



**REQUEST FOR PROPOSAL
PROPERTY & BUSINESS INSURANCE
FOR THE
INDIANA STATE FAIR COMMISSION
RFP-PUR201900006**

DATE: AUGUST 1, 2019

RE: INDIANA STATE FAIR COMMISSION – PROPERTY & BUSINESS INSURANCE

This Request for Proposal (“RFP”) is the official notice that the Indiana State Fair Commission, an Indiana body corporate and politic established at Ind. Code § 15-13-2-1, (the “Commission”) is seeking proposals from qualified vendors to provide Property & Business Insurance coverage. The intent of the Commission after the review and evaluation of responses is to enter into a contractual agreement with one or more qualified vendor. By bidding on these services, you are guaranteeing pricing as set forth in this RFP.

I. Overview

Under Indiana Code section 15-13-3-2, the Commission is responsible for the administration of the Indiana State Fairgrounds and property owned by the Commission to provide for maximum use for the benefit of the citizens of Indiana. The Commission is a separate body, corporate and politic under Indiana law and its members are appointed by the Governor.

Although best known for hosting the 17-day Indiana State Fair in August of each year, the State Fairgrounds is a year-round venue for events, hosting over two million visitors annually. The events hosted include equestrian, livestock, small animal, car, ice, arts and crafts shows, home and builders’ shows, concerts, circuses, live horse racing, rodeos and many others.

II. Summary of Scope of Work

A. POLICIES FOR WHICH PROPOSALS ARE REQUESTED

1. Real and Personal Property including Business Income and Extra Expense.

B. BASIC REQUIREMENTS

1. The insurance agents/brokers/companies ("Candidate Broker's"), to whom the Indiana State Fair Commission (ISFC) delivers these Insurance Specification, are invited to attend a meeting to be held at the ISFC's Communication Building, 1202 East 38th Street, Indianapolis, IN 46205, on 21st day of August 2019 (meeting) at 10:00 a.m. During this meeting, the ISFC will provide a general overview of the process by which the ISFC will solicit, receive and evaluate proposals for professional insurance services, including cost proposals for the specific line of insurance and specified coverage and limits as identified herein the policy period 01/01/2020 – 01/01/2021. It is the current expectation that the “Candidate Broker” who is selected by the ISFC for the specific lines of insurance set forth herein, shall remain the ISFC's agent of record for that line of insurance for a three-year period

(01/01/2020 – 01/01/2023). However, at any time during this three-year period, the ISFC expressly reserves the right to terminate the “Candidate Broker” of record relationship with its “Candidate Broker”, should the ISFC determine that it is in its best interest to do so given changes in circumstances or other factors. If you are interested in making a proposal to the ISFC for professional insurance services, consistent with these Insurance Specifications, your attendance at this meeting is mandatory. No more than two (2) individuals from each “Candidate Broker” shall attend the meeting. The meeting will also include the market selection process (see item #3).

Following the meeting, should any “Candidate Broker” have questions regarding the scope of professional insurance services being sought, the manner in which the ISFC will solicit, receive and evaluate the insurance proposals to be submitted or any other questions regarding or relating to these Insurance Specifications, those questions shall be submitted, in writing, to the attention of Stephen D. Pickett at McGowan Insurance Group, Inc. Mr. Pickett shall, in answering such questions on behalf of the ISFC, identify both the question and answer, in writing, and shall provide that information not only to the Candidate Broker who submitted the question, but also to the other “Candidate Brokers”. No questions should be submitted in advance of the meeting. Oral questions will not be entertained by the ISFC and the “Candidate Brokers” shall have no right to rely upon any oral interpretations or comments provided by Mr. Pickett or others acting on behalf of the ISFC, except for information provided at meetings to which all the “Candidate Brokers” have been invited to attend.

2. The “Candidate Brokers” selection of underwriters for purposes of submitting proposals in accordance with these Insurance Specifications shall occur at the August 21, 2019 Meeting. No submission of this account shall be made by a “Candidate Broker” to any insurer prior to the selection of underwriters in accordance with Item #3 below, as the ISFC's agent of record relationships will be established pursuant to and in accordance with that selection process.
3. For the line of insurance, there will be a random drawing of numbers by each broker. The numbers drawn by the “Candidate Brokers” will designate the order in which each broker shall select his insurance carrier for the line of insurance. Once the order of selection has been determined, the “Candidate Brokers” will continue to select underwriters for the line of coverage, following the same order and for as many rounds of selection as necessary, until all underwriters in which the “Candidate Brokers” have an interest have been so selected. To the extent, a “Candidate Broker” selects an underwriter that is part of a group of insurers; the selection will include all affiliates of that insurer, which make up that group of insurers. After the random drawing the incumbent broker will declare if he will be maintaining the incumbent insurance company as a market. If so, he will be selecting the incumbent insurance company during his first-round pick in the selection process.

4. Only insurance companies having an A.M. Best Financial Strength Rating of A- or better and which are also included in A.M. Best Financial Size Categories of VII or higher, shall be considered. Specialized coverage needs or marketing considerations will permit limited flexibility as to this requirement, subject to the ISFC's sole discretion.
5. In submitting its Proposal, the Candidate Broker shall specifically identify for each insurer included in its Proposal, whether that insurer is licensed in the State of Indiana or whether the insurer, if the Proposal is selected, would provide coverage on an excess/surplus lines basis.
6. The ISFC will identify certain dates and times during which all interested "Candidate Brokers" and/or representatives of their selected underwriters will be given joint access to the various facilities covered by these Insurance Specifications to conduct general inspections and surveys. Questions regarding the dates, times and conditions for such inspections and surveys shall be directed to Stephen Pickett (consultant), Ray Allison (Vice President of Development), or another representative designated by the ISFC shall be available during such scheduled inspections and surveys.
7. All policies shall be endorsed to provide that inadvertent error to disclose all hazards to the insurer shall not invalidate any coverages.
8. All proposals shall include a current financial statement from the submitting broker.
9. Proposals should include premium payment plans.
10. A certificate of insurance must accompany each proposal, confirming that the submitting "Candidate Broker" has errors and omissions coverage with minimum limits of \$2,000,000 each claim.
11. The named insured on all policies should read Indiana State Fair Commission.
12. The ISFC reserves the right to confer with all "Candidate Brokers" after the submittal of proposals as necessary to resolve questions and/or to clarify terms of the proposals. However, each proposal as initially submitted shall include best and final pricing.
13. Please initial each page of your proposal.
14. All premiums should be on a net basis and all fees and commissions for services should be illustrated on the proposal.

15. By submitting a proposal, each “Candidate Broker” confirms that they have carefully examined and fully understand the intent and requirements of these Insurance Specifications and that they have no questions, concerns or objections regarding the Insurance Specifications or the manner in which the ISFC has solicited, will review and evaluate the proposals received and will ultimately select the proposal or proposals which the ISFC deems to be in its best interest.

16. Anticipated effective date of insurance is 01/01/2020.

III. RFP Timetable

07/31/2019	Notice to Candidate Brokers providing proposals that they are invited to participate in the RFP
08/21/2019	Meeting of Indiana State Fair Commission and Candidate Brokers to Select Insurers & Underwriters <ul style="list-style-type: none"> • 10:00 a.m. – Indiana State Fair Fairgrounds & Event Center; Communications Building Board Room
09/04/2019	Deadline for Candidate Brokers to identify plans, specifications, engineering reports and other documents in advance of the inspection of the State Fair Facilities
10/01/2019 & 10/02/2019	Inspection of State Fair Facilities (Times time be scheduled with individual respondents)
10/22/2019	Deadline for Submittal of Questions by Candidate Brokers and Insurance Company
11/19/2019	Deadline for State Fair Commission’s Response to Questions from Candidate Brokers and Insurance Company
11/27/2019	Proposals Due (2:00 PM), Administration Building.
12/17/2019	Meeting of Indiana State Fair Commission to consider Award of Contracts.
01/01/2020	Commencement of Coverage

IV. Evaluations

A. Evaluation of Responses

This is a best value procurement where the Commission reserves the right to select the most advantageous offer and/or offers by evaluating and comparing all factors. The Commission will appoint an evaluation team consisting of Commission employees.

The Commission reserves the right to withdraw this solicitation at any time in the process prior to contracting upon notification to all vendors in receipt of the solicitation documents by fax, letter or email to their last known business address. If such action is taken by the Commission, no Offeror will have claim for recompense.

The Commission reserves the right to contact and hold discussions with responsible Offerors for the purpose of clarification to assure full understanding of the responsiveness to the solicitation.

In reviewing and evaluating the proposals submitted by the “Candidate Brokers” in accordance with these Insurance Specifications, the ISFC and its consultants shall consider for this line of insurance, all factors deemed relevant to the ISFC's best interest, including, but not limited to: pricing, coverage terms, conditions, deductibles, endorsements, exclusions and coordination with other coverages; the level of participation by qualified minority and women owned businesses should the proposal be selected; compliance with or deviations from these Insurance Specifications; ratings, financial stability and experience of the proposed underwriters; experience, expertise and services offered by the “Candidate Broker”; and premium payment options. No one factor will be determinative as to the ISFC' s review and evaluation, but rather the ISFC will consider all such factors, in conjunction with its insurance consultants, in selecting the proposal it deems in its best interests for this line of insurance.

B. Evaluation Criteria

1. Adherence to Required Proposal Contents: Responding Offeror must provide a complete proposal per the terms of this RFP.	Pass/Fail
2. Pricing (including deductibles & payment options)	40 points
3. Coverage Terms (including conditions, endorsements, exclusions, etc.)	30 points
4. Qualifications, Experience & Financial Stability	20 points
5. Minority Participation	10 points
Total	<hr/> 100 points

C. Pre-Bid Meeting

A pre-bid meeting will be held **August 21, 2019 at 10:00am** in the Communications Building Board Room (2nd floor), 1202 East 38th Street, Indianapolis, IN 46205.

D. Pre-Bid Questions

The Commission will receive pre-bid questions via email at wforrest@indianastatefair.com until 4:00 PM, Wednesday, **November 22, 2019**. The Commission reserves the right to hold further discussions for the purpose of clarification to assure full understanding of and responsiveness to this RFP.

V. RFP Response Structure and Process

A. Content of the Proposal

Offeror must submit written proposals that are complete, thorough and accurate. All information requested must be submitted, or alternatively, a statement providing the rationale for not submitting the requested information must be provided. The Commission will, if determined to be in its best interest, take such statements into consideration in determining the responsiveness of the proposal. All documents submitted in response to this RFP become property of the Commission.

This RFP may contain specific quantities, phases or levels; however, this RFP does not guarantee any certain quantities, phases or levels.

The Commission reserves the right to award this RFP in whole or in part.

All proposals shall contain the sections, with the content described for each section, as set forth in **Section VI** to this RFP.

B. Submission Requirements

Please deliver three (3) unbounded paper copies and one (1) electronic copy by 2:00PM EST on or before Wednesday, November 27, 2019 to:

Indiana State Fair Commission
Administration Building
ATTN: Contracts & Written Agreements Office
RE: RFP-PUR201900006
1202 E. 38th Street
Indianapolis, IN 46205-2869

C. Key Dates

- Submissions: See Section V (B) above.
- Selection of Proposal(s): On or before December 19, 2019

It is Offeror's responsibility to ensure the RFP is received by the Commission on or before the above deadline. No exceptions.

No public opening due to evaluation process. All responders will be notified upon award.

[The remainder of this page is intentionally blank.]

VI. Content of Proposal

- Section 1 – Identifying Information
 - Offeror must complete the Offeror Information Response Sheet, **Section VII** to this RFP.
- Section 2 – Letter of Transmittal
 - A brief letter, prepared in standard business format, and signed by the person authorized to commit the Offeror to perform the services under this RFP. This letter should also identify all materials and enclosures submitted in response to this RFP.
- Section 4 – Specification & Proposal Form
 - Offeror shall complete and return a copy of each page of **Attachment A** of the RFP.
 - All proposals shall confirm that they are submitted in accordance with the specifications contained in this RFP and Attachment A, signed by the agent or carriers' representative and, if required, accompanied by sample policies, forms and endorsements to be used in the issuance of all policies.
 - Any exceptions to the Insurance Specifications contained in this RFP must be indicated in writing.
 - Proposals should also include a detailed statement of insurance company services available, including safety, fire protection, engineering and claims. A quarterly report indicating claims paid, reserves and cause of loss is required. If in-house services are available from the broker, please indicate the nature of these services and any costs for these services in your proposal.
- Section 7 - Qualification to do Business in Indiana
 - Offeror must complete the Qualification to do Business in Indiana, **Section IX** to this RFP
- Section 8 – Certificate of Insurance
 - Offeror must submit a current certificate of Insurance (“COI”) with this proposal.
 - Be prepared to submit COI according section **II(b)(10) (page 3)** upon award.

VII. Offeror Information Cover Page to Response - *Please type or print legibly.*

Company
Name: _____

Company
Address: _____

City, State,
Zip: _____

Authorized
Agents: _____

Printed Name

Signature

Contact
Numbers: _____
Business Cell Fax

Email
Address: _____

State of Indiana Vendor Identification
Number: _____

IX. Qualification to do Business in Indiana

Indiana Law requires that all corporations, limited liability companies, limited liability partnerships, and limited partnership trusts **must** be registered with the Indiana Secretary of State in order to do business in Indiana. This requirement **does not** apply to **sole proprietorships or general partnerships**. Failure to register with the Indiana Secretary of State will result in a determination that the company is not a responsible vendor.

PLEASE INDICATE IF YOUR COMPANY IS A:

- SOLE PROPRIETORSHIP**
- GENERAL PARTNERSHIP**
- CORPORATION**
- LIMITED LIABILITY COMPANY**
- LIMITED LIABILITY PARTNERSHIP**
- LIMITED PARTNERSHIP**
- OTHER** _____

Our corporation, limited liability company, limited liability partnership or limited partnership is incorporated in the state of _____/

This company is currently registered with the Indiana Secretary of State (check one). Failure to provide complete and accurate information may affect your future ability to do business with the State of Indiana.

- YES** **Control Number assigned by the Indiana Secretary of State for Verification Purposes** _____
Entity Creation date in the State of Indiana _____
NOTE: This information may be obtained through the Secretary of State's office at the following website: www.in.gov/sos/business/2436.htm

- NO** Our company is not registered with the Indiana Secretary of State's office.

Information concerning registration with the Indiana Secretary of State may be obtained by contacting:

Indiana Secretary of State
Corporation Section
302 West Washington Street, E018
Indianapolis, IN 46204
(317) 232-6576 or www.in.gov/sos/business/3672.htm

Section XI – Continued

I certify that the information provided is a full and true account of this company's standing with the Indiana Secretary of State as of the date this bid is submitted.

Name of Company

Authorizing Signature

Date

Printed Name and Title

SPECIFICATION & PROPOSAL FORM
FOR
INDIANA STATE FAIR COMMISSION

PREPARED
BY

Broker or Agency/Insurance Company

BY	TITLE	DATE
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“CANDIDATE BROKER” E&O

CARRIER EFFECTIVE DATE _____

EXPIRATION DATE _____

E & O POLICY NUMBER _____

LIMITS PER CLAIM _____ AGGREGATE _____

DEDUCTIBLE _____

CLAIMS MADE YES _____ NO _____

***Please initial each page where indicated.**

Initials _____

PROPOSAL ANALYSIS SECTION

NOTICE: Please submit all proposals on the following forms. Submission of an incomplete proposal analysis section or incomplete figures on any other form will not be considered. This form is designed to facilitate the review and analysis of the ISFC and its consultants in determining which proposal will be accepted. If possible, a copy of the policy or policies must be forwarded to the insured for review, if requested.

Proposals must be received no later than **2:00 p.m., November 27, 2019**. Any proposal not received by that date will not be accepted.

Certification of "Candidate Broker":

The undersigned certifies that he or she has read these Insurance Specifications, that except as specifically set out and explained in writing in the proposal analysis section, this proposal is made in full compliance with the Insurance Specifications and the insurance policies to be provided will include all coverages and remove all exclusions as required by the Insurance Specifications. It is understood that if the policies so provided do not so comply with the Insurance Specifications, the policies may be returned to the "Candidate Broker" without further obligation of the insured.

Please initial each page of the Insurance Specifications and include them with your proposal when submitted.

Signed Agent, Broker, Insurance Company

Firm Name _____

Firm Address _____

Date _____

Initials _____

Indiana State Fair Commission						
Property Coverage - Statement of Values						
Coverage Detail						
Subject		Limits	Val.*	Co- Ins %	Cause of Loss	Deductible
ALL	ALL	Blanket Location				
Blanket Buildings		\$212,612,600	RC		Special	\$50,000
Blanket Personal Property Including EDP <ul style="list-style-type: none"> • Personal Property \$9.4MIL • EDP Hardware \$1MIL/Software \$100k 		\$10,500,000	RC		Special	\$50,000
Blanket Business Income with Extra Expense <ul style="list-style-type: none"> • Rental Value Included • Ordinary Payroll Included 		\$13,891,747		100%	Special	24 Hours
Personal Property of Others		\$1,000,000	RC		Special	\$50,000
Loc #: 1	Bldg #: 1	1202 E. 38th St., Indianapolis, IN 46205-2807 Indiana Farmers Coliseum				

Attachment A
RFP-PUR201900006

Building		\$76,857,600	RC		Special	\$50,000
Personal Property		\$3,000,000	RC		Special	\$50,000
Business Income with Extra Expense <ul style="list-style-type: none"> • 12 months revenue \$2,389,717 • 18 months of IFA lease payments \$6.1MIL 		\$9,275,241			Special	24 Hours
Loc #: 1	Bldg #: 2	1202 E. 38th St., Indianapolis, IN 46205-2807 Exposition Hall				
Building		\$12,243,300	RC		Special	\$50,000
Business Income with Extra Expense		\$348,836		100%	Special	24 Hours
Loc #: 1	Bldg #: 3	1202 E. 38th St., Indianapolis, IN 46205-2807 Blue Ribbon Pavilion				
Building		\$19,942,900	RC		Special	\$50,000
Personal Property		\$1,000,000	RC		Special	\$50,000
Business Income with Extra Expense		\$716,829		100%	Special	24 Hours
Loc #: 1	Bldg #: 4	1202 E. 38th St., Indianapolis, IN 46205-2807 West Pavilion				

Initials _____

Attachment A
RFP-PUR201900006

Building		\$25,139,200	RC		Special	\$50,000
Business Income with Extra Expense		\$1,199,050		100%	Special	24 Hours
Loc #: 1	Bldg #: 5	1202 E. 38th St., Indianapolis, IN 46205-2807 South Pavilion				
Building		\$18,754,400	RC		Special	\$50,000
Business Income with Extra Expense		\$453,396		100%	Special	24 Hours
Loc #: 1	Bldg #: 6	1202 E. 38th St., Indianapolis, IN 46205-2807 Champions Pavilion				
Building		\$16,919,100	RC		Special	\$50,000
Business Income with Extra Expense		\$486.668		100%	Special	24 Hours
Loc #: 1	Bldg #: 7	1202 E. 38th St., Indianapolis, IN 46205-2807 4H Exhibit Hall				
Building		\$6,075,700	RC		Special	\$50,000
Business Income with Extra Expense		\$90,955		100%	Special	24 Hours
Loc #: 1	Bldg #: 8	1202 E. 38th St., Indianapolis, IN 46205-2807 Centennial Hall				
Building		\$8,778,200	RC		Special	\$50,000

Initials _____

Attachment A
RFP-PUR201900006

Business Income with Extra Expense		\$389,270		100%	Special	24 Hours
Loc #: 1	Bldg #: 9	1202 E. 38th St., Indianapolis, IN 46205-2807 Discovery Hall				
Building		\$11,462,200	RC		Special	\$50,000
Personal Property		\$300,000	RC		Special	\$50,000
Business Income with Extra Expense		\$230,973		100%	Special	24 Hours
Loc #: 1	Bldg #: 10	1202 E. 38th St., Indianapolis, IN 46205-2807 Normandy Barn				
Building		\$835,600	RC		Special	\$50,000
Business Income with Extra Expense		\$87,576		100%	Special	24 Hours
Loc #: 1	Bldg #: 11	1202 E. 38th St., Indianapolis, IN 46205-2807 Grand Hall				
Building		\$2,361,700	RC		Special	\$50,000
Business Income with Extra Expense		\$32,231		100%	Special	24 Hours
Loc #: 1	Bldg #: 12	1202 E. 38th St., Indianapolis, IN 46205-2807 Indiana Soybean-Glass Building				
Building		\$2,000,000	RC		Special	\$50,000

Initials _____

Attachment A
RFP-PUR201900006

Loc #: 1	Bldg #: 13	1202 E. 38th St., Indianapolis, IN 46205-2807 Youth Arena				
Building		\$7,733,500	RC		Special	\$50,000
Personal Property		\$100,000	RC		Special	\$50,000
Business Income with Extra Expense		\$580,722		100%	Special	24 Hours
Loc #: 1	Bldg #: 14	1202 E. 38th St., Indianapolis, IN 46205-2807 Mechanical Building/Pump House				
Building		\$3,509,200	RC		Special	\$50,000
Personal Property		\$5,000,000	RC		Special	\$50,000

Initials _____

a.) **Indiana Farmers Coliseum**

Occupied as auditorium for shows, including ice shows.

Built in 1939 with remodeling in 1963, 1988, 1992 and 2014 - 2 levels - no basement Construction - Class C with masonry walls and steel girders and columns, roof is precast concrete with rubber membrane

Exterior walls brick or metal frame

First Floor 90,720 Sq. Ft.

Second Floor 28,470 Sq. Ft.

119,490 Sq. Ft.

Balcony 56,252 Sq. Ft.

Heating and Cooling - by hot and chilled water, boilers and chillers located in boiler plant building, air handlers in comers of the seating gallery.

Wiring - Open metal conduit with automatic circuit breakers

Plumbing - Various restrooms drink fountains, service areas, and no sprinkler system

Fire and Burglar Alarms - Announcement System

b.) **Coliseum Boiler Plant**

Occupancy - Boilers, chillers, ice making equipment and power distribution for Coliseum

Built in 1939, addition in 1958, modifications in 2014

Construction - Class C - masonry walls and metal roof deck and concrete floors

Full basement and sub-grade service tunnel to Coliseum

50% of building interior steel frame

Exterior walls reinforced concrete

Roof - steel decking on metal bar joists

Floors - concrete slab

No ceilings

2 Story

Exterior walls masonry

Basement 3,337 Sq. Ft.

First Floor 3,022 Sq. Ft.

6,359 Sq. Ft.

Extra Basement Floor Level - 508 Sq. Ft.

Heating - Electric and hot water units

Electrical - Open conduit with automatic circuit breakers

Plumbing - Floor drains and one sink

No sprinklers, no alarms

c.) **Exposition Hall**

Occupancy - Exhibit hall for State Fair and conventions

Construction - Class C masonry with masonry walls and steel supporting a wood roof deck.

Foundation - Concrete block and brick walls on concrete footings

Framing - Steel frame of steel beams and columns supporting the roof.

Exterior Walls - Face Brick

Roof- Tongue and grove wood decking on wood purlins and some steel decking.

Floors - Concrete

Ceilings - Acoustical mineral fiber

First Floor 85,391 Sq. Ft.

Second Floor 3,080 Sq. Ft.

88,471 Sq. Ft.

Heating & Cooling - Gas Fired heating and cooling units

Electrical - Concealed metal conduit

Plumbing - Restrooms

Fire Protection - Fire and burglar alarm announcement system - 2nd Floor

d.) **Blue Ribbon Pavilion**

Built in 1954, Remodeled in 1999

Construction - Class C masonry, steel frame supporting a steel deck roof

Foundation - Concrete

Framing - Steel frame

Exterior Walls - Concrete block

Roof - Steel decking supported by steel girders

Floors - Concrete

Ceilings - Acoustical mineral fiber

First Floor 88,265 Sq. Ft.

Second Floor 6,206 Sq. Ft.

Basement 20,050 Sq. Ft.

114,521 Sq. Ft.

Heating & Cooling - Gas Fired

Electrical - Open & concealed conduit - automatic circuit breakers

Plumbing- Floor drains, restrooms

Fire & Safety - Fully automatic sprinkler system with fire & burglar alarm system

e.) **West Pavilion**

Occupancy - Animal barn and convention area
Construction - Class C masonry with masonry & glass walls, steel frame
Foundation - Masonry brick & concrete block on concrete footing
Framing - Steel frame of steel beams
Exterior Walls - Face brick & hollow concrete block
Roof - Tongue & groove wood decking on wood purlins, asphalt shingles &
Rubber roof membrane
Floors - Concrete Slab
Ceilings - Acoustical mineral fiber
First Floor 169,488 Sq. Ft.
Second Floor 3,063 Sq. Ft.
 172,551 Sq. Ft
Heating & Cooling - Gas fired units
Electrical Wiring - Open and concealed metal conduit
Plumbing- Restrooms, drinking fountain
Fire & Safety - Fire and burglar alarm announcement system; no sprinkler system

f.) **South Pavilion**

Occupancy - Animal barn, convention, exhibit space
Construction - Class C masonry & interior steel frame
Foundation - Masonry brick & concrete block
Framing - Steel frame & columns & masonry bearing walls
Exterior Walls - Face brick
Roof - Tongue & groove wood decking and rubber roof membrane Floors - Asphalt and stone first
floor; concrete second floor
Ceilings - Gypsum wallboard
First Floor 142,143 Sq. Ft.
Second Floor 1,571 Sq. Ft.
 143,714 Sq. Ft.
Mechanical/Storage Mezzanine - 1,499 Sq. Ft. Heating & Cooling - Gas fired units
Electrical - Open & concealed metal conduit
Plumbing - Restrooms
Fire & Safety - Full automatic wet sprinkler system with fire & burglar alarm

g.) **Champions Pavilion**

Occupancy - Horse barn, rebuilt in 2000 as horse barn and exhibit hall
Construction - Class C masonry, steel frame supporting a steel roof deck
Foundation - Class C masonry
Framing- Steel frame
Exterior Walls - Face brick and concrete block
Roof - Flat, wood decking on wood purlins supported by steel trusses
Floors - Concrete
Ceilings - Suspended acoustical mineral fiber
First Floor 76,023 Sq. Ft.
Second Floor 10,251 Sq. Ft.
86,274 Sq. Ft.
Mezzanine 2, 183 Sq. Ft.
Heating & Cooling - Gas fired units
Electrical - Concealed metal conduit
Plumbing - Restrooms
Fire Protection - Automatic sprinkler system

h.) **4-H Exhibit Hall**

Occupancy – Built in 1938 as exhibit hall with additions in 2004
Construction - Class C masonry
Foundation - Concrete walls Framing - Concrete and steel frame
Exterior Walls - Reinforced concrete
Roof - Precast concrete deck
Floors - Concrete
Ceilings - Suspended acoustical mineral fiber
First Floor 15,466 Sq. Ft.
Second Floor 15,466 Sq. Ft.
Third Floor 5,066 Sq. Ft.
Basement 2,015 Sq. Ft.
38,013 Sq. Ft.
Heating - Electric unit heater one floor, gas-fired other floors
Electrical - Open and concealed conduit
Plumbing - Floor drains restrooms
Fire Protection - Nonsprinklered with standpipe system to each floor complete with Siamese fire hose connection; fire and burglar alarm system

i.) **Centennial Hall**

Occupancy – Built 1938 as dormitory; now coed dormitory and social hall for 4-H

Members during State Fair

Construction - Class B reinforced concrete building

Foundation - Concrete walls

Framing - Concrete frame of reinforced concrete beams and columns

Exterior Walls - Face brick

Roof - Flat concrete pan, rubber membrane

Floors - Concrete

Ceilings - Acoustical mineral fiber

First Floor 18,548 Sq. Ft.

Second Floor 18,548 Sq. Ft.

Basement 18,548 Sq. Ft.

55,644 Sq. Ft.

Heating & Cooling - Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire and burglar alarm system

j.) **Discovery Hall**

Occupancy – Built 1938 as dormitory; Renovated in 2008, now coed dormitory and professional office space that is leased to 3 different entities.

Construction - Class B reinforced concrete building

Foundation - Concrete walls

Framing - Concrete frame of reinforced concrete beams and columns

Exterior Walls - Face brick

Roof - Flat concrete pan, rubber membrane

Floors - Concrete

Ceilings - Acoustical mineral fiber

First Floor 18,548 Sq. Ft.

Second Floor 18,548 Sq. Ft.

Basement 18,548 Sq. Ft.

55,644 Sq. Ft.

Heating & Cooling - Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire alarm system

k.) **Normandy Barn**

Occupancy – Built 1936 as a dairy barn; Moved to the Fairgrounds and renovated in 1998.

Construction - Wood

Foundation - Concrete

Framing - Wood

Exterior Walls - Wood

Roof – Wood deck with asphalt shingles

Floors – 75% wood; 25% concrete

Ceilings – Wood deck

First Floor 2,365 Sq. Ft.

Second Floor 2,365 Sq. Ft.

Basement n/a

4,730 Sq. Ft.

Heating & Cooling - Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire alarm system

l.) **Grand Hall**

Occupancy – Built 1932 as theater/auditorium; Renovated in 2000, now used as exhibit and banquet space.

Construction - Masonry

Foundation - Concrete

Framing – Steel

Exterior Walls – Brick and glass

Roof – Wood deck and asphalt shingles

Floors - Concrete

Ceilings – 10% acoustical material;

First Floor 10,692 Sq. Ft.

Second Floor n/a

Basement 2,109 Sq. Ft.

12,801 Sq. Ft.

Heating & Cooling – Electric and Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire alarm system

m.) **Glass Barn**

Occupancy – Built in 2013, used as permanent exhibit building

Construction – Wood post and beam

Foundation - Concrete

Framing - Wood

Exterior Walls – 50% glass; 50% fiber cement board

Roof – Wood deck with asphalt shingles

Floors - Concrete

Ceilings - Wood

First Floor 5,520 Sq. Ft.

Heating & Cooling – Electric and Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire alarm system

n.) **Youth Pavilion**

Occupancy – Built 2013 as an exhibit space and hockey arena

Construction – Brick and steel

Foundation - Concrete

Framing – Steel and concrete

Exterior Walls – Brick and steel

Roof - Steel

Floors - Concrete

Ceilings – n/a

First Floor 29,000 Sq. Ft.

Heating & Cooling – Electric and Gas fired units

Electrical - Open and concealed metal conduit

Plumbing - Restrooms, drinking fountains

Fire and Safety - Fully automatic wet sprinkler system with fire alarm system

Attachment A
RFP-PUR201900006

			Y	N
A. REAL AND PERSONAL PROPERTY - COVERAGE				
1. Total Building Limit: \$211,112,600 - Blanket Agreed Amount	1)			
2. Total Personal Property Limit: \$10,500,000 - Blanket Agreed Amount	2)			
3. Building & Personal Property - is on a no coinsurance basis	3)			
4. Replacement Cost applies to Buildings & Business Personal Property	4)			
5. Perils - Special Cause of Loss - Include Flood & Earthquake	5)			
a. Coverage included for buildings, personal property, signs, exterior lights, fences, walls glass, underground wires, pipes and tunnels. Also included escalators, elevators, walkways, stairs, radio, TV and communication towers - owned, borrowed, or rented.	a)			
6. Limits of Insurance: Flood - \$10,000,000	6)			
7. Limits of Insurance: Earthquake - \$10,000,000	7)			
8. Deductibles	8)			
a. Flood - \$50,000	a)			
b. Earthquake - \$50,000	b)			
c. All other Perils - \$50,0000	c)			
i. \$100,000 Option	i)			
ii. \$150,000 Option	ii)			
9. Include Federal Terrorism Coverage	9)			
10. Include - Equipment Breakdown & Boiler Coverage	10)			
11. Replacement Cost applies to Buildings & Personal Property	11)			
12. Include Personal Property of Others - Limit \$1,000,000 *NLT	12)			
13. Include Personal Property at undescribed premises	13)			
a. Include for any exhibition premises - Limit \$100,000 *NLT	a)			
b. Include any installation premises or temporary storage premises - Limit \$100,000 *NLT	b)			
c. Include any other non-owned, leased, or regularly operated premises - Limit \$100,000 *NLT	c)			
d. Include personal property in transit - Limit \$25,000 *NLT	d)			
14. Include Accounts Receivable all described locations - Limit \$1,000,000 *NLT	14)			
15. Include Appurtenant Buildings & Structures - Limit \$100,000 *NLT	15)			
16. Include Claim Expense - Limit \$25,000 *NLT	16)			
17. Include Leasehold Interest	17)			
18. Include Improvements and Betterments	18)			
19. Include Debris Removal additional limit of \$250,000 *NLT	19)			
20. Include Deferred Payments - Limit \$25,000 *NLT	20)			
21. Include Electronic Data, Processing Data & Media additional limit of \$50,000 *NLT	21)			
22. Include Employee Tools	22)			
a. Any one occurrence - Limit \$25,000 *NLT	a)			
b. Any one item - Limit \$2,500 *NLT	b)			
23. Include Expediting Expense - Limit \$25,000 *NLT	23)			
24. Include Fine Arts at described premises - Limit \$50,000	24)			
a. In transit - Limit \$25,000	a)			

Initials _____

Attachment A
RFP-PUR201900006

25. Include - Fire Department Services Charges & Fire Protection Equipment Discharge	25)		
26. Include Green Building Alternative Coverage	26)		
a. Include increased cost percent (each building) 1% *NLT	a)		
b. Include maximum amount (each building) - \$100,000 *NLT	b)		
27. Include Green Building Reengineering & Recertification Expense - \$25,000 *NLT	27)		
28. Include Fungus, Wet Rot and/or Dry Rot	28)		
a. Include Coverage - (Special Cause of Loss as a result of specified cause of loss? OR Is it included on a limited basis?)	a)		
b. Include Annual Aggregate - \$25,000 *NLT	b)		
29. Include Loss of Master Key - \$25,000 *NLT	29)		
30. Include Newly Constructed or Acquired Property	30)		
a. Each Building - \$2,000,000 *NLT	a)		
b. Personal Property each premises - \$1,000,000 *NLT	b)		
31. Include non-owned detached trailers - \$25,000 *NLT	31)		
32. Include Ordinance or Law Coverage AB&C	32)		
a. Limits - Policy Limits	a)		
33. Include Outdoor Property - \$25,000 *NLT	33)		
a. Any one Tree, Shrub, or plant - \$2,500 *NLT	a)		
34. Include Outside Signs at described premises - \$100,000 *NLT	34)		
a. At undescribed premises - \$5,000 *NLT	a)		
35. Include Personal Effects - \$25,000 *NLT	35)		
36. Include Personal Property at Premises Outside of the Coverage Territory - \$50,000 *NLT	36)		
37. Include Personal Property in Transit Outside of the Coverage Territory - \$25,000 *NLT	37)		
38. Include Pollutant Cleanup and Removal (as a result of a covered cause of loss)	38)		
39. Include Preservation of Property Exposures to move and temporarily store property – \$250,000 *NLT	39)		
40. Include Direct Loss or damage to moved property - Policy limit	40)		
41. Include Reward Coverage - 25% of covered loss up to a maximum of \$25,000 *NLT	41)		
42. Include Stored Water - \$25,000 *NLT	42)		
43. Include Theft Damage to Rented Property - Policy Limit	43)		
44. Include Valuable Papers and Records - Cost of Research	44)		
a. All described premises - \$500,000 *NLT	a)		
b. In transit or at all undescribed premises - \$25,000 *NLT	b)		
45. Include Water or Other Substance Loss	45)		
46. Include Utility Services Direct Damage - \$10,000,000 *NLT	46)		
a. Utility Services Direct Damage Exception Overhead Transmission lines - \$50,000 *NLT	a)		
47. Include Utility Services Coverage	47)		
a. Water Supply	a)		
b. Communication Supply	b)		
c. Power Supply	c)		
d. Natural Gas Supply	d)		

*No Less Than

Initials _____

EXPLANATION PAGE – PROPERTY

Attachment A
RFP-PUR201900006

		Y	N
B. Business Income, Extra Expense, Include Rents	B)		
1. Business Income Limit \$11,344,804 (See Statement of Values for Covered Locations)	1)		
2. Blanket Limit	2)		
3. 100% Coinsurance	3)		
4. Agreed Amount	4)		
5. Perils - Special Cause of Loss (see item #37)	5)		
6. Include Flood - \$10,000,000 Limit	6)		
7. Include Earthquake - \$10,000,000 Limit	7)		
8. Business Income for Mechanical Building & Pump House - a part of Coliseum - Loss to one same as loss to both	8)		
9. Deductibles for Business Income	9)		
a. Flood - All locations	a)		
i. \$50,000 Direct	i)		
ii. 24 Hours - Time Limit	ii)		
iii. Utility Services - \$50,000 Direct	iii)		
iv. Utility Services Time Limit - 24 Hours	iv)		
b. Earthquake - All Locations	b)		
i. \$50,000 Direct	i)		
ii. 24 Hours - Time Limit	ii)		
iii. Utility Services - \$50,000 Direct	iii)		
iv. Utility Services Time Limit - 24 Hours	iv)		
c. All other Perils	c)		
i. \$50,000 Direct	i)		
ii. 24 Hours - Time Limit	ii)		
iii. Utility Services - \$50,000 Direct	iii)		
iv. Utility Services Time Limit - 24 Hours	iv)		
10. Utility Services Include	10)		
a. Water Supply	a)		
b. Communication supply	b)		
c. Power supply	c)		
d. Natural Gas supply	d)		
11. Include coverage for Transmission Lines	11)		
a. No sublimit	a)		
b. Coverage for Overhead Transmission Lines	b)		
c. Coverage for Underground Transmission Lines	c)		
12. Include - 180 days extended period of indemnity	12)		
13. Include - Contingent Business Income	13)		
14. Include - Ordinance or Law Coverage - AB&C Coverage	14)		
15. Business Income should include payments to Indiana Finance Authority (IFA) for 18 months of lease payments	15)		

Initials _____

Attachment A
RFP-PUR201900006

16. Include Mechanical Breakdown Coverage	16)		
a. Replacement Cost - All Equipment	a)		
b. Any limitation on Age of Equipment for Replacement Cost Coverage?	b)		
c. Any Exclusion for pressure fired vessels or boilers?	c)		
d. Any Exclusion for Explosion?	d)		
e. Include Spoilage - \$25,000	e)		
f. Ammonia Contamination - \$25,000	f)		
g. Hazardous Substance - \$25,000	g)		
17. Include Rental Value	17)		
18. Include - Ordinary Payroll	18)		
19. Include - Business Income from Dependent Properties	19)		
a. Within Coverage Territory - \$100,000 Limit*NLT	a)		
b. Outside Coverage Territory - \$100,000 Limit *NLT	b)		
20. Include Civil Authority	20)		
a. Coverage period - 30 days	a)		
b. Coverage radius - 100 miles	b)		
21. Include - Claim Data Expense - Limit \$25,000 *NLT	21)		
22. Include - Contract Penalties Coverage - Limit \$25,000 *NLT	22)		
23. Include - Period of Restoration	23)		
a. Covered Period - 30 days *NLT	a)		
b. Increased period due to enforcement of any law, regulation, controls, repair cleanup or restoration of buildings	b)		
24. Include - Green Building Coverage	24)		
25. Include - Ingress and Egress - Limit \$25,000 *NLT	25)		
a. Coverage Radius - 1 mile *NLT	a)		
26. Include - Newly Acquired Locations - Limit \$500,000 *NLT	26)		
27. Include Ordinance or Law Increased Period of Restoration - Limit \$250,000 *NLT	27)		
28. Include - Pollutant Cleanup & Removal - Annual Aggregate \$25,000 *NLT	28)		
29. Include - Transit - \$25,000 *NLT	29)		
30. Include - Unscheduled Premises - \$25,000 *NLT	30)		
31. Include Alterations to Structures	31)		
32. Include Civil Authority	32)		
33. Include Contract Penalties	33)		
34. Include Fungus & Dry Rot	34)		
35. Include Federal Terrorism	35)		
36. Include Electronic Vandalism - Limit \$10,000 *NLT	36)		
37. Special Causes of loss including Flood and Earthquake for Business Income apply to Building, Personal Property, Business Income, signs, exterior lights, fences, walls, glass, underground wires, pipes and tunnels. Also included escalators, walkways, stairs, radio, TV, and communication towers owned, borrowed or rented.	37)		

*No Less Than

Loss Payable Clause

Indiana Finance Authority
One North Capital Avenue Suite 900
Indianapolis, IN 46204

Initials _____

EXPLANATION PAGE - BUSINESS INCOME

