

34895

DATE: July 10, 2013

TO: Board of Acquisition and Contract

FROM: Robert F. Meehan
County Attorney

SUBJECT: Resolution authorizing the purchase of a Business Auto Insurance Policy for the "Small Bus," ParaTransit and Senior Programs & Services Fleets in the amount of \$447,119.00. This insurance is placed with the Selective Insurance Company of New York through the Spain Agency, 625 Rt. 6, Mahopac, New York for the period August 22, 2013 through August 22, 2014. Authority is also requested to pay premiums up to an additional \$37,000.00 which represents the funds that would be necessary to insure 10 "add on" vehicles at an average per unit cost of approx. \$3,700.00, bringing the total amount not to exceed to \$484,119.00 for the policy covering the combined fleets

On August 16, 2012, your Honorable Board approved the purchase of Business Auto Insurance in the combined amount of \$484,625.00 for the "Small Bus," ParaTransit and Senior Programs & Services Fleets (collectively the "Fleet") for the policy period August 22, 2012 through August 22, 2013.

Although the purchase of insurance is exempt from the County procurement policy under Section 3(a)(v) of said policy, the Department of Law, Office of Risk Management, periodically (3-5 years, depending on market conditions) issues a Request for Proposals ("RFP") for Business Auto Insurance Coverage. The RFP for this insurance package was last issued in June, 2010.

Authority is now requested for the County of Westchester to purchase a Business Auto Insurance Policy for the Fleet from the Selective Insurance Company of New York through the Spain Agency, 625 Rt. 6, Mahopac, NY for the policy period August 22, 2013 through August 22, 2014 in the amount of \$447,119.00.

The insurance package will provide \$11,000,000.00 of "first dollar" liability coverage, as well as physical damage coverage (subject to a \$2,000.00 deductible) for the 105 vehicles comprising the Fleet.

It is anticipated that new vehicles may be added to the fleet during the policy year. Accordingly, the policy shall be debited at the pro-rated per unit cost as vehicles are added (or credited in the event that a vehicle is deleted). Therefore, consistent with prior years, in addition to the premium of \$447,119.00 to insure the fleet, authority is requested to add an additional \$37,000.00 to the total amount not to exceed for this insurance, which represents the funds that would be necessary to insure 10 “add on” vehicles at an average per unit cost of approximately \$3,700.00, bringing the total amount not to exceed \$484,119.00 for the Fleet.

The goals and objectives of this agreement are to provide insurance coverage for the Fleet. The goals and objectives are in the best interest of the County in terms of fiscal responsibility because the insurance coverage will protect County assets in the event of an accident, thus insuring public service continuity and reducing risk for all parties. Risk Management will track and monitor any reports of incidents and/or accidents occurring over the policy period and prepare a summary report at the end of the policy period identifying number of occurrences and corrective actions taken (as necessary) to prevent recurrence.

All other terms and conditions of the Business Auto Insurance policy shall remain the same as the expiring program.

Accordingly, your favorable action on the annexed Resolution is recommended.

RFM/AJD/mkf

RESOLUTION

Upon a communication from the County Attorney, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to secure Business Auto Insurance from the Selective Insurance Company of New York through the Spain Agency, 625 Rt. 6, Mahopac, New York for the "Small Bus, Para Transit and Senior Programs & Services Fleets; and be it further

RESOLVED, that under the terms of the insurance package, the Selective Insurance Company of New York shall provide \$11,000,000.00 "First Dollar" Liability coverage and Physical Damage Coverage subject to a \$2,000.00 deductible, for the current fleet of 105 vehicles as follows: "Small" Bus fleet-7 vehicles; Para Transit fleet-97 vehicles; Senior Programs & Services fleet-1 vehicle; and be it further

RESOLVED, that the premium cost of this insurance package is \$447,119.00 for the Policy Period August 22, 2013 through August 22, 2014; and be it further

RESOLVED, that the County may pay additional premiums under this insurance policy up to \$37,000.00, at a per unit cost of approximately \$3,700.00, to cover the costs of insuring additional vehicles as needed, for a total amount not to exceed \$484,119.00 for the policy covering the combined fleets; and be it further

RESOLVED, that this contract shall be subject to County appropriation; and be it further

RESOLVED, that this Agreement is subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount, then the Insurance companies shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/credited	Fund	Agency	Capital Project or Org	Activity Code	Object/ SubObject	Trust Account	Dollars
Small Bus & Paratransit	101	44	2100		4280/99		\$480,627.00
Sr. Programs & Services	263	85	686N		3070	T686	\$ 3,492.00

Budget Funding Year(s) 2013 Start Date 8/22/13 End Date 8/22/14

Funding Source

Tax Dollars	100% County
State Aid	
Federal Aid	
Other	

\$484,119.00
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACTS 08/22/13 - JOMARY VEIRA, SECRETARY