



Amendment No. 5  
of  
Contract No. NA120000196  
for  
City Hall General Liability  
between  
Texas Municipal League  
and the  
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2017 to September 30, 2018. No option remain.
- 2.0 The total contract amount is increased by \$6,500.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 10/01/12 – 09/30/13	\$6,500.00	\$6,500.00
Amendment No. 1: Option 1 10/01/13 – 09/30/14	\$6,500.00	\$13,000.00
Amendment No. 2: Option 2 10/01/14 – 09/30/15	\$6,500.00	\$19,500.00
Amendment No. 3: Option 3 10/01/15 – 09/30/16	\$6,500.00	\$26,000.00
Amendment No.4: Option 4 10/01/16 – 09/30/17	\$6,804.00	\$32,804.00
Amendment No.5: Option 5 10/01/17 – 09/30/18	\$6,500.00	\$39,304.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature:

Handwritten signature of James F. Vinson III in black ink.

Printed Name: James F. Vinson III  
Authorized Representative Underwriting Unit Leader

Signature:

Handwritten signature of Beatrice Washington in black ink, dated 9-21-17.

Beatrice Washington, Contract Compliance Specialist Senior  
City of Austin  
Purchasing Office

Texas Municipal League  
182 Rutherford Ln Ste. 400  
Austin, TX 78754-5128



Amendment No. 4  
of  
Contract No. NA120000196  
for  
City Hall General Liability  
between  
Texas Municipal League  
and the  
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2016 the term for the extension option will be October 1, 2016 to September 30, 2017 and there are ~~two~~ <sup>one</sup> remaining options.
- 2.0 The total contract amount is increased by \$6,804.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 10/01/12 – 09/30/13	\$6,500.00	\$6,500.00
Amendment No. 1: Option 1 10/01/13 – 09/30/14	\$6,500.00	\$13,000.00
Amendment No. 2: Option 2 10/01/14 – 09/30/15	\$6,500.00	\$19,500.00
Amendment No. 3: Option 3 10/01/15 – 09/30/16	\$6,500.00	\$26,000.00
Amendment No.4: Option 4 10/01/16 – 09/30/17	\$6,804.00	\$32,804.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature:

Handwritten signature of James F. Vinson III.

Printed Name: James F. Vinson III  
Authorized Representative  
Underwriting Unit Leader, TMLIRP

Signature:

Handwritten signature of Beatrice Washington with date 9.28.16.

Beatrice Washington, Contract Compliance Specialist Senior  
City of Austin  
Purchasing Office

Texas Municipal League  
182 Rutherford Ln Ste. 400  
Austin, TX 78754-5128



Amendment No. 3  
of  
Contract No. NA120000196  
for  
City Hall General Liability  
between  
Texas Municipal League  
and the  
City of Austin

1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2015 the term for the extension option will be October 1, 2015 to September 30, 2016 and there are ~~three~~ <sup>two</sup> remaining options.

2.0 The total contract amount is increased by \$6,500.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 10/01/12 – 09/30/13	\$6,500.00	\$6,500.00
Amendment No. 1: Option 1 10/01/13 – 09/30/14	\$6,500.00	\$13,000.00
Amendment No. 2: Option 2 10/01/14 – 09/30/15	\$6,500.00	\$19,500.00
Amendment No. 3: Option 3 10/01/15 – 09/30/16	\$6,500.00	\$26,000.00

3.0 MBE/WBE goals were not established for this contract.

4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.

5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature: James F. Vinson TLP

Printed Name:  
Authorized Representative

Signature: Beatrice Washington

Beatrice Washington, Contract Compliance Specialist Senior  
City of Austin  
Purchasing Office

Texas Municipal League  
182 Rutherford Ln Ste. 400  
Austin, TX 78754-5128




Amendment No. 2  
of  
Contract No. NA120000196  
for  
City Hall General Liability  
between  
Texas Municipal League  
and the  
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2014 the term for the extension option will be October 1, 2014 to September 30, 2015 and there are three remaining options.
- 2.0 The total contract amount is increased by \$6,500.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 10/01/12 – 09/30/13	\$6,500.00	\$6,500.00
Amendment No. 1: Option 1 10/01/13 – 09/30/14	\$6,500.00	\$13,000.00
Amendment No. 2: Option 2 10/01/14 – 09/30/15	\$6,500.00	\$19,500.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature:   
Printed Name: James F. Vinson  
Authorized Representative Underwriting Unit Leader

Signature:  9-18-14  
Beatrice Washington, Contract Compliance Specialist Senior  
City of Austin  
Purchasing Office

Texas Municipal League  
182 Rutherford Ln Ste. 400  
Austin, TX 78754-5128



Amendment No. 1  
of  
Contract No. NA120000196  
for  
City Hall General Liability  
between  
Texas Municipal League  
and the  
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective October 1, 2013 the term for the extension option will be October 1, 2013 to September 30, 2014 and there are four remaining options.
- 2.0 The total contract amount is increased by \$6,500.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 10/01/12 – 09/30/13	\$6,500.00	\$6,500.00
Amendment No. 1: Option 1 10/01/13 – 09/30/14	\$6,500.00	\$13,000.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Signature: James F. Vinson III

Printed Name: James F. Vinson III  
Authorized Representative  
Underwriting Unit Leader  
7/31/2013  
Texas Municipal League  
182 Rutherford Ln Ste. 400  
Austin, TX 78754-5128

Signature: Debbie DePaul 9/10/13

Debbie DePaul, Contract Compliance Supervisor  
City of Austin  
Purchasing Office



# City of Austin

*Financial and Administrative Services Department  
Purchasing Office*

P. O. Box 1088, Austin, TX 78767

(512) 974-2500

9/28/2012

Texas Municipal League  
1821 Rutherford, First Floor  
Austin, TX 78754

Re: Solicitation No. Quote

The Purchasing Office has approved the execution of a contract with your company for the above-referenced item as follows:

Responsible Department:	Human Resources – Risk Management
Department Contact Person:	Carol Vance
Department Contact Email Address:	<a href="mailto:carol.vance@austintexas.gov">carol.vance@austintexas.gov</a>
Department Contact Telephone:	(512) 974-3264
Project Name:	City Hall General Liability Insurance
Contractor Name:	Texas Municipal League Intergovernmental Risk Pool
Contract Number:	MA-5800-NA120000196
Contract Period:	10/1/2012 – 9/30/2013
Dollar Amount	NTE \$6,500
Extension Options:	5-12 month
Requisition Number:	RQM 5800 12072300465
Solicitation Number:	Request for Quote
Agenda Item Number:	N/A
Council Approval Date:	N/A

Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact me at (512) 974-2021

Sincerely,

Jeff Dilbert, CPSM, CPSD, C.P.M., A.P.P.  
Corporate Purchasing Manager  
Purchasing Office  
Finance and Administrative Services Department  
Enclosure



September 12, 2012

Ms. Carol Vance  
Senior Risk Analyst –Risk Management Division  
City of Austin  
505 Barton Springs Road  
Austin, TX 78704

RE: Proposal for Coverage - City Hall General Liability

Dear Ms. Vance:

The Texas Municipal League Intergovernmental Risk Pool (the Pool) is pleased to provide this proposal for coverage as requested. Please review each section carefully.

There are a few points to which I would like to draw your attention:

Cumulatively over the past seven years, Liability rates have been reduced 25%, Workers' Compensation rates 21.8% and Property rates 16.3%.

The Pool's Board of Trustees has implemented a Return of Equity Policy that applies to the Liability, Property and Worker's Compensation Funds. Members become eligible for equity return consideration once they have participated in the Pool for at least one year and continue to be a Member when the equity return is distributed. The Pool has returned over \$100 million of Member's equity in 16 of the past 19 years.

*Austin City Hall has received \$8,107 in Equity Returns from all Funds since 2006. This amount is also reflected on the Bid/Proposal Summary.*

The Pool recognizes that the most effective way to stabilize or lower rates is to prevent losses from occurring or, if they do occur, to minimize their impact through effective claims handling. Loss prevention services including site visits by loss prevention representatives, attendance at loss prevention seminars, access to the Pool's extensive loss prevention video library and online training are available to all of the Pool's members at no additional cost. A training schedule for the current quarter is included in the "Member Services" section of the proposal.

If full payment is made within 30 days of receipt of the first bill, the contribution will be reduced 2%. If quarterly payments are preferred, there is no interest charge or payment fee.

---

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

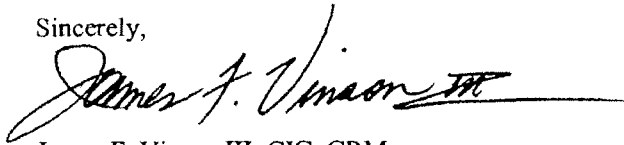
1821 Rutherford Lane, First Floor • Austin, Texas 78754 • (512) 491-2300 • (800) 537-6655 Texas Only  
P.O. Box 149194 • Austin, Texas 78714-9194

A Proposal Acceptance Form is included for the coverage being offered in this proposal. In order to bind coverage, please:

1. Complete and sign the Proposal Acceptance Form.
2. Return original documents to:  
Texas Municipal League Intergovernmental Risk Pool  
Underwriting Department  
P.O. Box 149194  
Austin, Texas 78714-9194

If you have any questions concerning this proposal, please call your Field Services Representative, Linda Orrick, at 491-2350. You may also call me at 491-2450.

Sincerely,



James F. Vinson III, CIC, CRM  
Underwriting Unit Leader

cc: Linda Orrick, CIC, CRM, ARM-P, Sr. Field Services Representative



LP111  
05/17/12



L101: 04-14-09  
RP08403  
AMATTRE

Texas Municipal League Intergovernmental Risk Pool  
Proposal Liability Schedule

Page 1  
8-28-12  
9:28:33

Entity ID . . . . . 2906  
Entity Name . . . . . Austin - City Hall  
Contract type / Proposal ID . . LIAB / 13 10-01-12 to 10-01-13  
Liability territory . . . . . 005  
Population . . . . . 681,804

Class Code	Classification Description	Reported Exposure
SP99999A	Special Events-(Primary Coverage) Rating Basis: Number of events	7
46622	Parking-Private Rating Basis: Total square feet	300,000
61215	Buildings/Offices Rating Basis: Total square feet	119,000
63212	Arenas, Auditoriums, etc. Rating Basis: Total square feet	58,000
Coverage: 20 General Liability 10-01-12 to 10-01-13		

Notes Applicable to Fireworks and Special Events:  
Sponsored Only : The actual operation or display is performed by independent contractors.  
Primary Coverage: The actual operation or display is performed by your own employees or volunteers.

L289: 01-28-02

RL289\_\_01

AMATTRE

## Texas Municipal League Intergovernmental Risk Pool

## General Liability Limit &amp; Deductible Options

Page 1

8-28-12

9:25:32

Entity ID / Name . . . 2906 / Austin - City Hall

Contract Type / ID . . . LIAB / 13 10-01-12 to 10-01-13

Coverage Type . . . . . General Liability

Coverage Effective . . . 10-01-12 to 10-01-13

Limit Each	Deductible per Occurrence									
Occurrence	0	250	500	1,000	2,500	5,000	10,000	25,000	50,000	100,000
300,000	6,334	6,166	5,998	5,802	5,428	5,023	4,510	3,655	2,901	2,084
500,000	6,436	6,268	6,100	5,904	5,530	5,125	4,612	3,757	3,003	2,186
1,000,000	6,538	6,370	6,202	6,006	5,632	5,227	4,714	3,859	3,105	2,288
2,000,000	6,967	6,799	6,631	6,435	6,061	5,656	5,143	4,288	3,534	2,717
3,000,000	7,289	7,121	6,953	6,757	6,383	5,978	5,465	4,610	3,856	3,039
5,000,000	7,776	7,608	7,440	7,244	6,870	6,465	5,952	5,097	4,343	3,526
10,000,000	8,383	8,215	8,047	7,851	7,477	7,072	6,559	5,704	4,950	4,133

Limit shown is each occurrence. Unless otherwise noted,  
annual aggregate limit is twice the each occurrence limit  
except limits over 5 million. 10 million aggregate applies  
to all occurrence limits over 5 million. Contributions  
represented on the grid are annual contributions. Estimates  
based on simple proration for other than an annual term may  
vary from actual calculated contributions due to rounding.

# Liability Proposal Acceptance Form

Directions: This form and the Interlocal Agreement must be completed, signed and returned. If time is of the essence, you may wish to use an express mail service or a facsimile copier. In the event you submit these documents by facsimile, the originals must still be sent by regular mail. (Note: Rural Fire Prevention Districts and Emergency Service Districts must provide other documents before coverage is effective.) Please indicate with (X) the coverages and method of payment that you are accepting.

RETURN TO: Texas Municipal League Intergovernmental Risk Pool, Underwriting Department  
P.O. Box 149194, Austin, Texas 78714-9194  
Phone: (512) 491-2300 or 1-800-537-6655 FAX: (512) 491-2404

Coverage	Limits	Deductible	Contribution	***Effective Date	Anniversary Date
( ) General Liability	\$ _____	\$ _____	\$ _____	_____	_____

Method of Payment: ( ) Quarterly ( ) Annually (2% Discount)

I, the undersigned, as an authorized representative of: 2906 Austin - City Hall  
do hereby accept on behalf of the above named political subdivision, the portion of the proposal as indicated above.

Signature of Authorized Official: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use Only

The signed Interlocal Agreement  
must accompany this form.

Contribution: \_\_\_\_\_ Verified by: \_\_\_\_\_  
( ) New ( ) Re-awarding ( ) Adding Coverage Entity ID: 2906

\* ACV=Actual Cash Value, AV=Agreed Value  
\*\* This form must be accompanied by the Warrant of Incident Report if Prior Acts Coverage is elected.  
\*\*\* Effective date cannot precede signature date.

AMATTRE 8-28-12 9:28:50 Texas Municipal League Intergovernmental Risk Pool  
LIAB / 13 10-01-12 to 10-01-13

L238  
4-20-12

**Quote Sheet**  
**City of Austin/City Hall**  
**August 15, 2012**

**All quotes must be received by 2:00 p.m. on Thursday, September 13, 2012.**

<b>Commercial General Liability Coverage</b>	<b>First Year Premium</b>	<b>Second Year Est Premium</b>	<b>Third Year Est Premium</b>	<b>Fourth Year Est Premium</b>	<b>Fifth Year Est Premium</b>
Commercial General Liability with Limits of \$1 Million occ/\$2 Million Aggregate	\$6,538	*	*	*	*
Excess Liability Insurance Following Form with a Limit of \$3 Million per Occurrence (contribution to increase limit)	\$751	*	*	*	*
Excess Liability Insurance Following Form with a Limit of \$5 Million per occurrence (contribution to increase limit)	\$1,238	*	*	*	*

\*Proposed contribution is annual term. Coverage is continuous and rerated annually.

If a deductible applies to the coverage, please indicate the deductible amount:

Does the coverage quoted meet all requirements?      Yes

Are there taxes or other charges that should be applied to the above premiums? If yes, please include in premium shown above.      No

**The deadline for questions is: Wednesday, September 6 at 2:00 p.m.**

**Return Quote Sheets and forward any requests for additional underwriting information to:**

Carol Vance  
 Risk Management Division  
 Human Resources Department  
 City of Austin  
 P.O. Box 1088  
 Austin, Texas 78767

**FAX: 512-974-3411**

**email: carol.vance@austintexs.gov**

**PHONE: 512-974-3264**

**Quote Sheet  
City of Austin/City Hall  
August 15, 2012**

**All quotes must be received by 2:00 p.m. on Thursday, September 13, 2012.**

<b>Commercial General Liability Coverage</b>	<b>First Year Premium</b>	<b>Second Year Est Premium</b>	<b>Third Year Est Premium</b>	<b>Fourth Year Est Premium</b>	<b>Fifth Year Est Premium</b>
Commercial General Liability with Limits of \$1 Million occ/\$2 Million Aggregate					
Excess Liability Insurance Following Form with a Limit of \$3 Million per Occurrence					
Excess Liability Insurance Following Form with a Limit of \$5 Million per occurrence					

If a deductible applies to the coverage, please indicate the deductible amount:

Does the coverage quoted meet all requirements?

Are there taxes or other charges that should be applied to the above premiums? If yes, please include in premium shown above.

**The deadline for questions is: Wednesday, September 6 at 2:00 p.m.**

**Return Quote Sheets and forward any requests for additional underwriting information to:**

Carol Vance  
Risk Management Division  
Human Resources Department  
City of Austin  
P.O. Box 1088  
Austin, Texas 78767

**FAX: 512-974-3411**

**email: [carol.vance@austintexs.gov](mailto:carol.vance@austintexs.gov)**

**PHONE: 512-974-3264**

**RFQ for City of Austin  
City Hall  
2012**

	<b>John L. Wortham</b>	<b>Willis</b>	<b>John Barclay</b>	<b>Higginbotham Ins</b>	<b>TML</b>
<b>General Liability</b>	Agent declined to quote	No response	No response	No response	
<b>Carrier</b>					Texas Municipal League
<b>Limit of Liability</b>					\$1M per occ/\$2M Agg
<b>Deductible</b>					\$ -
<b>Premium</b>					<b>\$ 6,407.00</b>

**Request for Insurance Quotes  
For  
City of Austin  
General Liability for City Hall**

August 15, 2012

The City of Austin wishes to obtain a quote for the broadest coverage available in the current market place for General Liability Insurance for the daily operation and activities conducted at the City of Austin's City Hall building. The City anticipates a policy term of one (1) year with five (5) one year extension options.

Applications will be completed upon acceptance of the quote.

**Background Information**

The City Hall facility is located at 301 West 2<sup>nd</sup> Street, Austin, TX 78701. This building is the location for the daily operations of several city departments, the offices of the City Manager and Assistant City Managers and the City Council Members. The building also contains the City Council Chambers where City Council holds their public meetings.

The building is constructed with an atrium, two balconies, an outside plaza and an underground parking garage. Under limited circumstances, the building including the plaza, mezzanine and amphitheater areas may be reserved for training, receptions or other events that have a public purpose including public service announcements, press releases, protests and cultural events that are open to the public. The City hosts events at these locations throughout the year. All events taking place within City Hall will be sponsored by members of the City Council or the City Manager.

**The City anticipates the following monthly schedule:**

- Balconies – 1 event such as sister cities luncheons, small receptions
- Atrium/Foyer – 3 events such as art exhibitions, press conferences and receptions
- Plaza/Mezzanine – 1-5 events such as noon time concerts, press conferences, rallies, a gathering place for marches, and cultural events

**Austin Fire Department Code for maximum occupancy:**

- Balconies – 49 persons
- Atrium/Foyer – 836 persons
- Plaza/Mezzanine – not rated due to its openness. The amphitheater holds 150 seated comfortably

July – Oct 2005-2006	\$ 2,958.50	0	0	0
2006-2007	\$14,162.00	1	0	0
2007-2008	\$12,745.80	0	0	0
2008-2009	\$10,547.78	0	0	0
2009-2010	\$ 8,660.16	0	0	0
2010-2011	\$ 7,149.87	1	0	0
2011-2012	\$ 5,132.90	0	0	0

2006-07 - The claim was filed by a citizen who alleged injuries from a fall. The claim was denied and never contested. Current carrier is Texas Municipal League.

2010-11 – This is a subrogation claim for damage to a vehicle in the parking garage.

### **City Insurance Policies**

The City provides property coverage for the City Hall building and contents under a Blanket Property insurance policy purchased by the City. The current carrier for this coverage is Lexington Insurance. The policy is written on an all risk basis for replacement cost.

The City is self-insured for all other coverages. A Liability Reserve Fund has been established and is operated by the Controllers Office in conjunction with the Law Department.

### **Requested Insurance Requirements**

Insurance shall be written by companies licensed to do business in the State of Texas at the time the policy is issued and shall be written by companies with an A.M. Best Rating of B+VII or better.

**See Quote sheet for specific requirements.**



## Bid / Proposal Summary

Date: 9/12/12

Entity Name: **Austin City Hall**  
Entity ID: **2906**

**Proposed  
Effective Date**  
**10/1/12**

**Proposed  
Anniversary Date**  
**10/1/13**

Type of Coverage	Limit		Deductible	Annual Contribution
General Liability	\$ 1,000,000	Each occurrence <sup>1</sup>	\$ 0	\$ 6,538
	\$ 2,000,000	Aggregate		
*Liability Equity Return				\$ (744)

TOTAL ANNUAL: \$ 5,794  
2% Annual Payment Discount <sup>2</sup>: \$ 130.56  
Total Annual Contribution: \$ 6,407.44  
Quarterly Payment: \$ 1,634.50

***\*Total credit amount to be applied to the 2012-2013 contributions.***

SEE PROPOSAL FOR OPTIONAL COVERAGES, LIMITS, DEDUCTIBLES, etc.

<sup>1</sup> Sudden events involving pollution provided at the occurrence limit shown or \$2,000,000, whichever is less.

<sup>2</sup> Annual Payment Discount applies if full annual contribution is paid within 30 days of the effective date, or receipt of your first bill, whichever is later. (The Annual Payment Discount does not apply to public officials' bonds or windstorm coverage for Tier 1 members.)