



*State of Louisiana*  
DIVISION OF ADMINISTRATION  
OFFICE OF RISK MANAGEMENT

KATHLEEN BABINEAUX BLANCO  
GOVERNOR

JERRY LUKE LEBLANC  
COMMISSIONER OF ADMINISTRATION

April 20, 2007

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

**Bid Proposal No.: BM-11**

**FOR:** Excess Following Form Comprehensive Blanket Broad Form (Repair or Replacement Cost) Equipment Breakdown Protection Coverage for the State of Louisiana, Department of Education, Recovery School District.

**Bid Opening Date:** May 9, 2007 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 Amanda Arthur at (225) 342-8469.

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Bidder/Contractor Signature

**Revision 1**

IFB Reference: Part IV, General Bid Information, Item 4.1.2  
Page No.: 17

Business Interruption Limit has been amended. No business income has been reported to date.

**Revision 2**

IFB Reference: Part IV, General Bid Information, Item 5.6.1  
Page No.: 19

The total building value was amended due to changes made to Schedule D.

**Revision 3**

IFB Reference: Schedule D, Insurable Buildings, RSD  
Page No.: N/A

Schedule D has been revised to remove several schools/building values that were inadvertently included as Recovery School District property. In the following cases, the buildings remain the property of the Orleans Parish School Board, but state-owned contents are housed there. This report replaces the original report found only on the website. It does not need to be returned with the bid.

The following school buildings are not insurable, so the replacement costs have been removed from the report. Contents remain state-owned.

L14502 Capdau  
L14592 Nelson  
L14601 Phillips  
L14676 Sophie Wright  
L14679 Fortier  
L14694, L14695 Green

The following school site is completely removed from the report. The buildings and contents are not insurable through the State.

L14467, L 14469, L14471, L14473, Mahalia Jackson

**Revision 4**

IFB Reference: New Schedule on Website, Schedule G, Status of RSD Schools  
Page No.: N/A

A report listing the schools/buildings that are currently in use, those that may be used in the fall of 2007, and those that are not in use has been added. This report is found on the website only. It does not need to be returned with the bid.

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**3.2.2 Bid bond in an amount equal to at least 10% of the Net Annual Installment Premium reflected on EXHIBIT I of these specifications or \$100,000, whichever is more. Bid bonds for 10% of Net Annual Premium can be rounded to nearest dollar.**

- 3.1 The bidder/contractor must submit with its response to this IFB, a certificate of insurance showing proof of errors and omissions coverage on the agent and/or broker with limits of liability of at least \$1,000,000. This errors and omissions coverage must be maintained throughout the period of this contract.
- 3.2 The bidder/contractor **must** submit a narrative description of the claim service it proposes to provide. The narrative should include, but not necessarily limited to, a description of the claim handling procedures (routine processing) commencing with the date of loss, reaction time on claims and length of time before a claims payment will be made. The bidder/contractor **shall** be held contractually responsible for information provided in EXHIBIT IV.

**1. Insurance Required**

- 4.1 The contractor shall provide **following form comprehensive blanket broad form (repair or replacement cost) equipment breakdown protection coverage** 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.
- 4.1.2 Limits of Insurance shall be as follows:
- ❖ Limit per accident = \$15,000,000
  - ❖ Extra Expense Limit = \$5,000,000/Maximum payment 100% - less than one month
  - ❖ Water Damage Limit = \$250,000
  - ❖ Ammonia Contamination Limit = \$250,000
  - ❖ Hazardous Substance Limit = \$250,000
  - ❖ Consequential Damage Limit = \$250,000
  - ❖ Additional Expediting Expense = \$250,000
  - ❖ Business Interruption Limit (not part of the limit per accident) = 25% of annual values. No business income has been reported by RSD to date.
  - ❖ Co Insurance –none
  - ❖ Deductible = \$50,000 combined deductible any one accident resulting from a covered peril including but not limited to direct damage to covered property, extra expense coverage, water damage, ammonia contamination, hazardous substance limit, consequential damage, business interruption and expediting expense.

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## 2. Underwriting Information

5.1 The name insured shall be:

State of Louisiana, Department of Education, Recovery School District

5.2 Policy period shall be:

12:01 A.M. Standard Time (at place of issuance) on July 1, 2007 to 12:01 A.M. Standard Time (at place of issuance) on July 1, 2008.

5.3 Annual/Anniversary premium shall be on a flat rate basis with no adjustments being made in a policy year for an increase or decrease in exposure units. However, subsequent anniversary billings will reflect any premium adjustments due to change in exposure units.

5.4 Loss control recommendations and claim details pertaining to the present equipment breakdown protection policy are available for inspection by all interested bidders at 1201 North 3<sup>rd</sup> Street, Ground Floor, Suite G-192, Baton Rouge, Louisiana, Monday through Friday between the hours of 8:00 A.M. and 3:30 P.M. **Review of the files shall be by appointment only.** Any bidders interested in reviewing the loss control recommendations and/or claim details should contact the following personnel for appointments.

Loss Control Recommendations: Mr. Miller Hartzog

(225) 342-8478

Claim Details: Mr. James Lea

(225) 342-8399

5.5 Additional underwriting information can be found in Schedule A of these specifications.

5.6 A list of the Recovery School District insurable buildings can be found in Schedule D of these specifications.

**5.6.1** Total value of insurable buildings for the Recovery School District as of February 19, 2007 is \$805,287,877.

5.7 A report reflecting FEMA hurricane damages for the Recovery School District can be found in Schedule E.

5.8 A list of ORM Location Codes for the Recovery School District can be found in Schedule F.

