



Purchasing Department
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April 17, 2025

RFP 3172

INSURANCE AGENT SERVICES

Addendum #1
Questions and Answers

- Q1: Why are you releasing RFP for property and casualty insurance broker services?
A1: Contract with the current broker ends on June 30, 2025 and we are required to release an RFP for the next contract period.
- Q2: Are there any insufficiencies with the current broker service model? If so, please provide an explanation.
A2: No.
- Q3: What are effective dates of each policy line of the property and casualty insurance program?
A3: The majority of property and casualty coverage renews on July 1st each year. A few ancillary coverages renew in August.
- Q4: Please provide a copies of the current policies and 5-year losses per line of coverage.
A4: Copies of the current policies and loss runs are available upon request.
- Q5: Please provide Property Schedule of Values, Equipment Schedule, Payroll Information, and Schedule of Vehicles if applicable?
A5: Available upon request.

Q6: Specific to property, can you provide a 5-year property trend of the TIV-premium and rate?

A6:

Year	Property Values	Rate
7/1/2020 – 7/1/2021	\$444,572,166	\$0.031
7/1/2021 – 7/1/2022	\$455,062,605	\$0.031
7/1/2022 – 7/1/2023	\$467,829,605	\$0.030
7/1/2023 – 7/1/2024	\$494,872,121	\$0.032
7/1/2024 – 7/1/2025	\$526,476,817	\$0.030

Q7: When was the last benchmarking analysis of your liability program?

A7: **This is performed annually by our broker in conjunction with VAcorp.**

Q8: Please confirm your current pain points or problem areas with your property and casualty program.

A8: **We currently have no problem areas.**

Q9: What are the annual broker fees \$ or commission %s for the current brokers/consultants on the program?

A9: **\$35,000/year.**

Q10: Please provide copies of Key Contracts/Insurance Policy Compliance for Contractual Review and Analysis for insurance related stipulations across Management Agreements, Purchase Agreements, etc.

A10: **RCPS follows a procedure to review contracts prior to execution to ensure compliance with insurance requirements. Additionally, RCPS has a guideline for minimum insurance requirements for vendors and a certificate of insurance management policy in place. Copies will be provided to the broker awarded the contract. Include any comments on how you would advise RCPS to perform these functions.**

Q11: Please provide a copy of your business continuity plan/emergency response plan.

A11: **Given the sensitive nature of the content, RCPS' Continuity of Operations Plan will only be provided to the broker that is awarded the contract.**