

# MISSISSIPPI



## INSTITUTIONS OF HIGHER LEARNING

July 22, 2011

The Board of Trustees of State Institutions of Higher Learning (IHL), through its IHL Self-Insured Workers' Compensation Plan (Plan) is seeking proposals for excess workers' compensation insurance for its self-insured workers' compensation program. The current policy expires December 1, 2011. The Office of Risk Management (ORM) administers the Plan on behalf of IHL and is coordinating the Request for Quote (RFQ). ORM desires to work with a broker with expertise and experience directly related to providing excess workers' compensation insurance services to public entities and large self-insured plans similar to the Plan.

The Plan currently purchases and maintains excess workers' compensation insurance with statutory limits and a primary self-insured retention of \$1,000,000 per occurrence, including Employers Liability coverage of \$1,000,000. The Plan covers in excess of 25,000 employees at the eight state universities and board office with payroll of \$1,189,800,073 for the policy period 12/1/09 to 11/30/10 (twelve months), and payroll of \$1,229,304,848 for the policy period 11/1/08 to 11/30/09 (thirteen months). The Plan's total paid losses and open claim reserves for FY11 (as of June 30, 2011) is \$4,043,024, the total paid losses and open claim reserves for FY10 (as of June 30, 2011) is \$8,719,600, and the total paid losses and open claim reserves for FY09 (as of June 30, 2011) is \$5,770,999. You may visit <http://www.mississippi.edu/research/stats.html> for additional statistical system data. ***Please be aware that the Plan does not capture and cannot provide payroll by NCCI classification codes.***

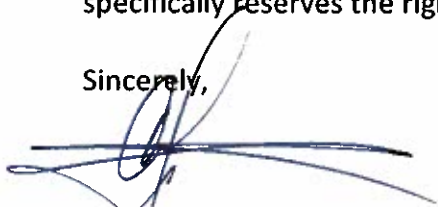
As it is anticipated that more than one broker may respond to the RFQ, it is Risk Management's intent to make exclusive market assignments among qualifying responding brokers in order to maximize markets and participation, resulting in the best interest of the Plan. Each firm may submit requests for markets, listed in order of preference. ORM recognizes its current broker as agent of record for the incumbent market, Safety National Casualty Corporation. ORM will evaluate each broker's response to this letter, including but not limited to the broker's qualifications, experience, number of accounts and total coverage written with submitted market, and the completeness of the submission. An effort will be made to assign at least one submitted market to a broker; however, depending upon the number and quality of responses, it is possible that a qualifying broker may be assigned more than one market, or no market at all. The RFQ will be provided at a later date to those brokers receiving a market assignment.

The following broker qualifications are mandatory. Any broker failing to meet any of these qualifications and/or not providing a comprehensive response to all requested information will not be assigned a market. Respond by restating each vendor qualification and document how your organization meets these minimum criteria. Please be specific in your responses regarding the number of years and type of experience your firm and the primary contact possess.

1. The broker must currently provide excess workers' compensation insurance brokerage services to at least one large client (individual or group) with 10,000 or more employees. Provide the client name, address, contact, title, phone number, fax number, email address, size of group, and number of years the services have been rendered by your organization.
2. The broker must be appropriately licensed and/or have legal authority to render the proposed services.
3. Broker must have at least five (5) years of experience as an organization in brokering insurance of self-insured workers' compensation groups with programs similar in size and/or complexity to the Plan. Provide in detail the number of years of experience your firm has specific to placement of excess workers' compensation coverage. Provide detail of how many years of experience your firm has with placement of excess workers' compensation coverage with each requested company.
4. Provide the number of years of experience the primary contact has specific to placement of excess workers' compensation coverage. Provide the number of years of experience the primary contact has with placement of excess workers' compensation coverage with each requested company.
5. Provide the volume in dollars and numbers of policies of excess workers' compensation coverage that your firm has placed with each requested company since January 1, 2010.
6. The insurance carriers listed must have an A.M. Best rating of A VIII or better, and must be legally authorized to write the requested coverage in the State of Mississippi.

Proposing broker must a comprehensive response to all requested information. Please respond by e-mail to [riskmanagement@mississippi.edu](mailto:riskmanagement@mississippi.edu) no later than 4:00 p.m. on August 8, 2011, if you meet the qualifications contained in this letter and desire to quote on the Plan's excess workers' compensation coverage. You will be notified of your market assignment by August 15, 2011. ORM specifically reserves the right to reject any or all responses.

Sincerely,



Cliff Tucker, Director  
Office of Risk Management