

## **RFP: Indian Hill Exempted Village School District Property Casualty Insurance**

### **Overview:**

Indian Hill Exempted Village School District is requesting proposals for Property and Casualty Insurance coverage for the school district. Providing coverage for the period June 30, 2020 – June 30, 2023, consisting of three annual periods.

Indian Hill Exempted Village School District is located in Hamilton County, Ohio. The school serves approximately 2100 students. There are approximately 300 employees. The district consists of thirty-two (32) buildings: See Exhibit A

**Desired Outcomes:** The District is conducting a diligence exercise to ensure responsible use of the district funds. The successful RFP will be expected to provide quality coverage at a reasonable expense.

**Submission Requirements:** Interested parties should forward a written request to be included in the RFP distribution and indicating the participants choice of insurance markets. The incumbent broker retains FIRST CHOICE OF MARKETS. Markets are not to be approached until assigned. The decision for markets is solely within the preview of the district. Once completed the attached RFP. All questions and the completed RFP should be submitted in electronic format to:

Indian Hill Exempted School District  
Mick Davis, Treasurer  
6855 Drake Road  
Cincinnati OH 45243  
Main Phone: 513-272-4500  
[mick.davis@indianhillschools.org](mailto:mick.davis@indianhillschools.org)

**Tentative Timeline:** RFP Released: March 31, 2020

**Questions and Clarification will be accepted until:** April 10, 2020 – by email

**RFP Submission Deadline:** May 15, 2020 5:00PM The RFP's will be opened at the public meeting at Indian Hill Exempted School District Offices. No action will be taken at that time. A listing of all the bids received will be made available following the opening. Opening shall be at the discretion of the district as to method, time and place due to the current circumstances.

**RFP Review and Inspections:** There will be no Public Work sessions however, through April 20, 2019 5:pm; The District and its Consultant will be available to discuss and answer bidders questions and inquiries and offer clarification. A list of all these inquiries will be made available to all bidders. Inspections are to be arranged with the District and completed by April 20<sup>th</sup>. Due to current circumstances inspections are to be scheduled and follow the current guidelines being observed at the property locations. These will be conducted via email and the use of other electronic means.

**May 15, 2020: If the selection process is complete, the board will select an insurance provider at the regularly scheduled School Board Meeting May 19<sup>th</sup>, 2020.**

**Components of the RFP:**

Firm Information, History, Background, and Financial Status. Please provide an overview of company, as well as the insurance providers being recommended. Who will be the corporation point of contact for claims? Is the company established and stable? Background information on the representatives that will work with the corporation is expected.

### **Analysis of Liability**

What do you feel are the three primary liabilities of school districts today?

How does your company or the recommended providers address these concerns (outreach, programs, etc)?

What sets the coverage you are recommending apart from your competitors?

### **Recommendation**

Who are you recommending to provide the insurance?

Why are you recommending the above insurance provider?

What does this recommendation provide above and beyond the coverage (online portals, local offices, incentives for decreasing claims)?

What coverage(s) are you recommending? Proposals must include coverage costs for cyber attacks and information theft, as well as armed staff/liability coverage.

Please ensure that at minimum the coverage being recommended is comparable to what is currently in place. A copy of the district's current policy and loss runs are included. See Exhibit B

### **Cost**

Provide a detailed cost for the proposed coverage. All fees and associated costs should be identified. Optional Coverage recommendations should be identified as such.

Provide detailed brokerage fee and costs

All final proposals must be received at the address below by the Treasurer no later than 5:00 p.m. Eastern Time on May 15, 2020.

The respondent's proposal must address all components of the RFP to be considered valid.

Proposals may be electronically mailed in PDF form to [mick.davis@indianhillschools.org](mailto:mick.davis@indianhillschools.org)

The board reserves the right to exclude any late submission from consideration. No Fax submissions will be considered.