

DELAWARE RIVER JOINT TOLL BRIDGE COMMISSION
110 WOOD AND GROVE STREET
MORRISVILLE, PA 19067

REQUEST FOR PROPOSALS

PENNSYLVANIA BASED PROPERTY & CASUALTY INSURANCE BROKER /RISK
MANAGEMENT SERVICES

ADDENDUM No. 1

This Addendum No. 1 addresses inquiries associated with this Request for Proposal (RFP) regarding Pennsylvania Based Property & Casualty Insurance Broker/Risk Management Services.

Below are the inquiries received by the Commission, followed by the responses:

1. Does the 20 page limitation apply to any exhibits that we would wish to include? For example, under section III, "Response to Request for Proposals," number 1 of the RFP we would like to attach biographies of the proposed Service Team as an Exhibit. Would those Bios be counted in the 20 page limitation?

Response: The 20 page limitation does not apply to exhibits and biographies.

2. On what date does the Property & Casualty program renew??

Response: The Property & Casualty program renews on a calendar basis.

3. Per Exhibit B, we are required to submit a request for approval of any of our insurance Self-Insured Retentions that exceed \$50,000. What happens if our policy exceeds this amount?

Response: Any required approvals for Self-Insured Retentions that exceed \$50,000 will be reviewed and approved on a case-by-case basis.

4. Please provide clarification regarding the "Placement of property and casualty insurance premiums of at least \$35,000,000" qualification. Are you looking to confirm agency's total premiums written are in excess of this amount or are you looking to confirm a history of individual policies exceeding this amount?

Response: The Commission is looking to confirm a history of individual policies exceeding this amount.

5. What are the current premiums for your property, liability, and any other (if any) insurance lines that will be under management of the applicant awarded this contract? (excluding workers comp)

Response: The Commission will analyze responses to the questions currently posed in this RFP to determine which respondents will be permitted to analyze more detailed information about the Commission's insurance program, the Commission's practices and procedures in connection with insurance placement, claims and risk management. This may include individualized information gathering conference calls and/or meetings. The Commission recognizes that responses to the "Planned Fee Structure" inquiry may not present exact cost proposals based on information currently available, however, the questions should be answered to the best extent possible and may be supplemented with more detail after qualified respondents receive additional information, if applicable.

6. Are you able to make loss run reports (five years plus current) available now? These reports will significantly impact our proposed strategy going forward.

Response: See response to question no. 5, above.

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MANAGEMENT SERVICES

ADDENDUM No. 1

This **ADDENDUM No. 1** responds to inquiries made in connection with the above referenced Request for Proposal, and, is hereby made a part of the Request for Proposal. This Addendum is to be signed by the Respondent and this Page 3 is to be attached to the Respondent's proposal submission.

This Addendum is hereby acknowledged, accepted and understood to be a part of this Request for Proposal for "PENNSYLVANIA BASED PROPERTY & CASUALTY INSURANCE BROKER /RISK MANAGEMENT SERVICES".

SIGNED: _____
CONSULTANT/RESPONDENT

DATE: _____