley	1544 N. Railroad Ave	Recreation Office	Chipley	FL	32428	2
010	City of Chipley	692 Rustin Drive	WWTP Lab	Chipley	FL	32428	2
021	City of Chipley	1430 Jackson Ave.	Police/Fire Station	Chipley	FL	32428	14
037	City of Chipley	671 Rustin Drive	Public Works Facility - Garage	Chipley	FL	32428	18
034	City of Chipley	680 Utilities Drive	Water Utilities Administration B	Chipley	FL	32428	6
						Total	50

004 City Hall
 Year Built - 1978
 Floors - 1
 Construction - 111 - MNC

021 Police/Fire Station
 Year Built - 2001
 Floors - 1
 Construcion - 152 - NC

008 Recreation Office
 Year Built - 1986
 Floors - 1
 Construction - 119 JM

037 Public Works Facility/Garage
 Year Built - 1982
 Floors - 1
 Construction - 152 - NC

010 WWTP Lab
 Year Built - Unknown
 Floors - 1
 Construction - 152 - NC


034 Water Utilities Administration Building
 Year Built - 2008
 Floors - 1
 Construction - 111 - MNC

FY 2019-2020

Premium Recapitulation
REVISED 9/24/2019

	<u>Annual Premium</u>	<u>Check Option</u>	
		Accept	Reject
Property including Equipment Breakdown	\$62,072.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inland Marine	\$2,974.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Crime / Employee Dishonesty	\$1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Liability	\$28,406.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deadly Weapon Protection	Included		
Law Enforcement Liability	\$9,111.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Officials / Employment Practices Liability	\$12,051.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Automobile Liability	\$25,236.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Automobile Physical Damage	\$11,823.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Two-Year Coverage Agreement* Package Only		<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>*Please refer to the next page for details on the Two-Year Offer</i>			
Workers' Compensation	\$47,190.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AD&D			
2 Year Term, Annual Installments	\$1,145.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2 Year Term, Prepaid	\$2,170	<input type="checkbox"/>	<input type="checkbox"/>

I authorize PRIA to request the underwriters to bind coverage on the items indicated above and acknowledge receipt of the Compensation and Financial Condition Disclosure(s) provided in this proposal.



(Signature)

DAN MINGER, CITY ADMINISTRATOR

(Name & Title)

SEPTEMBER 27, 2019

(Date)

Premium Recapitulation

	<u>Annual Premium</u>	<u>Check Option</u>	
		<u>Accept</u>	<u>Reject</u>
<i>Preferred Governmental Insurance Trust 2nd Year Anniversary Endorsement</i>			
Property including Equipment Breakdown	\$62,072.00	X	
Inland Marine	\$3,128.00	X	
Crime / Employee Dishonesty	\$1,000.00	X	
General Liability	\$29,246.00	X	
Deadly Weapon Protection*	Included	X	
Law Enforcement Liability	\$9,111.00	X	
Public Officials / Employment Practices Liability	\$12,782.00	X	
Automobile Liability	\$25,625.00	X	
Automobile Physical Damage	\$12,229.00	X	
TOTAL	\$155,193.00		
 Workers' Compensation	 \$60,442.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 AD&D	 \$1,145.00		Installment

***Deadly Weapon Protection Coverage: Any Event that occurs at a Location which has been specifically leased or loaned by the City to any other entity or individual to host a permitted event planned and ticketed for more than 500 attendees over the duration of the event, MUST BE reported to AND APPROVED by Preferred PRIOR to event. The Trust may, at their discretion, charge an additional premium and/or impose additional conditions specifically for that event.**

I authorize PRIA to request the underwriters to bind coverage on the items indicated above and acknowledge receipt of the Compensation and Financial Condition Disclosure(s) provided in this proposal.

Dan Miner Digitally Signed by Dan Miner
Date: 2020.09.01 14:13:50 -05'00'

(Signature)

Dan Miner, City Administrator

(Name & Title)

09-01-2020

(Date)

Premium Recapitulation Page 1 of 2

	<u>Annual Premium</u>	<u>Check Option</u>	
		<u>Accept</u>	<u>Reject</u>
Preferred Package			
Property including Equipment Breakdown	\$74,047.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Inland Marine	\$3,754.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Crime / Employee Dishonesty	\$1,000.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Liability	\$33,859.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deadly Weapon Protection*	Included		
Law Enforcement Liability	\$10,467.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Officials / Employment Practices Liability	\$13,192.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cyber Liability	\$3,250.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Automobile Liability	\$29,391.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Automobile Physical Damage	\$14,561.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Package Payment Plan:	Annual	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>*Deadly Weapon Protection Coverage: Any Event that occurs at a Location which has been specifically leased or loaned by the City to any other entity or individual to host a permitted event planned and ticketed for more than 15,000 attendees over the duration of the event, <u>MUST BE</u> reported to <u>AND APPROVED</u> by Preferred <u>PRIOR</u> to event. The Trust may, at their discretion, charge an additional premium and/or impose additional conditions specifically for that event.</p>			
Workers' Compensation	\$58,575.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workers' Compensation Payment Plan:	25% Down, 9 Installments	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Premium Recapitulation Page 2 of 2

	<u>Annual Premium</u>	<u>Check Option</u>	
		<u>Accept</u>	<u>Reject</u>
AD&D (2 YR Term, Annual Installments)	\$1,114.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I authorize PRIA to request the underwriters to bind coverage on the items indicated above and acknowledge receipt of the Compensation and Financial Condition Disclosure(s) provided in this proposal.

Patrice A. Tanner Digitally signed by: Patrice A. Tanner
DN: CN = Patrice A. Tanner email = ptanner@cityofchipley.com
C = US O = City of Chipley OU = Assistant City Administrator
City Clerk
Date: 2021.09.15 10:06:15 -06'00'

(Signature)



Patrice A. Tanner, Asst. City Administrator/City Clerk

(Name & Title)

September 14, 2021

(Date)

Approved by City Council on September 14, 2021.