



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT SOLICITATION ADDENDUM

Northwest Florida Water Management District Attn: Procurement Officer 81 Water Management Drive Havana, FL 33333	Request for Proposal (RFP) No.: 21-002
	ADDENDUM NUMBER: 1
	DATE: July 20, 2021
Project Title: Request For Proposals ("RFP") No. 21-002 For Property, General Liability, Automobile, Public Officials Liability, Employee Faithful Performance Bond, and Workers Compensation Coverage	
Deadline for Submission and Opening of Proposals is Wednesday, August 11, 2021, at 2:00 P.M. ET	

This ADDENDUM NO. 1 is issued for PROPERTY, GENERAL LIABILITY, AUTOMOBILE, PUBLIC OFFICIALS LIABILITY, EMPLOYEE FAITHFUL PERFORMANCE BOND, AND WORKERS COMPENSATION COVERAGE for RFP 21-002 to provide answers to questions received during the inquiry period. Attached are the questions and answers.

Attachments referenced in the answers below can be accessed through this FTP site: <ftp://ftp.nwfwmd.state.fl.us/Admin/RFP-21-002/>, or by contacting the Procurement Officer, Ms. Lyn Shiver, by email: Lyn.Shiver@nwfwater.com or by phone: (850) 539-5999.

Question 1: If our Managing General Agent fulfills this requirement, will we as the independent agent also have to meet this minimum below requirement?

The question on item 6 for 3.1 Proposal requirements: 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).

Answer: References are required by the company identified by the Respondent in Exhibits A and B.

Question 2: How do we get access to the prior year's historical premiums for this proposal?

Answer: A one-page summary of paid premium invoice amounts for policy year 2021 is **Attachment 1** on the FTP site. The amounts differ slightly from the premiums in the policy effective October 1, 2020, due to updates made to District assets listed and values.

Question 3: Please provide the following additional information:

- Detailed Package Loss Runs, showing a breakout of payment on each claim, both open and closed.
- Workers Comp Experience Mod.
- Expiring policy showing all coverages and requested in this RFP, including expiring premiums.

Answer: Regarding loss runs, RFP Exhibits G and H show a breakout of payments for each claim, both open and closed since policy year 2016. The District obtained the latest reports and are in **Attachments 2 and 3** on the FTP site.

Regarding workers compensation, the National Council on Compensation Insurance, Inc., calculation of the District's workers compensation experience rating is in **Attachment 4** on the FTP site.

The complete annual policy and premiums effective as of October 1, 2020, are in **Attachment 5** on the FTP site. The latest premium payments for policy year 2021 can be found in the one-page summary provided in the response to Question 2.

Question 4: Could you please provide the declarations page for the current coverage?

Answer: Declaration pages are included in the complete annual policy provided in the response to Question 3.

Question 5: What is the 2021-2022 Worker's Compensation Experience Modification Factor that we should use for quoting?

Answer: This factor is addressed in the response to Question 3.

Question 6: On the 3.3 Vendor Checklist it states to make sure proposers have included a "statement of disclosure." Is there a form to complete or are we to simply include a statement confirming as such? If a conflict does not exist at all, does a statement need to be included stating as such?

Answer: The District does not have a template form. The Respondent is to include a statement of disclosure **ONLY** if a conflict of interest described in SECTION 1.20 exists. The statement of disclosure must contain the information required by SECTION 1.20.
