

# ADDENDUM No. 1

## RFP No. 23-24

### Third Party Administrative Services for Risk Management

**Due Date: May 17, 2023 by 2:00 p.m. (local time)**

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes two (2) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document should be included in submitted proposal:

- Attachment C – City of Ann Arbor Non-Discrimination Declaration of Compliance
- Attachment D- City of Ann Arbor Living Wage Declaration of Compliance
- Attachment E - Vendor Conflict of Interest Disclosure Form of the RFP Document

**Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.**

#### I. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: The number of claims by line of business for the last three years.

Answer 1:

Line	SubLine	Count
Auto Liability	Auto Liability - PD	18
Auto Liability Total		18
Employee Benefits Liability	Employee Benefits Liability	2
Employee Benefits Liability Total		2
General Liability	General Liability - BI	15
	General Liability - PD	149
	Personal & Advertising Injury	1
General Liability Total		165
Law Enforcement Liability	Law Enforcement - Personal Injury	2
Law Enforcement Liability Total		2
Public Officials Liability	Employment Practices	2

	Wrongful Acts	6
<b>Public Officials Liability Total</b>		<b>8</b>
<b>Grand Total</b>		<b>195</b>

Question 2: The number of open claims by line of business.

Answer 2: 41

Question 3: Does the City want the selected TPA to take over open claims?, Will the TPA assume the handling of the tail claims?

Answer 3: Yes.

Question 4: What is date of contract commencement (when would the term begin)?, Please confirm the effective dates for the contract inception.

Answer 4: 7/1/2023

Question 5: Please provide loss runs for the claims for the last 10 years.

Answer 5:

Line	SubLine	Count
<b>Auto Liability</b>	Auto Liability - BI	6
	Auto Liability - PD	152
<b>Auto Liability Total</b>		<b>158</b>
<b>Auto Physical Damage</b>	Collision	2
	Emergency Auto Collision	1
<b>Auto Physical Damage Total</b>		<b>3</b>
<b>Employee Benefits Liability</b>	Employee Benefits Liability	3
<b>Employee Benefits Liability Total</b>		<b>3</b>
<b>General Liability</b>	General Liability - BI	66
	General Liability - PD	480
	Personal & Advertising Injury	1
<b>General Liability Total</b>		<b>547</b>
<b>Law Enforcement Liability</b>	Law Enforcement - BI	1
	Law Enforcement - PD	1
	Law Enforcement - Personal Injury	9
<b>Law Enforcement Liability Total</b>		<b>11</b>
<b>Property</b>	Building	1
<b>Property Total</b>		<b>1</b>
<b>Public Officials Liability</b>	DEI	2
	Employment Practices	5
	Wrongful Acts	33
<b>Public Officials Liability Total</b>		<b>40</b>
<b>Grand Total</b>		<b>763</b>

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.