

COUNTY OF KANE

Christopher J. Lauzen
Kane County Board Chairman



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DOCUMENT VET SHEET

for
Christopher J. Lauzen
Chairman, Kane County Board

Name of Document: Service Fee Agreement for Wine Sergi

Resolution No.: 13-337

Submitted by: Chris Rossman

Dept. Head Signature: Sheryl D. Plante

Date Submitted: December 23, 2013

Dept. Head Sign-off Date: 12/23/13

Examined by: Joseph L. Lyles

(Print name)

(Signature) [Signature]

(Date) 12-27-13

RECEIVED

DEC 23 2013

KANE COUNTY BOARD

Post on the Web: YES ☒ NO ☐ Any Initials [Initials]

Comments:

This contract will provide the County with its liability insurance broker services and coverage's at competitive pricing. The Kane County Board authorized the Chairman to enter into a contract with Wine Sergi and Company per Resolution 13-337.

Please notify the Purchasing Office when Offer to Contract is ready to be picked up or requires additional information.

Attachments: Resolution 13- 337, Purchasing Synopsis, and Offer to Contract.

Chairman signed: YES ☒ NO ☐

(Date) 1/10/2014

Document returned to: C. Rossman

(Name/Department)



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item # 13-337

☒ Resolution
☐ Ordinance

Name Approving Payment of 2014 Auto, Property, Casualty, General Liability and Workers Compensation Insurance Premiums and Entering into a Service Agreement with Wine Sergi Insurance

Presenter/Sponsor:

Chris Rossman/Sheila McCraven

Budget Information: Was this item budgeted? ☒ Yes ☐ No ☐ N/A

Appropriation Amount: \$566,558

If not budgeted,
explain funding
source

SUMMARY: This is the annual resolution setting out the insurance premiums for auto, property, casualty, general liability and workers compensation coverage for FY2014. This resolution approving entering into a service agreement with the agency that will serve as the County's liability insurance brokerage. This service was competitively bid (RFP 35-013) and there were 2 finalists: Wine Sergi Insurance and the incumbent, Arthur J. Gallagher & Co. Based upon the recommendation of the Human Services Committee, it was decided to award the contract to Wine Sergi Insurance.

Attachments: Resolution

Detailed information available from :

Staff Name: Chris Rossman/Sheila McCraven

Phone: 2-5932 or 4-3186

Resolution/Ordinance Tracking:

Assigned Committee: Human Services

Passed

Sent to: Finance/Budget

on: 10/28/2013

If Other, specify:

Committee Remarks:

Next Committee: Finance/Budget

Passed

Sent to: Executive

on: 10/30/2013

If Other, specify:

Committee Remarks:

Next Committee: Executive

Passed

Sent to: County Board

on: 11/06/2013

Committee Remarks:

County Board Date: 11/12/2013

STATE OF ILLINOIS

COUNTY OF KANE

RESOLUTION NO. 13 - 337

**APPROVING PAYMENT OF 2014 AUTO, PROPERTY, CASUALTY,
GENERAL LIABILITY AND WORKERS COMPENSATION INSURANCE PREMIUMS
AND ENTERING INTO A SERVICE AGREEMENT WITH WINE SERGI INSURANCE**

WHEREAS, to protect the interests of Kane County, proper insurance coverage including auto, property, casualty, general liability, and workers compensation policies and a service agreement with Wine Sergi Insurance needs to be in place for Fiscal Year 2014.

Fund 010, Line Item 50000

WINE SERGI INSURANCE
AGENCY FEE \$28,500
Wine Sergi/WS Proposed Service Fee is valid for (3) additional
(1) year periods-based on acceptable performance.WS will
provide annual pricing proposals for each additional (1) year period

Fund 010, Line Item 53000

PACKAGE INCLUDING \$205,582
General Liability \$10,000,000 per occurrence
Auto Liability, \$10,000,000 per occurrence
Auto Physical Damage, \$10,291,252 per occurrence
Public Officials Liability, \$ 10,000,000 per occurrence
Employment Practices Liability, \$ 10,000,000 per occurrence
Law Enforcement Liability, \$ 10,000,000 per occurrence
Limit \$ 350,000 deductible/SIR

Excess Liability, \$10,000,000 per occurrence \$27,625

Cyber Liability \$ 1,000,000 per occurrence \$22,000
Deductible \$25,000

Employee Dishonesty/Crime Limit \$ 500,000 \$2,494
Deductible \$25,000

Property \$100,517
Buildings/Contents Blanket (\$199,733,121)
Computers (\$ 7,756,940)
Includes Boiler & Machinery/Equipment
Deductible: \$25,000 except \$50,000 Flood & Earthquake

Fund 010, Line Item 53010

Excess Workers' Compensation
Workers' Compensation: Limit \$ Statutory IL Benefit
Employers Liability \$ 1,000,000 Limit \$179,840
Self-Insured Retention: \$850,000

TOTAL COSTS

Total amount of premiums are not to exceed \$566,558 annually, subject to appropriation by the Kane County Board. These premiums are in effect from December 1, 2013 through November 30, 2014, and are to be monitored by the Finance Director.


BE IT FURTHER RESOLVED that the Finance Director is instructed to allocate the costs of these policies to the County's Special Revenue Funds, and KCDEE. All payments and claims must be reported quarterly to the Human Services, Finance and Executive Committees.

BE IT ALSO FURTHER RESOLVED that payments for the approved insurance programs and policies shall be expended from the Insurance Liability Fund (010) in an amount not to exceed \$566,558 annually, subject to appropriation by the Kane County Board.

Line item	Line Item Description	Was personnel/item/service approved in original budget or a subsequent budget revision?	Are funds <u>currently</u> available for this personnel/item/service in the specified line item?	If funds are not currently available in the specified line item, where are the funds available?
010.120.130.50000 010.120.130.53000 010.120.130.53010	Project Admin Insurance Liability Worker's Compensation	Yes- FY2014	Yes- FY2014	N/A

Passed by the Kane County Board on November 12, 2013.


John A. Cunningham
Clerk, County Board
Kane County, Illinois


Christopher J. Lauzen
Chairman, County Board
Kane County, Illinois

Vote:
Yes 19
No 2
Voice _____
Abstentions _____

11AutoProptCasualty2014 R

**County of Kane
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER**

719 S. Batavia Avenue, Bldg. A.
Geneva, Illinois 60134

Telephone: (630) 232-5929
Fax: (630) 208-5107



October 23, 2013

PROCUREMENT SYNOPSIS

Requesting Department:	Human Resources
Procurement Name:	RFP 35-013 Insurance Broker

NOTIFICATION AND RESPONSE

Public Notices: • County of Kane's Web site • The CHRONICLE

Advertising Date:	August 23, 2013	Notice sent: 15
Bid Due Date:	September 9, 2013	Proposals Received: 3

PURPOSE

This contract will provide the County with its liability insurance broker services and coverages at competitive pricing.

BID TABULATION

Vendor Location	Evaluated Score	Fee	Coverage Cost
Wine Sergi Insurance, Naperville, IL	92	\$28,500	\$521,319
Arthur J. Gallagher Risk Management, Itasca, IL	90.6	\$28,000	\$506,540
USI, Chicago, IL	0	\$100,000	

Kane County, Illinois

Service Fee Agreement & Privacy Practices Disclosure Notice

December 1, 2013 to December 1, 2014

In accordance with the resolution number 13-337 for Property, Boiler & Machinery, Liability and Excess Liability, Auto Liability and Physical Damage, Excess Workers Compensation, Cyber Liability and Crime coverages placed on behalf of the County of Kane by Wine Sergi & Company, LLC. All policies are net of commissions. Therefore a service fee has been charged.

In keeping with the insurance laws of the State of Illinois, it is necessary that we advise you of this charge and that you, by signing this form, agree to this charge.

Amount of Fee: \$ 28,500 annual fee

Agency: Wine Sergi & Company, LLC
1000 E. Warrenville Rd. Suite 101
Naperville, IL 60563

Name of Insured: Kane County, Illinois

Signed By:

Title:

Date Signed:

Chris Long
County Board Chairman
1/10/2014

PRIVACY PRACTICES DISCLOSURE NOTICE

Some states regulate the use of non-public information by financial services institutions. In the interest of complying with existing state law and in providing you with an affirmation of our commitment to maintaining the privacy of customer and claimant information, we have prepared the Privacy Practices Disclosure Notice to explain the privacy practices of Wine Sergi & Co, LLC.

This Privacy Practices Disclosure Notice notifies you of:

- ❖ The categories of nonpublic personally identifiable information, not corporate information, we collect from you or from a third party about you or beneficiaries or claimants under your insurance coverage;
- ❖ How we use the information;
- ❖ The categories of affiliates and non-affiliate third parties with whom we share the information;
- ❖ The kind of security policies and procedures that are in place to protect the confidentiality and security of nonpublic personal information provided to Wine Sergi.

If you have questions or concerns regarding this Privacy Practices Disclosure Notice, please contact Wine Sergi.

1. PERSONALLY IDENTIFIABLE INFORMATION COLLECTED

We want you to conduct business with us knowing that we protect personal information. Wine Sergi collects personally identifiable information from you or from third parties about you or beneficiaries or claimants under your insurance coverage as part of the insurance application, underwriting claim, administration and servicing process. We collect nonpublic personal information from the following sources:

- ❖ Information we receive on applications or other forms and which may include policyholder, beneficiary or claimant name, address, phone number, vehicle and driver information, date of birth, medical information related to underwriting claims, and insurance coverage information;
- ❖ Information about transactions with us, our affiliates, or others (including information about previous claims or accidents, medical information related to claims, information about the circumstances of your accident or injury (if applicable), and the names of witnesses and other contact information); and
- ❖ Information we receive from consumer reporting agencies, state motor vehicle departments, and inspection services.

2. HOW THE INFORMATION IS USED

The information Wine Sergi collects is used to provide policy and premium quotes, underwrite applications, administer claims, and to answer questions or concerns about our insurance products and services. We also use the information for account administration, reporting, investigating, or preventing fraud or material misrepresentation, processing premium billing payments, processing and defending insurance claims, administering insurance benefits (including utilization review activities), or as otherwise required or permitted by law.

Wine Sergi maintains paper copies or electronic archives of the information provided by you or by a third party for policy quoting and for processing and administering your application or claims made under your policy and for improving our products and services. This information is kept internal to Wine Sergi except when needed to verify the information provided, to service your policy or claim as required or permitted by law. The information is not available to the general public. We retain the information collected when a claim is filed under your policy for as long as required by law, or as long as the claim is open and thereafter for a period set by our record retention policies.

PRIVACY PRACTICES DISCLOSURE NOTICE

3. SHARING INFORMATION GATHERED

We do not disclose nonpublic personal information about you or beneficiaries or claimants under your insurance policy to anyone, except as permitted by law. We may share information about you or beneficiaries or claimants under your insurance policy in the normal business of conducting insurance operations, such as providing you with an insurance quote, processing, servicing, administering and enforcing your insurance policy and your claims.

We are permitted by law to share information about you when and if you become a customer or claimant, even without your authorization, with, for example:

- ❖ A third party, if it is reasonably necessary to enable the party to perform services for us, such as claims investigations, appraisals, or the detection of fraud or material misrepresentations;
- ❖ Any of our affiliated companies who provide services to you;
- ❖ Insurance regulatory authorities, reporting agencies, or if applicable involuntary market administrators; State Motor Vehicle Department to obtain a report of any accidents or convictions;
- ❖ Law enforcement agencies or other governmental authorities to protect our interest or to report illegal activities;
- ❖ Persons or organizations conducting insurance actuarial or research studies, subject to appropriate confidentiality agreements; and,
- ❖ As otherwise permitted or required by law.

We are also permitted by law to disclose the following information to companies that perform marketing services on our behalf or with whom we have joint marketing agreements, including;

- ❖ Information we receive on applications or other forms, such as policyholder or claimant name, address, social security number, insurance coverages, vehicle and driver information, and certain claims information;
- ❖ Information about transactions with us, our affiliates, or others, such as insurance coverages, vehicle and driver information; and claims information; and
- ❖ Information we receive from third parties, such as a consumer reporting agency, or state motor vehicle records and claim history.
- ❖ We do not sell any customer or policyholder information to mailing list companies or mass marketing companies. We treat policyholder information as confidential.

4. SECURITY POLICIES AND PROCEDURES

We restrict access to nonpublic personal information about you or beneficiaries and claimants under your insurance policy to those employees who need to know that information to provide products or services to you. We maintain physical, electronic, and procedural safeguards that comply with state and federal regulations to guard your nonpublic personal information. Wine Sergi also uses a wide variety of data protection procedures, computer hardware and software tools to guard system and data privacy and integrity. Wine Sergi's computer systems are also protected by additional measures such as encrypted data transmissions, network routers and firewalls intended to prevent unauthorized access.

PRIVACY PRACTICES DISCLOSURE NOTICE

Authorization to Share Information

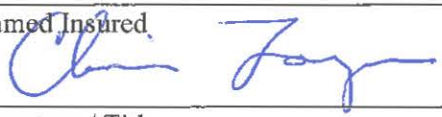
To: Wine Sergi & Co, LLC
1000 E. Warrenville Rd. Suite 101
Naperville, IL 60563

I hereby authorize you, and any insurance carrier with which you are licensed, to share the following information with any other insurance carrier(s) with which you are licensed:

1. Any information which you obtained directly from me or my application. This would include a variety of information, such as my date of birth, the motor vehicles which I own or the value of my home;
2. Information which you or an insurance carrier obtain from a consumer report, such as a credit report or a credit score;
3. Information which you or an insurance carrier obtain to verify information which I have provided. This might include such items as a motor vehicle report, or my prior loss history with other insurance carriers'
4. Information which you or an insurance carrier obtain from a third party regarding my employment, credit or other relationship with that third party.

Kane County, Illinois

Named Insured

 County Board Chairman

Signature / Title

1/10/2014

Dated