



Addendum Number 1

November 1, 2023

From: Procurement Department

Re: Blanket Property Insurance

Issue Date: October 14, 2023

Due Date: December 5, 2023

Please see the following questions & answers:

1. Is the Travelers policy offering a renewal?
We have not received a renewal offer since we issued the RFP.
2. If yes, what is the premium? N/A
3. What steps were taken to minimize the losses?
Routine maintenance is handled by facilities maintenance. Winterization is coordinated between facilities maintenance and various departments. Incidents are reviewed to determine root causes and protocols are developed to mitigate further risks.
4. Please provide detailed information for the losses accrued in the past.
In the past five years, 2 pieces of heavy equipment were lost due to fire. Two locations experienced burst pipes due to extreme cold over Christmas of 2022.
5. This is only blanket property insurance. Do all entities and properties carry their own liability insurance? Our liability insurance is provided by Public Entity Partners.
6. If yes is the City of Kingsport added as named insured? N/A
7. Do you keep a file of all Certificate of Insurance for each property to ensure named insured is added?
Risk Management keeps a record of all Certificates of Insurance
8. What is company EIN #? 62-6000323
9. What is the risk management program in place? The risk management program consists of a risk manager and 2 risk management representatives that serve to protect the employees, the property, and the public of the city. Risk handles insurance, workers' compensation, safety and training, liability, and subrogation.
10. Buildings over 30 years, when were they renovated? Are you able to itemize it by building? The city owns multiple properties and an itemized list of improvements is not feasible at this time.



11. Can I get a copy of the current policy?
This is included in the RFP.

12. Can you please advise me of your current vendor and vendor contract for the above-mentioned bid?
We are currently insured by Travelers.

13. 5 year premium history

2023	\$406,481
2022	\$332,588
2021	\$268,435
2020	\$223,834
2019	\$185,818

14. Roof replacement plans and capital improvement plans?

Upcoming roofing projects:

Meadowview Conference Center
Tribe Athletic Center – partial

Capital Improvement Plans for the next 5 years:

Educational facility upgrades \$23,000,000

Transition the former North High School to an Elementary School

Facilities Maintenance Improvements \$4,080,000

ADA modifications, HVAC, electrical, plumbing lighting, etc

Fire Department \$11,900,000

Rebuild fire station #2, build a new fire station # 9 in Fall Creek/Indian Springs

Leisure Services \$34,861,500

A new park at Rivebend, upgrades to Bays Mountain Animal Habitats and Nature Center, renovations of Lynn View Community Center and the Renaissance Center, various upgrades to city parks and Greenbelt improvements

Police Department \$8,500,000

Complete renovation of the Justice Center

Public Works \$10,240,000

Repair bridges on N Eastman Rd and Clinchfield St, new tub grinder for landfill, new equipment including garbage truck, grabber trucks, and street sweeper, landfill improvements, paving and roadway improvements

Sewer Department \$62,821,000

Equalization basin near wastewater treatment plant, lift station upgrades, infrastructure improvements, Reedy Creek sewer basin replacement, relocation of lines for Memorial Blvd improvement

Water Department \$24,800,000

Waterline extensions for new developments, improvements to existing lines, distribution system upgrades, pump station improvements, water plant chemical feed upgrades, relocation of lines for Memorial Blvd improvement, replacement of aging water meters



End of Addendum Number 1