

# ACTION ITEM

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Claims Committee Meeting, September 19, 2018  
Board of Governors Meeting, September 26, 2018

<b>CONTRACT ID:</b>	<b>Loss History Reports</b> <b>ITN 18-0024</b> <b>AWARDED VENDOR: INSURANCE SERVICE OFFICE, INC. (ISO)</b>
<b>BUDGETED ITEM</b>	Yes.
<b>CONTRACT AMOUNT</b>	The estimated cost for a five-year base term is \$3,647,000. The estimated cost for one optional five-year renewal is \$4,668,000, for a total estimated cost of \$8,315,000.
<b>PURPOSE / SCOPE</b>	This contract is for the secure reporting of prior loss history information which will be utilized by Citizens' claims adjusters and the Special Investigation Unit during the investigation and adjustment of a submitted claim. The electronic return of information regarding the loss history of the insured, the property and other unique identifiers will be integrated into Citizens systems and returned to the adjuster electronically. All information will be provided regardless of loss and carrier.
<b>CONTRACT TERM(S)</b>	The contract term is five-years, with one five-year renewal option.
<b>PROCUREMENT METHOD</b>	Citizens issued an Invitation to Negotiate (ITN) 18-0024, Loss History Reports (Claims Dept.) on June 7, 2018. On July 26, 2018 Citizens received only one response from Insurance Services Office, Inc. (ISO). ISO is also our current incumbent for loss history services.
<b>RECOMMENDATION</b>	Citizens' Claims Committee approved and recommends the Board of Governors: <ul style="list-style-type: none"><li>a) Approve the contract, including renewal periods, for Loss History Reports, ITN 18-0024 to Insurance Service Office, Inc., as set forth in this Action Item;</li><li>b) Authorize staff to take any appropriate or necessary action consistent with this Action Item; and</li><li>c) Approve the contract not to exceed \$3,647,000 for the five year base term and \$4,668,000 for the one optional five-year renewal.</li></ul>
<b>CONTACTS</b>	Jay Adams, Chief Claims Officer