

NEW YORK STATE HOUSING FINANCE AGENCY, STATE OF NEW YORK MORTGAGE AGENCY, NEW YORK STATE AFFORDABLE HOUSING CORPORATION, STATE OF NEW YORK MUNICIPAL BOND BANK AGENCY, AND TOBACCO SETTLEMENT FINANCING CORPORATION

Insurance Brokerage Services issued 2/11/2025

Questions and Answers - updated as of 3/5/2025

Number	Questions	Answers
1	I did not see mention of intent to bid forms.	This RFP did not include an intent to bid form.
2	<p>My team and I specialize in working with public sector clients and we're curious if you're still open to receiving submissions for the RFP on the following entities:</p> <ul style="list-style-type: none"> • New York State Housing Finance Agency • State of New York Mortgage Agency • New York State Affordable Housing Corporation • State of New York Municipal Bond Bank Agency • Tobacco Settlement Financing Corporation 	Yes.
3	Who is the current insurance broker serving the Agencies?	E.G. Bowman.
4	What is the current fee/compensation structure for brokerage services?	The Agencies do not wish to disclose this information.
5	What is the total annual premium spend across all lines of coverage mentioned in the RFP?	\$1,749,855.00
6	<p>For the insurance lines listed in Section 6.1 (Auto, Crime, Travel, Media, Package, Umbrella/D&O/EPLI, Professional/LTD, Dental, Property, Cyber, Tech E&O), could you provide:</p> <ul style="list-style-type: none"> • Current carriers • Current premium amounts per line. • Loss history for the past 3-5 years. 	<ul style="list-style-type: none"> • See Exhibit A, attached • See Exhibit A, attached • None to our knowledge
7	Are there any specific pain points or areas for improvement in the current brokerage relationship that the Agencies are looking to address?	We have not experienced any pain-points with the insurance broker.
8	Please advise if you're still accepting responses from brokers regarding this RFP.	Yes.
9	Could you please provide the policy information, including limits and current premiums? A Summary of Insurance would be sufficient.	For response, please visit the Agencies' website to download the Q&As associated with this Solicitation at https://hcr.ny.gov/qas-insurance-brokerage-services to review responses for question #6.
10	How long have you been with your current broker, and what is the motivation for this current RFP?	The Agencies do not wish to respond to this question.
11	In your opinion, what defines success for your insurance program?	The Agencies are seeking proposals from firms responding to this Solicitation to respond to that question.
12	Please provide copies of the applications used for your current policies in place.	The Agencies do not wish to respond to this question.
13	Can you clarify whether we are to submit 10 pages or 8 pages for our response?	10-pages. Visit the Agencies' website to view an update to both the Addenda and the RFP.

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14	Could you please clarify whether we are to submit Tabs 1-3 together and then submit Tabs 4-5 as two separate documents, or if we should submit Tabs 1-2 together, Tab 3 separately, and then Tabs 4-5 as a third document?	Tabs 1-3 and Tabs 4-5, should be submitted as separate documents.
15	Are all agencies covered on the same policies, or are separate policies issued to each?	Yes, they are grouped under the same policies.
16	In instances where the same information is requested via questions in multiple tabs, are proposers allowed to refer to previous responses or should responses be repeated (i.e. company information, references, etc.)?	This information is provided in Section 10 of the Solicitation titled "Proposal Requirements." The Agencies encourage prospective proposers to read the Request for Proposals.
17	Are all forms required to be completed by the proposing firm AND subcontractors, or just the proposing firm?	Forms should be completed by both the proposing firm and subcontractor(s).
18	The RFP states that successful proposers and its subcontractors are required to provide and maintain required insurance coverage. It also states that successful proposers and subcontractors shall furnish evidence of these requirements prior to execution of awarded agreement. Does NY Mortgage Agency want bidders to include all evidence of insurance and requested forms as part of Tab 4, or will these be requested upon appointment?	These will be requested upon appointment.
19	Pg 14-11.2, Tab 2 - Technical Proposal - Limited to how Many Pages 10 or 8?	See the addendum on 2/24/2024 with RFP modification.
20	Please clarify Tab 1, 2, and 3 are all separate documents attached to the first email upon submitting the proposal?	Yes.
21	Copy of the schedule of Insurance including Limits, retentions , Insurance Company	For response, please visit the Agencies' website to download the Q&As associated with this Solicitation at https://hcr.ny.gov/qas-insurance-brokerage-services to review responses for question #6.
22	Provide Claim Summaries by line of coverage.	For response, please visit the Agencies' website to download the Q&As associated with this Solicitation at https://hcr.ny.gov/qas-insurance-brokerage-services to review responses for question #6.
23	Provide Insurance Policies	For response, please visit the Agencies' website to download the Q&As associated with this Solicitation at https://hcr.ny.gov/qas-insurance-brokerage-services to review responses for question #6.
24	Provide exposure data by line of coverage.	See Exhibit B, attached hereto.
25	Will the RFP be awarded to one broker for all lines of coverage, or can bidders submit proposals for certain lines only?	While the Agencies may consider multiple awards, it is the Agencies preference to award one contract.
26	If we are a certified MBE and WBE, are we still required to have a SDVOB subcontractor?	Yes.
27	If we are a certified MBE and WBE, do we satisfy both categories if we are a sub?	The Proposer must satisfy both categories.
28	Can a certified MWBE qualify for both minority and women-owned requirements, or are they limited to applying as one of the other?	A NYS certified MWBE Proposer is able to meet both the minority and women-owned requirements.

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29	Do all Agencies identified in the RFP share the same policies, are additional named insureds on all each policy?	They share the same policies.
30	Is there auto? If yes, how many vehicles?	2 vehicles.
31	What is the General Liability class code?	Class code 61224
32	Schedule of insurance with carrier, limits, expiration dates (premiums and commissions not required).	For response, please visit the Agencies' website to download the Q&As associated with this Solicitation at https://hcr.ny.gov/qas-insurance-brokerage-services to review responses for question #6.
33	5- year loss runs	See Exhibit B, attached.
34	How many locations and visits/walk-throughs are required for loss control. Provide a schedule of locations, if possible.	641 Lexington Avenue, New York, NY 10022 535 Washington Street, Buffalo, NY 14203
35	Can multiple contracts with one Public Corp count as separate references?	No.
36	Please provide details on requirements for employee training.	NA.
37	Is there a risk manager and if so, to whom does he/she report?	No.

Insurance Policies as of 11-2024

Auto	Great Northern Insurance Company		\$	3,983	
Crime	Federal Insurance Company		\$	19,186	
Cyber	Corvus		\$	340,400	
Travel	Federal Insurance Company		\$	20,751	
Umbrella	Federal Insurance Company		\$	12,495	
D&O/EPL	BMS (Lloyds of London)		\$	108,225	
			\$	3,896	NYS Surplus line tax
			\$	184	\$ 112,305
BPL	Chubb		\$	208,863	
			\$	7,832	Surplus Line Tax
			\$	313	\$ 217,008
Property	Great Northern Insurance Company		\$	23,890	
			\$	74	\$ 23,964
Excess Management Liability	Landmark American Insurance Company		\$	33,929	
			\$	1,221	Surplus Line Tax
			\$	58	\$ 35,208
LT Disability	Guardian		\$	99,444	
Dental	Guardian		\$	827,806	
Disability and Paid Family Leave	Guardian		\$	37,305	
				<u>\$ 1,749,855</u>	

CHUBB®	BUSINESS LOSS RUN
Agency Name: E G BOWMAN CO INC	Current As of Date: 03/03/2025
Insured Name: NEW YORK STATE HOUSING FINANCE AGENCY (HFA)	Number of Loss Years Requested: 5

Loss Run Summary:

Policy #	Policy Term	Policy Type	No of Claims/Occurrences	Loss & Expense Reserves	Losses Paid	Expenses Paid	Losses & Expenses Paid	Recovery	Total Incurred
35764004	05/31/2020 - 05/31/2021	ATD E/RATE	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2021 - 05/31/2022	ATD E/RATE	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2022 - 05/31/2023	ATD E/RATE	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2023 - 05/31/2024	ATD E/RATE	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2024 - 05/31/2025	ATD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2020 - 05/31/2021	MOD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2021 - 05/31/2022	MOD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2022 - 05/31/2023	MOD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2023 - 05/31/2024	MOD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
35764004	05/31/2024 - 05/31/2025	MOD PKG	0	\$0	\$0	\$0	\$0	\$0	\$0
73505204	05/31/2020 - 05/31/2021	AUTO	0	\$0	\$0	\$0	\$0	\$0	\$0
73505204	05/31/2021 - 05/31/2022	AUTO	0	\$0	\$0	\$0	\$0	\$0	\$0
73505204	05/31/2022 - 05/31/2023	AUTO	0	\$0	\$0	\$0	\$0	\$0	\$0
73505204	05/31/2023 - 05/31/2024	AUTO	0	\$0	\$0	\$0	\$0	\$0	\$0
73505204	05/31/2024 - 05/31/2025	AUTO	0	\$0	\$0	\$0	\$0	\$0	\$0
79774543	05/31/2020 - 05/31/2021	UMBRELLA	0	\$0	\$0	\$0	\$0	\$0	\$0
79774543	05/31/2021 - 05/31/2022	UMBRELLA	0	\$0	\$0	\$0	\$0	\$0	\$0
79774543	05/31/2022 - 05/31/2023	UMBRELLA	0	\$0	\$0	\$0	\$0	\$0	\$0
79774543	05/31/2023 - 05/31/2024	UMBRELLA	0	\$0	\$0	\$0	\$0	\$0	\$0
79774543	05/31/2024 - 05/31/2025	UMBRELLA	0	\$0	\$0	\$0	\$0	\$0	\$0
Totals:			0	\$0	\$0	\$0	\$0	\$0	\$0

There are no claims reported for this insured for the policy period covered.

- IMPORTANT NOTICE -

THE INFORMATION CONTAINED HEREIN IS PROVIDED "AS IS" AND HAS NOT BEEN AUDITED OR REVIEWED. WE MAKE NO REPRESENTATION AS TO THE ACCURACY OF THIS INFORMATION. THIS INFORMATION IS NOT INTENDED TO AND SHOULD NOT BE RELIED ON TO COMPLY WITH ANY STATUTE, REGULATION OR OTHER LEGAL OR REGULATORY REQUIREMENT. WE RESERVE THE RIGHT IN OUR DISCRETION TO WITHHOLD SPECIFIC LOSS INFORMATION.

THE WORKERS COMPENSATION CLAIMS SHOWN ON THIS LOSS RUN DO NOT INCLUDE CLAIMS IN THE FOLLOWING STATES: ALASKA, HAWAII, IDAHO, MAINE, MONTANA, NEVADA, NEW MEXICO, AND OREGON. IF YOU ARE A CHUBB INSURANCE AGENT, PLEASE CONTACT YOUR UNDERWRITER FOR LOSS INFORMATION IN THESE STATES. IF YOU ARE A CHUBB INSURED, PLEASE CONTACT YOUR INSURANCE AGENT FOR GUIDANCE ON GETTING LOSS INFORMATION IN THESE STATES.

BY RECEIVING THIS INFORMATION, RECIPIENT ACKNOWLEDGES AND AGREES THAT: 1.) WE ARE PROVIDING THIS INFORMATION BASED ON RECIPIENT'S EXPRESS REPRESENTATION THAT RECIPIENT IS REQUESTING SUCH INFORMATION ON BEHALF OF AND/OR WITH THE CONSENT OF RECIPIENT'S CUSTOMER; 2.) RECIPIENT WILL USE THIS INFORMATION ONLY FOR ITS OWN INTERNAL PURPOSES OR FOR SUCH PURPOSES AUTHORIZED BY RECIPIENT'S CUSTOMER; 3.) SUCH INFORMATION IS CONFIDENTIAL AND PROPRIETARY AND MAY BE SUBJECT TO PRIVACY LAWS, REGULATIONS OR OTHER LEGAL REQUIREMENT; 4.) RECIPIENT AGREES TO PROTECT AND SAFEGUARD THE INFORMATION FROM UNAUTHORIZED USE OR DISCLOSURE.

RHODE ISLAND INSURED: IN ACCORDANCE WITH SECTION 27-29-17.5 OF CHAPTER 27-29 OF THE GENERAL LAWS OF RHODE ISLAND, ADDITIONAL INFORMATION ON LOSS RESERVES MAY BE AVAILABLE UPON REQUEST OF THE FIRST NAMED INSURED OR SUCH INSURED'S AUTHORIZED AGENT OR BROKER.

FOR QUESTIONS REGARDING THE CONTENT OF THIS CHUBB LOSS RUN REPORT, PLEASE CONTACT YOUR CHUBB OFFICE.

BUSINESS LOSS RUN

Loss Run Header Section:

Agency Name - The name of the current agent or broker associated with the policy.

Current as of Date - This is the date for which the data is valid.

Insured Name - The named insured as stated on the policy of insurance.

Number of Loss Years Requested – This is the 3, 5, 7 or 10 year historical range with the timeframe determined by the most recent policy effective date listed.

Policy Summary:

Policy Number - The number which uniquely identifies a policy for an insured.

Policy Term - The Effective and Expiration Dates for the Policy Term.

Policy Type - The type of policy issued by the company.

Number of Claims/Occurrences - The number of Claims/Occurrences for each Policy Number, Term and Type.

Loss and Expense Reserves - The sum of the outstanding Loss and Expense Reserves for each Policy Number, Term and Type. “*” will be displayed for open Specialty claims only.

Losses Paid - The indemnity paid for each Policy Number, Term and Type. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Expenses Paid - The sum of the defense and LAE expenses paid for each Policy Number, Term and Type. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Losses and Expenses Paid - The sum of Losses Paid and Expenses Paid for each Policy Number, Term and Type. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Recovery - The sum of the Salvage/Subrogation Recovery including expenses paid or payments received for each Policy Number, Term and Type. A positive figure indicates that recovery expenses exceeded receipts.

Total Incurred - The sum of the Loss and Expense Reserves and Losses and Expenses Paid including Recovery for each Policy Number, Term and Type. “*” will be displayed for open Specialty claims only.

Totals:

Number of Claims/Occurrences - The number of Claims/Occurrences for all Policy Numbers, Terms and Types in the Summary Section.

Loss and Expense Reserves - The sum of the outstanding Loss and Expense Reserves for all of the Policy Numbers, Terms and Types in the

BUSINESS LOSS RUN

Summary Section. This does not include Specialty claims.

Losses Paid - The sum of Losses Paid for all of the Policy Numbers, Terms and Types in the Summary Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Expenses Paid - The sum of Expenses Paid for all of the Policy Numbers, Terms and Types in the Summary Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Losses and Expenses Paid - The sum of Losses Paid and Expenses Paid for all of the Policy Numbers, Terms and Types in the Summary Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Recovery - The sum of the Salvage/Subrogation Recovery including expenses paid or payments received for all of the Policy Numbers, Term and Types in the Summary Section. A positive figure indicates that recovery expenses exceeded receipts.

Total Incurred - The sum of the Loss and Expense Reserves and Losses and Expenses Paid including Recovery for all the Policy Numbers, Term and Types in the Summary Section. "*" will be displayed for open Specialty claims only.

* - In the Loss and Expense Reserves column: This information is not disclosed.

TPA - Denotes claims/occurrences processed by a third party administrator (TPA). Can reflect full or partial term TPA. Actual numbers do not include claims/occurrences processed by TPA's.

Loss Run Details:

Policy # - The number which uniquely identifies a policy for an insured.

Claim Reference # - A unique identifier for a Chubb claim.

Claim/Occurrence # - The unique number for an occurrence of claim associated with a policy. This is used in conjunction with the policy number to identify a claim. It is sequential within a policy number.

Claimant # - The unique number associated with Claimant Name.

Policy Term - The Effective and Expiration Dates for the Policy Term.

Policy Type - The type of policy issued by the company.

Claim Status - The status of a claim as of the Current as of Date. An 'RO' next to the status indicates a Report Only Claim.

Claim Type - The type(s) of loss associated with a coverage on a claim.

Loss Location - The City and State where the loss occurred.

Loss Date - The date on which the loss occurred.

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Reported Date - The date on which the loss was reported.

Close Date - The date the claim was closed.

Loss Reserve - The sum of the outstanding Loss Reserve for the Claim/Occurrence in the Detail Section. "*" will be displayed for open Specialty claims only.

Expense Reserve - The sum of the outstanding Expense Reserve for the Claim/Occurrence in the Detail Section. "*" will be displayed for open Specialty claims only.

Losses Paid – The indemnity paid for the Claim/Occurrence in the Detail Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Expenses Paid - The sum of the defense and LAE expenses paid for the Claim/Occurrence in the Detail Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Losses and Expenses Paid – The sum of Losses and Expenses Paid for the Claim/Occurrence in the Detail Section. This excludes the Net Salvage/Subrogation and reimbursable deductible amounts actually received.

Recovery - The sum of the Salvage/Subrogation Recovery including expenses paid or payments received for the Claim/Occurrence in the Detail Section. A positive figure indicates that recovery expenses exceeded receipts.

Total Incurred - The sum of the Loss and Expense Reserves and Losses and Expenses Paid including Recovery for the Claim/Occurrence in the Detail Section. "*" will be displayed for open Specialty claims only.

Claimant Name - The name(s) of the claimant associated with the Claim/Occurrence.

Deductible Amount – Actual deductible recovery, if any, applied to the Claim/Occurrence.

Loss Description - A synopsis of the loss as entered by the claim examiner.

* – In the Loss and Expense Reserve column: This information is not disclosed.

All dollar amounts displayed represent US dollars.