

Answers to all questions regarding the Insurance Broker Services RFP:

- 1) Although GUC encourages participation from Minority & Women Business Enterprises, it is not applicable to this RFP; therefore, it was omitted from the checklist. It is not necessary to include this document in the proposal.
- 2) The sections mentioned in the checklist are required. The other sections are highly recommended, if applicable to the RFP, as long as the proposal does not extend the 30 page limit as described at the top of page 17.
- 3) The pricing should be included in a separate envelope using the worksheet on page 27 (form four). It is not necessary to include the pricing anywhere else within the proposal.

Questions:

1. While the checklist on the third page of the RFP does not list it, the Proposal Format on page 17 shows as Section 'i. The MWBE Compliance set forth in Section 7, form Six'. The electronic copy of the RFP does not appear to include such a Section 7, form Six. If this form is in fact required, will you please send it to us for completion?
2. Referring again to the Checklist on the third page of the RFP, it asks us to 'answer all questions listed under Section 4.14 and 4.17. First, are we only required to answer those two sections in 4, or should we answer 4.14 through 4.17? Second, 4.13 'Proposed Solution' on page 18 appears to ask us to address compliance and a description of how proposed solution complies 'for each component of the Project described in Section 3'. Since it was not included in the 4.14 and 4.17 required answers, wanted to find out if this is included in the RFP requirement or not.
3. Want to confirm that pricing of our fee should ONLY be included in the sealed, separate envelope and not included anywhere else in the RFP itself.

Subject: Follow up from Pre-Proposal Meeting

Thank you for attending the pre-proposal meeting today. I hope we were successful in answering all your questions. The purpose of this email is to share additional information from the meeting.

- 1) Listed below are the carriers used during the marketing analysis for 2012:

Chartis, Liberty Mutual, Travelers, Zurich, AXIS, ACE, Allianz, Beazley, Hartford, Navigators, CNA, Affiliated FM, Chubb, Firemans Fund, AWAC

- 2) 2011-12 Employee Census Report.
- 3) Claims history report.
- 4) The RFP number is 12-06.

Vendors that attended the Pre-Proposal Meeting:

Lester Z. Brown	Hooker & Buchanan, Inc
Travis Shause	Public Entitier of America
Jamie West	Wells Fargo Insurance Services
Bob Beatty	Willis of NC
Jeff Fisher	The Clement Co.
Pam Price	Authur J Gallagher
Mark Green	BB&T Insurance Services/ McGriff, Seibels & Williams
Todd Williams	BB&T Insurance Services
Keith Jones	GUC
Kevin Keyzer	GUC
Sandy Dail	GUC