

INSURANCE BROKERAGE SERVICES RFP QUESTIONS AND REQUESTS FOR ADDITIONAL INFORMATION

1. For PRA policies, are properties in Germantown vacant or occupied?
 - ***The Germantown properties listed on the property insurance policy are all occupied, but there may be units within certain properties that are vacant. There are additional Germantown properties scheduled on the PRA's commercial general liability policy that are vacant.***

2. For PRA policies, does builders risk policy address modular housing?
 - ***No.***

3. What was methodology in determining limits for individual entities? What analytics were utilized (risk modeling, benchmarking, etc.)?
 - ***No specific methodology was used.***

4. What risk control services does PHDC et al utilize currently from broker partner?
 - ***The current broker has provided various safety-related trainings for employees and assisted in drafting various safety-related manuals or policies.***

5. For property policies, are limits per location or blanket coverage?
 - ***Per location.***

6. How long has PHDC et al had relationship with current broker?
 - ***Approximately 11 years.***

7. Is a sample of Professional Services Agreement available to be reviewed?
 - ***No, we do not provide the Professional Services Agreement during the RFP process.***

8. Is current compensation structure fee or commission?
 - ***Fee.***

9. Based upon responses received, will there be opportunity to ask follow up questions?
 - ***No, the deadline for submitting questions to PHDC in relation to this RFP was 9/11/2023.***

10. Who are the current/incumbent property and casualty insurance brokers/consultants?
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

11. What are the annual broker fees or commission percentages for the current brokers/consultants on the program?
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

12. Why are you releasing RFP for property and casualty insurance broker services?
 - ***We solicit insurance brokerage services via RFP every four (4) years.***

13. Please confirm your current pain points or problem areas with your property and casualty program.
 - ***Primary issues are cost and coverage limitations.***

14. Please provide the Annual Premium Pricing for lines of coverage in summary of existing insurance programs attachment A.
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

15. Please provide Property Schedule of Values, Equipment Schedule, Payroll Information, and Schedule of Vehicles if applicable?
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

16. Please provide your return to work or light duty program details.
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

17. Please provide copies of Key Contracts/Insurance Policy Compliance for Contractual Review and Analysis for insurance related stipulations across Management Agreements, Purchase Agreements, etc.
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

18. Please provide a copy of your business continuity plan/emergency response plan?
 - ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

19. Would it be possible to arrange a tour of your facilities?
 - ***We will not conduct any tours during the RFP selection process. The selected broker may tour our facilities after the agreement has been executed.***

20. Would it be possible to obtain copies of the current insurance policies for the following entities: (a) Philadelphia Housing Development Corporation; (b) Philadelphia Redevelopment Authority; (c) Philadelphia Land Bank; and (d) 12th and Market HeadHouse Condominium Owners Association?

- ***This information is not necessary to respond to the RFP and consequently, will not be provided.***

21. By requesting the insurance policies, we would like to confirm if the current insurance program structure is combined for all entities, or if each entity noted above have separate insurance policies.

- ***Most of the insurance policies are written as separate insurance policies for each of the entities. There are a few insurance policies where a few of the entities are all named insureds on those insurance policies.***