CIRSA

CIRSA Property/Casualty Pool
Preliminary 2020 Contribution Quotation
Town of Erie

Corrected 9-6-19

Current Deductibles:

Liability	Auto Liability	Auto Physical Damage	Property
$2,500	$2,500	$2,500	$2,500

Description	Amount
Contribution Before Reserve and Loss Experience	$525,478.26
Reserve Refund Contribution	$0.00
Impact of Loss Experience	$4,954.72
Total 2020 Preliminary Quotation before Credits	**$530,432.98**

To Renew with Current Deductibles

Initial Here: ________________

Loss Control Credits

Description	Amount	Credit Options – You must write in the amount that you wish to use. Amount may be split between available options.		
		Credit PC Contribution	Deposit/Leave in Account	Send Check
2020 Loss Control Audit Credit	($0.00)			
Balance Remaining from Prior Years' LC Credits	($0.00)			
Total Preliminary Quotation at Current Deductible with all Available Credits	**$530,432.98**			

Alternative Deductibles

Liability	Auto Liability	Auto Physical Damage	Property	Revised Quote (Before Credits)	To Accept New Deductible Option – Initial Here (Choose Only one)

***Contact Linda Black, CFO at (720) 605-5440 or** lindab@cirsa.org **if you are interested in other options.**

Billing Options (Please indicate which option you choose)

☐ **Annual Billing on January 1, 2020**

☐ **Quarterly Billing January 1, April 1, July 1, and October 1, 2020**

This preliminary quotation includes all exposures reported on your entity's 2020 Property/Casualty Renewal Application and any Application Amendment Requests received by CIRSA before August 16, 2019.

* Regarding the Liability Deductible shown on page 1, a $500 deductible quotation is offered to members, if requested, for general liability. However, police professional and public officials errors and omissions deductibles cannot go below $1,000.

** Regarding the Property Deductible shown on page 1, an additional property deductible will apply separately to each location in a National Flood Insurance Program (NFIP) Zone A if total building and contents values at that location are in excess of $1,000,000. The deductible will be the maximum limit of coverage which could have been purchased through NFIP, whether it is purchased or not.

Based upon the selections made in your 2020 Property/Casualty Renewal Application, the Town of Erie has elected to participate in Uninsured/Underinsured Motorist Coverage.

If this is incorrect, or you wish to change your selection at this time, please contact your Underwriting Representative at (800) 228-7136 or (303) 757-5475.

The undersigned is authorized to accept this preliminary quotation on behalf of the Town of Erie.

We accept this preliminary quotation for January 1, 2020 to January 1, 2021. We understand our final invoice may increase or decrease depending upon the number of CIRSA Property/Casualty members for 2020, actual excess insurance premiums, and any changes made to our 2020 renewal application.

Signature:______________________________________ Date:____________________

Title:______________________________________

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

Both pages of this form must be returned by Tuesday, October 1, 2019. A mailed, faxed or e-mailed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Administrative Assistant
3665 Cherry Creek North Drive
Denver, CO 80209
Fax: (303) 757-8950 or (800) 850-8950
E-Mail: MoniqueF@cirsa.org

PROPOSED 2020 PROPERTY/CASUALTY COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Property/Casualty members for the coverage period of January 1, 2020 to January 1, 2021 are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable excess and/or reinsurance policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

I. TYPES OF COVERAGES (subject to the limit on CIRSA's liability as described in Section II below):

A. Property coverage (including auto physical damage and public relations expense and privacy breach expense)
B. Liability coverage:
   1. General liability
   2. Automobile liability
   3. Law enforcement liability
   4. Public officials errors and omissions liability
   5. Cyber (security and privacy breach liability)
C. Crime coverage (including employee dishonesty and theft of money and securities)

II. CIRSA RETENTIONS, LOSS FUNDS, AGGREGATE LIMITS, AND MEMBER DEDUCTIBLES:

For the coverages described in Section I, CIRSA is liable only for payment of the applicable self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

Coverages in excess of CIRSA's self-insured retentions are provided only by the applicable excess insurers and/or reinsurers in applicable excess and/or reinsurance policies, and shall be payable only by those excess insurers and/or reinsurers. The limits of coverage provided by the excess insurers and/or reinsurers for the coverage period shall be described in the coverage documents issued to the members. Aggregate and other limits shall apply as provided in said documents.

A. CIRSA PROPOSED SELF-INSURED RETENTIONS FOR THE COVERAGE PERIOD:

1. $1,000,000 per claim/occurrence property*
1. $100,000 per claim/annual aggregate public relations expense and privacy breach expense
2. $1,000,000 per claim/occurrence liability
3. $1,000,000 each and every claim public officials liability
4. $500,000 per claim/annual aggregate cyber (security and privacy breach liability)
5. $150,000 per claim/occurrence crime

*Subject further to CIRSA retention of first $5,000,000 each and every hail/wind loss and/or occurrence

B. CIRSA LOSS FUND AMOUNTS FOR THE COVERAGE PERIOD:

Loss fund amounts are as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Property/Casualty Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA's Finance Department.

C. PROPOSED EXCESS INSURANCE LIMITS FOR THE COVERAGE PERIOD:

1. Excess property: to $500 million each claim/occurrence
2. Excess liability: to $10 million each claim/occurrence; $5 million excess auto liability; $10 million annual aggregate for public officials errors and omission liability
3. Excess crime (optional): to $5 million per claim/occurrence

D. MEMBER DEDUCTIBLES:

A member-selected deductible shall apply to each of the member's claims/occurrences. Payment of the deductible reduces the amount otherwise payable under the applicable CIRSA retention. Allocated loss adjustment expenses are included in the member deductible.

EXPLANATION OF CREDITS AVAILABLE AND ACCEPTANCE OR WITHDRAW PROCEDURES

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 80 or higher in 2019, and renew their membership in 2020, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

If you did not receive a credit for 2020 and would like to receive one in future years, please contact your Loss Control Representative.

LOSS CONTROL CREDIT ACCOUNT

The CIRSA Board of Directors has approved your use of any balance in the Loss Control Credit Account, except any Special Credit monies, to pay 2020 contributions. Your entity's balance in this account on August 8, 2019, if any, is shown on the quote letter.

ACCEPTANCE PROCEDURES

Please complete the enclosed acceptance form indicating your decision for 2020 and return it to the CIRSA office ***on or before Tuesday. October 1, 2019.*** **Failure to return the form in time may result in the imposition of penalties under CIRSA Bylaw Article XIV upon withdrawal.**

WITHDRAWAL PROCEDURES *(if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA *no later than Tuesday. October 1, 2019*, for a withdrawal without penalty effective January 1, 2020.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

MUST BE RECEIVED AT THE CIRSA OFFICE ON OR BEFORE TUESDAY, OCTOBER 1, 2019

Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2020. Under CIRSA Bylaws, this form must be received by CIRSA ***no later than Tuesday, October 1, 2019,*** for withdrawal without penalty effective January 1, 2020.

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NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the Town of Erie is withdrawing from CIRSA for purposes of Property/Casualty coverage effective January 1, 2020. We understand the Town of Erie remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and the policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the Town of Erie.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: ______________________________

Title: ______________________________

Date: ______________________________

ARTICLE XIV

Withdrawal from Membership

(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

(2) If the effective date of a member's withdrawal is a date other than January 1, the withdrawing member shall not be entitled to receive any refund of contributions made for administrative costs for the claim year of withdrawal. The withdrawing member shall be entitled to receive within forty-five (45) days after the effective date of withdrawal, a proportionate return of its contribution to any loss fund.

(3) If the effective date of a member's withdrawal is January 1 but the member's written notice of withdrawal is received by CIRSA more than thirty (30) days after the date on which CIRSA mailed a preliminary quotation of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quotation is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.

CIRSA Workers' Compensation Pool
Preliminary 2020 Contribution Quotation
Town of Erie

Description	Amount
Contribution Before Reserve and Loss Experience	$320,910.00
Reserve Refund Contribution	$0.00
Impact of Loss Experience	-$26,542.00
Total 2020 Preliminary Quotation before Credits	**$294,368.00**

Current Deductible or SCP: $2,500

To Renew with Current Deductible

Initial Here: ________________

Loss Control Credits

Description	Amount	Credit Options – You must write in the amount that you wish to use. Amount may be split between available options.		
		Credit WC Contribution	Deposit/Leave in Account	Send Check
2020 Loss Control Audit Credit	($0.00)			
Balance Remaining from Prior Years' LC Credits	($0.00)			
Total Preliminary Quotation at Current Deductible with all Available Credits	**$294,368**			

Alternative Deductibles

Deductible/SCP	Revised Quote (Before Credits)	To Accept New Deductible Option – Initial Here (Choose Only one)
$5,000	$282,489.00	

***Contact Linda Black, CFO at (720) 605-5440 or** lindab@cirsa.org **if you are interested in other options.**

Billing Options (Please indicate which option you choose)

☐ **Annual Billing on January 1, 2020**	☐ **Quarterly Billing January 1, April 1, July 1, and October 1, 2020**

This preliminary quotation includes all exposures reported on your entity's 2020 Workers' Compensation Renewal Application.

The undersigned is authorized to accept this preliminary quotation on behalf of the Town of Erie.

We accept this preliminary quotation for January 1, 2020 to January 1, 2021. We understand our final invoice may increase or decrease depending upon the number of Workers' Compensation members for 2020, actual excess insurance premiums, and any changes made to our 2020 renewal application.

Signature:____

Title:____

Date:____

Signature must be that of the Mayor, Manager, Clerk or equivalent (such as President of a Special District.)

Both pages of this form must be returned by Tuesday, October 1, 2019. A mailed, faxed or e-mailed copy is acceptable. Please return to:

Monique Ferguson, Underwriting Administrative Assistant
3665 Cherry Creek North Drive
Denver, CO 80209
Fax: (303) 757-8950 or (800) 850-8950
E-Mail: MoniqueF@cirsa.org

PROPOSED 2020 WORKERS' COMPENSATION COVERAGES

The types and monetary limits of the proposed coverages to be provided to CIRSA Workers' Compensation members for the applicable coverage period of January 1, 2020 to January 1, 2021 are generally described below. The scope, terms, conditions, and limitations of the coverages are governed by the applicable excess and/or reinsurance policies, the CIRSA Bylaws and Intergovernmental Agreement, and other applicable documents.

I. Types of Coverages (subject to the limit on CIRSA's liability as described in Section II below):

A. Workers' Compensation coverage
B. Employer's Liability coverage

II. Proposed CIRSA Loss Fund, Aggregate Limits, Retentions, Excess Insurers/Reinsurers

For the coverages described in Section I, CIRSA is liable only for payment of the self-insured retentions and only to a total annual aggregate amount for CIRSA members as a whole of the amount of the applicable CIRSA loss fund for the coverage period. There is no aggregate excess coverage over any loss fund.

The CIRSA loss fund is as adopted or amended from time to time by the CIRSA Board of Directors based on the members in the Workers' Compensation Pool for the year and investment earnings on those amounts. Information on the current loss fund amounts is available from CIRSA's Finance Department.

CIRSA's proposed self-insured retention will be $500,000 per claim/occurrence for all claims made by employees other than firefighters or police officers and $750,000 for all claims made by firefighters or police officers. Coverages in excess of the retention (to statutory limits for Workers' Compensation coverage, and to $1,000,000/accident for Employer's Liability coverage) are provided by the excess insurers and/or reinsurers in the applicable excess and/or reinsurance policies, and are payable only by those excess insurers and/or reinsurers.

III. 2020 Payroll Audit

The payroll information in your 2020 renewal application is based on your estimated payroll for 2020. We will ask you to provide your actual 2020 payroll in January 2021 and your 2020 contribution will be adjusted to reflect the actual payroll amounts.

EXPLANATION OF CREDITS AVAILABLE AND ACCEPTANCE OR WITHDRAW PROCEDURES

LOSS CONTROL AUDIT SCORE CREDIT

CIRSA members who received a Loss Control Audit Score of 80 or higher in 2019, and renew their membership in 2020, are eligible for a Loss Control Audit Score Credit. This credit is offered to all members that take an active role in preventing or reducing their losses by complying with the CIRSA Loss Control Standards.

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ACCEPTANCE PROCEDURES

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WITHDRAWAL PROCEDURES *(if applicable)*

The enclosed Article XIV of the CIRSA Bylaws describes withdrawal procedures from CIRSA. **Written notice of withdrawal must be received by CIRSA *no later than Tuesday, October 1, 2019*, for a withdrawal without penalty effective January 1, 2020.** No withdrawing member shall be eligible for the above-described credits.

Article XIV should be read in its entirety for any penalties which would otherwise apply. Withdrawing members who subsequently apply to rejoin CIRSA may be subject to such terms and conditions as established by the CIRSA Board of Directors.

WITHDRAWAL NOTICE

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Sign and return this form if your entity has decided to **withdraw** from CIRSA effective January 1, 2020. Under CIRSA Bylaws, this form must be received by CIRSA ***no later than Tuesday, October 1, 2019,*** for a withdrawal without penalty effective January 1, 2020.

****

NOTICE OF WITHDRAWAL FROM CIRSA

This is to notify the CIRSA Board of Directors that the Town of Erie is withdrawing from CIRSA for purposes of Workers' Compensation coverage effective January 1, 2020. We understand the Town of Erie remains obligated and will be billed for any amounts due CIRSA pursuant to the Bylaws and policies established by CIRSA.

The undersigned is authorized to provide this notice of withdrawal on behalf of the Town of Erie.

Signature must be that of the Mayor, Manager, Clerk, or equivalent (such as President of a Special District.)

Signature: ______________________________

Title: ______________________________

Date: ______________________________

ARTICLE XIV

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(1) Any member may withdraw from CIRSA by giving prior notice in writing to the Board of Directors of the prospective effective date of its withdrawal.

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(3) If the effective date of a member's withdrawal is January 1, but the member's written notice of withdrawal is received by CIRSA more than thirty (29) days after the date on which CIRSA mailed a preliminary quote of the contribution to be assessed the member for the year beginning on that January 1, the withdrawing member shall be obligated to pay its share of CIRSA's administrative costs for the year beginning on that January 1. However, if the preliminary quote is mailed by CIRSA prior to September 1, members shall not be obligated for future claim year administrative costs if the member's written notice of withdrawal is received by CIRSA on or before the October 1 preceding the January 1 renewal date.

(4) The members may, by a two-thirds (2/3) vote of the members present at a meeting, adopt or amend a policy establishing additional conditions applicable to members which withdraw.