

**ACTION ITEM**Actuarial and Underwriting Committee March 15, 2016  
Board of Governors Meeting March 16, 2016

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<b>CONTRACT ID:</b>	<b>Property Characteristics Web Services</b> <b>RECOMMENDED VENDOR: INSURANCE SERVICES OFFICE, INC.</b>
<b>BUDGETED ITEM:</b>	Yes
<b>CONTRACT AMOUNT:</b>	The total amount of the contract, including renewal term, is not to exceed \$4,006,847.00.
<b>PURPOSE / SCOPE:</b>	<p><b>Purpose</b> A critical part of proper underwriting and premium development is identification of address-specific underwriting data. Citizens utilizes web services from a third-party vendor to automate the identification of location-related risk characteristics and wind-only eligibility of a property, based on the location's address.</p> <p>There are two (2) types of property data sets used by Citizens:</p> <ul style="list-style-type: none"><li>• All Inclusive Geographic Information Systems (GIS) information; and</li><li>• Wind-Only Territory information.</li></ul> <p><b>Scope:</b> The all-inclusive GIS information is used to determine property characteristics for underwriting purposes and to support a real-time underwriting and rating application and periodic batch request. The wind-only territory information is used to support an online lookup application and a rating application.</p> <p>These capabilities support strategic initiatives and activities associated with Citizens efforts to reduce risk and return policies to the private market.</p>
<b>CONTRACT TERM(S):</b>	The contract term is anticipated to be three (3) years, with, at Citizens' discretion, an optional two (2) year renewal term.
<b>PROCUREMENT METHOD:</b>	Citizens posted a competitive solicitation, an Invitation to Negotiate (ITN) No.:15-0027, on August 26, 2015. Vendors were asked to submit responses by September 30, 2015. One vendor, Insurance Services Office, Inc., responded and moved forward to contract negotiations. The evaluation team recommends the contract for these services be awarded to Insurance Services Office, Inc.
<b>RECOMMENDATION:</b>	<p>Citizens' staff recommends that the Actuarial and Underwriting Committee approve and recommend that Citizens' Board:</p> <p>a) Approve the recommended award to Insurance Services Office, Inc. and resulting contract, including the renewal period, for ITN No. 15-0027 for Property Characteristics Web Services as set forth in this Action Item; and</p> <p>b) Authorize staff to take any appropriate or necessary action consistent with this Action Item.</p>
<b>CONTACTS:</b>	John Rollins, Chief Risk Officer