



THE CITY OF DAYTONA BEACH  
OFFICE OF THE PURCHASING AGENT

Post Office Box 2451  
Daytona Beach, Florida 32115-2451

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**ADDENDUM NO. 1**

DATE: December 4, 2019

PROJECT: PROPERTY & CASUALTY BROKERAGE SERVICE  
20181

OPENING DATE: December 12, 2019

This addendum is hereby incorporated into the Bid Documents for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~strikethrough~~.

1. Attached is a schedule of insurance maintained by the City of Daytona Beach. See page 10, Category III for reference.
2. Answers to Bidders' written questions:

**Q1:** Per the RFP all questions were due by 11/29/2019; however, your office was closed due to the holiday. Please clarify that all questions will be accepted until 12/4/2019. In addition per the RFP the opening date is 12/7/2019. Please clarify that the RFP opening date will be 12/12/2019 by 2PM. Since this is a date change I am requesting clarification.

**A1: See opening date above. Question will be accepted until 5 PM 12/5/19.**

**Q2:** Per the RFP a copy of the City's Summary/ Schedule of Insurance was not provided as an attachment. This information is very valuable as it relates to the City's insurance limits, coverages and premiums. Can you please provide a copy?

**A2: See item #1 above**

**Q3:** Can you please advise the name of the current broker, the annual flat fee paid and the length of the relationship for the current broker?

**A3: Brown & Brown of Florida, Inc, \$52,000 annually under the current contract that expires in June 2020. Contract was for 6 years. Brown & Brown was also the broker under a contract from 2008-14.**

**Q4:** Does the City purchase a Public Official Bond on any other types of bonds? If so can you please explain ?

**A4: We have \$10,000,000 in coverage under Faithful Performance of Duty Coverage as part of our Crime policy. We also have Public Officials Liability coverage (\$2.5m/\$5m) as part of our excess liability insurance policy.**

**Q5:** Does the City purchase any Special Event insurance, if so please provide the type of policy, limits and premium paid?

**A5: See schedule of insurance policies**

3. All other terms and conditions remain the same.

The Bidder shall acknowledge receipt of this addendum in Section 7 of the Bid Proposal Form.

The City of Daytona Beach

Kirk Zimmerman, CPPB  
Purchasing Agent

Remember to register with the City of Daytona Beach at [www.vendorregistry.com](http://www.vendorregistry.com) to be notified of future bid opportunities with the City. As of 9-30-18 we will no longer be using our current system.

### PURCHASED INSURANCE AND SERVICES

POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
<b>All Risk Property</b>	Brown & Brown, Inc	Landmark	\$229,050.00	TIV \$199,079,736	10/1/19-20
		American Ins Co		(all City bldgs <b>excluding</b> essential bldgs) for all perils	
				<b>excluding named windstorm and earthquake</b> -\$50m limit	
				Ded: \$25,000	
				includes flood - \$1,000,000	
				w/ Ded: 5%/\$500,000 min./ occ	
				Ord. or Law \$2,000,000	
				EDP Per Occ \$500,000	
		PGIT	\$406,453.00	TIV \$86,467,184	10/01/2019-20
				(essential buildings* (all perils <b>including</b> named storm, earthquake, flood)	
				Accts Recv \$1,000,000	
				Additional Exp \$1,000,000	
				LOB Income \$500,000	
				Demo \$2,250,000	
				Debris Reomval \$250,000	
				flood - \$2,000,000	
				earthquake - \$1,000,000	
				named storm - \$86,157182	
				Wind Ded: 3%/\$35,000 min	
				Flood Ded: NFIP/\$25,000	
				Earthquake Ded: \$25,000	
				All other perils Ded: \$25,000	
		PGIT	\$29,068	Inland Marine Coverage	10/01/2019-20
				Leased Equipmt \$2,500,000	
				EDP owned \$250,000	
				Unlic. Vehicles, Equipmt	
				3%, min of \$35k wind deduct.	

**\*Essential Buildings:**

- City Hall
- Police Dept
- Fire Stations # 1,4,5,6 and 7
- Public Works Complex
- Regional Plant: Opns/Admin Building
- Brennan Plant: Opns/Admin Building
- Onsite Chlorine Generation Building
- OCG Controls/Dosing Building
- Environmental Laboratory, Bldg A
- Environmental Laboratory, Bldg B
- Midtown Cultural & Education Ctr
- Yvonne Scarlette-Golden Center
- First Step Shelter

PURCHASED INSURANCE AND SERVICES

POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
		Arch Specialty	\$82,781.00	TIV \$199,079,736	10/1/19-20
				City Buildings <b>excluding</b>	
		DIC Coverage Form for Landmark Ins Policy		Essential Bldgs for Named Storm	
				and Flood	
				\$1,000,000 Per Occ/Aggregate	
				Ded: 5% w/ \$250k Min/occ	
				Debris Removal \$100,000	
				Accts Recv \$100,000	
				Ord or Law \$1,000,000	
				Newly Acquired \$250,000	
		<b>TOTAL PREMIUM: \$747,352.00</b>			

PURCHASED INSURANCE AND SERVICES

POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
<b>Auto. Liability</b> 3 Vans,(Leisure) 1 Tahoe  1 Ambulance (Fire) 1 Quantum (w/o equipment) (Fire) 4 Pumper Trucks 1 Sutphen SP70	Brown & Brown	PGIT	\$8,941	Auto Liability Liability: \$1,000,000 BI & PD Symbols 7,8,9  Comp & Collision Only--Symbol 7  \$135,000 value \$150,000 value \$1,440,000 value combined \$700,000 value	10/1/19-20
			<b>PREMIUM TOTAL: \$8,941</b>		
<b>Boiler &amp; Machinery</b>  EDP, Expediting Exp, Spoilage, Water Damage, Public Safety Serv Charge	Brown & Brown, Inc	Federal Ins (Chubb)	\$8,985.00	\$100,000,000 Blanket Limit Deductible: \$7,500 Ammonia Contamin \$250,000 Debris Removal \$100,000 Loss of Utilities \$10,000,000 Unintentional E&O \$1,000,000 Blanket Limit \$250,000 Water Damage above blanket limit \$ 500,000	10/1/19-20
<b>FUEL STORAGE TANK LIABILITY</b>  1 Underground Storage Tank (over 25 year old)	Brown & Borwn	Westchester	\$1,063	\$1m per incident \$4m aggregate limit Liab and Defense \$8m total aggregate	04/02/19-20
19 Above Ground Tanks 2 Underground Tanks		Commerce & Industry Ir	\$7,679	\$1m per incident \$4m aggregate \$5k deductible	04/02/2019-20
<b>Excess Coverage</b>  LIABILITY: GL \$2.5m/\$5m, AL \$2.5m, Pub Off, Employment, EBL \$2.5m/\$5m	Brown & Brown, Inc	WC--Arch Ins Co Liab--Illinois Union	\$381,084	Statutory Workers' Comp <b>D for FL Statute 768.28:</b> 200,000/300,000 <b>D other than 768.28:</b>	04/15/19-20

PURCHASED INSURANCE AND SERVICES

POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
<b>WC: Statutory, Employers Liab/Disease \$5m</b>			350,000	<b>D for WC:</b>	
				1,000,000	
<b>Flood Coverage</b> (Flood Zones A+V) <b>\$10k Deductible</b>	Brown & Brown, Inc	Wright National Insurance Co	\$49,566	various limits 9 properties	07/25/19-20
			7,566	various limits 8 property	08/11/19-20
<b>Crime Policy</b>	Brown & Brown, Inc	Fidelity & Deposit Co of	\$20,072		1/10/19-20
Limits:				Deductible:	
<b>Employee Theft Per Occ \$10,000,000</b>				\$50,000	
<b>Forgery or Alteration \$250,000</b>				\$5,000	
<b>Inside Premises Theft/Robbery/Safe Burglary \$250,000</b>				\$5,000	
<b>Outside Premises \$250,000</b>				\$5,000	
<b>Computer Fraud \$5,000,000</b>				\$50,000	
<b>Funds Transfer Fraud \$5,000,000</b>				\$50,000	
<b>Money Orders and Counterfeit \$50,000</b>				\$5,000	
<b>Faithful Performance of Duty \$10,000,000</b>				\$50,000	
<b>SPECIAL EVENTS</b>	Brown & Brown, Inc	Arch Ins Co	\$16,199	\$1m/\$5m GL, \$1m/\$2m Liquor	10/01/19-20
<b>W/LIQUOR Liab</b>					
<b>Special Events:</b>	City Hall, Peabody Auditorium, Bandshell/Oceanfront Park, Riverfront Park/Manatee Island				
<b>Liquor Liab:</b>	City Hall, Peabody Auditorium, Bandshell/Oceanfront Park, Riverfront Park/Manatee Island, FL Tennis Center, Midtown Center Center				
<b>Medical</b>	A. Gallagher	Western World			09/19/19-20
<b>Malpractice</b>	103 EMTs and Paramedics		\$24,858	\$1,000,000/\$1000,000	
			<b>PREMIUM TOTAL: \$24,858</b>	D \$2,500	
<b>Railroad Protective</b>	Brown & Brown, Inc	Hudson Ins Co	\$750.00	\$2,000,000/\$6,000,000	12/31/19-20
Contractually required due to two golf cart paths that cross RR at Municipal Golf Course					

PURCHASED INSURANCE AND SERVICES

POLICY	AGENT	INSURER	PREMIUM	COVERAGE	POLICY TERM
		<b>PIER</b>			
<b>Property Coverage (Pier and Restaurant)</b> excl. wind, hail flood, earthquake, storm surge	Brown & Brown	Arch Specialty Ins	\$45,004.00	Pier TIV \$6,000,000 D: \$10,000 Building TIV \$3,750,000 Loss of Rental Income \$500,000	09/30/19-20
<b>Flood (NFIP) (Restaurant only)</b>	Brown & Brown	Wright National	\$5,227	\$500,000 D: \$10,000	11/17/19-20
<b>General Liability</b>	Brown & Brown	Scottsdale Ins Co	\$2,854	Liab Limit \$1,000,000 D: \$1,000 per claimant	09/30/2019-20