

<b>REQUEST FOR PROPOSAL</b>		<b>BID DUE DATE AND TIME</b>		
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		<b>03/26/2024</b>	<b>02:00 PM</b>	<b>CT</b>

<b>SOLICITATION RFQ-0000002130</b> <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div data-bbox="180 394 789 604" style="border: 1px solid black; height: 100px; width: 100%;"></div>	<b>RETURN BID TO</b> Louisiana State University and Agricultural and Mechanical College Procurement 213 Thomas Boyd Hall Baton Rouge, LA 70803  <b>Buyer</b> Jene Troxclair Ledet <b>Buyer Phone</b> <b>Buyer Email</b> jeneledet@lsu.edu <b>Issue Date</b> 02/16/2024
---	--

**TITLE:** Insurance Broker and Risk Management Consulting Services

**ADDENDUM 01:** Notice is given to all parties that this Solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. Written inquiries have been received and responses are offered per the attached. See Revised Attachment C.A.T. at { } • Uae { ^ } E

*This area left intentionally blank.*

RFQ - 0000002130  
Written Inquiry and Response

Q1) What are the main reasons for issuing this RFP and what are you hoping to achieve?

A1) See RFP Sections 1.2 and 1.3.

Q2) Describe the greatest weakness in the current program and broker relationship.

A2) This is not applicable.

Q3) What are your greatest concerns regarding a possible broker change?

A3) This is not applicable.

Q4) Who are the members of the decision-making committee for LSU?

A4) See RFP Section 4.1.1. The evaluation team will consist of various University departmental representatives.

Q5) Section 3.1.6 states the broker shall not earn any commission. We access the international marketplace directly through our London and Bermuda offices. Are our international offices allowed to earn commission if it is disclosed?

A5) Commission cannot be earned. Placements/quotes must be negotiated at 0% commission for the broker of record and any wholesale/intermediary brokers.

Q6) Please advise the scope of services needed for OCIPs.

A6) See RFP Section 3.2.1 FF.

Q7) Can you provide a list of planned construction projects for the next 12 months?

A7) See [RFQ-0000002130 - Insurance Broker and Risk Management Consulting Services \(lsu.edu\)](#).

Q8) Is there a current OCIP Program? If so, what are the construction values insured under this program annually?

A8) The university does not currently have an active OCIP.

Q9) Attachment F- Financial Proposal item 3 (OCIP), please confirm if the \$500,000 is the value of construction or the premium for the OCIP.

A9) Premium.

Q10) Please provide a copy of your Statement of Values.

A10) See [RFQ-0000002130 - Insurance Broker and Risk Management Consulting Services \(lsu.edu\)](#).

Q11). Please provide five years of currently valued loss runs for all lines of coverage.

A11) See [RFQ-0000002130 - Insurance Broker and Risk Management Consulting Services \(lsu.edu\)](#).

Q12) Please provide a copy of your current property schematic.

A12) See [RFQ-0000002130 - Insurance Broker and Risk Management Consulting Services \(lsu.edu\)](#).

Q13) Please provide an overview of your casualty insurance, executive risk, and cyber programs including SIRs or deductibles for each policy.

A13) See RFP Attachment G, G.2 for an overview and [RFQ-0000002130 - Insurance Broker and Risk Management Consulting Services \(lsu.edu\)](#).

Q14) Section 3 Scope of work states: 3.1.1 Licensure: Respondent must have a surplus lines broker's license. Proof of such license is required and should be submitted with the proposal. My client who would be the prime contractor does not have this license, but his subcontractor does. Will this qualify as meeting the requirements?

A14) In Section 3.1.1, the statement which reads "Respondent must have a surplus broker's license" is hereby revised to "A surplus broker's license is required by either the Respondent or the Respondent's Subcontractor." See Revised Attachment C – Minimum Qualifications Statement.

## REVISED ATTACHMENT C - MINIMIM QUALIFICATIONS STATEMENT

This attachment must be completed and submitted with the proposal. Respondents that do not respond “Yes” to the following and include the required documentation with their proposal may be rejected from further consideration.

Name of Proposer: \_\_\_\_\_

Yes	No		QUESTIONS	Documentation with Proposal
<input type="checkbox"/>	<input type="checkbox"/>	1.	<u>Licensure:</u> Does Respondent or Respondent's subcontractor have a surplus lines broker's license. Proof of such license is required and should be submitted with the proposal.	Respondent should provide a copy of the license with the proposal.
<input type="checkbox"/>	<input type="checkbox"/>	2.	<u>Certification Statement:</u> Does respondent acknowledge that they have read and understand all requirements and specifications of the Request for Proposal (RFP), including attachments and exhibits, by completing and signing Attachment A – Certification Statement	Respondent must complete and sign <i>Attachment A - Certification Statement</i>
<input type="checkbox"/>	<input type="checkbox"/>	3.	<u>Contract for Services:</u> Does Respondent agree to enter into a contract with LSU that is substantially the same as the Sample Contract (Attachment E) and has identified any exceptions or deviations from the contract that the Respondent wishes to negotiate?	Respondent must provide verification in Respondent's <i>Executive Summary</i> as described in RFP Section 2.4.A Plus, if applicable, include the referenced appendix with any exceptions identified and explained.
<input type="checkbox"/>	<input type="checkbox"/>	4.	<u>Experience:</u> Does Respondent have a minimum of three (3) years' pertinent experience structuring, placing, binding, and servicing complex commercial property and casualty insurance programs and currently have three (3) or more clients of similar size and scope to LSU for whom the respondent serves as broker of record and provides a full range of risk management services including but not limited to claims, loss control, and risk financing?	Respondent must provide details in Respondent's response to Section 5.5 of the RFP.
<input type="checkbox"/>	<input type="checkbox"/>	5.	<u>Restrictions:</u> Does Respondent commit to not earning a commission on any services offered in connection to this RFP and subsequent contractual agreement.	Respondent must provide details supporting commitment in Respondent's response to Section 5.5.8 of the RFP.

<input type="checkbox"/>	<input type="checkbox"/>	6.	<u>Financial Proposal</u> : Has the Respondent submitted a financial proposal with the appropriate dollar amounts and percentages?	Respondent must complete and submit Attachment F – Financial Proposal.
--------------------------	--------------------------	----	--	--

Question Number	Provide an explanation of any “no” answers to above questions