

BOBBY JINDAL
GOVERNOR



ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of Risk Management

February 11, 2009

**AMENDMENT NO. 1
REVISIONS
ISSUED BY THE DIVISION OF ADMINISTRATION-
OFFICE OF RISK MANAGEMENT**

Bid Proposal No.: WC-19

FOR: Workers Compensation Coverage for SMG Employees located at the Louisiana Superdome and New Orleans Arena

Bid Opening Date: March 11, 2009 at 10:00 A.M.

This amendment provides for clarification and additional information. **This amendment must be signed and returned.**

If you have any questions concerning this amendment, please call Mona Propes at (225) 342-8468.

Bidder/Contractor Signature

Revision 1

Throughout IFB WC-19, "State of Louisiana, Louisiana Stadium and Exposition District, and SMG/Facility Management of Louisiana, Inc., A/T/I/M/A" shall be replaced with "SMG Employees located at the Louisiana Superdome and New Orleans Arena". These references can be found on the following pages:

Page 1 of 20, Form ORM-02
Page 7 of 20, Item 1.1
Page 9 of 20, Item 2.5
Page 13 of 20, Items 4.1 and 4.2
Page 14, Paragraph 1
Page 17, Paragraph 2

Revision 2

Throughout IFB WC-19 Non-Returnable Section, "SMG/Facility Management of Louisiana, Inc." and "Facility Management" shall be replaced with "SMG". These references can be found on the following pages:

Page 1 of 38, Paragraph 1 and Item 5.3
Page 2 of 38, Item 5.4, question 4

Revision 3

IFB Reference: Part 4 General Bid Information, 4. Insurance Required
Page No.: 13 of 20

The following changes have been made to this section. Please use the revised page 13 of 20 in lieu of the original page.

Item 4.1, "State of Louisiana, Louisiana Stadium and Exposition District, and SMG/Facility Management of Louisiana, Inc., A/T/I/M/A" was replaced with "SMG Employees located at the Louisiana Superdome and New Orleans Arena".

Item 4.2, the Voluntary Compensation Endorsement has been deleted and Broad Form All-States Endorsement has been replaced by Limited All-States Endorsement.

Item 4.2, Limits of Liability has been revised.

Revision 4

IFB Reference: Exhibit I Bid Quotation Form
Page No.: 14 of 20

The following paragraph has been added to this section. Please use the revised page 14 of 20 in lieu of the original page.

This bid quotation must be based on a MOD factor of 1.0 and the 2008-2009 estimated payroll (see Schedule A Superdome and Arena General Information on page 1 of 38). Any premium changes due to fluctuations in MOD factor and/or payroll will be adjusted after this bid is awarded.

Revision 4

IFB Reference: Schedule B Earned Premium and Loss Experience Information
Page No.: 3 of 38

In previous years, LWCC has issued a dividend on the Workers Compensation Policy.

Fiscal Year	Dividend
2005 – 2006	\$44,276
2006 – 2007	\$7,345
2007 – 2008	\$157,604

Revision 5

IFB Reference: Schedule A Superdome and Arena General Information
Page No.: 1 of 38

2007-2008 Number of Employees per Class Code		
Class Code	Class Description	Employee Count*
9014	Buildings-Operation by Contractors	809
8810	Clerical Office Employees NOC	34
7720	Police Officers and Drivers	756
Not Available	Ticket Takers/Seller	148

*Employee count is based on the largest number of employees in any given quarter during the fiscal year.

Revision 6

IFB Reference: N/A

The following questions/concerns were presented by potential bidders. The answers provide clarification/ additional information.

1. During fiscal year 2007-2008, what was the maximum number of employees at any one event at each facility, the Superdome and the New Orleans Arena?

Superdome – 1300, New Orleans Arena – 400

2. Of the current count of security officers, how many are armed with guns?

Approximately 35

3. Which should be used: the 2008-2009 estimated payroll in Schedule A (page 1 of 38 of the non-returnable section) or 2008-2009 payroll in the LWCC policy (page 13 of 38 of the non-returnable section)?

Use the 2008-2009 estimated payroll in Schedule A. The LWCC policy is provided as an example.

4. Does the Louisiana Superdome and New Orleans Arena have any foreign travel? Do they send people to international venues to discover other means to run the arenas?

No

5. Louisiana Superdome/New Orleans Arena Safety Training by Department can be found at <http://doa.louisiana.gov/orm/uwnewbid.htm>.
6. The 2007-2008 audited financial statements for the Louisiana Stadium and Exposition District can be found at <http://doa.louisiana.gov/orm/uwnewbid.htm>.

PROPOSAL NO.	*	INVITATION FOR BID	*	DATE	*	PAGE
	*	<i>PART IV</i>	*		*	REVISED
WC-19	*	<i>GENERAL BID</i>	*	March 11, 2009	*	13 of 20
		<i>INFORMATION</i>				

4. **Insurance Required**

4.1 The bidder/contractor **shall** provide Workers' Compensation coverage for SMG for the annual period of July 01, 2009 to July 01, 2010 with two (2) one-year options to renew subject to the following:

4.1.1 ORM requires that the policy of insurance **shall** provide coverage equal to or exceeding the coverage provided in policy forms reflected in SCHEDULE B of these specifications. The policy of insurance **shall** also include the General Required Endorsements reflected in PART II of these specifications.

4.2 The following schedule of coverage **must** be included in the bid quotation:

- Statutory Liability
- Employers Liability: \$1,000,000 each employee
- Limited All-States Endorsement, except those states exempted in the sample policy attached.

Limits of Liability: \$1,000,000 per employee per accident/disease/occurrence to include ALL employees, including security officers, of SMG. The covered operations are limited to employees at the physical facilities known as the Louisiana Superdome and the New Orleans Arena.

Endorsements: Premium Discount Endorsement, if applicable
Interstate Endorsement (or equivalent), if applicable

5. **Underwriting Information**

See the Non-Returnable Section of Schedules A - C

Amendment No. 1 – Page 6 of 6						
PROPOSAL NO.	*	INVITATION FOR BID	*	DATE	*	PAGE
	*	<i>EXHIBIT I</i>	*		*	REVISED
WC-19	*	<i>BID QUOTATION</i>	*	March 11, 2009	*	14 of 20
		<i>FORM</i>				

EXHIBIT I

BID QUOTATION FORM

The bidder/contractor proposes to furnish a policy providing Workers Compensation insurance for the premium stated below for the State of Louisiana, Louisiana Stadium and Exposition District and SMG/Facility Management of Louisiana, Inc., A/T/I/M/A effective for the period of **July 1, 2009 to July 1, 2010 with two (2) one-year options** to renew.

This bid quotation must be based on a MOD factor of 1.0 and the 2008-2009 estimated payroll (see Schedule A Superdome and Arena General Information on page 1 of 38). Any premium changes due to fluctuations in MOD factor and/or payroll will be adjusted after this bid is awarded.

One year Policy with two (2) one-year
options to renew in the
Amount Indicated Below

Total Annual Installment Premium¹

(including any policy tax, surplus
tax, policy fees, etc.)

\$

¹In the event the percentages of policy tax, or surplus lines tax or other taxes increase due to changed legislation, the bidder(s)/contractor(s) **shall** absorb the increases as the State cannot pay more than the amounts quoted on the successful bid except in the instances of increased coverage.