

DATE: January 11, 2023

TO RESPONDING BROKERS:

RE: REQUEST FOR PROPOSALS – BROKER SERVICES
ADDENDUM 1

BROKERS:

Enclosed, please find Addendum No. 1 to the Request for Proposals package dated December 2022. The inclusion of the executed Addendum in the response package is mandatory for your response to be considered.

Please review the addendum and respond accordingly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gina A. Jennings', with a large, stylized flourish at the end.

Gina A. Jennings
Finance Director

Enclosures (1)



**Sussex County
Request for Proposal
Addendum 1**

1. Please find below all submitted questions and answers for your reference.

1. The RFP specifies (5) copies of the RFP, is this correct?
Yes.
2. The RFP specifies the Exhibit VIII - Broker Services Proposal Form, is that the only form that needs to be submitted with the RFP response?
Yes
3. Are workers' compensation loss runs available in Excel format?
Yes, loss runs are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
4. Are all loss runs available?
Yes, loss runs are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
5. Is the Statement of Values available in Excel format?
Yes, the Statement of Values available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
6. Are all exposures available in Excel format?
Yes, the current exposures in Excel format are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
7. Are all the current policies available?
Yes, the current policies are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
8. Are the most recent Insurance Carrier Applications available?
Yes, the most recently completed Insurance Carrier Applications are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
9. Any Risk Control/Loss Control Surveys (within the last 2 years) available?
Yes, the most recent loss control surveys are available by requesting from Angela Tennis, Insurance Buyers' Council by email @ atennis@consultibc.com
10. What locations/storage tanks are currently insured by the pollution policy?
All locations are currently insured under the pollution policy.
11. Are you able to provide the current fees and/or commissions being charged to the County for these services?
Yes, the current broker fee is \$100,000 and was not increased over the term of the contract.

RESPECTFULLY ACKNOWLEDGED:

FIRM: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

Note: This form must be executed and included in the information package.