

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
REQUEST FOR PROPOSALS (“RFP”) NO. 21-002  
FOR PROPERTY, GENERAL LIABILITY, AUTOMOBILE, PUBLIC OFFICIALS  
LIABILITY, EMPLOYEE FAITHFUL PERFORMANCE BOND, AND WORKERS  
COMPENSATION COVERAGE**

The Northwest Florida Water Management District, 81 Water Management Drive, Havana, Florida 32333-4712, is issuing a Request for Proposals (RFP) from qualified firms interested in providing insurance coverage to the District. The District is seeking coverage which includes, but may not be limited to, Property Insurance (buildings, contents, extra expense, fixed and “floating” equipment, computer hardware and software, and watercraft and trailers); Automobile Liability; Comprehensive General Liability; Public Officials Liability coverage; Public Employee Faithful Performance Bond; and Workers Compensation Insurance. Respondents MUST offer all of these coverages.

This RFP is posted to the State of Florida Vendor Bid System website at: [http://www.myflorida.com/apps/vbs/vbs\\_main\\_menu](http://www.myflorida.com/apps/vbs/vbs_main_menu) and the District’s website at <https://www.nfwwater.com/Business-Finance/Bids-Contracts>. A copy of the complete RFP package can also be obtained at the above address or by calling (850) 539-5999.

The deadline for submission and opening of sealed Proposals is 2:00 P.M. Eastern Time (ET) on August 11, 2021. The opening of the sealed Proposals will be livestreamed and can be viewed by clicking on the following link: <https://www.nfwwater.com/Contact-Us/Meetings>. Attendance is unnecessary. However, if requested, provisions will be made to accommodate the handicapped provided the District is given at least 72 hours advance notice.

The Selection Committee is composed of five (5) members that will evaluate and score the Proposals. It is the intent of the District to contract with the firm with the highest ranking, using the evaluation criteria specified in this RFP. The contract shall be for a base term of five (5) years, beginning on October 1, 2021, and ending September 30, 2026, with the option for two (2) 2-year renewals at the discretion of the District. A contract awarded pursuant to this RFP does not obligate the District to contract with a Respondent nor does it obligate the District to pay a Respondent the pricing reflected in the Proposal. The District retains the right to negotiate lower pricing after contract award if it is in the best interest of the District to do so.

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## **PART 1 GENERAL INFORMATION**

### **1.1 INTRODUCTION AND PURPOSE**

The Northwest Florida Water Management District, 81 Water Management Drive, Havana, Florida 32333, (hereinafter referred to as the “District”) is issuing a Request for Proposals (RFP) from qualified firms interested in providing insurance coverage to the District. The District is seeking coverage which includes, but may not be limited to, Property Insurance (buildings, contents, extra expense, fixed and “floating” equipment, computer hardware and software, and watercraft and trailers); Automobile Liability; Comprehensive General Liability; Public Officials Liability coverage; Public Employee Faithful Performance Bond; and Workers Compensation Insurance. Respondents MUST offer all of these coverages.

This Request for Proposals announces the District’s intent to obtain specific insurance coverages and (1) provides specific information about the District, (2) identifies coverages to be provided, (3) provides schedules of equipment to be insured, (4) establishes a term for coverages to be provided, and (5) provides specifications and other information pertinent to insurance coverages to be obtained by the District.

### **1.2 DEFINITIONS**

For the purpose of this RFP, “Respondent” shall mean any person, firm, insurance agent, company, broker, underwriter or representative who is legally licensed and qualified to issue insurance policies in the State of Florida submitting a Proposal in response to this RFP. Time of day is Eastern Time (ET). “Base” term shall mean for an initial period of five years from October 1, 2021, to September 30, 2026; with subsequent two 2-year renewals at the option of the District referred to as “Renewal”.

### **1.3 DATE AND LOCATION OF PUBLIC OPENING**

**THE DISTRICT MUST RECEIVE ALL PROPOSALS BY 2:00 P.M. ET  
ON WEDNESDAY, AUGUST 11, 2021, AT:**

Northwest Florida Water Management District (Headquarters)  
81 Water Management Drive  
Havana, Florida 32333-4712

The opening will also be livestreamed and can be viewed by clicking on the following link:  
<https://www.nwfwater.com/Contact-Us/Meetings>.

## 1.4 SCHEDULE

The District and Respondents will adhere to the following schedule in all actions concerning this RFP.

<u>Date/Time</u>	<u>Action</u>
July 9, 2021	District issues Request for Proposals
July 16, 2021, 2:00 P.M.	Deadline for written inquiries
July 21, 2021, 2:00 P.M.	Posting of answers to substantive questions
August 11, 2021, 2:00 P.M.*	Opening of sealed Proposals*
September 9, 2021*	Governing Board considers selection committee's recommendation*

\*Denotes a public meeting.

## 1.5 DELAYS

The District may delay any scheduled dates if it is to the advantage of the District to do so. The District will notify Respondents of all changes in scheduled due dates by posting on the State of Florida Vendor Bid System website at: [http://www.myflorida.com/apps/vbs/vbs\\_main\\_menu](http://www.myflorida.com/apps/vbs/vbs_main_menu) and the District's website at [www.nwfwater.com](http://www.nwfwater.com).

## 1.6 SUBMISSION AND WITHDRAWAL

The Respondent must submit the Proposal in person, by mail, or courier such as UPS to this address:

Northwest Florida Water Management District (Headquarters)  
Attn: Agency Clerk  
81 Water Management Drive  
Havana, Florida 32333

**Please be advised that mail delivery to the District is not always by 2:00 P.M. ET**

The Respondent shall submit one (1) original written Proposal with one (1) new USB flash drive containing an Adobe PDF of the written Proposal in a sealed, opaque envelope or box. The electronic copy is required for ease of disseminating the submitted Proposal to the District's Selection Committee. If there are any discrepancies between the written and electronic copy, the written Proposal shall prevail. Fax and email transmittals of the Proposal will not be accepted.

The face of the envelope or box shall state in capital letters:

**“SEALED PROPOSAL RFP NO. 21-002, PROPERTY & CASUALTY INSURANCE TO BE OPENED AUGUST 11, 2021, 2:00 PM, ET, AT THE HEADQUARTERS OF THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT”**

The sealed envelope or box shall also include the Respondent's name and business address. Proposals received by the opening deadline but not properly sealed and labeled shall not be considered. Receipt of a Proposal by any District office or personnel other than the District receptionist or the Agency Clerk, at the headquarters office located at 81 Water Management Drive, does not constitute “delivery” and is not considered “received by” the District as required by this RFP. Telephone confirmation of timely receipt of the Proposal may be made by calling (850) 539-5999 and asking for the Agency Clerk before Proposal opening time. Proposals that are for any reason received after the established deadline shall not be considered.

A Respondent may withdraw a Proposal by notifying the District in writing at any time prior to the opening. Respondents may withdraw Proposals in person or through an authorized representative. Respondents and authorized representatives must disclose their identity and provide a signed receipt for the Proposals. Proposals, once opened, become the property of the District and will not be returned to the Respondents.

Upon opening, Proposals become "public record" and shall be subject to public disclosure consistent with Chapter 119, F.S., once the District provides notice of its decision or intended decision or 30 days after opening the Proposals, whichever is earlier. Respondents desiring to invoke any exemption to disclosure provided by law must do so in the Proposal submitted in response to the RFP by providing the specific statutory authority for the claimed exemption, identifying the data or other materials to be protected, and stating the reasons why such exclusion from public disclosure is necessary.

If the District rejects all Proposals and concurrently provides notice of its intent to reissue the RFP, the rejected Proposals remain exempt from Florida's Public Records Law until such time as the District provides notice of an intended decision concerning the reissued RFP or until it withdraws the reissued RFP. A Proposal is not exempt for longer than 12 months after the initial notice rejecting all Proposals.

Proposals will be made available for inspection at the time the District posts notice of its decision or intended decision concerning contract awards or 30 days after the Proposals opening, whichever is earlier.

## **1.7 INQUIRIES**

The Procurement Officer may orally explain the District's procedures and assist Respondents in referring to any applicable provision in the Request for Proposal documents. District staff is not authorized to orally interpret the meaning of the specifications or other contract documents, or correct any apparent ambiguity, inconsistency, or error therein. In order to be binding upon the District, the interpretation or correction must be given by the Procurement Officer and must be in writing.

Procurement Officer  
Ms. Lyn Shiver  
Lyn.Shiver@nfwwater.com  
(850) 539-5999

All inquiries must be received in writing no later than July 16, 2021, 2:00 P.M. ET. Inquiries shall reference the date of the RFP opening and RFP title and number. The District will provide answers to substantive questions in the form of a written addendum (see next section).

## **1.8 ADDENDA**

If revisions become necessary, the District will post written addenda on the District's internet website and on the State of Florida's Vendor Bid System website. Respondents must satisfy themselves of the accuracy of their response in the Proposal by examination of the criteria and specifications including addenda. After Proposals have been submitted, Respondents shall not assert that there was a misunderstanding concerning the criteria and specifications including addenda. Prospective Respondents are responsible for determining whether addenda have been issued and are advised to check the websites or with the District's Procurement Officer prior to submitting their Proposal.

## **1.9 EQUAL OPPORTUNITY**

The District recognizes fair and open competition as a basic tenet of public procurement. Respondents doing business with the District are prohibited from discriminating on the basis of race, color, creed, national origin, handicap, age, sex, or disability. It is the policy of the District to ensure that qualified Respondents wishing to participate in the procurement process have the maximum opportunity to compete and perform on District contracts.

The District encourages participation by minority-, veteran-, and women-owned Certified Business Enterprises and requests that firms submit evidence of such designation with their Proposal. For further information on designation as a certified business enterprise, visit [www.dms.myflorida.com/agency\\_administration/office\\_of\\_supplier\\_diversity\\_osd/get\\_certified](http://www.dms.myflorida.com/agency_administration/office_of_supplier_diversity_osd/get_certified).

## **1.10 AMERICANS WITH DISABILITIES ACT**

The District does not discriminate upon the basis of any individual's disability status. This nondiscrimination policy involves every aspect of the District's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act should contact Wendy Dugan, Division of Administration, at (850) 539-5999.

## **1.11 PUBLIC CRIMES/DISCRIMINATORY VENDORS**

In accordance with sections 287.133 and 287.134, Florida Statutes (F.S.), a person or affiliate who has been placed on the convicted or discriminatory vendor lists following a conviction for a public entity crime or placement on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, F.S., for CATEGORY TWO (\$35,000) for a period of 36 months following the date of being placed on the convicted or discriminatory vendor lists. Questions regarding the convicted vendor list may be directed to the Florida Department of Management Services, State Purchasing Division, at (850) 488-8440 or send email to [purchasingcustomerservice@dms.myflorida.com](mailto:purchasingcustomerservice@dms.myflorida.com).

## **1.12 SCRUTINIZED COMPANIES, BOYCOTTING**

Pursuant to section 287.135, F.S., a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the District for goods or services of:

- (1) Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, F.S., or is engaged in a boycott of Israel; or
- (2) One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

- a) Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, F.S.; or
- b) Is engaged in business operations in Cuba or Syria.

By submitting a Proposal, the Respondent certifies that it is not currently on the aforementioned lists or engaged in such business operations and agrees to notify the District if placement on one of these lists occurs or the Contractor engages in such business operations. If the Respondent submits a false

certification, the District may terminate the Agreement and bring a civil action against the Respondent, as provided for in section 287.135, F.S.

### **1.13 INSPECTORS GENERAL COOPERATION**

The Respondent understands and shall comply with section 20.055(5), F.S., which states: It is the duty of every state officer, employee, agency, special district, board, commission, contractor, and subcontractor to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing pursuant to this section.

### **1.14 INSURANCE**

The Respondent, if awarded a contract, shall maintain insurance coverage. In the event a contract is awarded to a governmental entity or a self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Respondent's insurance coverage, policies, or capabilities may be grounds for rejection of the proposal and rescission of any ensuing contract.

The successful Respondent shall obtain all coverage as required by Florida law, including Workers Compensation and applicable professional liability insurance. Additionally, the firm shall be insured as follows: General Liability, with limits not less than \$1,000,000 per occurrence; \$1,000,000 per occurrence for personal injury; and \$1,000,000 for property damage; Automobile Liability, with combined single limit of not less than \$1,000,000; Workers Compensation and Employers Liability, with limits not less than: Bodily Injury by Accident \$1,000,000 each accident; Bodily Injury by Disease \$1,000,000 policy limit; and Bodily Injury by Disease \$1,000,000 each employee.

Evidence of all such insurance satisfactory to the District shall be furnished when returning the signed, executed Agreement to the District, and all such insurance policies shall provide for a ten (10) business day notice to the District of cancellation or any material change in the terms of the insurance policies.

### **1.15 DEVELOPMENT COSTS**

Neither the District nor its representatives shall be liable for any expenses incurred in connection with the preparation of a Proposal in response to this RFP. Respondents should prepare the Proposal simply and economically, providing a straightforward and concise description of the Respondent's ability to meet the requirements of the RFP.

### **1.16 DISTRICT FORMS AND RULES**

When included, all forms supplied by the Northwest Florida Water Management District shall be submitted with the Proposal. All Proposals must comply with applicable Florida Statutes, laws, and rules. Refer to PART 3 RESPONDENT PROPOSALS for further information.

### **1.17 WAIVER OF MINOR IRREGULARITIES**

The District may waive minor irregularities in Proposals received where such is merely a matter of form and not substance. Minor irregularities are defined as any deviation from a mandatory requirement of the RFP that, if waived, will not have an adverse effect on the District's interest and will not give a Respondent an advantage or benefit not enjoyed by the other Respondents. The District is not required to waive a minor irregularity and has the sole discretion to determine whether a minor irregularity should be waived.

## **1.18 ORAL PRESENTATIONS**

At its discretion, the District may require a Respondent to make an oral presentation of their Proposal. These presentations provide an opportunity for the Respondent to clarify the Proposal for the District. The District will schedule any such presentations.

## **1.19 PROHIBITED CONTACT**

Between the release of the solicitation and the end of the 72-hour period following the District posting the notice of intended award, excluding Saturdays, Sundays and state holidays, Respondents to this solicitation or persons acting on their behalf may not contact, any employee or officer of the District or executive or legislative branch concerning any aspects of this solicitation, except in writing to the Procurement Officer. Violation of this provision may be grounds for rejecting a Proposal.

## **1.20 CONFLICT OF INTEREST**

The award hereunder is subject to Chapter 112, F.S. All Respondents shall disclose with their Proposal the name of any officer, director, board member, or agent who is also an employee of the State of Florida, or any of its agencies. Further, all Respondents shall disclose the name of any state employee or any board member or employee of the District who owns directly or indirectly an interest of five percent (5%) or more in the Respondent's firm, subsidiaries or branches.

## **1.21 SPECIFICATION AND AWARD PROTEST**

Any person who is adversely affected by the District's award shall file with the District a notice of protest in writing within 72 hours after the posting of the award. With respect to a protest of the terms, conditions, and specifications contained in this RFP, including any provisions governing the methods for ranking proposals, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within 72 hours after the posting of the RFP or the addenda to the RFP that contains the new term, condition or specification that is protested. The formal written protest shall be filed within 10 days after the date the notice of protest is filed with a bond pursuant to section 287.042(2)(c), F.S. The Failure to file a notice of protest or failure to file a formal written protest shall constitute a waiver of proceedings under Chapter 120, F.S. The formal written protest shall state with particularity the facts and law upon which the protest is based. Saturdays, Sundays, and state holidays shall be excluded in the computation of the 72-hour time periods. **The failure to file a protest within the time prescribed in section 120.57(3), F.S., or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, F.S.**

## **1.22 NEWS RELEASES**

The Respondent shall obtain prior approval of the District for all news releases or other publicity pertaining to this RFP.

## **PART 2 SCOPE OF INSURANCE COVERAGE**

### **2.1 SPECIAL PROVISIONS**

All policies should provide for a 30-day or 60–day cancellation notice. Respondents must enumerate any exceptions.

Responses shall specify payment provisions of premiums and shall not be subject to any change during the initial term of five years, unless specified in the Respondent’s Proposal.

The named insured shall be the Northwest Florida Water Management District and the policies shall also insure the Governing Board of the Northwest Florida Water Management District, appointed officials, members of boards, commissions, councils, authorities or agencies, employees and volunteers and other entities or persons to the extent required by agreement, contract or lease with such entities or persons.

If at the end of the first year or any subsequent year of the policy term the premium increase proposed on any individual policy shall exceed two percent (2%), the District may at its option request the firm to place the coverage with another company. If the awarded Respondent cannot obtain other policy coverage to the satisfaction of the District as to coverage and/or cost, the District may at its option cancel the policy and/or obtain a replacement policy with another firm. The District also requires the awarded Respondent to monitor the coverage and premiums of all of its policies, costs, activities, claims history, etc., and when appropriate, or upon request, advise the District of recommended changes to minimize risks and/or maintain or reduce costs. The District must approve any changes in providers prior to the change(s) becoming effective. If the awarded Respondent fails to provide this service, the District may cancel its agreement with the firm and select another firm and/or carrier(s) as it deems to be in the best interest of the District.

The District cannot consider “assessable” insurance arrangements unless no other alternatives exist. Proposals must identify any “assessable” policy offered. The District will not accept any self-insured inter-local agreements that place a liability on the District for the claims of other insured members.

Respondents must specify the status of the quoted insurers (i.e., admitted insurer protected by the Florida Insurance Guaranty Association with A.M. Best rating of A+, or self-insurance group regulated by the State of Florida, or Florida state regulated trust with \$\$ total annualized premiums, etc.)

### **2.2 SPECIFICATIONS AND COVERAGES TO BE PROVIDED**

The following coverages are required:

A **Property Insurance** (Building / Personal Property / Extra Expense)

See Statement of Values for building and personal property in Section 2.3.

1. **Scope of Coverage**

- a. “Special Cause of Loss” forms (including sinkhole / excluding flood and earthquake)
- b. No coinsurance, if available, replacement cost value is desired (building and personal property)
- c. Replacement Cost Endorsement (building and personal property)
- d. Deductible: Provide recommended “per occurrence” deductible (several tiers may be represented/suggested)

2. Limits of Insurance

- a. Blanket Coverage - Buildings .....\$6,574,083
- b. Blanket Coverage - Personal Property ..... \$1,013,196
- c. Business Income with Extra Expense (actual 12-month sustained loss) to avoid out-of-pocket expenses from forced relocation.
  - (1) Headquarters Location .....\$150,000
  - (2) DeFuniak Springs Location .....\$100,000
  - (3) Youngstown Location .....\$50,000
  - (4) Milton Location .....\$50,000

3. Statement of Values (Other than Inland Marine and Watercraft)

For the following, see attached schedules, EXHIBITS C THROUGH F:

B. Inland Marine (See schedule of equipment inventory attached, EXHIBIT C. This equipment is used primarily away from the premises.)

1. Scope of Coverage

- a. Equivalent to the “Special Cause of Loss” form plus coverage for watercraft, water-borne equipment, below ground exposure plus submerged equipment exposure.
- b. Coinsurance Permitted: *Specify recommended percentage*
- c. Replacement Cost Coverage Endorsement
- d. Deductible: Recommend “per occurrence” deductible

2. Limits of Insurance

- a. Blanket limit (per schedule).....\$640,359
- b. Endorsement to provide automatic coverage for newly acquired equipment (90-day extension) ..... \$50,000
- c. Alternate to Blanket Limit – Equipment may be insured specifically under a schedule “per attached schedule” with an automatic provision for newly acquired equipment.

C. Computer Equipment

1. General

- a. Located at headquarters or one of the four branch office locations
- b. The District intends for all computer hardware and software to be insured. See schedule of computer equipment and software, EXHIBIT D.

2. Scope of Coverage

- a. “Special Cause of Loss” or equivalent insurance company form, including the following coverages: *Other deductibles may be suggested*
  - (1) Replacement cost
  - (2) Electrical damage and short circuit (\$1,000 deductible permitted)
  - (3) Systems breakdown (\$1,000 deductible permitted)

- (4) Faulty construction, error in design, or actual work on property covered (\$1,000 deductible permitted)
- (5) EDP policy (to cover software and data losses)

- b. Deductible: \$250 per “occurrence” except as noted under a.2., a.3., and a.4.
- c. 80 or 90 percent coinsurance, or none

3. Limits of Insurance

- a. Hardware ..... \$ 1,172,627
- b. Property in Transit .....\$ 25,000
- c. Newly Acquired Property (90-day extension) ..... \$ 50,000

D. Watercraft and Trailers

1. Scope of Coverage

- a. Minimum Navigation Limits
  - (1) Inland waters and waterways
  - (2) Gulf coastal waters
- b. “All Risk” or “Special Causes of Loss” forms or equivalent (Hull coverage includes motors, attachments and trailers.) *Other deductibles may be suggested*
  - (1) Include theft (partial and/or total)
  - (2) Include coverage for losses related to freeze damage
  - (3) Include coverage for all accessories
- c. Deductible: \$250 per “occurrence”
- d. Actual Cash Value Coverage
- e. 80, 90 or 100 percent coinsurance or none

2. Limits of Insurance (Refer to attached schedule, EXHIBIT E.) ..... \$202,077

E. Automobile Insurance (*other levels of coverage may be suggested*)

- 1. Liability .....\$ 1,000,000 CSL  
(Any automobile including hired or non-owned automobiles per occurrence)
- 2. Uninsured Motorist .....\$ 1,000,000 CSL  
per occurrence
- 3. Personal Injury Protection ..... Standard  
No deductible
- 4. Physical Damage Coverage:
  - a. Owned Automobiles – See Schedule of Vehicles, EXHIBIT F.  
Cover all owned automobiles of the 2016 model year and later and newly acquired automobiles of the 2021 model year and later. In subsequent years, cover only vehicles five years old or newer. Drop older vehicles from coverage, add new vehicle purchases.



- b. Number of Watercraft Owned by the District .....thirty-six (36)
- c. Architects or Engineers – Consulting  
(Payroll) ..... \$3,597,926

**A. Public Officials Liability Insurance**

- 1. Board Members
- 2. Other Officials (Elected or appointed)
- 3. Employees
- 4. The entity for “Wrongful Acts” as generally defined by insurance companies offering this coverage
- 5. Scope of Coverage (Policy form)
  - a. Occurrence (to include prior acts)
  - b. “Pay on behalf of” is preferred to “indemnify”
- 6. Limits of Insurance:
  - a. Liability Limit .....\$1,000,000 aggregate
  - b. Deductible ..... \$ 5,000 deductible

**H. Public Employee Faithful Performance Bond**

- 1. Limit of Insurance ..... \$ 100,000.00  
(Insuring Agreement I – total limit of liability)
- 2. Number of Employees Handling Money: 23  
All Other Employees: 90
- 3. No Deductible

**I. Workers Compensation Insurance (other levels of coverage may be suggested)**

- 1. Provide Statutory Benefits
- 2. Employer’s Liability ..... \$100,000 / \$100,000 /\$500,000
- 3. Classification and Estimated Payrolls (@ 5/30/21:
  - 6217 Evacuation Not Otherwise Classified (NOC)  
and Drivers (14) ..... \$ 619,840
  - 8601 Architect or Engineer – Consulting (62)..... \$ 3,597,926
  - 8810 Clerical Office Employee – NOC (35) ..... \$ 1,940,282
  - 9015 Buildings NOC –Operation by Owner (2) ..... \$ 84,864

Total (113) (includes part time employees)      \$ 6,242,912

- 4. Classification Notes: The District has conducted a study of employee activities in conjunction with NOCCI’s “Scope of Basic Manual Classifications.” The payroll classifications assigned are believed to be accurate. Respondents may review a copy of the position descriptions of all District employees at the District headquarters. The exhibits

section of these specifications includes the identification of all employment positions matched with the appropriate Workers Compensation classifications. Additionally, the District does not provide Worker's compensation coverage for independent contractors.

### 2.3 STATEMENT OF VALUES (BUILDING AND PERSONAL PROPERTY)

The following values represent the current estimate replacement cost of the items shown as of June 2021. Contents include \$5,000 for each office (desk, credenza, chair, guest chair, bookcase, file cabinet, computer equipment, accessories, etc.), \$10,000 for server rooms / bulk specialized equipment storage area, and \$1,500 for each non-office work area for non-capitalized furnishings and equipment. Contents do not include items listed on individual schedules - See individual schedules.

Building Description/ Construction	Building Area (Sq. Feet)	Building	Contents (Property)
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**Location # 1 Highway 90 approximately 3 miles west of I-10 Highway 90 Interchange (Exit 192) in Gadsden County** (nine miles west of Quincy, Florida)

1. Administrative Building & Annex (masonry with wood truss roof)	19,000	\$3,108,410	\$503,717
2. Water Lab Building (steel constr.)	1,900	\$142,500	\$75,553
3. Detached Office Building (wood frame)	2,520	\$335,000	\$76,738
4. HQ Maintenance Facility (Kirby metal / approx. 5,000 sq. ft. office space included) w/ 2,000 sq. ft. roof overhang	7,000	\$696,000	\$103,696
5. Pump House/Utility Building (concrete block & metal)	100	\$2,500	\$0
6. Storage Shed (wood truss with metal roof on poles (open storage)	1,700	\$50,000	\$0
7. Storage Building (wood frame with wood truss roof)	280	\$8,000	\$0
8. Generator: Administrative building & Annex: 60kw Propane		\$25,859	\$0

**Location # 2 6418 E. Highway 20, Youngstown, Bay County, Florida**

9. 40'x48' Pole Barn w/ 12'x40' enclosed area for storage	3,000	\$66,500	\$0
10. 40'x56' Pole Barn with 20'x20' storage	6,400	\$116,900	\$0
11. 40'x75' Pole Barn with 50'x40' office attached (wood frame with metal exterior)	5,625	\$688,500	\$41,500

Building Description/ Construction	Building Area (Sq. Feet)	Building	Contents (Property)
<b><u>Location # 3</u> 2860 Chain Lake Road, Chipley, Washington County, Florida</b>			
12. Modular Office (includes 24 sq. ft. canopy)	700	\$42,000	\$3,000
13. Pump House	100	\$9,000	\$0
14. Pole Barn	1,500	\$51,750	\$0
<b><u>Location #4</u> 5453 Davisson Road, Milton, Santa Rosa County, Florida</b>			
15. Prefabricated metal building (Office, enclosed storage, and open covered storage)	5,600	\$771,500	\$43,133
<b><u>Location #5</u> 700 US Highway 331 South, DeFuniak Springs, Walton County, Florida</b>			
16. Office (metal constr.)	5,000	Leased	\$165,859
<b><u>Location #6</u> Econfina Springs Complex, Junction of Econfina Creek and Hwy. 20 (northwest corner), Bay County, Florida</b>			
17. Composting Toilet (concrete block treated wood and Trex decking)	352	\$105,042	\$0
18. Pavilions (3 – 12 x 18 feet)	648	\$89,802	\$0
<b><u>Location #7</u> Williford Springs Complex,</b>			
19. Composting Toilet	340	\$126,298	\$0
20. Pavilions (2 – 16x28 feet, 1 – 36x52 feet)	2,768	\$138,522	\$0
Blanket Limit of Insurance on Building		<u>\$6,574,083</u>	
Blanket Limit of Insurance on Personal Property			<u>\$1,013,196</u>

**Fire Protection**

Building 1 – 8 are located nine miles outside city limits of Quincy, Gadsden County, Florida.

Buildings 9 – 11 are located 11 miles outside the town limits of Youngstown, Bay County, Florida.

Buildings 12 - 14 are located 22 miles outside the city limits of Chipley, Washington County, Florida.

Building 15 is located outside the city limits of Milton, Santa Rosa County, Florida.

Building 16 is located within the city limits of DeFuniak Springs, Walton County, Florida.

## **2.4 DESCRIPTION OF THE DISTRICT AND PARTIAL LISTING OF DISTRICT ACTIVITIES**

The Northwest Florida Water Management District is one of five regional water management districts established by the Florida Water Resources Act of 1972, Chapter 72-299, Laws of Florida, and operates under Chapter 373, F.S.; thus, it is subject to significant legal restrictions. Together, the five water management districts work with state agencies and local governments to ensure there are adequate water supplies to meet growing demands while: protecting and restoring the water resources of the state; addressing water quality issues; protecting natural systems in Florida through land acquisition, land management, and ecosystem restoration; and promoting flood protection. For additional information, the Northwest Florida Water Management District's website is [www.nwfwater.com](http://www.nwfwater.com).

This District's boundaries encompass all or part\* of the following sixteen (16) counties and stretches from the St. Marks River watershed in Jefferson County to the Perdido River in Escambia County:

Escambia	Washington	Calhoun	Gulf
Santa Rosa	Bay	Leon	Okaloosa
Liberty	Wakulla	Walton	Franklin
Holmes	Gadsden	Jackson	Jefferson*

These boundaries encompass approximately 1.5 million people and an area of approximately 11,305 square miles.

The District is governed by a nine-member Governing Board appointed by the Governor and confirmed by the Florida Senate to serve four-year terms without compensation. Members may be re-appointed. One Board member is appointed to represent each of the District's five major hydrologic basins and four are selected at-large.

The Executive Director oversees a staff of 100 authorized positions and 13 Other Personal Services (OPS) positions (headcount of 113) for a full-time equivalency of 109.4 FTE. Positions are full-time or equivalencies of part-time and include hydrologists, geologists, biologists, engineers, planners, foresters, land managers, and administrative personnel. Operations are categorized across the following six program areas:

1. Water Resources Planning and Monitoring
2. Land Acquisition, Restoration, and Public Works
3. Operation and Maintenance of Lands and Works
4. Regulation
5. Outreach
6. District Management and Administration

The General Counsel and District Inspector General functions are provided through contractual services. All full-time authorized positions participate in the Florida Retirement System.

The District owns a headquarters office building on a 13-acre leased site in Gadsden County, and has a leased branch office in DeFuniak Springs. The branch office exists to provide inspection and permitting office services to geographic areas not served out of the District headquarters. In addition,

the District owns satellite facilities in Bay County and Santa Rosa County that are used as staging areas for most land management activities.

Specific activities engaged in by the District include the following:

1. Field inspections and supervision of construction activities related to water resources of the District
2. Boundary surveys (generally related to District properties)
3. Surveys of sub-surface conditions (generally for obtaining geologic data pertinent to water supply)
4. Ground and water testing
5. Permitting and inspection of construction, repairs and alterations of dams and other works
6. Permitting and inspection of water supply wells (construction)
7. Permitting and consumption uses of water
8. Licensing of water well contractors
9. Land acquisition (primarily acquisition of environmentally sensitive lands). To date, the District has acquired in excess of 212,153 acres of such lands. These lands are generally undeveloped; however, timber harvesting by contracted, bonded firms may be conducted on portions of District acquired lands. Some apiary leases are granted on District lands and the lessees are required to provide liability coverage to obtain and maintain the apiary lease rights. The District allows hunting, fishing primitive camping, hiking, biking and other recreational uses. Supervision of activities on District lands is carried out by District personnel in cooperation with personnel of the Fish and Wildlife Conservation Commission, the State Division of Forestry and local government law enforcement agencies.
10. Investigations relating to the water resources of the District
11. Planning for and management of the water resources of the District
12. The District may design structures, including dams and remedial actions for such structures, let bids for, and supervise construction. The largest construction project the District has been engaged in to-date is the Lake Jackson restoration project featuring a dam and retention pond to provide sedimentation and filtering of water prior to its entering Lake Jackson
13. The District employs consultants and contractors
14. The District is engaged in administration and auxiliary functions
15. The District on occasion rents medium and heavy class equipment which it must insure.
16. The District regulates construction in agricultural and silvicultural areas

NOTE: The above activities are furnished for the Respondent's information but are not intended to be a complete description of every activity which the District might undertake.

In addition to building and personal property listed in PART 2, the RFP contains exhibits C – H, regarding District schedule lists and the latest quarterly reports for liability/property and workers compensation.

## PART 3 RESPONDENT PROPOSALS

### 3.1 PROPOSAL REQUIREMENTS

Proposals submitted in response to RFP No. 21-002, at a minimum, must include the completion and submittal of EXHIBITS A, B, G, and H, with additional pages as needed, to include, at a minimum, the following information.

#### A. Company Information and Qualifications

1. Contact information to include firm name, business address of the office location(s) that would mostly work with the District, with phone, fax, and e-mail address
2. Firm background
3. Documentation of financial stability and any ratings of such insurer(s) by A.M. Best or an industry-equivalent entity
4. List of pertinent litigation filed against the firm during the last three years
5. Relevant past experience
6. Up to five client references with contact name, address, phone, and email that are similar in organization size, public sector-related, and coverages (the District cannot be included as a reference)

#### B. Project Team Qualifications

1. Roles/levels of participation of the proposed team
2. Necessary team member disciplines, licenses, and training deemed relevant by the Respondent
3. Qualifications and experience of each team member
4. Proposed subcontractors if any

#### C. Service to the District

1. Firm responsiveness to insurance claims and ways for the District to submit claims
2. Availability of loss prevention and risk control programs as well as other services, e.g., training resources, matching grant opportunities, asset review/property appraisal, included in the pricing not captured elsewhere in the Proposal
3. Availability to prepare District certificates of insurance and review those of vendors to ensure compliance with District contract or grant insurance requirements.
4. Availability to address ad-hoc insurance questions concerning District operations.

#### D. Specifications and Coverages

1. Understanding of RFP scope of services
2. Address inclusion of coverage for disaster assistance/recovery, cyber liability, or other components of coverages part of those listed on the Proposal sheet(s).
3. Identify the premium by line of coverage and classification and must identify the premium basis and annual rate(s) for each of the following coverages:
  - a) General Liability
  - b) Workers Compensation: A complete breakdown of premium, including experience modification factors, deviations (if any), premium discounts, etc. must be included in the Proposal.
  - c) For both general liability and workers compensation coverages, a premium rating worksheet clearly delineating classification/codes used, rates used, and premiums must be included in the Proposal. Formulas and all "discounts applied" must be submitted in sufficient detail for a proper pre-audit and post-audit review.

- d) A letter (on insurance company or self-insurance fund letterhead) must be included in the Proposal that is signed by a company representative stating that the insurance company has reviewed the classifications and/or codes used and found them acceptable.
4. Address that if any coverage is quoted on a retrospective basis, a comprehensive narrative is required.
5. Describe how property in the open would be covered under this policy.
6. Describe how and when new assets (such as construction projects) should be added to the policy.
7. Any policy included in the proposal subject to audit must be identified and the rating basis shown.

E. Cost

1. Completion of EXHIBIT A – PROPOSAL SHEET(S)
2. Explanation of any fees, discounts, refunds, and credits
3. Price Escalation/De-Escalation methodology for the two 2-year renewals must be included and will be considered as part of the evaluation of Proposals.

F. Include the following proposed specimen policies and form requirements:

1. Inland Marine (Equipment Floater)
2. Computer Policy
3. Wet Marine (Watercraft Policy)
4. Public Officials Liability Policy

Forms Requirements: Under all coverages—not identified in preceding bullets F.1 - 4, the District prefers ISO forms (or equivalent). In the event proposed coverages will utilize forms other than ISO, Respondents must identify and include the non-ISO forms with the Proposal.

G. Respondents must include, but may combine any or all, the coverages listed below. Any coverages so combined must be identified as such in the Proposal. These coverages may be combined provided the scope of coverage stated in these specifications is not compromised by such combination. The premium for combined coverages may be identified in the premium summary page as a combined premium:

1. Property (buildings, personal property, extra expense)
2. Inland Marine (floating equipment)
3. Watercraft
4. Computer Equipment

### **3.2 BID BOND AND PERFORMANCE BOND**

A bid bond or performance bond is not applicable to this RFP.

### 3.3 VENDOR CHECKLIST

Please review this checklist to ensure that you have properly followed the instructions. Many bids and proposals are rejected due to the Respondent simply failing to comply with required preparation and submission requirements.

- Have you performed a final review of your Proposal to ensure you included all required information?
  
- Did you complete and include with your Proposal?
  - EXHIBIT A PROPOSER SHEET(S)
  - EXHIBIT B, ACKNOWLEDGEMENT FORM
  - EXHIBIT I, W-9 FORM (only page 1 is necessary)
  - EXHIBIT J, VENDOR REGISTRATION FORM
  - Specimen policy and form requirements
  - Statement of disclosure, if a conflict of interest exists as described in SECTION 1.20 CONFLICT OF INTEREST
  - One (1) original written Proposal with one (1) new USB flash drive containing an Adobe PDF of the written Proposal in a sealed, opaque envelope or box **labelled as described** in SECTION 1.6 SUBMISSION AND WITHDRAWAL? All incoming correspondence is opened when received unless properly marked for a specified opening date and time. If your Proposal is opened prior to the designated date and time, it cannot be considered.
  
- Have you verified all amounts to ensure that they are complete and accurate?
  
- Have you selected the method of shipping that will ensure that your Proposal will arrive before the deadline? Proposals received after the date and time specified will not be considered.

## PART 4 EVALUATION OF PROPOSALS

### 4.1 EVALUATION OF PROPOSALS

The Selection Committee is comprised of five (5) members. Each committee member will score Proposals independently of each other, using the following criteria. The maximum number of points a committee member can assign a Proposal is 100 points. A Proposal's final score will be the sum of the independent committee member scores. A final ranking will be determined and presented to the Governing Board for action at the duly noticed public Governing Board meeting on September 9, 2021, to be held at District Headquarters.

	<b>RFP No. 21-002 Criteria</b>	<b>Maximum Points</b>
1	Firm Qualifications	15
2	Project Team Qualifications – Personnel qualifications	15
3	Ability to Service the District – Value-added programs/services	20
4	Technical and Management Approach – Compliance with specifications, extent/scope of coverage	25
5	Cost Effectiveness – quoted premiums including discounts, refunds, and fees	25
	<b>Maximum Total</b>	<b>100</b>

### 4.2 CONTRACT AWARD

The District anticipates entering into a contract with the Respondent who submits the Proposal judged by the District to be most advantageous taking into consideration the evaluation criteria set forth in this RFP and the ranking of the Selection Committee.

The contract shall be for a term of five (5) years, beginning on October 1, 2021, and ending September 30, 2026, with the option to renew for two 2-year renewals. A contract awarded pursuant to this RFP does not obligate the District to assign any work to a Respondent nor does it obligate the District to pay a Respondent the pricing reflected in the Proposal. The District retains the right to negotiate lower pricing after contract award if it is in the best interest of the District to do so.

The Respondent understands that this RFP does not constitute an agreement or a contract with the District. An official contract or agreement is not binding until Proposals are reviewed and accepted by appointed staff, approved by the appropriate level of authority within the District, and the contract or agreement is executed by both parties.

All negotiated contracts may be subject to the approval of the Northwest Florida Water Management District Governing Board at a duly noticed Board meeting.

Notice of a contract award shall be posted in on the District's website ([www.nwfwater.com](http://www.nwfwater.com)) and on the State of Florida Vendor Bid System ([www.myflorida.com/apps/vbs/vbs\\_www.main\\_menu](http://www.myflorida.com/apps/vbs/vbs_www.main_menu)).

Failure to file a protest within the time prescribed in section 120.57(3), F.S., shall constitute a waiver of the proceedings under Chapter 120, F.S.

The District reserves the right to reject any and all Proposals, to waive any information of a minor nature, and to solicit and re-advertise for other Proposals. The District reserves the right to evaluate individual premium quotations within each Proposal and to form a composite coverage package that is most favorable to the District.

If two or more Proposals are tied, the tie will be broken by the Respondent earning the most points from the following, each being assigned one point for a total of up to three points: (1) to the Respondent that certifies compliance with section 287.057(11), F.S., as a certified minority business enterprise; (2) to the Respondent that certifies compliance with section 295.187(4), F.S., as a certified veteran's business enterprise; and (3) to the Respondent that certifies compliance with section 287.087, F.S., having implemented a Drug-Free Workplace program. If there is still a tie, the tie will be broken by lot (for example, coin toss).

# EXHIBIT A

## PROPOSAL SHEET(S)

Respondents must use this Proposal sheet to summarize their all fees. Additional pages and/or other documentation may also be provided.

<u>Type of Insurance</u>	<u>Annual Premium for Proposed Coverage</u>	<u>Name of Insurance Company Proposed</u>
*1. Property Insurance (Buildings, Contents, fixed and floating equipment, computer hardware and software, vehicles, and watercraft and trailers)	\$ _____	_____
2. Comprehensive General Liability	\$ _____	_____
3. Automobile	\$ _____	_____
*4. Public Officials Liability	\$ _____	_____
5. Employees Faithful Performance Bond	\$ _____	_____
6. Workers Compensation	\$ _____	_____
<b>Total First Year Premium (2021/22)</b>	<b>\$ _____</b>	_____
7. Additional fees	\$ _____	_____
8. Discounts/refunds/credits	\$ _____	_____
<b>Total First Year Cost</b>	<b>\$ _____</b>	_____

Respondent's Price Escalation/De-Escalation Methodology for the two 2-year renewals:

\_\_\_\_\_

\_\_\_\_\_

Please note District payments will be made in equal installments either monthly or quarterly, but that the District does not process payments applicable to a fiscal year until after the beginning of the District's fiscal year, October 1. Please confirm breakdown of annual costs using either frequency:

Payable Quarterly (25 percent after each due date:

October 1 (paid end of 1<sup>st</sup> week), January 1, April 1, and July 1)      \$ \_\_\_\_\_

Payable in equal monthly installments beginning Oct 1.      \$ \_\_\_\_\_

\_\_\_\_\_

Company

\_\_\_\_\_

Signature of Authorized Representative

\_\_\_\_\_

Date

\*Coverage for these types of insurance may be packaged in a multi-peril policy. However, premiums should be broken out as shown. If public official's liability is included in the comprehensive general liability, so indicate.

**EXHIBIT B**

**ACKNOWLEDGMENT FORM**

The undersigned as Respondent, having read all parts of this Request for Proposals No. 21-002, including any and all addenda, and having a comprehensive understanding of all provisions, rules, requirements, restrictions, etc. contained herein, agree to same and respectfully submit the Proposal contained herein. I certify that this Proposal is made without connection with any other person, company, or parties submitting a Proposal; and that this Proposal is in all respects fair and in good faith without collusion or fraud.

Respondent represents to the District that, except as may be disclosed in an addendum hereto, no officer, employee or agent of the District has any interest, either directly or indirectly, in the business of Respondent to be conducted under the Agreement, and that no such person shall have any such interest at any time during the term of the contract, should it be awarded to Respondent.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Position or Title

\_\_\_\_\_  
Typed Name of Above Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Federal Employers Identification (FEID#) (Use SS# if no FEID#)

.....  
**(The area below this line is to be completed by NFWFMD Agency Clerk only.)**

Incomplete and unsigned Proposals (Exhibits A and B) will be rejected by the Agency Clerk of the Northwest Florida Water Management District.

\_\_\_\_\_  
Agency Clerk  
Northwest Florida Water Management District

## EXHIBIT C

### DISTRICT SCHEDULE OF FIXED AND "FLOATING" EQUIPMENT (INLAND MARINE)

ID Number	Item Description	At Cost
00389	FINN B-40 STRAW BLOWER	\$ 5,400.00
00443	VERMEER BC1500XL BRUSH CHIPPER WMD2422	32,593.60
00448	SLIP-ON PUMPER UNIT	8,225.58
00451	FRONT MOUNTED WIREGRASS SEED COLLECTOR	11,441.00
453	PORTABLE WATER TANK	10,866.00
00733	PRYOSHOT HIGH SPEED LAUNCHER	2,415.00
00734	PRYOSHOT HIGH SPEED LAUNCHER	2,415.00
00735	PRYOSHOT HIGH SPEED LAUNCHER	2,415.00
00977	EXO HANDHELD INTERFACE 33M	4,515.00
00978	EXO HANDHELD INTERFACE 15M	4,230.00
00981	YSI 600 XL SENSOR AND DISPLAY	5,950.00
01134	SONTEK ARGONAUNT VELOCITY METER	13,940.00
01158	RED DRAGON AERIAL IGNITION MACHINE	9,633.27
01171	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01172	KNG-P150S PORTABLE HANDHELD RADIO	1,505.46
01173	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01174	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01175	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01176	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01177	KNG-P150S PORTABLE HANDHELD RADIO	1,505.46
01178	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01179	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01180	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01181	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01182	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01183	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01184	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01185	KNG-P150S PORTABLE HANDHELD RADIO	1,241.46
01289	STREAMPRO W/COMPASS, GPS AND PKGS	21,120.27
01290	RDI RIO GRANDE ADCP - 1200 KHZ	21,194.16
01293	SONTEK FLOWTRACKER W/CABLE	7,505.00
01294	ADC WATER VELOCITY METER W/CABLE	6,699.95
01320	ISIC - AVSS GOES DATA STATION	6,738.09
01322	ISIC - AVSS GOES DATA STATION	6,738.09
01323	ISIC - AVSS GOES DATA STATION	6,738.09
01333	TRIMBLE GEOEXPLORER XM GPS	2,900.00
01345	YSI MULTI PARAMETER WATER MONITOR W/PROBE	6,937.60
01346	FLOWTRACKER ADV W/2D SENSOR	8,155.00
01352	RIVERPRO 1200 WATER VELOCITY PROFILE METER	27,945.00

ID Number	Item Description	At Cost
01485	BOBCAT RG 72" ROOT GRAPPLE	3,453.00
01768	SONTEL SL 1500-3G METER	9,790.00
01823	MOTORIZED 1000' FISHEYE CAMERA SYSTEM	9,608.00
1828	TRIMBLE 2008 GEOXT HANDHELD GPS	4,939.00
01884	MAVIC 2 ENTERPRISE DRONE	2,995.00
2046	CHANNEL MASTER 120KHZ ACOUSTIC DOPPLER	11,060.79
2047	CHANNEL MASTER 1200 KHZ ACOUSTIC DOPPLER-S454	11,060.79
2167	TANAKA HANDHELD SEED COLLECTOR	1,955.00
2168	TANAKA HANDHELD SEED COLLECTOR	1,955.00
2169	TANAKA HANDHELD SEED COLLECTOR	2,125.00
2170	TANAKA HANDHELD SEED COLLECTOR	1,955.00
2171	TANAKA HANDHELD SEED COLLECTOR	2,125.00
2213	ASHLAND 3.5 YARD DIRT PAN	10,970.00
2218	HONDA TRASH PUMP W/SUCTION & DISCHARGE HOSES WT30	1,894.46
2410	FESCO DISC HARROW FDH-16	9,900.00
2654	ATHEN 167 HARROW MODEL	6,500.00
2657	F.A.E. ULM-150 PTO DRIVEN MULCHER	18,850.00
2658	FDH-16 DISC HARROW	14,750.00
2678	100 GALLON TANK W/REEL FIRE NOZZLE, HOSE	2,009.97
2682	5' WIREGRASS SEEDER	13,064.00
2708	5HP-60 GAL HARR 2/STAGE AIR C	1,053.46
2773	4000 W ONAN GENERATOR- ON SAMPLING VEHICLE	1,482.30
2965	YSI 650 MDS HAND LOGGER W/ MULTI PROBE	6,013.72
2990	OLYMPUS STEREO MICROSCOPE-LOAN	4,708.20
3008	HEMISPHERE CRESCENT A100 GPS PACKAGE	2,666.40
3129	SONTEK ARGONAUT XR CURRENT METER	10,000.00
3130	YSI 6600 MULTI LOGGER	7,585.00
3132	ARGONNAUT 1ASW-33000 FLOW METER	6,716.80
3135	ARGONAUT SW 3.0 MHZ DOPPLER METER	7,100.00
3150	SONTEK ACOUSTIC DOPPLER CURRENT METER	11,650.00
3184	ARGONAUNT SW 3.0 MHZ DOPPLER METER	8,630.00
3185	ACOUSTIC WATER VELOCITY SENSOR	8,630.00
3245	EXO2 SONDE SYSTEM1 W/ PROBES-USGS-BLACK CREEK	16,630.00
3246	EXO2 SONDE SYSTEM1 W/ PROBES-USGS-FISHER CREEK	16,630.00
3247	EXO2 SONDE SYSTEM1 W/ PROBES-SITE 1	16,630.00
3248	YSI EXO2 SONDE SYSTEM1	16,630.00
3249	EXO2 SONDE SYSTEM1 W/ PROBES	16,630.00
3250	EXO2 SONDE SYSTEM2 W/ PROBES-USGS LOST CREEK ARRAN	20,405.00
3251	EXO2 SONDE SYSTEM2 W/ PROBES	20,405.00
3252	EXO HANDHELD INTERFACE 10M-USGS	4,150.00
3278	CM1200 CHANNEL MASTER ACOUSTIC WATER VELOCITY SEN	11,059.62
3279	CM1200 CHANNEL MASTER ACOUSTIC WATER VELOCITY SEN	11,059.62
3562	FOX FIRE ATV DRIP TORCH	2,293.41

<u>ID Number</u>	<u>Item Description</u>	<u>At Cost</u>
09001	XLINK500 W/LTE MODEM	1,719.94
01290A	RIO GRANDE ADCP	13,060.00
	<b>Total Inland Marine</b>	<b><u><u>\$ 640,359.08</u></u></b>

## EXHIBIT D

### SCHEDULE OF COMPUTER EQUIPMENT

ID Number	Item Description	At Cost
00248	HP LASER JET 5550 HDN PRINTER	\$ 5,120.00
01054	HP LJ 5550 HDN PRINTER	5,120.22
3032	HP COLOR LJ 5550 HDN PRINTER	5,120.22
2595	DELL POWER EDGE R620 SERVER-OAS	5,475.42
2085	POWER EDGE R420 PROCESSOR- HQ	6,033.56
2251	POWER VAULT TL2000 TAPE LIBRARY-CFO	6,577.49
01481	DELL EMC 48 PORT SWITCH	7,120.24
01482	DELL EMC 48 PORT SWITCH	7,120.24
01483	DELL EMC 48 PORT SWITCH	7,120.26
2145	QUALSGUARD EXPRESS EXTERNAL SCANNER	7,292.00
00677	CHECKPOINT UTM-1 576 SECURITY APPLIANCE	7,575.28
2079	POWER EDGE R720 SERVER	7,912.33
2080	POWER EDGE R720 SERVER	7,912.33
3293	CHECK POINT 4400 APPLIANCE	8,280.00
3477	DELL POWEREDGE 2850 ORACLE SERVER	8,282.30
02041	CHECKPOINT 5400 NEXT GENERATION	9,034.79
2140	DELL POWER EDGE R720 PROCESSOR	9,141.95
01148	DELL SWITCH N4032F	9,310.32
2579	DELL NETWORKING N4032F	9,310.32
3596	DELL SERVER R730 FOR CRESTVIEW VMWARE	9,499.99
2069	POWER EDGE R720 SERVER	9,699.94
01100	POWER EDGER730 SERVER DR VMWARE VM06	9,898.96
00081	COLORTRAC LARGE FORMAT SCANNER	10,538.00
02025	QNAP DATA BACKUP/RETENTION	10,884.00
01721	ASPEN SERVER- MASTER	10,890.76
3593	EMC VNX 200 GB SAN DISKS- 5 PK	11,011.25
00747	CITRIX NETSCALER MPX5550-PORTAL REPLACEM	11,632.94
01551	CHECKPOINT 5400 FIREWALL	12,298.42
00078	HP DESIGNJET LARGE FORMAT PRINTER	13,050.75
3030	HEWLETT PACKARD 5500 PLOTTER	14,895.00
02021	POWEREDGE R740 SERVER	17,507.70
02022	POWEREDGE R740 SERVERS	17,507.70
01537	POWEREDGE R740 SERVER	18,174.72
01538	POWEREDGE R740 SERVER	18,174.72
3529	DD2500 & 5TB DPS HARDWARE	19,780.20
01766	DELL POWEREDGE R-740 SERVER	22,309.34
01767	DELL POWEREDGE R-740 SERVER	22,309.34
3594	EMC -VNX 2TB SAS SAN DISKS- 50 PK	22,655.00
3595	EMC VNX 200 GB SAN DISKS- 47 PK	26,160.20
01722	ASPEN SERVER- NODE 1-4	33,785.55
01723	ASPEN SERVER- NODE 5-8	33,785.56
01150	DELL EQUAL LOGIC PS6210E SERVER	35,708.61

ID Number	Item Description	At Cost
1992	EQUALLOGIC PS6210E SANS SERVER	39,531.05
2119	DELL EQUAL LOGIC P6210XV SAS DRIVE	40,448.05
01774	VNX5400-EXPANSION	47,553.12
3526	EMC SERVER STAGE 4	48,325.20
2766	DELL EQUALLOGIC PS6110 (ORACLE)	48,671.26
3523	DELL EQUALLOGIC SAN PS6210E SERVER	49,406.49
3443	EMC DATA DOMAIN	52,794.35
3527	EMC SERVER	57,795.55
3276	DELL EQUAL LOGIC P56210E ARRAY	58,170.56
3525	EMC SERVER- STAGE 3	59,120.35
02024	DELL UNITY SERVER STORAGE	119,792.80
<b>Total Computer Equipment</b>		<b><u>\$ 1,172,626.70</u></b>

## EXHIBIT E

### SCHEDULE OF WATERCRAFT AND TRAILERS

ID Number	Item Description	At Cost
00348	MERCURY MOTOR 115HP MODEL 115PT 45T	\$ 5,394.00
00349	03 SEA ARK BOAT MODEL 2072 MV-FL8916MH	6,836.90
00385	MONARK JON BOAT- FL0009GW	-
00386	MERCURY 9.9 HP OUTBOARD BOAT MOTOR	2,189.00
00438	CANOE-ALUMINUM FL5399PF	-
00445	SCANDY WHITE SEMI V BOAT-FL7486LY	3,780.00
00446	MERCURY OUTBOARD MOTOR 40HP	4,695.00
00761	16 FT. GRUMAN C-17 CANOE	-
00762	16 FT. GRUMAN C-17 CANOE	-
00763	16 FT. GRUMAN C-17 CANOE	-
00764	16 FT. GRUMAN C-17 CANOE	-
00765	16 FT. DELCRAFT 17DE CANOE	-
00766	16 FT. DELCRAFT 17DE CANOE	-
00767	16 FT. DELCRAFT 17DE CANOE	-
00768	16 FT. DELCRAFT 17DE CANOE	-
00769	16 FT. DELCRAFT 17DE CANOE	-
00770	16 FT. DELCRAFT 17DE CANOE	-
00771	16 FT. DELCRAFT 17DE CANOE	-
00772	16 FT. DELCRAFT 17DE CANOE	-
01347	TRI-HULL BOAT W/900 MHZ RADIO	6,193.08
1474	MONARK JON BOAT FL0010GW	-
1475	25 HP 4 STROKE BOAT MOTOR	2,302.00
1476	SKEETER JON BOAT 14' FL1242LU	-
1477	OUTBOARD MOTOR 9.9M	1,089.00
1478	TRITON MERCURY 40 HP OUTBOARD MOTOR	2,673.03
1479	TRITON 1650 SC 16' ALUMINUM BOAT FL5782NJ	4,807.40
1480	CAROLINA SKIFF 2002 V198 19 FOOT BOAT FL113LW	6,365.00
1481	PRO-LITE 18' FLATS BOAT FL5938NW	9,318.17
1482	MERCURY 115HP 4 STROKE OUTBOARD MOTOR	5,417.00
2190	SCANDY WHITE SEMI V 15FT 10" BOAT-FL7488LY	3,780.00
2191	MERCURY 40HP OUTBOARD BOAT MOTOR	4,695.00
2462	10 FT JON BOAT	-
2627	14' JON BOAT WITH OARS	1,497.50
2628	14' JON BOAT WITH OARS	1,497.50
2629	14' JON BOAT WITH OARS	1,497.50
2630	14' JON BOAT WITH OARS	1,497.50
2631	14' JON BOAT WITH OARS	1,497.50
2632	14' JON BOAT WITH OARS	1,497.50
2633	14' JON BOAT WITH OARS	1,497.50
2634	14' JON BOAT WITH OARS	1,497.50
2635	14' JON BOAT WITH OARS	1,497.50

ID Number	Item Description	At Cost
2636	14' JON BOAT WITH OARS	1,497.50
2637	14' JON BOAT WITH OARS	1,497.50
2638	14' JON BOAT WITH OARS	1,497.50
2944	90 HP SUZUKI MOTOR	8,216.67
09021	2020 MERCURY BOAT MOTOR	1,748.70
Total Watercraft		\$ 97,469.95

ID Number	Item Description	At Cost
00350	2003 PERFORMANCE TRAILER PM20- WMD2405	\$ 1,171.31
00346	TRAILER- MOVED FROM MFO	-
00372	TRAILER - WMD1821	-
00378	6 X10 UTILITY TRAILER TAG# WMD 2412	-
00380	2004 BOMBARDIER ATV 5X8 UTILITY TRAILER-WMD2406	-
00388	6X14 FT. DUAL AX. TRAILER WMD0024	1,542.18
00404	2015 16 FT. ROLLSRITE ATV/UTV TRAILER- WMD96217	2,495.00
00412	TRAILER- WMD1819- EFO	-
00413	IRON DOG UTILITY TRAILER WITH GATE-WMD2194 EFO	-
00424	ANDERSON D612TLP DUMP TRAILER WMD2426	6,385.00
00441	ECONOLINE 16 TON TILT TRAILER WMD2410	11,910.00
00444	AMW BOAT TRAILER 16FT WMD2402	-
00465	LOWBOY TRAILER WMD96213	25,500.00
00718	EXHIBIT TRAILER WMD0019	4,925.00
00732	CANOE TRAILER	3,500.00
1470	14' MAGIC TILT TRAILER WMD0921	-
1471	2001 MAGIC TILT TRAILER WMD2102	-
1472	MARINE MASTER BOAT TRAILER FOR BOAT#3558 WMD2423	1,073.00
1473	PERFORMANCE ALUMINUM BOAT TRAILER WMD2401	1,150.00
01827	ROLLS RITE EQUIPMENT TRAILER	6,720.00
01883	UTILITY TRAILER	2,508.75
2189	ROCKY 4.5X8 UTILITY TRAILER-SINGLE AXEL-WMD96214	-
2196	10" BYERTRI-AXEL UTILITY TRAILER WMD96209	4,934.00
2198	ROCKY 4.5 X 8 UTILITY TRAILER WMD96207	-
2200	AMW BOAT TRAILER WMD96218	-
2208	LOAD-MAX 12 TON GOOSENECK DUMP TRAILER WMD0066	11,750.00
2209	BEETER BUILT15 TON 32' GOOSENECK TRAILER WMD2411	13,375.00
2417	7'X14' UTILITY TRAILER/WMD2054	1,056.00
2653	7'X14' UTILITY TRAILER/WMD2053 1964	1,056.00

ID Number	Item Description	At Cost
2684	90 400 GALLON TANK / TRAILER L M149A2	1,250.00
2952	2009 MAGICILTTRAILER WMD0032	1,618.67
3321	MAGIC TILT TRAILER-WMD96215	687.00
<b>Total Trailers</b>		<b><u>\$ 104,606.91</u></b>
<b>Total Watercraft and Trailers</b>		<b><u><u>\$ 202,076.86</u></u></b>

## EXHIBIT F

### SCHEDULE OF VEHICLES

ID Number	VIN (If applicable)	Item Description	At Cost
2651	3B6MF366XXM540755	1999 DODGE 3500 TRUCK/WMD 1959	\$ 28,940.38
00712	1FTRX18W63NB25562	2003 FORD F 150 EXT. CAB 4X4 WMD 1774	18,751.00
00452	1FDWF37P73EC27931	2003 FORD F350 DULLY 4X4 1 TON W/ WIN	26,770.00
2385		ALUMINUM FLAT BED (ON PUMP TRUCK)	2,600.00
2399	950125-20055	2005 GOOSENECK TRUCK BED BODY W/	3,456.00
2400	1FDAW57P96EB34886	2006 FORD F 550 CREWCAB TRUCK WMD	35,882.00
00714	1J4GR48K76C321827	2006 JEEP GRAND CHEROKEE WMD0010	20,159.00
2485	1FTPX14577FB08807	2007 FORD F150 4X4 EXTENDED CAB WMD	22,025.00
3616	1FTRX14W77NA68333	2007 FORD F150 4X4 WMD2413	20,455.00
01111	1FTRX14W57NA68332	2007 FORD F150 4X4 WMD2414	20,455.00
2711	1J8GR48K47C581408	2007 JEEP GRAND CHEROKEE WMD0020	20,803.00
01112	1FTZR45EX8PB04121	2008 4X4 FORD RANGER WMD2420	18,323.00
2712	1FTZR45E18PB04122	2008 4X4 FORD RANGER WMD2421	18,323.00
01115	1FTSX21588EE48804	2008 F-250 EXTENDED CAB 4X4 WMD2424	24,532.98
00466	1FTSX21548EE48802	2008 F-250 EXTENDED CAB 4X4 WMD2425	24,532.98
00464	1M1AN07Y88N001249	2008 MACK CHU613 TRUCK WMD2438	79,482.62
2666	1FTPX14V39KC51943	2009 F150 4WD FORD SUPERCAB WMD242	23,374.30
00279	1FTPX14V19KC51942	2009 F150 4WD FORD SUPERCAB WMD243	23,374.30
00713	1FTRX14W39KC51944	2009 F150 4WD SUPERCAB FORD PICKUP	19,804.00
2698	1FTZR45E39PA51490	2009 FORD 4WD RANGER PICKUP WMD24	21,135.34
2185	1FTPX14V49KC60666	2009 FORD F150 PICKUP WMD2436	23,374.30
2702	1FTZR45E39PA54602	2009 FORD RANGER PICKUP - WMD2435	21,135.34
01274	1FTEX1EW1AFC63407	2010 F150 4WD SUPERCAB XL WMD96202	24,018.57
01273	1FTEX1EWXAFC63406	2010 F150 4WD SUPERCAB XL WMD96203	20,831.60
01114	1FTEX1EW5AFC11505	2010 FORD F150 SUPERCAB 4X4 WMD9620	22,551.97
00731	3FAHPOHG5AR424538	2010 FORD FUSION 4 DR SEDAN WMD9621	16,399.00
00717	3FAHPOHG3AR424540	2010 FORD FUSION 4 DR SEDAN WMD9621	16,399.00
2705	3FAHPOHG7AR424539	2010 FORD FUSION 4 DR SEDAN WMD9621	16,399.00
2704	3FAHP0HG0AR154084	2010 FORD FUSION WMD2431	16,763.00
01113	3FAHP0HG9AR154083	2010 FORD FUSION WMD2432	16,763.00
2703	1FTFW1EFOBKD23175	2011 F-150 4X4 SUPERCREW XL WMD96212	26,323.81
1991	1FMJU1J53EEF63333	2014 FORD EXPEDITION -WMD096300	34,887.00
00442	1GCVKPEC5FZ383451	2015 CHEV. SILVERADO 1500 TRUCK -EFC	24,298.20
Vehicles more than 5 years old			\$ 753,322.69
00750	1FTEX1EF7HKC14035	2016 FORD F-150 WMD96219	31,964.50
01155	1FTEX1EF5HKC14034	2016 FORD F150 WMD96370	31,964.50
3563	1FDOX5HTOGEC57871	2016 FORD F550 TRUCK WMD0005	51,118.15

ID Number	VIN (If applicable)	Item Description	At Cost
01159	1GCVKNEC8HZ237956	2017 CHEVROLET SILVERADO TRUCK W	28,093.51
01133	1FT8W3B69HEE34467	2017 F350 TRUCK WMD96272	34,260.00
01186	1GTV2LEC4HZ350968	2017 GMC SIERRA 1500 TRUCK WMD96271	25,163.30
01389	1GCVKNEC5JZ307306	2018 CHEVY SILVERADO 1500 WMD96273	25,088.00
01433	1FD8X3H6JEC4144	2018 FORD F350 TRUCK WMD96274	51,975.26
01435B	911451	2018 SERVICE BODY & TOW HITCH FOR '1	16,539.76
01785	2GCVKNEC7K1166524	2019 CHEVROLET SILVERADO 1500 WMD	24,976.25
01477	2GCVKNECK1199838	2019 CHEVROLET SILVERADO 1500 WMD	25,075.25
01740	1FTFX1E54KKE17287	2019 FORD F150 FORD TRUCK	31,695.26
01478	1FBZX2CM6KKA98699	2019 FORD TRANSIT WAGON- WMD96278	33,519.25
01773	1FVHCYFEXKHKS8091	2019 FREIGHTLINER WMD96276	104,606.57
01470	2GC2KREG8K1181806	2019 SILVERADO TRUCK	34,085.00
01855	1GCRYAEH5LZ198255	2020 CHEVY SILVERADO WMD 96375	25,953.00
01882	1FMSK8BH4LGC00990	2020 FORD EXPLORER	29,488.00
01871	1FTFX1E53LFC11601	2020 FORD F150	32,291.00
01872	1FTFX1E51LFC11600	2020 FORD F150 SUPERCAB	32,291.00
01856	1FTMF1C50LKD80124	2020 FORD F150 WMD 96376	26,245.00
01881	1FD8W3HT3LED86451	2020 FORD F350	48,420.14
01885	1FD8X3HT0LEE33853	2020 FORD F350 SUPERDUTY	47,024.60
Vehicles 5 years and newer			<u>\$ 791,837.30</u>
<b>Total Road Vehicles</b>			<u><b>\$ 1,545,159.99</b></u>
<b>Total Road and Off Road Vehicles</b>			<u><u><b>\$ 2,342,167.09</b></u></u>

# EXHIBIT G

## MEMBER LOSS REPORT - LIABILITY/PROPERTY

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 0875 - NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT POLICY YEAR 2016  
Activity Period: 01/01/2021 - 03/31/2021 AS OF MARCH 31, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2016

SUMMARY TOTALS FOR POLICY YEAR 2016

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	3	\$0.00	\$0.00	\$0.00	\$0.00	\$1,201.54	\$0.00	\$0.00	\$1,201.54
OPEN & CLOSED CLAIMS SUMMARY:	3	\$0.00	\$0.00	\$0.00	\$0.00	\$1,201.54	\$0.00	\$0.00	\$1,201.54

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 0875 - NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT POLICY YEAR 2017  
Activity Period: 01/01/2021 - 03/31/2021 AS OF MARCH 31, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2017

SUMMARY TOTALS FOR POLICY YEAR 2017

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	4	\$0.00	\$0.00	\$0.00	\$0.00	\$1,471.74	\$0.00	\$0.00	\$1,471.74
OPEN & CLOSED CLAIMS SUMMARY:	4	\$0.00	\$0.00	\$0.00	\$0.00	\$1,471.74	\$0.00	\$0.00	\$1,471.74

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 0875 - NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT POLICY YEAR 2018  
Activity Period: 01/01/2021 - 03/31/2021 AS OF MARCH 31, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2018

SUMMARY TOTALS FOR POLICY YEAR 2018

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	5	\$0.00	\$0.00	\$0.00	\$0.00	\$773,095.00	\$0.00	\$0.00	\$773,095.00
OPEN & CLOSED CLAIMS SUMMARY:	5	\$0.00	\$0.00	\$0.00	\$0.00	\$773,095.00	\$0.00	\$0.00	\$773,095.00

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 0875 - NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
Activity Period: 01/01/2021 - 03/31/2021

POLICY YEAR 2019  
AS OF MARCH 31, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2019

SUMMARY TOTALS FOR POLICY YEAR 2019

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	4	\$0.00	-\$10,000.00	\$0.00	-\$10,000.00	\$2,769.98	\$0.00	\$0.00	\$2,769.98
OPEN & CLOSED CLAIMS SUMMARY:	4	\$0.00	-\$10,000.00	\$0.00	-\$10,000.00	\$2,769.98	\$0.00	\$0.00	\$2,769.98

FLORIDA MUNICIPAL INSURANCE TRUST  
MEMBERS LOSS REPORT - LIABILITY/PROPERTY

Member: 0875 - NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
Activity Period: 01/01/2021 - 03/31/2021

POLICY YEAR 2020  
AS OF MARCH 31, 2021

NO OPEN ACTIVITY FOR POLICY YEAR 2020

SUMMARY TOTALS FOR POLICY YEAR 2020

	Claim Count	Activity For This Period				Total As of Date			
		Payments	Reserves	Recoveries	Incurred	Payments	Reserves	Recoveries	Incurred
OPEN CLAIMS SUMMARY:	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLOSED CLAIMS SUMMARY:	1	\$0.00	-\$1,442.19	\$0.00	-\$1,442.19	\$1,057.81	\$0.00	\$0.00	\$1,057.81
OPEN & CLOSED CLAIMS SUMMARY:	1	\$0.00	-\$1,442.19	\$0.00	-\$1,442.19	\$1,057.81	\$0.00	\$0.00	\$1,057.81

## EXHIBIT H

### MEMBER LOSS REPORT - WORKERS COMPENSATION

FLORIDA MUNICIPAL INSURANCE TRUST - WORKERS COMPENSATION  
MEMBER LOSS REPORT  
10/01/2015 - 09/30/2016 AS OF 2021/03/31

FMIT 0875 Northwest Florida Water Management District

FILE NUMBER	CLAIMANT NAME	DEPT	DATE OF INJURY	OPEN/ CLOSED	DATE CLOSED	INJURY CODE			DATE RECEIVED	PAYMENTS TO DATE			RECOVERIES	OUTSTANDING RESERVES	TOTAL INCURRED
						NAT	PART	CAUSE		COMP	MEDICAL	OTHER			
WC2015134855	██████████	Clerical Office Employees Noc	11/20/2015	C	09/28/2016	40	53	33	11/30/2015	\$0.00	\$155.90	\$0.00	\$155.90	\$0.00	\$0.00
FMIT # TOTALS			OPEN	0	CLOSED	1	TOTALS			\$0.00	\$155.90	\$0.00	\$155.90	\$0.00	\$0.00

FLORIDA MUNICIPAL INSURANCE TRUST - WORKERS COMPENSATION  
MEMBER LOSS REPORT  
10/01/2016 - 09/30/2017 AS OF 2021/03/31

FMIT 0875 Northwest Florida Water Management District

FILE NUMBER	CLAIMANT NAME	DEPT	DATE OF INJURY	OPEN/ CLOSED	DATE CLOSED	INJURY CODE			DATE RECEIVED	PAYMENTS TO DATE			RECOVERIES	OUTSTANDING RESERVES	TOTAL INCURRED
						NAT	PART	CAUSE		COMP	MEDICAL	OTHER			
WC2017139962	██████████	Buildings	08/31/2017	C	07/30/2018	43	35	76	08/31/2017	\$0.00	\$440.11	\$0.00	\$440.11	\$0.00	\$0.00
WC2017138649	██████████	Excavation Noc	03/22/2017	C	09/14/2017	52	38	58	03/27/2017	\$0.00	\$211.59	\$0.00	\$211.59	\$0.00	\$0.00
WC2017139615	██████████	Buildings	07/19/2017	C	01/02/2018	59	14	80	07/20/2017	\$0.00	\$108.88	\$0.00	\$108.88	\$0.00	\$0.00
FMIT # TOTALS			OPEN	0	CLOSED	3	TOTALS			\$0.00	\$758.56	\$0.00	\$758.56	\$0.00	\$0.00

FLORIDA MUNICIPAL INSURANCE TRUST - WORKERS COMPENSATION  
MEMBER LOSS REPORT  
10/01/2017 - 09/30/2018 AS OF 2021/03/31

FMIT 0875 Northwest Florida Water Management District

FILE NUMBER	CLAIMANT NAME	DEPT	DATE OF INJURY	OPEN/ CLOSED	DATE CLOSED	INJURY CODE			DATE RECEIVED	PAYMENTS TO DATE			RECOVERIES	OUTSTANDING RESERVES	TOTAL INCURRED
						NAT	PART	CAUSE		COMP	MEDICAL	OTHER			
WC2018142388		Clerical Office Employees Noc	07/09/2018	C	03/27/2020	59	65	46	07/10/2018	\$0.00	\$693.18	\$0.00	\$703.68	\$10.50	\$0.00
WC2018141217		Buildings	02/19/2018	C	06/11/2019	52	90	27	02/19/2018	\$0.00	\$3,980.41	\$0.00	\$4,022.41	\$42.00	\$0.00
WC2018142382		Clerical Office Employees Noc	07/09/2018	C	12/10/2019	90	10	75	07/10/2018	\$0.00	\$3,150.48	\$0.00	\$3,171.48	\$21.00	\$0.00
FMIT # TOTALS			OPEN	0	CLOSED	3			TOTALS	\$0.00	\$7,824.07	\$0.00	\$7,897.57	\$73.50	\$0.00

FLORIDA MUNICIPAL INSURANCE TRUST - WORKERS COMPENSATION  
MEMBER LOSS REPORT  
10/01/2018 - 09/30/2019 AS OF 2021/03/31

FMIT 0875 Northwest Florida Water Management District

FILE NUMBER	CLAIMANT NAME	DEPT	DATE OF INJURY	OPEN/ CLOSED	DATE CLOSED	INJURY CODE			DATE RECEIVED	PAYMENTS TO DATE			RECOVERIES	OUTSTANDING RESERVES	TOTAL INCURRED
						NAT	PART	CAUSE		COMP	MEDICAL	OTHER			
WC2019144518		Clerical Office Employees Noc	04/08/2019	C	08/25/2020	52	90	46	04/09/2019	\$0.00	\$2,658.36	\$0.00	\$2,637.36	\$14.00	\$35.00
WC2019144485		Excavation Noc	04/02/2019	C	08/25/2020	52	38	31	04/03/2019	\$0.00	\$6,963.37	\$0.00	\$7,008.87	\$0.00	-\$45.50
WC2019144675		Clerical Office Employees Noc	04/23/2019	C	02/11/2020	59	32	82	04/29/2019	\$0.00	\$1,096.39	\$5.50	\$1,106.89	\$3.50	-\$1.50
WC2019144519		Clerical Office Employees Noc	04/08/2019	C	04/15/2019	59	65	46	04/09/2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WC2019145524		Buildings	08/06/2019	C	02/11/2020	40	53	76	08/06/2019	\$0.00	\$660.81	\$0.00	\$674.81	\$14.00	\$0.00
FMIT # TOTALS			OPEN	0	CLOSED	5			TOTALS	\$0.00	\$11,378.93	\$5.50	\$11,427.93	\$31.50	-\$12.00

FLORIDA MUNICIPAL INSURANCE TRUST - WORKERS COMPENSATION  
MEMBER LOSS REPORT  
10/01/2019 - 09/30/2020 AS OF 2021/03/31

FMIT 0875 Northwest Florida Water Management District

FILE NUMBER	CLAIMANT NAME	DEPT	DATE OF INJURY	OPEN/ CLOSED	DATE CLOSED	INJURY CODE			DATE RECEIVED	PAYMENTS TO DATE			RECOVERIES	OUTSTANDING RESERVES	TOTAL INCURRED
						NAT	PART	CAUSE		COMP	MEDICAL	OTHER			
WC2020147054		Buildings	03/03/2020	C	08/25/2020	59	25	82	03/03/2020	\$0.00	\$338.93	\$0.00	\$352.93	\$14.00	\$0.00
FMIT # TOTALS			OPEN	0	CLOSED	1			TOTALS	\$0.00	\$338.93	\$0.00	\$352.93	\$14.00	\$0.00



By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What Is FATCA reporting*, later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China Income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

## What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note: ITIN applicant.** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(ii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-9 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

### Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

### Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

#### Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947



The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and Its Instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

### Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

### Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.SSA.gov](http://www.SSA.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/Businesses](http://www.irs.gov/Businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. Go to [www.irs.gov/Forms](http://www.irs.gov/Forms) to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to [www.irs.gov/OrderForms](http://www.irs.gov/OrderForms) to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see Exempt payee code, earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee <sup>3</sup>
b. So-called trust account that is not a legal or valid trust under state law	The actual owner <sup>1</sup>
6. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor <sup>4</sup>
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
10. Corporation or LLC electing corporate status on Form 9832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see Special rules for partnerships, earlier.

\*Note: The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records From Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.**

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-368-4484. You can forward suspicious emails to the Federal Trade Commission at [spam@ftc.gov](mailto:spam@ftc.gov) or report them at [www.ftc.gov/complaint](http://www.ftc.gov/complaint). You can contact the FTC at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 877-IDTHEFT (877-438-4336). If you have been the victim of identity theft, see [www.IdentityTheft.gov](http://www.IdentityTheft.gov) and Pub. 5027.

Visit [www.irs.gov/identitytheft](http://www.irs.gov/identitytheft) to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

**EXHIBIT J**

**VENDOR REGISTRATION FORM**

**Northwest Florida Water Management District  
Bureau of Finance and Accounting  
81 Water Management Drive  
Havana, FL 32333  
Phone (850)539-5999 Fax (850)539-2777**

**VENDOR REGISTRATION FORM**

**Vendor Information (Please type or print clearly)**

Date: \_\_\_\_\_ FEID or SS Number: \_\_\_\_\_  
E-mail Address (if applicable): \_\_\_\_\_  
Vendor Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
(It is the vendor's responsibility to promptly notify the District of any change of address.)  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Remittance Address: \_\_\_\_\_  
(if different from mailing address)  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Toll-Free Number: \_\_\_\_\_

Check one that best describes your company:

Non-Minority  
Business Classification

Certified Minority  
Business Enterprise

Non-Certified  
Minority Business  
Enterprise

Non-Profit Organization

A  Non-Minority

H  African American

N  African American

S  51% or more Minority Board of Directors

B  Small Business-State\*

I  Hispanic

O  Hispanic

T  51% or more Minority Officers

C  Small Business-Federal

J  Asian/Hawaiian

P  Asian/Hawaiian

U  51% or more Minority community Served

E  Governmental Agency

K  Native American

Q  Native American

V  Other Non-Profit

F  Non-Profit Organization

M  American Woman

R  American Woman

G  P.R.I.D.E.

\*Defined as 100 employees or less and \$3 million or less net worth and domiciled in Florida.

To apply for Florida Minority Business Certification, call (850) 487-0915 to request an application.

This form should be signed below by an officer of the company:

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Name and Title (Printed or Typed)

NWFWMD FORM 14  
10/16/07 vfm