



Interoffice Memorandum

February 23, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: John Petrelli, Director, Risk Management and Professional Standards
Phone: (407) 836-9640

SUBJECT: Approval to Purchase Renewals of All Lines of Commercial Insurance Coverage Contract Y15-192

ACTION REQUESTED:

Approval to Purchase Renewals of All Lines of Commercial Insurance Coverage under Contract Y15-192, Insurance Broker and Consultant Services with Arthur J. Gallagher Risk Management Services, Inc. for premiums not-to-exceed \$4,890,000.

Commercial Property including Equipment Breakdown, Inland Marine and Stand-Alone Terrorism	\$3,732,000
Excess Public Entity Liability	\$543,000
Environmental & Tank Liability	\$251,000
Cyber Liability & Extortion	\$99,000
Corporate Counsel Liability	\$18,000
Commercial Crime and Public Officials Bonds	\$14,000
Neighborhood Services Grant Liability***	\$11,000
Unmanned Aviation Policy	\$6,000
Corrections Accidental Death & Dismemberment*	\$6,000
Vendor Liability Program**	\$5,000
Broker Fee	\$205,000
Total	\$4,890,000

*The premium for the Corrections AD&D policies are paid from the General Fund.

** The premium for the Vendor policies are paid by the vendors and are collected annually from the Parks and Recreation Division.

***The premium for the Neighborhood Services grant is paid from the General Fund.

PROCUREMENT:

To purchase renewal policies of all-lines of commercial insurance for the Board of County Commissioners, Clerk of the Circuit and County Courts, Property Appraiser, Tax Collector, Comptroller, Supervisor of Elections, and the Orange Blossom Trail Development Board (workers' compensation only).

Arthur J. Gallagher Risk Management Services, Inc. will serve as agent with insurers, as yet to be determined, for policies with effective dates of April 1, 2018 through March 31, 2019.

FUNDING:

Funding is available in account 5510-025-0328-3350.

APPROVALS:

The Risk Management Committee and the Risk Management Division concur with this recommendation.

REMARKS:

The Board approved the selection of Arthur J. Gallagher Risk Management Services, Inc. on June 30, 2015, to provide insurance broker and consultant services to the County for an initial 36-month contract with two optional one-year extensions. This particular request for Board approval will allow the Risk Management Division and Arthur J. Gallagher Risk Management Services, Inc. to participate in ongoing negotiations with insurance carriers up to March 31, 2018, to achieve optimum coverage and pricing. The Risk Management Committee has given their approval in the not-to-exceed amount of **\$4,890,000** in premiums (in accordance with the intergovernmental self-insurance agreement adopted by the Board on August 6, 1997).

The requested not-to-exceed amount represents a nominal decrease in the authority requested for the previous policy year.