

**Purchase Request #10**  
**Regular Board Meeting June 15, 2020**  
**Consideration of Approval to Contract for Flood Insurance**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with Rick Tinker Insurance Agency to provide flood insurance policies for all campus buildings.

**BACKGROUND**

All flood insurance policies are issued through the National Flood Insurance Program (NFIP) which standardizes the premium charged by agents for flood insurance coverage. The College has historically purchased insurance through NFIP to supplement the flood insurance coverage included in the College's property insurance policy to offset the higher deductibles associated with the property insurance policy. The additional insurance is also designed to offset the escalating repair costs to buildings and provide coverage for contents damaged by rising water.

Request for proposals #20-27 was issued to procure flood insurance. Five responses were received and evaluated by a team comprised of representatives from safety, health, environment and risk management and the office of emergency management who determined the proposal submitted by Rick Tinker Insurance Agency will provide the highest level of service to the College.

**IMPACT OF THIS ACTION**

Approval of this request will authorize Rick Tinker Insurance Agency to assess the risk in the case of a flood for each of the College's buildings and present recommendations for appropriate coverage levels. Unlike other types of property insurance policies, flood insurance policies are issued on an individual building basis which provides greater flexibility in maximizing cost avoidance relative to the assessed risk for each building.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual premium is \$218,469 and will be funded from the safety, health, environment and risk management department's 2019-2020 operating budget and subsequent year budget.

**MONITORING AND REPORTING TIMELINE**

The initial two-year award term will commence on August 19, 2020, with renewal options of three one-year terms.

**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Susana Gonzalez	281-998-6129	susana.gonzalez@sjcd.edu
Genevieve Scholes	281-998-6349	genevieve.scholes@sjcd.edu

**ATTACHMENT NO. 1**

**RFP 20-27 Flood Insurance  
Evaluation Summary**

<b>Stated Criteria</b>	<b>Maximum Value</b>	<b>Coastal Group &amp; Associates</b>	<b>Iscential Inc.</b>	<b>McGriff, Seibels &amp; Williams</b>	<b>Rick Tinker Insurance</b>	<b>U-Save Insurance Services</b>
Project Understanding, Approach, and Management	<b>60</b>	49	39	49	56	26
Qualifications and Experience of Firm	<b>60</b>	39	42	54	56	12
Qualifications and Experience of Personnel	<b>50</b>	35	38	45	47	11
General Business Questions	<b>30</b>	24	22	24	25	7
<b>Total (100 x 2 Evaluators)</b>	<b>200</b>	<b>147</b>	<b>141</b>	<b>172</b>	<b>184</b>	<b>56</b>

<b>Final Ranking</b>		
	<b>Vendor Name</b>	<b>Total Score</b>
1	Rick Tinker Insurance	184
2	McGriff, Seibels & Williams	172
3	Coastal Group & Associates	147
4	Iscential Inc.	141
5	U-Save Insurance Services	56