



WEBB COUNTY PURCHASING DEPARTMENT  
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### ADDENDUM I

To: All Interested Proposers

From: Joe A. Lopez III, Purchasing Agent

A handwritten signature in blue ink, appearing to read "JAL", with a long horizontal stroke extending to the right.

Date: August 4, 2017

Ref: **RFP 2017-003 "Commercial Liability & Excess Workers Compensation Insurance"**

1. Do these items pertain to this RFP since the RFP is not requesting insurance coverage?  
**Participating vendors must be licensed by the Texas Department of Insurance Workers' Compensation Division as Third-Party Administrators and must submit a copy of the certificate.**  
**Administrative Service Agreement (ASA) rates must be guarantee for a period of 3 years.**
2. Please elaborate on what you mean by the "governing structure of the program"?  
**Relates to Risk Pools**
3. Do these questions pertain to claims administration since they're addressing premium and assessments typically related to the placing of insurance?  
**Relates to Risk Pools**

4. Please elaborate on the term "Proposed Period of Performance". Are you requiring your adjuster to be available 24x7x365?

**Specifically, the period in which your adjusters or service personnel will be available.**

5. Head Start transports children to various locations. Do the drivers of the 15 passenger vans used to transport children receive ongoing 15 passenger van specific driver training? At hire and/or annually?

**A 2 hour training on Transportation Regulations and Safety Procedures is provided to all staff, including bus drivers at our In-Service.**

**Minimum Standards for Child Care Centers: Subchapter X §746.5601 - §746.5627.**

6. If no specific driver training is being done for drivers of 15 passenger vans, would there be a willingness to do online training for these drivers within the next 90 days?

**We do not have any 15 passenger vans. Therefore, we would not be interested in an online training. TY J**

7. Who does preventative maintenance on these Head start assigned vehicles?

**Webb County Road and Bridge Department.**

8. Do any of these vans have any luggage racks on the top of the van?

**No**

9. What is the average radius that any one van would drive?

**We have 6 passenger vans which are used for various reasons. Commuting between centers (Laredo, Rio Bravo), home visits, and for out of town travel (Austin, San Antonio, McAllen, Brownsville).**

10. In reviewing the RFP noted above, there appears to be questionnaire pages missing for the following lines of coverage to input quote information:

Excess Work Comp

Aircraft/Hull

Crime

Excess Liability

**There is no specific questionnaire for the coverages listed. However, potential carriers should meet the specifics and coverage limits attached to the RFP Exhibits provided.**