

REQUEST FOR PROPOSALS

for

CLAIMS MANAGEMENT AND LOSS PREVENTION SERVICES



**RFP # 2021-ORM-TPA
LaPac RFX #: 3000016632
ADDENDUM 1**

**State of Louisiana
Office of Risk Management**

ADDENDUM DATE: April 12, 2021

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Website Update

The anticipated migration of ORM's Website described in RFP Section 1.2 was delayed. It will now take place on or about April 13.

Until migrated, the link for the RFP Page will continue to be <https://www.doa.la.gov/Pages/orm/RFP-2020-Claims-Management-and-Loss-Prevention-Services.aspx> . Upon completion of the Migration, the page will move to: <https://doa.la.gov/doa/orm/rfps/rfp-2021-claims-management-and-loss-prevention-services/>

The table on the following pages provides the updated links for specific documents referred to in the RFP.

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Document Name and Location in RFP	Location in RFP	URL UNTIL Migration	URL AFTER Migration
Insured Agency List	p. 10 RFP Section 1.5, Agency Definition	https://www.doa.la.gov/orm/RFP2020/Insured_Agency_List_as_of_07012020.pdf	https://doa.la.gov/media/051b1313/insured_agency_list_as_of_07012020.pdf
Worker's Compensation Client Instructions	p. 83 Attachment A: Scope of Services Part V Worker's Compensation Program	https://www.doa.la.gov/orm/RFP2020/Workers_Compensation_Program_Client_Instructions.pdf	https://doa.la.gov/media/bksatvco/workers_compensation_program_client_instructions.pdf
Property Program Client Instructions	p. 87 Attachment A: Scope of Services Part VI Property Program	https://www.doa.la.gov/orm/RFP2020/Property_Program_Client_Instructions.pdf	https://doa.la.gov/media/uvulx4fr/property_program_client_instructions.pdf
Automobile Liability Client Instructions	p. 90 Attachment A: Scope of Services Part VII Transportation, Medical Malpractice, & Cyber Program A. Automobile Liability Claims	https://www.doa.la.gov/orm/RFP2020/Transportation_Program_Client_Instructions.pdf	https://doa.la.gov/media/t0fbdir/transportation_program_client_instructions.pdf
Auto Physical Damage Client Instructions	p. 90 Attachment A: Scope of Services Part VII Transportation, Medical Malpractice, & Cyber Program B. Auto Physical Damage Claims	https://www.doa.la.gov/orm/RFP2020/Road_Hazard_Liability_Client_Instructions.pdf	https://doa.la.gov/media/mnely4x/road_hazard_liability_client_instructions.pdf
Road Hazard Liability Client Instructions	p. 90 Attachment A: Scope of Services Part VII Transportation, Medical Malpractice, & Cyber Program C. Road Hazard Liability Claims	https://www.doa.la.gov/orm/RFP2020/Transportation_Program_Client_Instructions.pdf	https://doa.la.gov/media/t0fbdir/transportation_program_client_instructions.pdf
Wet Marine Client Instructions	p. 91 Attachment A: Scope of Services Part VII Transportation, Medical Malpractice, & Cyber Program D. Wet Marine Claims	https://www.doa.la.gov/orm/RFP2020/Transportation_Program_Client_Instructions.pdf	https://doa.la.gov/media/t0fbdir/transportation_program_client_instructions.pdf
Aviation Client Instructions	p. 91 Attachment A: Scope of Services	https://www.doa.la.gov/orm/RFP2020/Transportation_Program_Client_Instructions.pdf	https://doa.la.gov/media/t0fbdir/transportation_program_client_instructions.pdf

Document Name and Location in RFP	Location in RFP	URL UNTIL Migration	URL AFTER Migration
	Part VII Transportation, Medical Malpractice, & Cyber Program E. Aviation Claims		
Medical Malpractice Client Instructions	p. 92 Attachment A: Scope of Services Part VII Transportation, Medical Malpractice, & Cyber Program F. Medical Malpractice	https://www.doa.la.gov/orm/RFP2020/Medical_Malpractice_Client_Instructions.pdf	https://doa.la.gov/media/k20ga5te/medical_malpractice_client_instructions.pdf
Commercial General Liability Client Instructions	p. 93 Attachment A: Scope of Services Part VIII Commercial General Liability (CGL) A. CGL Claims (Including Premises-Operations, Public Officials, Professional, Employment Practices, Personal Injury, Media, and Civil/Constitutional Rights)	https://www.doa.la.gov/orm/RFP2020/General_Liability_Client_Instructions.pdf	https://doa.la.gov/media/eusn3lww/general_liability_client_instructions.pdf
Loss Prevention Client Instructions	p. 94 Attachment A: Scope of Services Part IX Loss Prevention and Underwriting Services A. Loss Prevention Insured Agency Safety Audits	https://www.doa.la.gov/orm/RFP2020/Loss_Prevention_Client_Instructions.pdf	https://doa.la.gov/media/53vbbm3v/loss_prevention_client_instructions.pdf
Example Loss Prevention Safety Training Courses	p. 94 Attachment A: Scope of Services Part IX Loss Prevention and Underwriting Services “B. Loss Prevention Training” -	https://www.doa.la.gov/orm/RFP2020/Standard_Loss_Prevention_Safety_Training_Courses_for_Insured_Agency_Services.pdf	https://doa.la.gov/media/qrfhh2/standard_loss_prevention_safety_training_courses_for_insured_agencies.pdf
Building Appraisal Procedures	p. 96 Attachment A: Scope of Services Part IX Loss Prevention and Underwriting Services F. Real Property Appraisals	https://www.doa.la.gov/orm/RFP2020/Building_Appraisal_Procedures.pdf	https://doa.la.gov/media/ellmth2v/building_appraisal_procedures.pdf

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Example Appraisal Reports	p. 97 Attachment A: Scope of Services Part IX Loss Prevention and Underwriting Services F. Real Property Appraisals Item 9	https://www.doa.la.gov/orm/RFP2020/Building_Example_1_Appraisal_Report.pdf https://www.doa.la.gov/orm/RFP2020/Building_Example_2_Appraisal_Report.pdf	https://doa.la.gov/media/hvivnc3m/building_example_1_appraisal_report.pdf ; https://doa.la.gov/media/mnobk1d/building_example_2_appraisal_report.pdf
Example Insurance Premium	p. 97 Attachment A: Scope of Services Part IX Loss Prevention and Underwriting Services G. Premium Invoice Report	https://www.doa.la.gov/orm/RFP2020/Example_Insurance_Premium_Invoice.pdf	https://doa.la.gov/media/qpuhxfel/example_insurance_premium_invoice.pdf