

**Request for Proposals: Property and Boiler & Machinery Insurance
Provider RFP # RM 08-006
Issued March 24, 2008**

ADDENDUM 1

This addendum incorporates certain general comments, general corrections to the RFP, additional information provided and answers to questions posed during and before the optional pre-proposal conference held on April 4, 2008

Note: A signed acknowledgment of this addendum must be received by this office either prior to the bid due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

GENERAL

Verbal responses to questions at the optional pre-proposal conference on April 4, 2008 are unofficial and are not binding. Only these written responses may be relied upon by offerors.

Participants at the optional pre-proposal conference were required to register their attendance and to provide their business cards and fax numbers. A list of all attendees at the conference is enclosed for informational purposes.

CHANGES TO THE RFP

Please note there is one change in the RFP:

On the cover page the e-mail address should read kelly.denton@trs.virginia.gov .

QUESTIONS AND ANSWERS

1. Does the Division of Risk Management have a recent PML study on the insured property schedule? If so, please provide a copy for the sole purpose of responding to

There are PML studies for many properties, which would be provided to the winning proposal. The state of the Commonwealth's buildings and contents has nothing to do with the award of a broker. They will have from award to August to review any and all available PML/MFL studies.

2. Please identify the current broker and any intermediaries used to place the current excess property insurance program. What is the agreed broker compensation model currently in use and what is the dollar amount?

The current broker is Marsh. Compensation can be discussed at the negotiation stage

3. In order to fully understand certain service requirements presented in the Statement of Needs please advise:

a) the annual average number of "skilled technical assistance" deliveries for new construction and renovations including the number of plan reviews and on-site surveys, and the expected number of those deliverables in the 2008 - 2009 contract period (Section III, 8; page 3).

We do not have a record, as this is not a service we use constantly. It is a service we want available if needed.

b) The annual average number of facility inspections, and the expected number of that deliverable in the 2008 - 2009 contract period (Section III, 9, page 3).

We have asked for as many as 75 and as little as none. We do not have specific plans for the 2008 - 2009. This will be discussed and finalized with. Most will be done by the requesting lead underwriter of the account. We want someone who is familiar with inspections, can conduct them or contract to get them done

4. Will the DRM consider providing the current property program details (structure, pricing by layer, deductible structure, policy form and historical loss summary)? This information will help us provide a more accurate response to Section 6 (Creative Alternatives) of the RFP.

Historical Loss summaries will only be provided to the awarded vendor.

5. I'm not familiar with the RFP providing broker services. Could you please explain. Also, we are not able to provide you with a quote prior to receiving the loss information. Receiving it after it has been awarded would not be acceptable as the loss information is used in determining the premium.

The RFP is for broker services only. We are not requesting a quote on the price of the insurance.

6. How much new construction is anticipated in this contract over the next two years?

We cannot say right now.

7. Could you provide the volume of certificates that are requested per year?

Volume of certificates including fine arts is less than 200 requests per year.

8. Can you provide the number of appraisals and how many training programs?

We do not have anything definitive. We need a supplier who can help us determine what would be best for our agencies.

9. Could you provide examples of what types of studies would be requested?

The studies could vary day by day, but examples would be windstorm and flooding.

10. Do you have a separate builders risk policy?

No

11. Could you provide some guidance in the areas of crisis management?

Over the next 2-3 years we are looking for better training programs for our agencies in restoration.

12. Are jurisdictional inspections done on a separate program? Do they provide boiler insurance as well?

Yes

13. Could you give examples of products you would request?

Windstorm studies, Fire hazards

14. Are rare books considered fine arts?

Yes

15. Under Tab 2 #1 are you requesting that we confirm our understanding of the scope of work?

Yes

16. Are SWAM (small, woman and minority) certifications required with the proposal?

No but the contracting plan does require the certification number be provided. Further information on SWAM suppliers can be found on the Dept of Minority Business Enterprise website. <http://www.dmb.e.state.va.us/>

17. In the pricing section, are you looking for a specific price?

We are requesting methods of compensation.

18. Does the State have a captive?

No – The law does not allow for captives.

19. Do agencies carry business interruption coverage?

Some – mostly colleges and universities

20. Do you have an estimate of when the contract would be awarded?

As soon as possible.

21. Will offerors be allowed into selected locations?

Yes, you will have access to whatever you need.

22. Would policy date and contract date be the same?

Yes

23. Has 30 day payments been a problem in the past?

Yes, Treasury needs sufficient time to process invoices so the sooner we receive the invoices the better.

24. How many total claims have exceeded your retention?

Since 1986 no more than 6 have exceeded our retention.

ADDITIONAL INFORMATION PROVIDED

The general fund amendments can be categorized into five major types of projects as indicated in the following table.

Proposed GF and General Fund Supported Bond Capital Amendments By Project Type (2008-10 Biennium)	
<u>Major Category</u>	<u>\$ Millions</u>
New Construction and Renovations	\$2,133.9
Equipment for Previously Approved Projects	61.4
Property and Easement Acquisitions	58.6
Project Cost Overruns and Supplements	32.0
Planning	<u>1.5</u>
Total: Proposed GF Capital Amendments	\$2,287.4

Descriptions of selected projects follow.

- **Capital Project Cost Overruns and Supplements**

Higher Education Pooled Project Supplements. Proposes \$26.5 million from VCBA bonds to supplement previously approved capital projects that have experienced or are projected to experience significant cost increases in construction costs at five institutions of higher education. These funding supplements are in a central pool to be administered by the Department of General Services in order to generate project efficiencies.

HB/SB 30 Capital Projects Eligible for Pooled Supplements (2008-10 Biennium)	
<u>Project</u>	
William & Mary	Renovate & Expand Small Hall
George Mason	Construct Academic V
Old Dominion	Construct Physical Sciences Building Phase II
James Madison	Construct Center for the Arts
UVa - Wise	Renovate Science Building Renovate Smiddy Hall & Relocate Information Technology Building

- *Capital Renovation and Expansion.* Recommends \$5.5 million in Virginia Public Building Authority bonds to supplement previously approved appropriations for the renovation and expansion of the State Capital.

- **Equipment Supplements**

Equipment for Projects Nearing Completion. Proposes \$61.4 million GF to purchase furnishings and equipment for projects scheduled to come on-line in FY 2009 and FY 2010. The table below summarizes the allocation for each project

HB/SB 30 Proposed VCBA General Fund Supported Bond Capital Amendments Equipment (2008-10 Biennium)	
William & Mary	
Equipment Integrated Science Center	\$4.7
George Mason University	
Equipment Academic V	4.5
Equipment Academic VI and Research II	5.5
James Madison	
Equipment Music Recital Hall	0.7
Radford University	
Equipment Davis Hall	0.1
Equipment Young Hall	0.3
University of Mary Washington	
Equipment four academic buildings	1.0
Equipment Lee Hall	0.8
Equipment Monroe Hall	1.5
University of Virginia	
Equipment medical Research Building (MR-6)	0.8
Virginia Commonwealth University	
Equipment Medical Science Building, Phase II	3.7
Virginia Community College System	
John Tyler CC: Equipment Midlothian Phase II	2.8
Northern Va CC: Equipment Annandale Academic VI	6.1
Northern Va CC: Equipment Annandale Science Building	0.7
Northern Va CC: Equipment Loudoun Phase III	8.6
Paul D. Camp CC: Equipment Hobbs Campus	0.2
Thomas Nelson CC: Equipment Historic Triangle Campus	5.6
Tidewater CC: Equipment Regional Health Professions Center, Ph I	8.2
Tidewater CC: Equipment Tri-Cities Center, Portsmouth	0.9
Virginia Military Institute	
Equipment Kilbourne Hall	0.5
Equipment Mallory Hall	0.8

Virginia Tech	
Equipment Henderson Hall	<u>3.5</u>
Total: Equipment	\$61.4

- **Project Planning.** Planning: Jamestown-Yorktown Foundation. Proposes \$1.5 million GF and \$1.6 million from nongeneral fund sources to the Jamestown-Yorktown Foundation to plan for the construction of the Yorktown Victory Center.
- **New Construction and Renovations.** Recommends \$2,133.9 million in general fund and tax-supported bonds for renovations and new construction projects statewide.
 - *Renovation of Capital Facilities* Proposes \$614.1 million in general fund and tax-supported bonds to renovate for sixty-six capital facilities. The table below summarizes the allocation for each project by proposed legislation.

Proposed GF Supported Bond Capital Renovation Projects			
2008-2010 Biennium			
Project	SB/HB 30 GF and GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Education			
Virginia School for the Deaf and the Blind at Staunton			
Repair and replace roofs	\$1.4	\$0.0	\$1.4
Repair safety hazards	\$0.7	\$0.0	\$0.7
Remove lead pain and asbestos	\$0.4	\$0.0	\$0.4
George Mason University			
Renovate Science and Technology II	\$0.0	\$49.7	\$49.7
James Madison			
Renovate/Expand Duke Hall	\$0.0	\$43.5	\$43.5
Longwood University			
Renovate and Expand Bedford Hall	\$0.0	\$29.5	\$29.5
Renovation of Heating Plant Facility	\$0.0	\$7.1	\$7.1
Old Dominion University			
Renovate and Construct Child Development Centers	\$0.0	\$9.8	\$9.8
Renovate the Education Building	\$0.0	\$10.0	\$10.0
Renovate Spong and Rollins Halls	\$0.0	\$19.1	\$19.1
University of Virginia			
Renovate New Cabell Hall	\$0.0	\$77.6	\$77.6
Virginia Commonwealth University			

Proposed GF Supported Bond Capital Renovation Projects
2008-2010 Biennium

Project	SB/HB 30 GF and GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Renovate Massey Cancer Center Laboratory Support	\$0.0	\$5.9	\$5.9
Virginia Community College System			
Renovate Academic Classrooms and Administrative Building, Rappahannock	\$0.0	\$10.6	\$10.6
Renovate Dalton Cantrell Hall, Mountain Empire	\$0.0	\$11.2	\$11.2
Renovate Phase I Facility, Downtown Campus, J. Sargeant Reynolds	\$0.0	\$10.8	\$10.8
Renovate Hampton III Building, Thomas Nelson	\$0.0	\$8.0	\$8.0
Renovate Building B, J Sargeant Reynolds - Parham Road Campus	\$0.0	\$4.7	\$4.7
Renovate Bird and Nicholas Halls, John Tyler - Chester Campus	\$0.0	\$16.1	\$16.1
Replace HVAC, New River	\$0.0	\$1.4	\$1.4
Upgrade Electrical Systems, Wytheville	\$0.0	\$2.6	\$2.6
Upgrade Major Mechanical Systems, Paul D. Camp	\$0.0	\$3.4	\$3.4
Renovate Phase I Academic and Administration Building, Eastern Shore	\$0.0	\$9.3	\$9.3
Renovate Russell Hall, Southwest Virginia	\$0.0	\$9.6	\$9.6
Renovate Library and Learning Resource Center, Virginia Highlands	\$0.0	\$2.4	\$2.4
Renovate Engineering and Industrial Technology Building, Danville	\$0.0	\$6.3	\$6.3
Renovate Warren and Scott Halls, Dabney S. Lancaster	\$0.0	\$6.3	\$6.3
Virginia Military Institute			
Renovate Science Building	\$0.0	\$16.3	\$16.3
Renovate Post Hospital	\$0.0	\$4.1	\$4.1
Virginia Tech			
Renovate Davidson Hall	\$0.0	\$30.1	\$30.1
Virginia State			
Renovate/Expand Hunter McDaniel Hall	\$0.0	\$22.3	\$22.3
Science Museum of Virginia			
Renovate exterior stucco	\$1.1	\$0.0	\$1.1
Museum of Fine Arts			
Replace boilers	\$1.0	\$0.0	\$1.0
Replace chillers	\$1.1	\$0.0	\$1.1
Renovate carpenter shop	\$1.7	\$0.0	\$1.7
Total: Office of Education	\$7.4	\$427.8	\$435.2

Health & Human Resources
Mental Health (Central Office)

Proposed GF Supported Bond Capital Renovation Projects
2008-2010 Biennium

Project	SB/HB 30 GF and GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Address life safety	\$24.0	\$0.0	\$24.0
Renovate Central Virginia Training Center	\$22.0	\$0.0	\$22.0
Renovate cottages at Southeastern Virginia Training Center	\$9.0	\$0.0	\$9.0
Woodrow Wilson			
Renovate Watson kitchen and dining hall	\$7.9	\$0.0	\$7.9
Department for the Blind and Vision Impaired			
Renovate administrative and activities building	\$7.2	\$0.0	\$7.2
Total: Office of Human Resources	\$70.2	\$0.0	\$70.2
Natural Resources			
Conservation & Recreation			
Repair state park and soil and water conservation dams	\$20.0	\$0.0	\$20.0
Total: Office of Natural Resources	\$20.0	\$0.0	\$20.0
Public Safety			
Corrections - Central Office			
Expand sally port at Deerfield	\$0.2	\$0.0	\$0.2
Install railings and mesh at Greensville	\$0.6	\$0.0	\$0.6
Replace sally port at Southampton	\$1.6	\$0.0	\$1.6
Replace Plumbing and Heating Systems at Field Units	\$2.5	\$0.0	\$2.5
Install elevated water tank at Greensville	\$2.8	\$0.0	\$2.8
Replace prison door control panels	\$2.5	\$0.0	\$2.5
Renovate bathrooms and handicapped access at Chesterfield	\$0.5	\$0.0	\$0.5
Upgrade electrical systems in field units	\$0.6	\$0.0	\$0.6
Replace modular housing units at Marion	\$4.4	\$0.0	\$4.4
Upgrade electrical systems at Powhatan	\$2.0	\$0.0	\$2.0
Replace door and locking systems	\$2.5	\$0.0	\$2.5
Upgrade St. Brides water treatment plant	\$3.4	\$0.0	\$3.4
Replace windows	\$2.0	\$0.0	\$2.0
Replace fire alarm systems and exits	\$0.9	\$0.0	\$0.9
Upgrade wastewater treatment plant at Powhatan	\$3.8	\$0.0	\$3.8
Install auger grinders	\$0.8	\$0.0	\$0.8
Department of Juvenile Justice			
Convert facilities to propane	\$0.5	\$0.0	\$0.5
Replace housing units at Natural Bridge	\$1.7	\$0.0	\$1.7
Connect cottages to emergency generators	\$0.7	\$0.0	\$0.7
Repair abandoned underground fuel tanks	\$0.3	\$0.0	\$0.3

Proposed GF Supported Bond Capital Renovation Projects
2008-2010 Biennium

Project	SB/HB 30 GF and GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Replace Hanover heating and cooling plant	\$0.5	\$0.0	\$0.5
Replace natural gas, water and sewer line	\$2.2	\$0.0	\$2.2
Renovate Beaumont classroom trailers	\$0.5	\$0.0	\$0.5
Upgrade fire alarm and protection systems	\$0.7	\$0.0	\$0.7
Upgrade mechanical, plumbing and electrical at Reception	\$0.7	\$0.0	\$0.7
Total: Office of Public Safety	\$38.8	\$0.0	\$38.8
Central Appropriations			
Central Capital Outlay			
Maintenance Reserve	\$50.0	\$0.0	\$50.0
Total: Central Appropriations	\$50.0	\$0.0	\$50.0
GRAND TOTAL: Capital Outlay	\$186.3	\$427.8	\$614.1

- *New Capital Projects.* Proposes \$1,519.7 million in general fund and tax-supported debt for fifty-nine new capital projects. The table below summarizes the allocation for each project.

Proposed GF Supported Bond Capital New Construction Projects
2008-2010 Biennium

Title	TOTAL SB/HB 30 GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Administration			
Department of General Services			
Construct 8th / 9th Street Office Building	\$185.1	\$0.0	\$185.1
Replace Dept. of Taxation Central Office	\$85.0	\$0.0	\$85.0
Total: Office of Administration	\$270.1	\$0.0	\$270.1
Agriculture and Forestry			
Department of Agriculture and Consumer Services			
Construct Eastern Shore Marketing and Inspection Office	\$1.1	\$0.0	\$1.1
Construct Eastern Shore Seafood Facility	\$5.5	\$0.0	\$5.5

Proposed GF Supported Bond Capital New Construction Projects
2008-2010 Biennium

Title	TOTAL SB/HB 30 GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Total: Office of Agriculture and Forestry Education	\$6.6	\$0.0	\$6.6
Christopher Newport University			
Construct Integrated Science Center	\$0.0	\$77.0	\$77.0
William & Mary			
Construct/Replace Cooling Plant & Utility Improvements, Phase II	\$0.0	\$11.7	\$11.7
Construct Integrated Science Center, Phase III	\$0.0	\$35.0	\$35.0
Construct new school of education	\$38.1	\$0.0	\$38.1
Richard Bland College			
Construct Science and Technology Center	\$0.0	\$19.0	\$19.0
Marine Science (VIMS)			
Replace Eastern Shore Seawater Laboratory	\$0.0	\$4.2	\$4.2
Control Shoreline Erosion	\$0.0	\$1.2	\$1.2
George Mason University			
Construct Krasnow Addition, Phase II	\$0.0	\$5.6	\$5.6
Construct Campus Library Addition, Phase I	\$0.0	\$50.3	\$50.3
James Madison			
Construct Biotechnology/Centennial Hall	\$0.0	\$44.8	\$44.8
Longwood University			
Construct University Technology Center	\$0.0	\$19.9	\$19.9
Norfolk State University			
Construct New Nursing and General Classroom Building	\$0.0	\$34.1	\$34.1
Construct new library	\$45.1	\$0.0	\$45.1
Old Dominion University			
Construct New Student Success Facilities	\$0.0	\$11.1	\$11.1
Construct Consolidated Arts Complex	\$0.0	\$19.2	\$19.2
Construct a Systems Research and Academic Building	\$0.0	\$18.1	\$18.1
Radford University			
Construct New Computational Sciences Building	\$0.0	\$36.2	\$36.2
Construct new college of business building	\$34.7	\$0.0	\$34.7
University of Mary Washington			
Construct Dahlgren Campus	\$0.0	\$23.0	\$23.0
Construct Jepson Science Center Addition	\$0.0	\$7.1	\$7.1
University of Virginia			
Construct Information Technology Engineering Building	\$0.0	\$37.9	\$37.9
UVA's College at Wise			
Construct New Library	\$0.0	\$41.7	\$41.7
Virginia Commonwealth University			
Construct New School of Medicine, Phase I	\$0.0	\$59.0	\$59.0
Construct General Classroom Building	\$0.0	\$41.0	\$41.0

Proposed GF Supported Bond Capital New Construction Projects
2008-2010 Biennium

Title	TOTAL SB/HB 30 GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Virginia Community College System			
Construct New Science and Technology Building, Virginia Western	\$0.0	\$22.7	\$22.7
Construct Phase III Academic Building, Woodbridge Campus, Northern Virginia	\$0.0	\$38.2	\$38.2
Construct Academic Services Building, Germanna	\$0.0	\$23.3	\$23.3
Construct Academic Building, Chesapeake Campus, Tidewater	\$0.0	\$20.6	\$20.6
Construct Higher Education Center, Loudoun Campus, Northern Virginia	\$0.0	\$14.3	\$14.3
Construct Workforce Development Center, Piedmont Virginia	\$0.0	\$6.9	\$6.9
Construct Learning Resources Building, Southside Virginia	\$0.0	\$11.4	\$11.4
Construct Learning Resources Building, Virginia Beach Campus, Tidewater	\$0.0	\$36.9	\$36.9
Construct Workforce Development Center, Woodbridge Campus, Northern Virginia	\$0.0	\$23.7	\$23.7
Construct New Location for Trucking Program, Portsmouth Campus, Tidewater	\$0.0	\$8.4	\$8.4
Construct Workforce Solutions & Academic Training Center, Fauquier, Lord Fairfax	\$0.0	\$13.9	\$13.9
Construct Occupational Program Building, Culinary Arts Career Studies Certification Program, Central Virginia	\$0.0	\$1.4	\$1.4
Construct Motor Sports/Workforce Development Center, Patrick Henry	\$0.0	\$8.7	\$8.7
Construct Classroom and Administration Building, Blue Ridge	\$0.0	\$5.6	\$5.6
Virginia Military Institute			
Improve Military and Leadership Field Training Grounds, Phase I	\$0.0	\$15.1	\$15.1
Virginia Tech			
Construct Medical School and Research Institute	\$0.0	\$59.0	\$59.0
Construct Sciences Building Laboratory I	\$0.0	\$28.8	\$28.8
Va. Tech Agricultural Research Station & Extension			
Construct Human and Agricultural Biosciences Building I	\$0.0	\$28.3	\$28.3
Virginia State			
Construct Multipurpose Center	\$0.0	\$50.6	\$50.6
Eastern Virginia Medical School (Non-State)			
Construct Instructional and Research Medical Facility	\$0.0	\$59.0	\$59.0

Proposed GF Supported Bond Capital New Construction Projects
2008-2010 Biennium

Title	TOTAL SB/HB 30 GF Supported Bonds	General Obligation Bond Package	TOTAL GF Supported
Frontier Culture Museum			
Construct Early American Industry Exhibit	\$0.0	\$1.4	\$1.4
Science Museum of Virginia			
Construct Belmont Bay Science Center	\$0.0	\$20.0	\$20.0
Construct Danville Science Center Planetarium & Theater	\$0.0	\$2.2	\$2.2
Total: Office of Education	\$117.9	\$1,097.7	\$1,215.6
Natural Resources			
Conservation & Recreation			
Construct High Bridge State Park, Phase I	\$4.5	\$0.0	\$4.5
Construct Powhatan State Park, Phase I	\$3.0	\$0.0	\$3.0
Total: Office of Natural Resources	\$7.5	\$0.0	\$7.5
Public Safety			
Department of Forensic Science			
Expand Eastern Virginia Forensic Lab	\$3.8	\$0.0	\$3.8
Corrections - Central Office			
Construct new kitchen and dining hall at Halifax	\$4.1	\$0.0	\$4.1
Construct milk processing center and new dairy barn at Powhatan	\$7.2	\$0.0	\$7.2
Construct access road for Mt. Rogers prison	\$4.0	\$0.0	\$4.0
Department of Juvenile Justice	\$0.0	\$0.0	\$0.0
Construct dry storage warehouse at Culpepper	\$0.9	\$0.0	\$0.9
Total: Office of Public Safety	\$19.9	\$0.0	\$19.9
GRAND TOTAL: NEW CONSTRUCTION	\$422.1	\$1,097.7	\$1,519.7

- **Capital Lease Authorizations.** Language in the General Conditions of Capital Outlay that authorizes the renewal of existing capital leases, or replacement of these leases with a new capital lease, has been eliminated from the introduced budget. Language authorizing the following capital leases is included in the budget.

Note: A signed acknowledgment of this addendum must be received by this office either prior to the bid due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Sincerely,

Kelley S. Denton, VCO

Name of Firm

Signature/Title

Kelley S. Denton, VCO
Procurement Officer
(804) 786-4741

Date

COMMONWEALTH OF VIRGINIA DEPARTMENT OF THE TREASURY

OPTIONAL PRE-PROPOSAL CONFERENCE

RFP #RM 08-006

PROPERTY AND BOILER & MACHINERY INSURANCE

FRIDAY, APRIL 4, 2008 @ 10:00 A.M. (EST)

JAMES MONROE BUILDING, 3RD FLOOR

1. Name: John H. Wilson Company: HRH
Address: 800 King Farm Blvd City/State/Zip Rockville MD
Telephone & Fax Number: 301-692-3001 E-mail Address: John.Wilson@HRH.com
2. Name: Vincent Sullivan Company: FM Global
Address: 3104 Route Pavilion City/State/Zip Diston VA
Telephone & Fax Number: 203-605-7720 E-mail Address: vince.sullivan@fmglobal.com
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Address: 2100 Reston Pkwy City/State/Zip Reston VA 20191
Telephone & Fax Number: 703 262 6358 E-mail Address: nanette.mckeepatrella@fmglobal.com
4. Name: Sean O'Rourke Company: FM Global
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Telephone & Fax Number: 703-262-2629 E-mail Address: sean.orourke@fmglobal.com
5. Name: MARK A. GOODE Company: WILLIS
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Telephone & Fax Number: 704.344.4267 E-mail Address: MARK.GOODE@WILLIS.COM
704 342-3143
6. Name: Michael Horeyatt Company: Willis
Address: 301 S. Tryon St Ste 2600 City/State/Zip Charlotte NC 28282
Telephone & Fax Number: 704 344-4890 E-mail Address: Mike.Horeyatt@willis.com
704 342-3143

7. Name: WILLIAM BECKER Company: AON
Address: 1120 20th St NW City/State/Zip: WASH DC 20036
Telephone & Fax Number: 2024298560 E-mail Address: BILL_BECKER@AON.COM

8. Name: MONTY McFADDEN Company: Loss Control Innovations
Address: 316 W Broad St City/State/Zip: Richmond VA 23220
Telephone & Fax Number: (804)344-0009 E-mail Address: mcfadden@mcinnovations.com

9. Name: DAVID FINNIS / ANDREW CARL Company: INTEGRO INSURANCE BROKER
Address: 3155 Peachtree Rd City/State/Zip: ATLANTA GA 30326
Telephone & Fax Number: 404 439 8400 E-mail Address: david.finnis@integrogroup.com

10. Name: John Wink Company: Alliant Insurance Services
Address: 15425 Aylesbury St City/State/Zip: Silver Spring MD 20905
Telephone & Fax Number: 301 384 9600 E-mail Address: john.wink@alliantinsurance.com

11. Name: QUENTIN VAN MARCKE de CUMMEN Company: HRH
Address: 9451 LAKEBROOK DRIVE City/State/Zip: GLEN ALLEN, VA 23060
Telephone & Fax Number: 8045272355 E-mail Address: QUENTIN.VANMARCKE-DECOMMEN@HRH.COM

12. Name: Damon Davis Company: Associated Insurance Services Inc
Address: 3108 N. Parham Rd Ste 300 City/State/Zip: Richmond, VA 23294
Telephone & Fax Number: 8047476205; 804747-1629 E-mail Address: Damon.Davis2@Verizon.net

13. Name: Richard Davis Company: Associated Insurance Services Inc
Address: 3108 N. Parham Rd Ste 300 City/State/Zip: Richmond, VA 23294
Telephone & Fax Number: 804.747.6205; 804.747-1629 E-mail Address: AIS.Davis@Verizon.net

14. Name: Karen W. Witt Company: BB&T Ins
Address: 2108 W. Laburnum Ave City/State/Zip Richmond VA 23235
Telephone & Fax Number: (804) 678-5017 E-mail Address: kwitt@bbandt.com
(804) 359-5134

15. Name: Daniel Bancroft Company: McGriff Subels & Williams
Address: 150 N RADNOR CHESTER RD City/State/Zip RADNOR PA 19087
Telephone & Fax Number: 610 977 0851 / 0051 E-mail Address: dbancroft@mcgriff.com

16. Name: John W Pollow Company: Willis
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Telephone & Fax Number: 804-355-3152 E-mail Address: JWP2513@aol.com

17. Name: Kathy Catlett Company: Wachovia Ins.
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18. Name: John M. Masterson Company: Wachovia
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Telephone & Fax Number: 804-267-3120 E-mail Address: John.C.Masterson@wachovia.com
804-272-8692

19. Name: Chris Schutt Company: Marsh
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20. Name: Don / Joyce / Dano Company: DRM
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Telephone & Fax Number: _____ E-mail Address: _____

21. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

22. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

23. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

24. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

25. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

26. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

27. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

28. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

29. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

30. Name:	Company:
Address:	City/State/Zip
Telephone Number:	Facsimile Number:

31. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

32. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

33. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address:

34. Name:	Company:
Address:	City/State/Zip
Telephone & Fax Number:	E-mail Address: