



Accelerate Progress for Students

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Executive Director

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DATE: 4/13/2023

RFP NUMBER: 23-076 NLM

RFP TITLE: Insurance Brokerage Services and Consulting

ADDENDUM NUMBER: 1

We will be extending RFP Due Date and Time from 04/14/2023 @ 2PM local time to 04/21/2023 @ 3PM local time.

See Question and Answers

Question: “In terms of the Campaign Contribution Disclosure Form, do you want us to include donations to statewide candidates like the Governor? Or, do these contributions only relate to APS elected officials?”

Response: In an effort to be completely transparent please include both statewide and APS elected officials. Please refer to the Campaign Contribution Disclosure Form for more information, specifically paragraph one:

“The Prospective Contractor must disclose whether they, a family member or a representative of the Prospective Contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the Contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the Prospective Contractor, a family member or a representative of the Prospective Contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.”

Question: “In setting up our Vendor Registry Account, I uploaded the New Mexico W9 for our local office. I also have the W-9 for our corporate company, based in California. Does the New Mexico W-9 suffice, or is there a way for me to also upload the CA one?”

Response: The New Mexico W-9 will suffice.

Question: “Who are your current carriers for the lines of coverage in this RFP?”

Response: See below

EXCESS LIABILITY (PRIMARY)	UNITED EDUCATORS
EXCESS LIABILITY- (1 ST LAYER)	HALLMARK SPECIALTY INS.
EXCESS LIABILITY- (2 ND LAYER)	NAVIGATORS SPECIALTY INS.
EXCESS LIABILITY- (3 RD LAYER)	AWAC INC.
EXCESS PROPERTY	SWISS RE
EQUIPMENT BREAKDOWN	TRAVELERS
CYBER LIABILITY	STARR INDEMNITY
EXCESS WORKERS' COMPENSATION-	SAFETY NATIONAL
GOVERNMENT CRIME	HANOVER
DEADLY WEAPONS PROTECTION POLICY	BEAZLEY

Question: “Do you have any potential areas of concern, or new risk that might be an issue in your next renewal?”

Response: - Not aware of any new risks.

Question: “Are there any communication or service issues that you are currently dealing with?”

Response: - None to our knowledge.

Question: “How often do you have onsite claims reviews, or audits throughout the year?”

Response: -We have an annual claim audit from an outside source.

Question: “What is the most important factor in broker selection?”

Response: - Knowledge, experience, communication, availability, also please see Evaluation Criteria on page 20.

Question: “What are your top concerns with your current insurance program?”

Response: - No concerns at this time.

Question: “What is your current cyber incident response plan? (SOC or SOC II)?”

Response: - The district is currently updating its cyber incident plan.

Question: “On page 16 you reference “Current broker provides Risk Management (loss prevention) services when requested by APS. Carriers do not provide any services.” Is this because the broker will not provide coordination, or because APS does not want it?”

Response: - In context and for clarification, by default, the district elects to utilize its brokers’ loss prevention services on demand when in need in lieu of those services offered by option from its carrier partners. The district does benefit from site inspection services and risk management tools provided by its liability carriers.

Question: “Will APS provide the renewal schedule for the following polices?”

Response: - The districts policies as outlined below commence 12/31/2022 to 21/31/2023

Current Insurance Premium Display	
Coverage's	
GENERAL LIABILITY/AUTO LIABILITY	\$696,453.00
SCHOOL BOARD LEGAL LIABILITY	\$404,950.00
EXCESS LIABILITY	\$688,868.61
EXCESS PROPERTY	\$2,128,735.00
EXCESS PROPERTY (TERRORISM COVERAGE)	\$30,900.90
EXCESS WORKERS' COMPENSATION	\$371,718.00
EQUIPMENT BREAKDOWN	\$94,256.00
CRIME	\$60,002.00
CYBER LIABILITY	\$334,244.74
DEADLY WEAPONS PROTECTIONS POLICY	\$193,900.00

Question: “Is it APS preference to award the entire scope of services to a single broker?”

Response: - Yes, it is the district to award the contract to a single broker.

Question: “Please provide estimated values for new construction/capital improvement projects for APS over the next 5 years.”

Response: - This information is not available at this time but will be researched.

Question: “Please provide a list of planned special events and include event dates and locations.”

Response: - No known special events planned.

Question: “Please provide a list of existing and any additional anticipated bonds.”

Response: - No known additional bonds planned.

Question: “Has APS performed an enterprise risk assessment (ERA)? When was the last ERA and/or maturity assessment? If so, please provide a copy of the outcomes.”

Response: - APS has not performed an ERA or maturity assessment.

Question: “What alternative risk transfer programs or strategies has APS considered within the last 3 years? Where those strategies adopted? If not, why?”

Response: - The district evaluates the structure of its risk transfer programs on an annual basis. Alternative transfer programs options have not been adopted but can be considered in the future if determined to be in the best interest of the district.

Question: “Has APS ever evaluated the use of a captive for its risk management benefits? If so, when was the most recent Captive Feasibility study conducted? What were the results and decision points?”

Response: - The district has not evaluated nor engaged in a captive program for its risk management benefits.

Question: “Provide the estimated number of contract reviews are performed within the scope of this RFP.”

Response: - On average, it is estimated that roughly 4-6 contract reviews are performed for the district monthly.

Question: “Have you completed a CAT modeling analysis recently? If so, how has that impacted your decision making on APS property programs?”

Response: - The district has not recently conducted a CAT modeling analysis.

Question: “Has APS conducted analysis measuring the financial impact of a cyber/ ransomware event? If so, was that completed by a 3rd party?”

Response: - The district utilizes the vendor resources offered by its cyber carrier to conduct various analysis measuring the impact to its network systems involving ransomware attacks.

Question: “Can you provide a marketing history for the program?”

Response: - The district will not be providing this information to firms as part of the proposal process.

Question: “Has benchmarking ever been performed to determine limit adequacy?”

Response: - Yes, the district has performed benchmarking analysis to determine limit adequacy.

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:

Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE