November 6, 2026

ADDENDUM #1
RP004-27
PROPERTY & CASULATY INSURANCE BROKERAGE SERVICES
On Annual Contract

Please see the questions/clarifications below:

Questions:

1. Who is the TPA for the Property/Casualty and Workers Compensation?
Answer: The TPA for both P&C and WC is Charles Taylor

2. Does the City currently have a RMIS system?
Answer: The city does not currently have a true RMIS system.

Clarifications:

Q. With regard to the above proposal, please provide a copy of the City's current insurance schedule including all lines of business, policy information and premiums. Also, please advise if the City is seeking to add any particular Risk Control services to their current Risk Management & Insurance program.

A. Schedule attached. For risk control services, the City is seeking:

- **Risk management program review**
  - **Loss prevention and risk control program analysis**
- **Free Safety/Driving Courses**
- **Loss estimates and catastrophe modeling**
- **Business continuity planning**
- **Business interruption and disaster recovery planning**
- **Risk assessments**
- **Risk mitigation**
- **Hazard analysis**
- **Coordination carrier risk control services**
- **Enterprise Risk Management services**

Q. Complete Schedule of Insurance policies including limits, deductibles, terms, conditions and premiums.

A. Attached to Invitation

Q. Please describe the current loss control & enterprise risk management services that are being provided to the City of Lawrenceville

A. The following are the only loss control services the city currently gets:

- **National Safety Council certified defensive driver training**
- **Seasonal/topical safety talk flyers**
- **Safety meeting coordination/support**
- **The city does not currently receive any enterprise risk management service.**

Q. Complete Schedule of Locations including property values.

A. To be provided to awarded broker.

Q. Schedule of vehicles with detail.

A. To be provided to awarded broker.

Q. Summary of loss history going back at least five years for all lines of applicable insurance.

A. To be provided to awarded broker.

Q. Schedule of any collateral posted for liability insurance programs.

A. To be provided to awarded broker.

Q. Complete schedule of all surety bonds currently in place.

A. To be provided to awarded broker.

Q. Complete list of all open and current material litigation against the City of Lawrenceville that is covered by insurance.

A. To be provided to awarded broker.

Q. Please explain why City of Lawrenceville is conducting this RFP process. Is it a regular occurrence or are you dissatisfied with current insurance broker?

A. Regular occurrence. The contract is awarded for one (1) year with four (4) options to renew. No dissatisfaction.

Q. Who is the current insurance broker?

A. Marsh McLennan Agency is the current broker for all lines of coverages offered to the City of Lawrenceville.

Q. To what other insurance brokers has this RFP been sent.

A. This RFP has not been sent to any other insurance brokers.

Q. As part of this process will there be an opportunity for us to present to the City of Lawrenceville either in person or via a video presentation such as Teams.

A. The evaluation team may invite any number of the highest-rated firms to participate in interviews if needed after technical evaluation.

Q. Do you have any specific construction projects planned for the upcoming term?

A. Projects are based on FY27 budget approval.

Q. Please include a copy of the insurance placements that will be part of the scope of services to be brokered. A summary including premiums and carrier names is preferred.

A. Attached to Invitation

Q. Please provide the current fee/commission level of brokerage service by the incumbent and if they utilize any intermediaries or wholesalers. If yes to any intermediaries, their level of fee/commission.

A. The current broker does use a wholesaler but the city does not have visibility on the fee/commission level.

Q. Many insurance companies only conduct business with contracted agents or brokers. An insurance producer reviewing this RFP may respond to the bid, but later find they are unable to assume the role as your dedicated P&C Insurance Broker if they are not contracted with companies providing the City's coverages via your current broker. Would you please identify the City's existing insurance carriers for each line of coverage along with the applicable limits and deductibles?

A. Attached to Invitation

Q. Would the City be open to receiving quotations for both a Guaranteed Cost (Low Deductible) Program and a Self-Insured Retention Program?

A. Yes.

This addendum should be acknowledged in your bid. Failure to do so may result in your bid being deemed non-responsive.

Kenneth Morris

Kenneth Morris
Purchasing Director