



REQUEST FOR PROPOSALS (“RFP”)
Insurance Brokerage Services

Release Date: July 29, 2022

The following is a list of responses to questions submitted by prospective respondents to Empire State Development’s RFP for Insurance Brokerage Services. A copy of the RFP is available at:

https://esd.ny.gov/doing-business-ny/requests-proposals/rfp-insurance-brokerage-services

Insurance Brokerage Services RFP - Responses to Questions

Table with 3 columns: No., Question, Answer. Contains 8 rows of questions and answers regarding insurance brokerage services.



		https://esd.ny.gov/sites/default/files/ScheduleA-Services_Materials-3818.pdf
9.	Who is typically responsible for the builder’s risk insurance on joint projects?	Typically, the developer is responsible for the builder’s risk insurance.
10.	MWBE and SDVOB Goals: 15% WBE and 15% MBE and 3% SDVOB = total of 33%. If we have a single vendor who is both MBE and WBE, can they comply with the 30% MWBE goal? If we have a single vendor who is WBE, MBE and SDVOB, can they comply with the 33% goal?	We cannot count a firms’ MBE and WBE utilization type separately to make up the 30% goal (split), but we can count both either their MBE/WBE certification with their SDVOB certification. You would have to seek either an MBE or WBE to meet the other 15% goal.
11.	Is a detailed organizational chart of ESD and JDA available for our review?	This will be provided to the Selected Respondent.
12.	Which MWBE and SDVOB firms does ESD and JDA currently work with (actively engaged)?	Harold Lee & Sons- MBE.
13.	Form 139-K seeks a contract procurement number. Is this “TBD” or is it the “CR Number” noted in ad as “2088598”?	The contract number is not required for this form.
14.	How long has ESD been working with the incumbent broker?	5 years.
15.	What is the current fee?	\$375,000 for the five years.
16.	Can you provide the carriers that currently write the coverage contemplated in the RFP?	Hudson Excess Insurance Company, Lexington Insurance Company, LM Insurance Corporation, Liberty Insurance Corporation, Navigators Insurance Company, Great American Insurance Company, Hiscox Insurance Company Inc., Employers Insurance Company of Wausau, Crum & Forster, Hartford Life and Accident Insurance Co., XL Specialty Insurance Company.
17.	Can you provide premium by policy, and if not, can you provide the total annual spend for all policies contemplated in the RFP?	Premiums will not be disclosed at this time. The total annual spend for all policies contemplated in the RFP was approximately \$1.2 million.
18.	Does the cyber policy include coverage for ESD and ALL of the subsidiaries listed in the RFP?	Yes.



19.	Does ESD and all the subsidiary entities utilize the same networks or do they each operate independently?	This information will be provided to the Selected Respondent.
20.	Is control over the systems managed by the Development Corporations or the Operating Corporations?	This information will be provided to the Selected Respondent.
21.	Who is the Corporation’s current insurance broker/risk manager?	Alliant Insurance Services, Inc.
22.	What is the total annual compensation from all sources paid to the current insurance broker/risk manager?	\$75,000 annually.
23.	Can ESD provide an overview of its claims activity / history?	ESD has approximately 50 claims per annum, the majority of which are for reporting purposes only.
24.	Can ESD provide exposure schedules? a. Statement of Values & COPE b. Auto Schedule c. Estimated Payrolls d. Financials	We will furnish information to the Selected Respondent. For additional financial information, please visit ESD’s website: https://esd.ny.gov/audited-financials-budget
25.	Employee Benefit Plans & 401(k) – does the company control this and if so there doesn’t appear to be Fiduciary Liability	Not applicable.
26.	Any Marine exposure? No policies listed.	There is contingent Marine exposure in the Buffalo Outer Harbor area.
27.	Development exposure and pipeline – Does ESD do any of the actual construction work, or are the references to “development” primarily funding, planning, etc.?	ESD no longer has a Design and Construction Department. Construction work is completed by developers and construction firms.
28.	Acquisitions & Divestitures – are they active buying and selling?	Currently, there are divestitures in Niagara overseen by ESD’s subsidiary USA Niagara. There are not any active acquisitions foreseen at this time.
29.	Please provide a schedule of current coverage by line including the insurer/ carrier name, effective date, expiring premium, applicable limits, Self Insured Retention (SIR) or deductible (where applicable), prime broker(s), MWBE	Please see answers to questions #16 & 17.



	broker(s), Third Party Administrator (if any).	
30.	Please provide a schedule of property including addresses, values, ownership, and COPE (Construction Occupancy Protection and Exposure) information.	This information will be provided to the Selected Respondent.
31.	Please provide a description of any service issues with current broker(s)? claims administrator? Insurers?	No issues to report.
32.	Please provide confirmation that this engagement is to include all projects listed in the RFP on pages 3-6? New projects not yet in the pipeline? and completed ongoing premises/operations of both?	This RFP will cover projects listed on pages 3-6 as well ongoing and completed projects as well. It is expected that the Selected Respondent will provide the same services to new projects that arise in the future.
33.	Please provide a 5-to-10-year summary of historical losses by policy year including total claims counts, status of claims open vs. closed counts by line of business. Alternatively, average and worst years claims count per policy year by line of business	This information will be provided to the Selected Respondent.
34.	Please provide an estimate the number of 3 rd party contracts to be reviewed annually.	Approximately four (4) or five (5) per month, including RFPs.
35.	Please provide a brief description of current claims reporting practices including frequency of claims reviews? Monthly? Quarterly? Annually?	Claims reviews are currently conducted on a quarterly basis. We expect the Selected Respondent to manage claims reviews as appropriate.
36.	Please provide a brief description of current loss control services provided by insurer? Brokers? ESD Personnel?	Current loss controls are provided by the insurer and/or broker with oversight by ESD personnel.
37.	Please provide ESD's current estimated annual construction costs. Forecasted Costs for 3 years.	Please see answer to question #24.
38.	Who are the current insurance broker (s) under the expiring insurance program?	Please see answer to question #21.
39.	Can you provide the current premiums and any applicable deductibles for the schedule of insurance coverages provided?	Please see answer to question #17. Deductibles will be provided to the Selected Respondent.



40.	Can you provide the underwriting information (i.e., exposure basis for each applicable coverage, insurance applications, recently valued 5 year loss run history, etc.)	This information will be provided to the Selected Respondent.
41.	Will MBE and/or SBE insurance broker participation be considered individually or must they partner with majority broker firms?	We only count MBE and/or WBE for credit toward the MWBE goal; not SBE. You will have to determine how and what scopes of services you will subcontract to an M/WBE
42.	Will MBE and/or SBE insurance broker participation be considered individually or must they partner with majority broker firms?	See answer to question #41.
43.	Will there be more than one insurance broker awarded a contract under this RFP?	It is expected that the contract will be awarded to one broker.