Leon County
Board of County Commissioners
301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

301 S. Monroe St., Room 201
Tallahassee, Florida 32301
(850)606-5120
Fax: 606-5103

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

BOB RACKLEFF
District 5

CLIFF THAELL
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

Florida League of Cities
135 E. Colonial Dr.
P.O. Box 530065
Orlando, FL 32853-0065
Attention: Tom Conley

Certified Mail
7002 3150 0000 3831 4355

June 2, 2010

Dear Tom:

As one of two successful respondents/bidders to Leon County's Request for Qualifications (RFQ) for Insurance Broker Services effective 10/1/09, you are eligible to bid for any/all of the following lines of insurance coverage effective 10/1/10 thru 9/30/11:

1. Property (including Boiler and Machinery)
2. General Liability (including Public Official Liability & Employment Practices Liability)
3. Professional Liability (Med. Mal.)
4. Automobile Liability
5. Excess Workers' Compensation
6. Third Party Administrator (for Workers' Compensation)

The County will require quotes at the current limits, deductibles, and endorsements. Anniversary dates, current coverages, and insurers are attached. Proposers are to address retro dates and/or tail coverage specifications where applicable.

Consistent with the specifications of the 2009 RFQ, the successful bidder for General Liability will be assigned the responsibility to market and secure Pollution Liability, Accidental Death and Dismemberment, Volunteer Fire Services and Aviation Liability.

Proposals are expected from insurers with acceptable financial strength and acceptable (at the County's discretion) policyholder services reputation. Insurer name and Best's rating, if available, are to be furnished for each insurer being proposed.

The County requests all proposers to provide a premium breakdown for each policy option and coverage proposed. The County reserves the right to decide, at its discretion, which options and coverages shall be purchased, and in which combination, from among those proposed.

The County may benefit if able to combine coverage options from more than one quote. Each quote should state the extent to which individual coverages being proposed are separable without a change in premium cost.

In the interest of the County, Leon County reserves the right to further negotiate final rates and terms with either of the bidders upon review of the bids.

The successful agent(s)/broker(s) will be asked to commence servicing the account in conjunction with an October 1, 2010 renewal date of insurance coverages. The chosen organization(s) will be held to aggressive service requirements and high quality standards in providing service for the County.

Sealed quotes for insurance coverage(s) are due to Leon County Risk Management (301 S. Monroe St., Room 201, Tallahassee, FL 32301) no later than 2:00 p.m. Thursday, July 22, 2010. Attached is a Cost Data Sheet to be completed and submitted to the County.

Cordially,

Karen Harrell

Karen Harrell
Risk Manager

KH/kh

Attachments:
Current coverage limits, deductibles and insurers
Cost Data Sheet

LEON COUNTY DESCRIPTION OF CURRENT PROGRAM

#	Description	Coverage/Service	Insurer/Provider	Expires
1	**Property**	Buildings, Contents, EDP, Inland Marine, Mobile Equipment, Boiler & Machinery TIV $252,226,688 Policy Limit $252,226,688 Ded. $25,000/5% named windstorm	PGIT	10/1/10
2	**Boiler & Machinery**	Included Policy Limit $50MIL	PGIT	10/1/10
3	**General Liability**	Bodily Injury & Property Damage; Personal Injury & Advertising Injury; Products & Completed Operations Policy Limit $3MIL/$6MIL Ded. $10,000	Travelers	10/1/10
4	**Public Official Liability & EPL**	Included Policy Limit $3MIL/$3MIL Ded. $25,000	Travelers	10/1/10
5	**Professional Liability (MedMal)**	Policy Limit $1MIL/$3MIL Ded. $2,500	Admiral	10/1/10
6	**Automobile Liability**	352 Units - Auto Liability 160 Units - Comprehensive 192 Units - Collision Policy Limit $3MIL Ded. 10,000	Travelers	10/1/10
7	**Excess Workers' Compensation**	SIR $350,000 Part I - Statutory Part II - $1MIL Estimated Payroll $70,000,000	FLC	10/1/10
8	**Third Party Administrator, WC**	Claims adjusting; Litigation Management; Subrogation	PGCS	10/1/10
9	**Storage Tank Liability/Pollution**	Public Entities, Tanks & Landfills Policy Limit $5MIL Ded.$10,000 Public Entities $25,000 Tanks & Landfills	ACE, Illinois Union Ins. Co.	10/1/10
10	**Accidental Death & Dismemberment**	Law Enforcement: Occupational: $60K Fresh Pursuit: $60K Intentional Death: $180K	AIG	10/1/10

		Community Services Program: Blanket Accident Insurance Policy Limit: Medical: $5,000 A D & D: $10,000		
11	Aviation	Law Enforcement Use: 2 Helicopters, liability only 1 Helicopter, hull coverage 1 FLIR System Policy Limit: $100K/Passenger $1MIL/Occurrence Ded. $1K Not In Motion 5% of Insured Value: In Motion	Old Republic	10/16/10
12	Volunteer Fire Services	1. Package: Property; General Liability; Crime; Portable Equipment; Management Liablity Policy Limits: Property: $54,675 Ded. $250 General Liability: $1MIL/2MIL Ded. N/A Crime: $25,000 Ded. N/A Portable Equipment: Guaranteed Replacement Cost Ded. $100 2.Commercial Auto: Liability: $1MIL AV or ACV Ded. $100	VFIS	10/1/10

COST DATA SHEET
RE: Leon County 10/1/10 - 09/30/11 Insurance Coverage
All SEALED BIDS DUE NO LATER THAN JULY 22, 2010 2:00 P.M.

Tail coverage and/or retroactive dates must be addressed where appropriate.
All major coverages are effective 10/1/10 through 9/30/11

#	Description	Coverage/Service	Annual Premium Amount	Proposed Provider/Insurer	Coverage Option
1	**Property (includes Boiler & Machinery with Policy Limit of $50MIL)**	Buildings, Contents, EDP, Inland Marine, Mobile Equipment, Boiler & Machinery TIV $252,226,688 Policy Limit $252,226,688 Ded. $25,000/5% named windstorm			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
2	**General Liability**	Bodily Injury & Property Damage; Personal Injury & Advertising Injury; Products & Completed Operations Policy Limit $3MIL/$6MIL Ded. $10,000			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
3	**Public Official Liability & EPL**	Policy Limit $3MIL/$3MIL Ded. $25,000			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
4	**Professional Liability (Med Mal)**	Policy Limit $1MIL/$3MIL Ded. $2,500			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
5	**Automobile Liability**	352 Units - Auto Liability 160 Units - Comprehensive 192 Units - Collision Policy Limit $3MIL Ded. 10,000			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
6	**Excess Workers' Compensation**	SIR $500,000 Part I - Statutory			This line of coverage may be

		Part II - $1MIL Estimated Payroll $75,000,000			purchased separately yes/no (circle one); if no, this line must be bundled with _____.
7	**Excess Workers' Compensation**	SIR $500,000 Part I - Statutory Part II - $1MIL Estimated Payroll $75,000,000			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.
8	**Third Party Administrator, WC**	Claims adjusting; Litigation Management; Subrogation			This line of coverage may be purchased separately yes/no (circle one); if no, this line must be bundled with _____.

The successful proposer for General Liability (including Employment Practices and Public Official Liability) will be assigned the responsibility to market and secure Pollution Liability, Accidental Death and Dismemberment, Volunteer Fire Services and Aviation Liability as indicated below:

1	**Storage Tank Liability/Pollution**	Public Entities, Tanks & Landfills Policy Limit $5MIL Ded.$10,000 Public Entities $25,000 Tanks & Landfills
2	**Accidental Death & Dismemberment**	Law Enforcement: Occupational: $60K Fresh Pursuit: $60K Intentional Death: $180K Community Services Program: Blanket Accident Insurance Policy Limit: Medical: $5,000 A D & D: $10,000
3	**Aviation**	Law Enforcement Use: 2 Helicopters, liability only 1 Helicopter, hull coverage 2 FLIR Systems Policy Limit: $100K/Passenger $1MIL/Occurrence

		Ded. $1K Not In Motion 5% of Insured Value: In Motion
4	**Volunteer Fire Services**	1. Package: Property; General Liability; Crime; Portable Equipment; Management Liability Policy Limits: Property: $54,675 Ded. $250 General Liability: $1MIL/2MIL Ded. N/A Crime: $25,000 Ded. N/A Portable Equipment: Guaranteed Replacement Cost Ded. $100 2.Commercial Auto: Liability: $1MIL AV or ACV Ded. $100

This bid response is submitted by the below named firm/individual by the undersigned authorized representative:

_____
Firm Name

_____
Authorized Representative, Signature

_____
Authorized Representative, Printed

Date: _____

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CLIFF THAELL
At-Large

AKIN AKINYEMI
At-Large

PARWEZ ALAM
County Administrator

HERBERT W.A. THIELE
County Attorney

Brown & Brown of Florida, Inc.
220 S. Ridgewood Ave.
Daytona Beach, FL 32114
Attention: Steve Farmer

Certified mail
7002 3150 0000 3831 4362

June 2, 2010

Dear Steve:

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Karen Harrell

Karen Harrell
Risk Manager

KH/kh

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This bid response is submitted by the below named firm/individual by the undersigned authorized representative:

_____
Firm Name

_____
Authorized Representative, Signature

_____
Authorized Representative, Printed

Date: _____