

**Minnesota Sports Facilities Authority
Request for Qualifications/Proposals
Insurance Broker Services for Property and Casualty Program
Minneapolis, MN 55415**

ADDENDUM NO. ONE

February 14, 2013

This Addendum forms a part of the documents and modifies the request for proposal dated February 1, 2013. Acknowledge receipt of this Addendum in your proposal cover letter. Failure to do so may subject Proposer to disqualification. The Proposer is responsible for determination of proposal requirements affected by Addendum items.

This Addendum consists of the following:

1. Page 5 of the Request for Qualifications/Proposals, section IV. TIMELINE, C. states February 22, 2013-4:00p.m., Submittal of Qualifications/Proposal Due is deleted and replaced with: February 22, 2013-1:00p.m., submittal of Qualifications/Proposal due.

2. Following are the questions that have been submitted and the answers provided by the Minnesota Sports Facilities Authority.

a. There was a request for obtaining the following information:

- i. Current insurance policies
- ii. Safety program and risk control reports
- iii. Tenant lease agreement sample
- iv. Insurance carrier loss runs
- v. Property statement of values and business interruption worksheets
- vi. Are commission included in the current premiums or are premiums net of commission. If net of commissions, what is the annual broker fee?

Answer: The following documents are available for review by proposers. If a proposer desires to request an electronic file of these documents, please send an e-mail request to Gregg Bundschuh, e-mail address: Gregg.Bundschuh@greyling.com

- a. Current insurance policies
- b. Sample Use Agreements-Other Events only
- c. Current loss runs
- d. Property statement of values, business interruption, and annual broker fee

b. Who is the current broker(s)?

Answer: The current broker is Associated Insurance Agents

c. What is the current fee/commission structure as well as amount for the current broker(s)?

Answer: The current annual fee is a fixed fee of \$30,000.

d. Is there anything outside of the typical broker services that the MSFA would like assistance with: Loss Control Programs, Claims Management, Claims Advocacy, etc.?

Answer: All services requested by the Minnesota Sports Facilities Authority are detailed in the RFQ/RFP section II. Scope of Services.

e. Please note that the policies listed on pages 4 and 5 of the RFQ/RFP were the original policies that were purchased for the Metropolitan Sports Facilities Commission for the period 06/15/2012-06/15/2013. On June 22, 2012 the Minnesota Sports Facilities Authority was created, and by August 15, 2012 the Metropolitan Sports Facilities Commission was abolished. Several changes were to the policies due to the organizational changes. To simplify the commission/fee comparison process for this RFQ/RFP we only listed the original policies, limits, and premiums.

End of Addendum No. One.