



STATE OF NORTH CAROLINA

WAKE TECHNICAL COMMUNITY COLLEGE

Request for Proposal #: 130-WTCC684204595-LG

Insurance Brokerage Services

Date Issued: June 12, 2023

Proposal Opening Date: June 27, 2023

At 2:00 PM ET

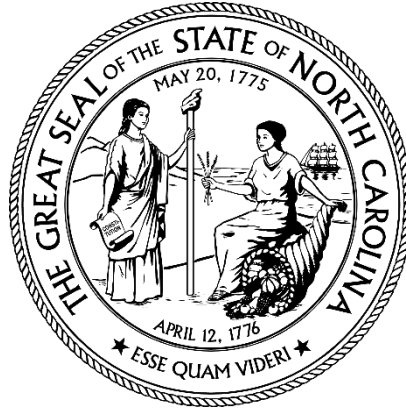
Direct all inquiries concerning this RFP to:

Lori Glaum

Procurement Specialist II

Email: lrglaum@waketech.edu

Phone: 919-866-5953



STATE OF NORTH CAROLINA

Request for Proposal #

130-WTCC684204595-LG

For internal State agency processing, including tabulation of proposals, provide your company's eVP (Electronic Vendor Portal) Number. Pursuant to G.S. 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page shall be filled out and returned with your proposal.
Failure to do so may subject your proposal to rejection.**

Vendor Name

Vendor eVP#

Note: For a contract to be awarded to you, your company (you) must be a North Carolina registered vendor in good standing. You must enter the vendor number assigned through eVP (Electronic Vendor Portal). If you do not have a vendor number, register at <https://vendor.ncgov.com/vendor/login>

STATE OF NORTH CAROLINA
Division of Wake Technical Community College

Refer <u>ALL</u> Inquiries regarding this RFP to the procurement lead through the Message Board in the Sourcing Tool. See section 2.5 for details:	Request for Proposal # 130-WTCC684204595-LG	
	Proposals will be publicly opened: June 27, 2023	
Using Agency: Wake Technical Community College	Commodity No. and Description: 841316 Life and health and accident insurance	
Requisition No.: TBD		

EXECUTION

In compliance with this Request for Proposal (RFP), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein.

By executing this proposal, the undersigned Vendor understands that false certification is a Class I felony and certifies that:

- this proposal is submitted competitively and without collusion (G.S. 143-54),
- that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and
- it is not an ineligible Vendor as set forth in G.S. 143-59.1.

Furthermore, by executing this proposal, the undersigned certifies to the best of Vendor’s knowledge and belief, that:

- it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency.

As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

As required by Executive Order 24 (2017), the undersigned vendor certifies will comply with all Federal and State requirements concerning fair employment and that it does not and will not discriminate, harass, or retaliate against any employee in connection with performance of any Contract arising from this solicitation.

G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public Contract; or awarding or administering public Contracts; or inspecting or supervising delivery of the public Contract of any gift from anyone with a Contract with the State, or from any person seeking to do business with the State. By execution of this response to the RFP, the undersigned certifies, for Vendor’s entire organization and its employees or agents, that Vendor are not aware that any such gift has been offered, accepted, or promised by any employees or agents of Vendor’s organization.

By executing this proposal, Vendor certifies that it has read and agreed to the **INSTRUCTION TO VENDORS** and the **NORTH CAROLINA GENERAL TERMS AND CONDITIONS incorporated herein**. These documents can be accessed from the Ariba Sourcing Tool.

Failure to execute/sign proposal prior to submittal may render proposal invalid and it MAY BE REJECTED. Late proposals cannot be accepted.

COMPLETE/FORMAL NAME OF VENDOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #21):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:	FAX NUMBER:	

VENDOR'S AUTHORIZED SIGNATURE:	DATE:	E-MAIL:
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VALIDITY PERIOD

Offer shall be valid for at least ninety (90) days from date of bid opening, unless otherwise stated here: _____ days, or if extended by mutual agreement of the parties in writing. Any withdrawal of this offer shall be made in writing, effective upon receipt by the agency issuing this RFP.

ACCEPTANCE OF PROPOSAL

If your proposal is accepted, all provisions of this RFP, along with the written results of any negotiations, shall constitute the written agreement between the parties ("Contract"). The NORTH CAROLINA GENERAL TERMS AND CONDITIONS are incorporated herein and shall apply. Depending upon the Goods or Services being offered, other terms and conditions may apply, as mutually agreed.

<p><u>FOR STATE USE ONLY:</u> Offer accepted and Contract awarded this ____ day of _____, 20____, as indicated on the attached certification, by _____</p> <p style="text-align: center;">Authorized Representative of Wake Technical Community College</p>

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1.0 PURPOSE AND BACKGROUND

Wake Tech Community College (WTCC) is requesting proposals from qualified insurance brokers to assist in managing its Insurance Programs. Wake Technical Community College requires a firm with experienced personnel capable of providing a wide range of brokerage services on a timely basis.

Wake Technical Community College is seeking proposals from qualified firms to provide comprehensive brokerage services, claims assistance and market placement for competitive premiums on coverages for property, general liability, sexual misconduct, public officials and employment practices liability, employee benefits liability, crime, garage, inland marine, automobile, law enforcement liability, workers' compensation, flood, umbrella, excess liability, cyber and pollutants.

Wake Tech is North Carolina's largest community college, serving more than 70,000 adults annually, with six (6) campuses, three (3) training centers, multiple community sites, and a comprehensive array of online learning options. Wake Tech is fully accredited by the Southern Association of Colleges and Schools and offers more than 200 associate degrees, diplomas, and certificates that prepare students for university transfer or immediate employment. Wake Tech also offers short-term, non-degree programs as well as public safety training, small business support, customized corporate training, and basic skills courses such as English as a Second Language and high school equivalency preparation. Wake Tech serves high school students at three Cooperative Innovative High Schools in partnership with Wake County Public Schools. For more information, visit waketech.edu.

The intent of this solicitation is to award an Agency Specific Term Contract.

1.1 CONTRACT TERM

The Contract shall have a term of three (3) years, beginning on the date of final Contract execution (the "Effective Date").

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

The RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 E-PROCUREMENT FEE

ATTENTION: This is an NC eProcurement solicitation facilitated by the Ariba Network. The E-Procurement fee may apply to this solicitation. See paragraph entitled ELECTRONIC PROCUREMENT of the North Carolina General Terms and Conditions.

General information on the E-Procurement Services can be found at: <http://eprocurement.nc.gov/>.

What is the Ariba Network?

The Ariba Network is a web-based platform that serves as a connection point for buyers and vendors. Vendors can log in to the Ariba Network to view purchase orders, respond to electronic requests for quotes, participate in Sourcing Events, and collaborate with buyers on contract documents.

For training on how to use the Sourcing Tool to view solicitations, submit questions, develop responses, upload documents, and submit offers to the State, Vendors should go to the following site:

<http://eprocurement.nc.gov/training/vendor-training>.

2.3 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions to Vendors, the North Carolina General Terms and Conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions or issues regarding any component within this RFP, those must be submitted as questions in accordance with the instructions in the PROPOSAL QUESTIONS Section. If the State determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The State may also elect to leave open the possibility for later negotiation of specific provisions of the Contract that have been addressed during the question-and-answer period, prior to contract award.

Other than through the process of negotiation under 01 NCAC 05B.0503, the State rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor's proposal. This applies to any language appearing in or attached to the document as part of the Vendor's proposal that purports to vary any terms and conditions or Vendors' instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor's proposal shall constitute a firm offer that shall be held open for the period required herein ("Validity Period" above).

The State may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon during negotiations and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's proposal as nonresponsive.

2.4 RFP SCHEDULE

The table below shows the *intended* schedule for this RFP. The State will make every effort to adhere to this schedule.

Issue RFP	WTCC	June 12, 2023
Submit Written Questions	Vendor	June 20, 2023, by 2pm et.
Provide Responses to Questions	WTCC	June 21, 2023, by 5pm et.
Submit Proposals	Vendor	June 27, 2023, at 2pm et.
Contract Award	State	TBD

2.5 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the "Submit Written Questions" date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum.

Questions related to the content of the solicitation, or the procurement process should be directed to the person on the title page of this document via the Sourcing Tool's message board by the date and time specified in the RFP SCHEDULE Section of this RFP. Vendors will enter "**RFP # 130-WTCC684204595-LG – Questions**" as the subject of the message. Question submittals should include a reference to the applicable RFP section. This is the only manner in which questions will be received.

Questions or issues related to using the Sourcing Tool itself can be directed to the North Carolina eProcurement Help Desk at 888-211-7440, Option 2. Help Desk representatives are available Monday through Friday from 7:30 AM ET to 5:00 PM ET.

Questions received prior to the submission deadline date, the State's response, and any additional terms deemed necessary by the State will be posted in the Sourcing Tool in the form of an addendum and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any State personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in an Addendum to this RFP.

2.6 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Vendor shall bear the risk of late submission due to unintended or unanticipated delay. It is the Vendor's sole responsibility to ensure its proposal has been received as described in this RFP by the specified time and date of opening. Failure to submit a proposal in strict accordance with instructions provided shall constitute sufficient cause to reject a Vendor's proposal(s). Solicitation responses are subject to Sealed Bidding requirements.

Vendor's proposals for this procurement must be submitted through the Sourcing Tool. For training on how to use the Sourcing Tool to view solicitations, submit questions, develop responses, upload documents, and submit offers to the State, Vendors should go to the following site: <https://eprocurement.nc.gov/training/vendor-training>

Questions or issues related to using the Sourcing Tool itself can be directed to the North Carolina eProcurement Help Desk at 888-211-7440, Option 2. Help Desk representatives are available Monday through Friday from 7:30 AM EST to 5:00 PM EST.

Tips for Using the Sourcing Tool

1. Vendors should review available training and confirm that they are able to access the Sourcing Event, enter responses, and upload files well in advance of the date and time response are due to allow sufficient time to seek assistance from the North Carolina eProcurement Help Desk.
2. Vendors may submit their responses early to make sure there are no issues, and then submit a revised response any time prior to the response due date and time. The State will only review the most recent response.
3. Vendors should respond to all relevant sections of the Sourcing Event. Certain questions or items are required in order to submit a response and are denoted with an asterisk. The Sourcing Tool will not allow a response to be submitted unless all required items are completed. The Sourcing Tool will provide error messages to help identify any required information that is missing when response is submitted.
4. Simply saving your response in the Sourcing Tool is not the same as submitting your response to the State. Vendors should make sure they complete the submission process and receive a message that their response was successfully submitted.

If confidential and proprietary information is included in the bid, also submit one (1) signed, REDACTED copy of the bid. Such information may include trade secrets defined by N.C. Gen. Stat. § 66-152 and other information exempted from the Public Records Act pursuant to N.C. Gen. Stat. §132- 1.2. Vendor may designate information, Products, Services, or appropriate portions of its response as confidential, consistent with and to the extent permitted under the statutes and rules set forth above. By so redacting any page, or portion of a page, the Vendor warrants that it has formed a good faith opinion, having received such necessary or proper review by counsel and other knowledgeable advisors, that the portions determined to be confidential and proprietary and redacted as such, meet the requirements of the Rules and Statutes set forth above. However, under no circumstances shall price information be designated as confidential.

If the Vendor does not provide a redacted version of the bid with its bid submission, the Department may release an unredacted version if a record request is received.

2.7 PROPOSAL CONTENTS

Vendors shall provide responses to all questions and complete all attachments for this RFP that require the Vendor to provide information and upload them to the Sourcing Event in the Sourcing Tool. Vendor may not be able to submit its response in the Sourcing Tool unless all required items are addressed. Vendors shall provide authorized signatures where requested. Failure to provide all required items, or Vendor's submission of incomplete items, may result in the State rejecting Vendor's proposal, in the State's sole discretion.

Vendors shall upload the following items and attachments in the Sourcing Tool:

- a) Cover Letter, which must include the following: (i) a statement that confirms that the Vendor has read the RFP in its entirety, including all links, and Addenda released in conjunction with the RFP; (ii) a statement that Vendor agrees to

perform in accordance with the scope of work, requirements, and specifications contained herein; and (iii) Vendor's agreement to comply with all instructions, terms and conditions, and attachments.

- b) Completed and signed version of EXECUTION PAGES, along with the body of the RFP.
- c) Signed receipt pages of any addenda released in conjunction with this RFP, if required to be returned.
- d) Vendor's Proposal addressing all Specifications of section 4.3, 5.0 and 6.1 of this RFP.
- e) Completed version of ATTACHMENT A: PRICING
- f) Completed and signed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- g) Completed and signed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- h) Completed and signed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR
- i) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION
- j) Completed and signed version of ATTACHMENT H: VENDOR REQUEST FOR EO50 PRICE-MATCHING
- k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL

2.8 ALTERNATE PROPOSALS

Unless provided otherwise in this RFP, Vendor may submit alternate proposals for comparable Goods, various methods, or levels of Service(s), or that propose different options. Alternate proposals must specifically identify the RFP requirements and advantage(s) addressed by the alternate proposal. Each proposal must be for a specific set of Goods and Services and must include specific pricing. Each proposal must be complete and independent of other proposals offered. If a Vendor chooses to respond with various offerings, Vendor shall follow the specific instructions for uploading Alternate Proposals in the Sourcing Tool.

2.9 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFP are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors referenced in the Sourcing Tool which are incorporated herein by this reference.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

North Carolina G.S. 143-52 provides a general list of criteria the State shall use to award contracts, as supplemented by the additional criteria herein. The Goods or Services being procured shall dictate the application and order of criteria; however, all award decisions shall be in the State's best interest. All qualified proposals will be evaluated, and awards will be made to the Vendor(s) meeting the specific RFP Specifications and achieving the highest and best final evaluation, based on the criteria described below.

While the intent of this RFP is to award a Contract(s) to a single Vendor for all line items, the State reserves the right to make separate awards to different Vendors for one or more line items, to not award one or more line items or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to the State to do so.

If a Vendor selected for award is determined by the State to be a non-resident of North Carolina, all responsive proposals will be reviewed to determine if any of them were submitted by a North Carolina resident Vendor who requested an opportunity to match the price of the winning proposal, pursuant to Executive Order #50 and G.S. 143-59 (for more information, please refer to ATTACHMENT H: VENDOR REQUEST FOR EXECUTIVE ORDER #50 PRICE MATCHING. If such proposals(s) are identified, the State will then determine whether any such proposal falls within the price-match range, and, if so, make a Contract award in accordance with the process that implements G.S. 143-59 and Executive Order #50.

The State reserves the right to waive any minor informality or technicality in proposals received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

While this RFP is under evaluation, the responding Vendor, including any subcontractors and suppliers, is prohibited from engaging in conversations intended to influence the outcome of the evaluation. See Paragraph 29 of the Instructions To Vendors entitled COMMUNICATIONS BY VENDORS.

Each Vendor submitting a bid to this RFP, including its employees, agents, subcontractors, suppliers, subsidiaries and affiliates, is prohibited from having any communications with any person inside or outside the using agency; issuing agency; other government agency office or body (including the purchaser named above, any department secretary, agency head, members of the General Assembly and Governor's office); or private entity, if the communication refers to the content of Vendor's proposal or qualifications, the content of another Vendor's proposal, another Vendor's qualifications or ability to perform a resulting contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals, the award of a contract, or both.

Any Vendor not in compliance with this provision shall be disqualified from evaluation and award. A Vendor's proposal may be disqualified if its subcontractor and/or supplier engage in any of the foregoing communications during the time that the procurement is active (*i.e.*, the issuance date of the procurement until the date of contract award or cancellation of the procurement). Only those discussions, communications or transmittals of information authorized or initiated by the issuing agency for this RFP or inquiries directed to the purchaser named in this RFP regarding requirements of the RFP (prior to proposal submission) or the status of the award (after submission) are excepted from this provision.

3.3 PROPOSAL EVALUATION PROCESS

Only responsive submissions will be evaluated.

The State will conduct a One-Step evaluation of Proposals:

Proposals will be received according to the method stated in the Proposal Submittal Section above.

All proposals must be received by the issuing agency not later than the date and time specified in the RFP SCHEDULE Section above, unless modified by Addendum. Vendors are cautioned that this is a request for offers, not an offer or request to contract, and the State reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the State.

At the date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum, the proposal from each responding Vendor will be opened publicly and all offers (except those that have been previously withdrawn, or voided bids) will be tabulated. The tabulation shall be made public at the time it is created. When negotiations after receipt of bids is authorized pursuant to G.S. 143-49 and 01 NCAC 05B.0503, only the names of offerors and the Goods and Services offered shall be tabulated at the time of opening. If negotiation is anticipated, cost and price shall become available for public inspection at the time of the award. . Interested parties are cautioned that these costs and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of a Vendor's pricing position.

At their option, the evaluators may request oral presentations or discussions with any or all Vendors for clarification or to amplify the materials presented in any part of the proposal. Vendors are cautioned, however, that the evaluators are not required to request presentations or other clarification—and often do not. Therefore, all proposals should be complete and reflect the most favorable terms available from the Vendor.

Upon completion of the evaluation process, the State will make award(s) based on the evaluation and post the award(s) to IPS under the RFP number for this solicitation. Award of a Contract to one Vendor does not mean that the other

proposals lacked merit, but that, all factors considered, the selected proposal was deemed most advantageous and represented the best value to the State.

The State reserves the right to negotiate with one or more vendors, or to reject all original offers and negotiate with one or more sources of supply that may be capable of satisfying the requirement, and in either case to require Vendor to submit a Best and Final Offer (BAFO) based on discussions and negotiations with the State.

3.4 EVALUATION METHOD:

In addition to the general criteria in G.S. 143-52 which may or may not be relevant to this RFP, all qualified proposals will be evaluated, and award made based on considering the following criteria, to result in an award most advantageous to the State:

All qualified proposals will be evaluated, and award made based on considering the following criteria listed in order of importance, to result in an award most advantageous to WTCC:

Evaluation Criteria	Weight
<p>1. Conformity</p> <p>Vendor’s conformance to Section 5.0 per Specifications and Scope of Work.</p>	40%
<p>2. Strategy</p> <p>Vendor’s proposed strategy for providing cost-effective solutions and addressing the goals of Wake Technical Community College per Section 5. 3 Technical Approach.</p>	20%
<p>3. Experience</p> <p>Vendor’s knowledge and Experience with higher education institutions of similar size and scope and their markets. Include a list of your Higher Education accounts similar services requested by Wake Technical Community College per Section 4.3 Vendor Experience</p>	20%
<p>4. Pricing</p> <p>Proposed broker compensation (flat fee) per Section 4. 1 Pricing.</p>	20%

$$20 \quad \times \quad \frac{\text{the cost of the lowest cost proposal}}{\text{the cost of the cost proposal being evaluated}}$$

3.5 USE OF PARTNER(S)

Vendor may include sub-brokers and/or partner(s) in their proposal. If the use of sub-brokers and/or partner(s) is proposed, Vendor’s proposal will demonstrate full capability to exercise control over sub-brokers/partner(s) to manage the services and indicate the means by which they will provide WTCC the opportunity to review and approve relevant contracts among the various partner(s) and/or sub-brokers. The selected service provider is expected to function as a “prime” broker assuming full responsibility for all services required by this RFP that may be provided by all of its partner(s) and/or sub-brokers. The prime broker must secure/service at least 70% of the awarded contract.

Vendor’s proposal shall describe in detail Vendor’s plan for subcontracting to include the functions Vendor intends to subcontract and name and qualifications of the intended company(ies) to be used for subcontracting, and Vendor’s strategy for recruiting and utilizing HUB Vendors.

3.6 PERFORMANCE OUTSIDE THE UNITED STATES

Vendor shall complete ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR. In addition to any other evaluation criteria identified in this RFP, the State may also consider, for purposes of evaluating proposed or actual contract performance outside of the United States, how that performance may affect the following factors to ensure that any award will be in the best interest of the State:

- a) Total cost to the State
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of the State's information and intellectual property
- e) Availability of pertinent skills
- f) Ability to understand the State's business requirements and internal operational culture
- g) Particular risk factors such as the security of the State's information technology
- h) Relations with citizens and employees
- i) Contract enforcement jurisdictional issues

3.7 INTERPRETATION OF TERMS AND PHRASES

This RFP serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the State; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, the State will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the State's needs as described in the RFP. Except as specifically stated in the RFP, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the State exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section, as well as any other specifications, requirements, and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification or believes a change in a requirement would allow for the State to receive a better proposal, the Vendor is encouraged to submit these items in the form of a question during the question-and-answer period in accordance with the Proposal Questions Section above.

4.1 PRICING

Complete ATTACHMENT A: PRICING FORM included in the RFP. The pricing provided in ATTACHMENT A, or resulting from any negotiations, is incorporated herein and shall become part of any resulting Contract. Proposal price shall constitute the total cost to WTCC for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, administrative and other similar fees. Vendors shall provide a Flat Fee Proposal with descriptions of the services covered. Vendor's shall also include any additional services that would be an additional cost over the flat fee, if applicable.

As part of the Flat Fee Proposal, Vendor shall indicate what services are classified within the annual fee income. For other services outside of the proposed flat fee, identify and provide a fee schedule. Other services may include training, client dashboard access, COI management software, etc.

In order to assist in the calculation of the proposed annual fee, below is a list of current coverage limits for the 2023-2024 term:

	Coverage Type	Limit	Deductible
1.	Property	\$650,000,000	\$25,000
2.	Inland Marine	\$1,600,000	\$1000
3.	Crime	\$100,000	\$5000
4.	General Liability	\$1,000,000/\$2,000,000	\$25,000
5.	Public Officials and Employment Practices Liability	\$1,000,000/\$2,000,000	\$25,000
6.	Law Enforcement Professional Liability	\$1,000,000	\$25,000
7.	Workers Compensation	\$1,000,000	No Deductible
8.	Flood	\$1,000,000	\$1500
9.	Automobile	\$1,000,000 - CSL	\$1000
10.	Garagekeepers	\$75,000	\$100
11.	Umbrella	\$15,000,000	No Deductible
12.	Excess Liability	\$35,000,000	No Deductible
13.	Cyber	\$5,000,000	\$250,000

4.2 HUB PARTICIPATION

Pursuant to North Carolina General Statute G.S. 143-48, it is State policy to encourage and promote the use of small, minority, physically handicapped, and women contractors in purchasing Goods and Services. As such, this RFP will serve to identify those Vendors that are minority owned or have a strategic plan to support the State's Historically Underutilized Business program by meeting or exceeding the goal of 10% utilization of diverse firms as 1st or 2nd tier subcontractors. Vendor shall complete ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION.

4.3 VENDOR EXPERIENCE

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to the State. Vendor shall provide information as to the qualifications and experience of all executives, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

The account executives assigned must be experienced senior executives who are knowledgeable about all lines of insurance and have experience handling higher educational institutions. WTCC will expect direct access to the account executives on all matters. Vendors shall provide a brief description of the following in their proposal:

- a) History and description of Vendor, its management and organization structure, including number of employees, total premium volume, areas of specialization, recent or planned acquisitions, mergers, sales, downsizing, and/or restructuring, and how this may impact the services Vendor provides to its clients.
- b) Name of firm, address and telephone number of Vendor's local office that will service account. Name and experience of individuals who will be responsible for serving this account and the accounts they currently handle. This should include account executives, marketing personnel, technical representatives, and others that will be actively involved. Also, list subsidiary or associate companies of Vendor that Vendor intends to or contemplates it may utilize in servicing this account.
- c) A copy of a current insurance certificate evidencing the coverage Vendor carries to protect it and its clients.
- d) A list of higher educational institutions and other clients with similar, size, scope and exposures that Vendor's firm has handled over the last 10 years.
- e) Vendor must maintain an office in North Carolina.
- f) Firm must be a licensed broker in North Carolina and provide documentation such as copy of license. Firm must serve as a broker, independently, and not be affiliated with any insurance company or provider network.

4.4 REFERENCES

Vendor shall upload to the Sourcing Tool at least three (3) references, using ATTACHMENT E: CUSTOMER REFERENCE FORM, for which it has provided Goods and/or Services of similar size and scope to those proposed herein. The State may contact these users to determine whether the Goods and/or Services provided are substantially similar in scope to those proposed

Workers' Compensation/Employers' Liability

Each Accident 1,000,000

Disease Limit Each Employee 1,000,000

Disease Policy Limit 1,000,000

Commercial Auto Liability

Combined Single Limit 1,000,000

Umbrella/Excess Liability

Occurrence Limit 2,000,000

Certificate Holder is listed as:

The Trustees of Wake Technical Community College

9101 Fayetteville Road,

Raleigh NC 27603

4.8 PERSONNEL

Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. "Professional manner" means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractors that may be approved by WTCC. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor's obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).

Should the Vendor's proposal result in an award, the Vendor shall be required to agree that it will not substitute key personnel assigned to the performance of the Contract without prior written approval by the Contract Lead. Vendor shall further agree that it will notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor's recommended substitute personnel. WTCC will approve or disapprove the requested substitution in a timely manner. WTCC may, in its sole discretion, terminate the Services of any person providing Services under this Contract. Upon such termination, WTCC may request acceptable substitute personnel or terminate the contract Services provided by such personnel.

4.9 NC COVID-19 VACCINATION AND TESTING REQUIREMENT

Pursuant to the North Carolina State Policy on Face Coverings and on Vaccination and Testing, Agencies may require workers who may enter their facilities to provide proof of full vaccination or a negative Covid test result within the last seven (7) days. In addition, the Agency may require Face Coverings in settings that the agency has determined to be high-risk to employees, the public or others. For the purposes of this contract, the Agency has deemed it necessary that the Vendor follow the requirements of this policy and ensure that their employees are: (1) fully vaccinated or tested weekly, and (2) wearing face coverings where required at Agency facilities. Each Vendor shall certify its acknowledgement and intent to comply with this policy by completing ATTACHMENT I: ACKNOWLEDGMENT OF COVID-19 VACCINATION AND TESTING POLICY.

4.10 LOBBYING ACTIVITY CERTIFICATION FOR FEDERAL GRANTS

Federal law prohibits recipients of federal funds, whether through grants, contracts, or cooperative agreements, from using those funds to influence or attempt to influence (lobby) a federal official in connection with obtaining, extending, or modifying any federal contract, grant, loan, or cooperative agreement. Further, federal law requires that applicants for federal funds certify:

- that they abide by the above restriction.
- that they disclose any permissible (non-federal) paid lobbying on the Federal Awards being applied for; and
- that such certification requirements will also be included in any subawards meeting the applicable thresholds.

Vendors must complete and submit the CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and the OMB STANDARD FORM when responding to this solicitation.

5.0 PRODUCT SPECIFICATIONS AND SCOPE OF WORK

5.1 SPECIFICATIONS

The awarded Vendor will be the broker of record on behalf of the College. All payments for coverages will be made directly to the awarded Vendor on behalf of the College and not to sub-brokers, partners, or insurance carriers. Therefore, awarded vendor must have capacity to receive these payments for providers.

Vendor shall describe in detail its strategy to provide the professional services listed below:

1. Assist in the on-going assessment and analysis of potential risks throughout Wake Technical Community College.
2. Review existing policies to identify the strengths and weaknesses of the College's current risk insurance program and assist the College in the design and implementation of insurance contracts to ensure adequacy of coverage and mitigation of Wake Technical Community College risks.
3. Keep Wake Technical Community College advised of conditions and developments in the commercial insurance market and in the regulatory arena that may have material impact on the College's risk program.
4. Prepare risk coverage specifications for marketing and placement.
5. Assist and advise in the compilation of underwriting data and completion of required insurance applications.
6. Analyze markets and report recommendations to the College for each line of coverage.
7. Bid risk insurance contracts to assure the best possible conditions and pricing.
8. Prepare and facilitate executive overview of risk insurance proposals.
9. Bind coverage as directed by Wake Technical Community College.
10. Review and confirm the accuracy of risk insurance policies.
11. Provide consultation and professional expertise with respect to Wake Technical Community College's risk issues, including the following:
 12. Vendor shall issue insurance documentation and insurance summaries as requested.
 13. Consult on losses and advocate for the College's interests in settlement negotiations.
 14. Establish and maintain claims reporting procedures for each line of coverage.
 15. Provide proactive claims advocacy and claims management to maximize insurance recovery.
 16. Deliver hard copy of coverages within required timelines.
 17. Assess current coverage and conditions and recommend possible modifications.
 18. Help establish objectives for pending renewals.
19. Cyber Liability Insurance
 - a) Advise on cyber policy strategies and support services.
20. Advise on cyber policy strategies and support services.
21. The College stores, manages and monitors various chemicals, products, and hazardous materials mainly out of its Biotech and Health Science programs.
 - a) Offerors must propose coverage solutions and risk management support solutions for pollutants that include chemicals, products, hazardous materials, and waste.

5.2 TASKS/DELIVERABLES

Vendor shall describe the organizational and operational structure it proposes to utilize for the work described in this RFP and identify the responsibilities to be assigned to each person Vendor proposes to staff the work.

5.3 TECHNICAL APPROACH

Vendor's proposal shall include, in narrative, outline, and/or graph form the Vendor's approach to accomplishing the tasks outlined in the Scope of Work section of this RFP. A description of each task and deliverable and the schedule for accomplishing each shall be included.

Vendor shall include a description of the following services Vendor provides and how Vendor will apply them to Wake Technical Community College.

1. Claims management services and support.
2. Depth of resources sufficient to meet Wake Technical Community College's needs within prescribed deadlines.
3. Dedicated manager who will have oversight of all services within the firm.
4. Access to databases and other resources to identify market trends and best practices.
5. Recent College and/or not-for-profit experience (Please provide references).
6. How does Vendor assist its clients if problems develop with insurers?
7. Describe Vendor's current information technology strategy and how Vendor uses technology to improve internal operations and client services.
8. Describe any special expertise your firm has in providing insurance to public entities and to organizations similar to the Wake Technical Community College, number of years providing service in the public sector, and number of public entity clients. Include in your response any capability your firm has in the areas of research and benchmarking.
9. Describe types of loss prevention services Vendor can provide.
10. Describe crisis management support.
11. Describe coverage available to Wake Technical Community College and how it would respond to breach, damage to equipment, notification and care of individuals impacted.
12. How will Vendor handle requests from Wake Technical Community College in regard to specific legal counsel to handle possible legal actions relating to insurance claims?
13. Are there any other services Vendor's firm provides that Vendor recommends or may recommend for Wake Technical Community College?
14. How does Vendor assist clients with coverage with insurers?
15. What higher education institutions does Vendor currently support with cybersecurity liability insurance?
16. Insurance coverages should be bound by January 31, 2023. Explain approach to marketing and timeliness of events relating to insurance placement.
17. If it is anticipated that the vendor will earn commissions on insurance placements from carriers, describe typical commission percentages from carriers and how that information will be provided to Wake Tech annually.

6.0 CONTRACT ADMINISTRATION

All Contract Administration requirements are conditioned on an award resulting from this solicitation. This information is provided for the Vendor's planning purposes.

6.1 CONTRACT MANAGER AND CUSTOMER SERVICE

The Vendor shall be required to designate and make available to the State a contract manager. The contract manager shall be the State's point of contact for Contract related issues and issues concerning performance, progress review, scheduling, and service.

Contract Manager Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

6.2 POST AWARD PROJECT REVIEW MEETINGS

The Vendor, at the request of the State, shall be required to meet periodically, at intervals to be determined, with the State for Project Review meetings. The purpose of these meetings will be to review project progress reports, discuss Vendor and State performance, address outstanding issues, review problem resolution, provide direction, evaluate continuous improvement and cost saving ideas, and discuss any other pertinent topics.

6.3 CONTINUOUS IMPROVEMENT

The State encourages the Vendor to identify opportunities to reduce the total cost the State. A continuous improvement effort consisting of various ideas to enhance business efficiencies as performance progresses.

6.4 PERIODIC STATUS REPORTS

The Vendor shall be required to provide Management Reports to the designated Contract Lead on a quarterly basis. This report shall include, at a minimum, information concerning the work accomplished during the reporting period; work to be accomplished during the subsequent reporting period; problems, real or anticipated, and notification of any significant deviation from previously agreed upon work plans and schedules. These reports shall be well organized and easy to read. The Vendor shall submit these reports electronically using Microsoft Excel and, as needed, either Microsoft PowerPoint or Microsoft Word. The Vendor shall submit the reports in a timely manner and on a regular schedule as agreed by the parties.

6.5 INVOICES

Vendor shall invoice the Purchasing Agency. The standard format for invoicing shall be Single Invoices meaning that the Vendor shall provide the Purchasing Agency with an invoice for each order. Invoices shall include detailed line-item information to allow Purchasing Agency to verify pricing at point of receipt matches the correct price from the original date of order. At a minimum, the following fields shall be included on all invoices:

Vendor's Billing Address, Customer Account Number, NC Contract Number, Order Date, Buyer's Order Number, Manufacturer Part Numbers, Vendor Part Numbers, Item Descriptions, Price, Quantity, and Unit of Measure.

6.6 TRANSITION ASSISTANCE

If a Contract results from this solicitation, and the Contract is not renewed at the end of the last active term, or is canceled prior to its expiration, for any reason, Vendor shall provide transition assistance to WTCC, at the option of WTCC, for up to six months to allow for the expired or canceled portion of the Services to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Services to WTCC or its designees. If WTCC exercises this option, the Parties agree that such transition assistance shall be governed by the terms and conditions of the Contract (notwithstanding this expiration or cancellation), except for those Contract terms or conditions that do not reasonably apply to such transition assistance. WTCC shall agree to pay Vendor for any resources utilized in performing such transition assistance at the most current rates provided by the Contract for performance of the Services or other resources utilized.

6.7 DISPUTE RESOLUTION

During the performance of the Contract, the parties agree that it is in their mutual interest to resolve disputes informally. Any claims by the Vendor shall be submitted in writing to WTCC's Contract Manager for resolution. Any claims by WTCC shall be submitted in writing to the Vendor's Project Manager for resolution. The Parties shall agree to negotiate in good faith and use all reasonable efforts to resolve such dispute(s).

During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. The Parties will agree on a reasonable amount of time to resolve a dispute. If a dispute cannot be resolved between the Parties within the agreed upon period, either Party may elect to exercise any other remedies available under the Contract, or at law. This provision, when agreed in the Contract, shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.8 CONTRACT CHANGES

Contract changes, if any, over the life of the Contract shall be implemented by contract amendments agreed to in writing by the State and Vendor. Amendments to the contract can only be through the contract administrator.

6.9 ATTACHMENTS AND EXHIBIT

All attachments to this RFP are incorporated herein and shall be submitted by responding in the Sourcing Tool. These attachments can be found at the following Vendor Forms link for reference purposes only:

<https://ncadmin.nc.gov/documents/vendor-forms>

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ATTACHMENT A: Pricing Form

Please provide a Flat Fee Proposal with descriptions of the services covered per specification in section 5.2 for WTCC. Please also include any additional services that would be an additional cost over the Flat Fee.

FURNISH AND DELIVER:

DESCRIPTION	COMPENSATION (Flat Fee)
Insurance Brokerage Services	\$ _____
Total Amount Not to Exceed	\$ _____

EXHIBIT A – LOSS EXPERIENCE

LOSS ANALYSIS: ALL		-										
EXP YR: 2019-2023		POLICIES: ALL + PRIORS				ST: ALL		POL TYPE: ALL		UND: 066		
2023		N.A.	N.A.	N.A.	1,483	1,000	2,483	0	2,483	N.A.	3	0
2022		N.A.	N.A.	N.A.	190,746	500	191,246	-741	190,505	N.A.	8	50
2021		N.A.	N.A.	N.A.	61,033	0	61,033	-10,649	50,384	N.A.	6	354
2020		N.A.	N.A.	N.A.	13,687	0	13,687	0	13,687	N.A.	6	90
2019		N.A.	N.A.	N.A.	63,128	0	63,128	-259	62,870	N.A.	5	129
=====												
TOTAL		N.A.	N.A.	N.A.	330,077	1,500	331,577	-11,649	319,929	N.A.	28	623

TOTALS BY POLICY TYPE:

BAP	4E72035	2023	N.A.	N.A.	N.A.	1,483	0	1,483	0	1,483	N.A.	2	0
BAP	4E72035	2022	N.A.	N.A.	N.A.	8,652	0	8,652	-741	7,911	N.A.	2	0
BAP	4E72035	2021	N.A.	N.A.	N.A.	55,367	0	55,367	-10,649	44,718	N.A.	1	0
BAP	4E72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
BAP	4E72035	2019	N.A.	N.A.	N.A.	5,528	0	5,528	0	5,528	N.A.	1	0

BAP			N.A.	N.A.	N.A.	71,030	0	71,030	-11,390	59,640	N.A.	7	0

C IM	4C72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C IM	4C72035	2022	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C IM	4C72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C IM	4C72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C IM	4C72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

C IM			N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

C UMB	4J72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C UMB	4J72035	2022	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C UMB	4J72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C UMB	4J72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
C UMB	4J72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

C UMB			N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

CPROP	4A72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
CPROP	4A72035	2022	N.A.	N.A.	N.A.	131,752	0	131,752	0	131,752	N.A.	2	0
CPROP	4A72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
CPROP	4A72035	2020	N.A.	N.A.	N.A.	13,032	0	13,032	0	13,032	N.A.	1	0
CPROP	4A72035	2019	N.A.	N.A.	N.A.	52,141	0	52,141	0	52,141	N.A.	1	0

CPROP			N.A.	N.A.	N.A.	196,925	0	196,925	0	196,925	N.A.	5	0

TOTALS BY POLICY TYPE: CONTINUED

POL TYPE	YEAR	WRITTEN PREMIUM	EARNED PREMIUM	DIVDND	GROSS PAID	LOSS RESERVES	GROSS INCUR	LOSS RECOVERY	TOTAL INCUR	I/E RATIO	CLAIM COUNT	NET PAID ALLOC	PAID EXP
GCR/F	4S72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GCR/F	4S72035	2022	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GCR/F	4S72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GCR/F	4S72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GCR/F	4S72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

GCR/F			N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GLOCC	4D72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GLOCC	4D72035	2022	N.A.	N.A.	N.A.	0	500	500	0	500	N.A.	2	0
GLOCC	4D72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
GLOCC	4D72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
GLOCC	4D72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

GLOCC			N.A.	N.A.	N.A.	0	500	500	0	500	N.A.	3	0
LAW E	4L72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LAW E	4L72035	2022	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LAW E	4L72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LAW E	4L72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LAW E	4L72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0

LAW E			N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LNBKC	4K72035	2023	N.A.	N.A.	N.A.	0	1,000	1,000	0	1,000	N.A.	1	0
LNBKC	4K72035	2022	N.A.	N.A.	N.A.	49,999	0	49,999	0	49,999	N.A.	1	0
LNBKC	4K72035	2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
LNBKC	4K72035	2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
LNBKC	4K72035	2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	2	0

LNBKC			N.A.	N.A.	N.A.	49,999	1,000	50,999	0	50,999	N.A.	5	0
WC	4H72035	2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
WC	4H72035	2022	N.A.	N.A.	N.A.	343	0	343	0	343	N.A.	1	50
WC	4H72035	2021	N.A.	N.A.	N.A.	5,666	0	5,666	0	5,666	N.A.	3	354
WC	4H72035	2020	N.A.	N.A.	N.A.	655	0	655	0	655	N.A.	3	90
WC	4H72035	2019	N.A.	N.A.	N.A.	5,459	0	5,459	-259	5,201	N.A.	1	129

WC			N.A.	N.A.	N.A.	12,123	0	12,123	-259	11,865	N.A.	8	623
=====													
TOTAL			N.A.	N.A.	N.A.	330,077	1,500	331,577	-11,649	319,929	N.A.	28	623

CLAIM COUNT DETAIL:

	CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
	=====	=====	=====	=====	=====	=====	=====
TOTAL OPEN CLAIMS	3	49,999	1,500	51,499	0	51,499	0
MEDICAL ONLY \$0 INCURRED	0	0	0	0	0	0	0
MEDICAL ONLY \$1 - \$500	0	0	0	0	0	0	0
\$0 INCURRED	0	0	0	0	0	0	0
ALL OTHER	3	49,999	1,500	51,499	0	51,499	0
TOTAL CLOSED CLAIMS	25	280,079	0	280,079	-11,649	268,431	623
MEDICAL ONLY \$0 INCURRED	1	0	0	0	0	0	0
MEDICAL ONLY \$1 - \$500	4	999	0	999	0	999	140
\$0 INCURRED	8	0	0	0	0	0	0
ALL OTHER	12	279,080	0	279,080	-11,649	267,432	483

POLICY REVIEW TOTALS:

RECOVERY INCUR LOSS RATIO COUNT ALLOC EXP											
4E72035-2023	N.A.	N.A.	N.A.	1,483	0	1,483	0	1,483	N.A.	2	0
4E72035-2022	N.A.	N.A.	N.A.	8,652	0	8,652	-741	7,911	N.A.	2	0
4E72035-2021	N.A.	N.A.	N.A.	55,367	0	55,367	-10,649	44,718	N.A.	1	0
4E72035-2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
4E72035-2019	N.A.	N.A.	N.A.	5,528	0	5,528	0	5,528	N.A.	1	0
=====											
TOTAL	N.A.	N.A.	N.A.	71,030	0	71,030	-11,390	59,640	N.A.	7	0

CLAIM COUNT DETAIL:

	CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
TOTAL CLOSED CLAIMS	7	71,030	0	71,030	-11,390	59,640	0
\$0 INCURRED	2	0	0	0	0	0	0
ALL OTHER	5	71,030	0	71,030	-11,390	59,640	0

****NOTICE: THIS REPORT CONTAINS PERSONALLY IDENTIFIABLE INFORMATION AND/OR PERSONAL HEALTH INFORMATION. IN COMPLIANCE WITH ALL STATE/FEDERAL LAWS AND REGULATIONS REGARDING PRIVACY, THE VIEWING OF THIS DOCUMENT IS RESTRICTED TO THOSE PERSONS, SUCH AS AGENTS, RISK MANAGERS, OR INSURANCE SERVICE MANAGERS, WITH A NEED TO KNOW SUCH INFORMATION. SUCH PERSONAL INFORMATION SHOULD NOT BE SHARED WITH THIRD PARTIES. FOR FURTHER INFORMATION, PLEASE REFER TO THE EMC INSURANCE COMPANIES PRIVACY NOTICE.**

CLAIM DETAIL SHOWN - ALL:

Z01747668	05/15/22 C NC	027 THE TRUSTEES OF WAKE TECH BAP,OTC			154	0	0	154	0
	IV'S WERE VANDALIZED								
Z01709215	02/08/22 C NC	093 WINN,JOSEPH		BAP,COLL	1,329	0	0	1,329	0
	IV BACKED INTO THE BUILDING								
TOTALS AFTER ROUNDING									
	EXP YEAR 2023	1,483	0	0	1,483	0			
Z01688557	10/15/21 C NC	010 THE TRUSTEES OF WAKE TECH			0	0	0	0	0
	WINDSHIELD WITH WATER LEAK-WATER DMGD BUS INTERIOR								
Z01685241	09/26/21 C NC	118 BONAVENTURE,CHRISTINE/BRP		BAP,COLL	8,652	0	-741		
	A 3-WHEEL MOTORCYCLE STUCK UNDER GUARDRAIL IN LOT								
TOTALS AFTER ROUND									
	EXP YEAR 2022				8,652	0	-741	7,911	0
Z01612323	08/12/20 C NC	091 TEAL,RANDY		BAP,UM/UIMPD	900	0	0	900	0
	J/HUNTER,LATTI								
	IV WAS INVOLVED IN A HIT AND RUN ACCIDENT								
				BAP,UM/UIMBI	30,000	0	0	30,000	0
				BAP,COLL	24,467	0	-10,649	13,818	0

CLAIM DETAIL SHOWN - ALL:

LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
CLAIM NO <<		LOSS DESCRIPTION	>> COVERAGE				
TOTALS AFTER ROUNDING							
		EXP YEAR 2021	55,367	0	-10,649		
		44,718	0				
Z01543329	08/19/19 C NC	C01 CUMBO JR.,SGT WYATT S/BAU			0	0	0
	0						
	CAMPUS POLICE STRUCK POLE WITH STUDENT'S VEHICLE						

	TOTALS AFTER ROUNDING	EXP YEAR 2020	0	0	0
		0	0		
Z01432427 07/13/18 C NC	049 HUGHES, BRADLEY	BAP, UM/ UIMPD	5,528	0	0
	5,528	0			
IV HIT WHILE PARKED					

	TOTALS AFTER ROUNDING	EXP YEAR 2019	5,528	0	0
		5,528	0		

POLICY REVIEW TOTALS:

POL NUM-YEAR	WRITTEN PREMIUM	EARNED PREMIUM DIVDND	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	I/E CLAIM RATIO	CLAIM COUNT	NET PAID ALLOC EXP
4A72035-2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0
4A72035-2022	N.A.	N.A.	N.A.	131,752	0	131,752	0	131,752	N.A.	2
4A72035-2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1
4A72035-2020	N.A.	N.A.	N.A.	13,032	0	13,032	0	13,032	N.A.	1
4A72035-2019	N.A.	N.A.	N.A.	52,141	0	52,141	0	52,141	N.A.	1
TOTAL	N.A.	N.A.	N.A.	196,925	0	196,925	0	196,925	N.A.	5

CLAIM COUNT DETAIL:

	CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
TOTAL CLOSED CLAIMS	5	196,925	0	196,925	0	196,925	0
\$0 INCURRED	1	0	0	0	0	0	0
ALL OTHER	4	196,925	0	196,925	0	196,925	0

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CLAIM DETAIL SHOWN - ALL:

CLAIM NO	LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	COVERAGE	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
Z01660542	05/15/21	C NC	001 THE TRUSTEES OF WAKE TECH	BUILDING	40,419	0	0	40,419	0
CLOGGD TOILET-EXTNSIVE WATR DAMAGE TO NORTH CAMPUS									
Z01654028	03/21/21	C NC	001 THE TRUSTEES OF WAKE TECH PERS PROP		91,333	0	0		
91,333 BREAK IN-LAPTOPS AND COMPUTERS WERE STOLEN									
TOTALS AFTER ROUNDING					131,752	0	0	131,752	0
EXP YEAR 2022									
Z01638558	01/15/21	C NC	001 THE TRUSTEES OF WAKE TECH		0	0	0	0	0
RUBBER GASKET BETWEEN TWO PIPES FAILED-LEAKD WATER									
TOTALS AFTER ROUNDING					0	0	0	0	0
EXP YEAR 2021									
Z01573330	12/30/19	C NC	001 THE TRUSTEES OF WAKE TECH	BUILDING	13,032	0	0	13,032	0
PIPE CRACKED AT THE COUPLINGS-CLEAN UP/REPAIRS									
TOTALS AFTER ROUNDING					13,032	0	0	13,032	0
EXP YEAR 2020									
Z01446839	09/15/18	C NC	000 THE TRUSTEES OF WAKE TECH	BUILDING	17,378	0	0	17,378	0
POWER OUTAGE CAUSED FOOD LOSS									
					34,763	0	0	34,763	0

CLAIM DETAIL SHOWN - ALL:

CLAIM NO	LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	COVERAGE	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
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TOTALS AFTER ROUNDING

EXP YEAR 2019
52,141

52,141
0

0

0

POLICY REVIEW TOTALS:

POL NUM-YEAR	WRITTEN PREMIUM	EARNED PREMIUM DIVDND	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	I/E CLAIM RATIO	CLAIM COUNT	NET PAID ALLOC EXP	
4D72035-2023	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
4D72035-2022	N.A.	N.A.	N.A.	0	500	500	0	500	N.A.	2	0
4D72035-2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
4D72035-2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
4D72035-2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
TOTAL	N.A.	N.A.	N.A.	0	500	500	0	500	N.A.	3	0

CLAIM COUNT DETAIL:

	CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
TOTAL OPEN CLAIMS	1	0	500	500	0	500	0
\$0 INCURRED	0	0	0	0	0	0	0
ALL OTHER	1	0	500	500	0	500	0
TOTAL CLOSED CLAIMS	2	0	0	0	0	0	0
\$0 INCURRED	2	0	0	0	0	0	0
ALL OTHER	0	0	0	0	0	0	0

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CLAIM DETAIL SHOWN - ALL:

LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	CLAIM NO <<	>> COVERAGE	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NETPAID ALLOC EXP
Z01704112	08/02/21	O NC	KARP,SEAN	PRM/OPS BI	0	500	0	500	0
<i>NOTICE ONLY - OCR COMPLAINT</i>									
Z01659491	04/19/21	C NC	BEIROW,CALLIE E		0	0	0		
<i>LIGHTING PROJECT-STUDENT WAS INJ (ELECTRIC SHOCK)</i>									
TOTALS AFTER ROUNDING					0	500	0		
					500	0			
Z01652509	11/30/20	C NC	MOORE,VOCERIA		0	0	0		
<i>A BUS DRIVER ALLEGES SLIPPED AND FELL IN WTCC BLDG</i>									
TOTALS AFTER ROUNDING					0	0	0		
					0	0			

POLICY REVIEW TOTALS:

POL NUM-YEAR	WRITTEN PREMIUM	EARNED PREMIUM DIVDND	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	I/E CLAIM RATIO	CLAIM COUNT	NET PAID ALLOC EXP
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4K72035-2023	N.A.	N.A.	N.A.	0	1,000	1,000	0	1,000	N.A.	1	0
4K72035-2022	N.A.	N.A.	N.A.	49,999	0	49,999	0	49,999	N.A.	1	0
4K72035-2021	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	0	0
4K72035-2020	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	1	0
4K72035-2019	N.A.	N.A.	N.A.	0	0	0	0	0	N.A.	2	0
=====											
TOTAL	N.A.	N.A.	N.A.	49,999	1,000	50,999	0	50,999	N.A.	5	0

CLAIM COUNT DETAIL:

	CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOCEXP
=====							
TOTAL OPEN CLAIMS	2	49,999	1,000	50,999	0	50,999	0
\$0 INCURRED	0	0	0	0	0	0	0
ALL OTHER	2	49,999	1,000	50,999	0	50,999	0
TOTAL CLOSED CLAIMS	3	0	0	0	0	0	0
\$0 INCURRED	3	0	0	0	0	0	0
ALL OTHER	0	0	0	0	0	0	0

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CLAIM DETAIL SHOWN - ALL:

LOSS DT	SST CLASS	LOC (DRIVER)/CLAIMANT	CLAIM NO <<	>> COVERAGE	GROSS PAIDLOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NETPAID ALLOCEXP
Z01735412	05/27/22 O NC	DANIELS,MS. TIFFANY M		LINEBACKER	0	1,000	0	1,000	0
<i>EEOC DISCRIMINATION (RETALIATION)</i>									
				<i>TOTALS AFTER ROUNDING</i>	<i>0</i>	<i>1,000</i>	<i>0</i>		
				<i>EXP YEAR 2023</i>	<i>0</i>	<i>1,000</i>	<i>0</i>		
				<i>1,000</i>					
Z01655783	04/01/21 O NC	RENKIEWICZ,GINNY		LINEBACKER	49,999	0	0		
<i>EEOC (DISCRIMINATION) CLAIM</i>									
				<i>TOTALS AFTER ROUNDING</i>	<i>49,999</i>	<i>0</i>	<i>0</i>	<i>49,999</i>	<i>0</i>
				<i>EXP YEAR 2022</i>	<i>49,999</i>	<i>0</i>	<i>0</i>	<i>49,999</i>	<i>0</i>
Z01553938	05/31/19 C NC	PITTMAN,EDDIE L			0	0	0	0	0
<i>EEOC DISCRIMINATION COMPLAINT FILED BY FORMER EMPL</i>									
				<i>TOTALS AFTER ROUNDING</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
				<i>EXP YEAR 2020</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
				<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

CLAIM DETAIL SHOWN - ALL:

LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
Z01433456	04/27/18 C NC	PURVIS, LISA B CLMT ALLEGD EMPLOYMENT TERMINATD FROM DISCRIMINATN	0	0	0	0	0
Z01422124	04/17/18 C NC	VASQUEZ-KOOL, JORGE 0 EE PLACED ON WRITTEN WARNING THEN TERMINATED-EEOC	0	0	0	0	0
TOTALS AFTER ROUNDING			0	0	0	0	0

POLICY REVIEW TOTALS:

POL NUM-YEAR	WRITTEN PREMIUM	EARNED PREMIUM DIVDND	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	I/E CLAIM RATIO COUNT	NET PAID ALLOC EXP
4H72035-2023	N.A.	N.A.	0	0	0	0	0	N.A.	0
4H72035-2022	N.A.	N.A.	343	0	343	0	343	N.A.	1
4H72035-2021	N.A.	N.A.	5,666	0	5,666	0	5,666	N.A.	3
4H72035-2020	N.A.	N.A.	655	0	655	0	655	N.A.	3
4H72035-2019	N.A.	N.A.	5,459	0	5,459	-259	5,201	N.A.	1
TOTAL	N.A.	N.A.	12,123	0	12,123	-259	11,865	N.A.	8

CLAIM COUNT DETAIL:

CLAIM COUNT	GROSS PAID LOSS	LOSS RESERVES	GROSS INCUR LOSS	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
TOTAL CLOSED CLAIMS	8	12,124	0	12,124	-259	623
MEDICAL ONLY \$0 INCURRED	1	0	0	0	0	0
MEDICAL ONLY \$1 - \$500	4	999	0	999	0	140
\$0 INCURRED	0	0	0	0	0	0
ALL OTHER	3	11,125	0	11,125	-259	483

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CLAIM DETAIL SHOWN - ALL:

LOSS DT	S ST CLASS	LOC (DRIVER)/CLAIMANT	GROSS PAID LOSS	LOSS RESERVES	LOSS RECOVERY	TOTAL INCUR LOSS	NET PAID ALLOC EXP
Z01659838	05/10/21 C NC 8868	PORTER, CARLOS H LOADED 9 HEAVY BOXES ONTO TRUCK- STRAINED BACK OCC: WAREHOUSE TE DEPT: WAREHOUSE AGE:56	343	0	0	343	50

	TOTALS AFTER ROUNDING	EXP YEAR 2022	343	0	0
		343	50		
Z01627799 10/23/20 C NC 9101	WARNER,EDWARD		0	0	0
	0		0		
PUT PVC TUBE IN DUMPSTR-COWKR PULLD ON IT-					
HIT FACE OCC: FACILITIES C DEPT: FACILITIES AGE:					
Z01613562 08/21/20 C NC 8868	BOWLING,CHRIS	MEDICAL	1,161	0	0
	1,161	116			
REACHING TO GET CASE OF PAPER-LEFT KNEE					
STRAIN OCC: WAREHOUSEMAN DEPT: WAREHOUSEM AGE: 53					
Z01620972 08/12/20 C NC 9101	TEAL,RANDY	MEDICAL	4,505	0	0
	4,505	237			
DRIVING-HITBYOV-CHEST WALL CONTUSION-NECK					
STRAIN OCC: HARDWARE SPE DEPT: HARDWARE S AGE: 59					

TOTALS AFTER ROUNDING	EXP YEAR 2021	5,666	0	0
	5,666	353		

CLAIM	DETAIL SHOWN - ALL:			GROSS	LOSS	LOSS	TOTAL	NET PAID
CLAIM NO	<<	LOSS DESCRIPTION	>> COVERAGE	PAID LOSS	RESERVES	RECOVERY	INCUR LOSS	ALLOC EXP
Z01557884	11/08/19 C NC 9101	COLLINS,APRIL	MEDICAL	235	0	0	235	30
	TRYING TO BREAK DOWN SOME BOXES-CUT							
	FINGER OCC: BUSINESS SER DEPT: BUSINESS							
	S	AGE:52						
Z01557862 11/06/19 C NC 9101	PORTER,CARLOS H	MEDICAL	200	0	0			
	200	27						
PUTTING REAR GATES ON TRUCK-FELL-HAND								
OCC: WAREHOUSE TE DEPT: WAREHOUSE AGE: 55								
Z01502887 04/17/19 C NC 9101	PORTER,CARLOS H	MEDICAL	220	0	0			
	220	33						
PICKING UP TRIFOLD DISPLAY-STRAINED BACK								
OCC: WAREHOUSE TE DEPT: WAREHOUSE AGE: 54								

TOTALS AFTER ROUNDING	EXP YEAR 2020	655	0	0
	655	90		

Z01392880 03/01/18 C NC 9101	FELLOWS,SCOTT	MEDICAL	4,657	0	-259
	4,398	129			
COMING DOWN STAIRS OF CONST TRLR-SLIPPED-TAILBONE INDEMNITY					
			802	0	0
			802	0	
OCC: SHIPPING & R DEPT: SHIPPING & AGE: 55					

TOTALS AFTER ROUNDING	EXP YEAR 2019	5,459	0	-259
	5,200	129		

EXHIBIT B – PROPERTY VALUES

*THE TRUSTEES OF WAKE TECHNICAL COMMUNITY COLLEGE
WAKE TECHNICAL COMMUNITY COLLEGE*

*WAKE TECHNICAL COMMUNITY COLLEGE FOUNDATION, INC.
WAKE TECH INNOVATIONS, INC.*

PROPERTY

Loc #	Location	Description	2022/23 Building Value	2022/23 Contents Value
1-1	Southern Wake Campus 9101 Fayetteville Rd Raleigh, NC 27603	Holding Hall	\$12,639,375	\$2,808,750
1-2		ILC (Individualized Learning Center)	\$2,692,584	\$1,205,628
1-3		Pucher Lemay Hall	\$15,692,569	\$5,308,538
1-4		Ready Hall	\$6,018,624	\$2,140,000
1-5		Computer/Engineering Bldg	\$15,999,980	\$4,718,700
1-6		Math/Science Bldg	\$6,554,062	\$2,247,000
1-7		Allen Hall	\$1,905,223	\$589,838
1-8		Storage Warehouse	\$222,702	\$535,000
1-9		Maintenance Carpentry Shop	\$553,458	\$1,070,000
1-10		Paint Shop	\$177,145	\$10,700
1-11		Swindell Hall	\$2,567,433	\$2,247,000
1-12		Howell Library	\$15,476,781	\$3,932,250
1-13		Vehicle Storage Shed	\$31,245	\$22,470
1-14		Pump House	\$1,158	\$1,011
1-15		Physical Ed/Gym	\$8,424,497	\$1,348,200
1-16		Student Services	\$18,885,760	\$2,808,750
1-17		Automotive & Heavy Equipment Technology	\$5,421,622	\$3,370,500
1-18		Bookstore/Printshop	\$1,822,597	\$1,572,900
1-19		Montague Hall	\$12,358,500	\$3,370,500

1-20		Container Trailer #1 (outside AHT Bldg)	\$4,815	\$64,200
1-21		Container Trailer #2 (outside AHT Bldg)	\$4,815	\$64,200
1-22		Building R	\$11,235,000	\$1,605,000
2-1	Perry Health Sciences Campus 2901 Holston Lane Raleigh, NC 27610	Allied Health Auditorium	\$546,780	\$235,935
2-2		Allied Health	\$4,904,004	\$1,685,250
2-3		Health Education	\$6,347,501	\$1,685,250
2-4		Health Sciences	\$15,195,606	\$3,932,250
2-5		Health Science Bldg (HS2)	\$22,478,707	\$4,494,000

Loc #	Location	Description	2022/23 Building Value	2022/23 Contents Value
2-6	100 Sunny Brook Rd Raleigh, NC 27610	Parking Deck	\$8,780,062	\$235,935
3-1	Eastern Wake Education Center 519 N. Industrial Drive Zebulon, NC 27597	NC Eastern Plastics Technology	\$1,042,865	\$294,919
4-1	Western Wake Campus 3434 Kildaire Farm Rd Cary, NC 27518	Offices/Classroom	\$0	\$2,359,350
5-1	NCSU Centennial Campus 850 Oval Drive Raleigh, NC 27695	BTEC Bldg	\$0	\$1,769,513
6-1	Northern Wake Campus 6600 Louisburg Rd Raleigh, NC 27616	Building B	\$16,889,406	\$3,539,025
6-2	6900 Louisburg Rd Raleigh, NC 27616	Building C	\$18,104,472	\$3,539,025
6-3		Regional Plant 1	\$2,673,144	\$561,750
6-4		Tennis & Volleyball Courts, Fences, Lights	\$696,233	\$0
6-5		Building D	\$18,225,979	\$3,539,025
6-6		Building E	\$20,048,576	\$3,539,025
6-7		Building F	\$23,256,450	\$4,651,290
6-8		Regional Plant 2	\$7,302,750	\$561,750
6-9		Parking Deck 2	\$15,391,950	\$1,124
6-10	7351 Success Way Raleigh, NC 27616	Parking Deck	\$10,098,339	\$1,124
6-11	7361 Success Way Raleigh, NC 27616	Building H	\$24,155,250	\$4,831,050
6-12	7810 Values Drive Raleigh, NC 27616	Regional Plant 3	\$6,460,125	\$561,750
6-13	7820 Values Drive Raleigh, NC 27616	Building J	\$10,448,550	\$2,247,000

6-14	7821 Values Drive Raleigh, NC 27616	Building K	\$30,334,500	\$5,617,500
6-15	6851 Perry Creek Rd Raleigh, NC 27616	Building R	\$44,940,000	\$8,988,999
7-1	Public Safety Education Campus 321 Chapanoke Rd Raleigh, NC 27603	Public Safety Training Center	\$20,638,064	\$5,120,733
8-1	Beltline Education Center 3200 Bush Street Raleigh, NC 27609	Classroom	\$0	\$3,745,000
9-1	Vernon Malone College & Career Academy	Classroom	\$0	\$535,000
9-2		Auxiliary Bldg	\$0	\$535,000
10-1	RTP Campus 10908 Chapel Hill Rd Morrisville, NC 27560	RT1 Bldg	\$43,997,142	\$4,160,160
11-1	North Wake College & Career Academy	Classroom	\$0	\$535,000
	TOTAL - 100% Values		\$511,637,396	\$114,542,865

\$626,180,262

EXHIBIT C – VEHICLE INVENTORY**Year/Make/Model**

1998 Ford Ambulance
 2002 Chevy Stake Truck
 2005 Ford Crown Victoria
 2006 Chevy Silverado
 2006 Ford Taurus
 2006 Lark Utility Trailer
 2007 Maxy Trailer
 2008 Chevy 3500 Bus
 2008 Chevy Silverado
 2008 Ford Crown Victoria
 2008 Ford Crown Victoria
 2008 Ford Crown Victoria
 2008 Ford E-150 Van
 2008 Ford Focus
 2008 HoHA Trailer
 2009 Chevy Colorado
 2009 PJTM Trailer
 2010 Dodge Minivan (7 pass)
 2010 Ford Crown Victoria
 2010 Ford Crown Victoria
 2010 Ford Crown Victoria
 2010 Ford Crown Victoria
 2010 Ford Crown Victoria
 2010 Ford Crown Victoria
 2010 Ford E-150 Van
 2010 Ford F-150 Truck
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion

Year/Make/Model

2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Fusion
 2010 Ford Van (12 Pass)
 2010 Rolling Star Trailer Sim
 2011 Ford Crown Victoria
 2011 Ford Crown Victoria
 2011 Ford E-150 Van
 2011 Ford E-350 Van
 2011 Ford F-250 Box Truck
 2011 Ford F-250 Truck
 2011 Ford Fusion
 2011 Ford Fusion
 2013 Chevy Impala
 2013 Ford Explorer
 2013 Ford Taurus
 2013 Toyota Prius
 2014 Chev 4500 Ambulance
 2014 Ford E-150 Van
 2014 Ford F-150 Truck
 2014 Ford F-150 Truck
 2015 Chevy Equinox
 2015 Ford 150 Transit Van
 2015 Ford Transit Van
 2015 Kraftsman Trailer
 2016 Ford 250 Transit Van
 2016 Ford F-250 Truck
 2017 Ford 250 Transit Van
 2017 Ford F-150 Truck
 2017 Ford F-150 Truck
 2017 Ford F-150 Truck
 2017 Ford F-150 Truck
 2017 Ford F-150 Truck
 2017 Ford F-450 Dually Truck
 2017 Ford Taurus
 2017 Ford Taurus

Year/Make/Model

2017 Nissan NV-200 van
 2017 Ford 250 Transit Van
 2018 Carry-On Trailer
 2018 Dodge Van (7 pass)
 2018 Ford Elkhart Bus
 2018 Ford Elkhart Bus
 2018 Ford F-150 Truck
 2018 Ford Fusion
 2018 Ford Transit Van
 2019 Chevy Impala
 2019 Chevy Impala
 2019 Chevy Malibu
 2019 F-350 Box Truck
 2019 Ford High Roof Van
 2019 Ford T-250 Van
 2020 Ford Transit Van
 2020 Ford F-150
 2020 Nissan Pathfinder
 2021 Dodge Charger
 2021 Dodge Charger
 2021 Dodge Charger
 2021 Ford Van (15 Pass)
 2022 Can-Am Ryker 600
 2022 Can-Am Ryker 600
 2022 Can-Am Ryker 600
 2022 Can-Am Ryker 600
 2022 Eldorado Natl Adv
 2022 Ford F-150
 2022 Ford F-150
 2022 Ford F-250

EXHIBIT D – PREMIUM SUMMARY

All coverage expires January 30, 2023.

Line of Coverage	2022-23 Premium	Carrier
Property	\$328,535.00	Employers Mutual Casualty Company
Crime	\$4853.00	Employers Mutual Casualty Company
Inland marine	\$10,188.00	Employers Mutual Casualty Company
General Liability/EBL/Garage/Sexual Abuse and Molestation	\$38,459.00	Employers Mutual Casualty Company
Public Officials and Employment Practices Liability	\$32,097.00	Employers Mutual Casualty Company
Law Enforcement Professional Liability	\$4282.00	Employers Mutual Casualty Company
Automobile	\$67,506.29	Employers Mutual Casualty Company
Workers Compensation	\$84,684.00	Employers Mutual Casualty Company
Umbrella \$15M	\$100,011.00	Employers Mutual Casualty Company
Flood – 2200 S Wilmington St, Raleigh	\$10,586.00	American Bankers Insurance Company of FL
Cyber	\$132,050.00	Allied World Assurance Company
Excess Liability 15x15	\$99,004.40	Crum & Forster Specialty Insurance Company
Excess Liability 15x30	\$66,600.00	Endurance Risk Solutions Assurance Company
Excess Liability 5x45	\$28,103.00	Ohio Casualty Insurance