



VILLAGE OF PINECREST  
Request for Proposals

INSURANCE  
Project No. 2020-012

ADDENDUM NO. 1

Project Name: INSURANCE, Project No. 2020-012  
Date: June 24, 2020  
Sent: E-mail/Web Site

This addendum submission is issued to clarify, supplement and/or modify the previously issued Request for Proposals (RFP) Documents, and is hereby made part of the RFP Documents. All requirements of the RFP Documents not modified herein shall remain in full force and effects as originally set forth.

SPECIFICATIONS/CLARIFICATIONS

1. Please provide the following information: Renewal Proposal from PRM, including current limits, deductibles and premiums specific to the Village of Pinecrest. This is separate from the policy that was provided in the bid, as that is a general representation of the entire PRM pool, and does not provide specific information regarding the exposures/coverages of the Village.
  - o See Renewal Proposal as Attachment #1.
  
2. Please provide the following information: PRM Renewal Application - including auto schedule, inland marine schedule and payrolls by class code.
  - o See 2020-2021 Renewal Application as Attachment # 2.



3. Will the Village also be reviewing and/or issuing separate RFP for the current Flood Insurance program? If yes, will the Village award through a Broker of Record Change request form, the current Flood Insurance (through the NFIP and/or Excess carriers) at the renewal 2020-2021 policy period, to the insurance brokerage firm that is selected/wins the current insurance RFP?
  - o Not a separate RFP. The Village award through a Broker of Record Change request form, the current Flood Insurance (through the NFIP and/or Excess carriers) at the renewal 2020-2021 policy period, to the insurance brokerage firm that is selected/wins the current insurance RFP.

## Village of Pinecrest 2019-2020 Insurance Policy Summary

**Policy Type: Package (Property, General Liability/Law Enforcement, Public Officials Liability/Employment Practices, Automobile, Crime, Excess Liability)**

Carrier: Public Risk Management of Florida

Policy#: PRM018-003-074

Effective 10/01/2019-10/01/2020

**Policy Type: Workers Compensation**

Carrier: Public Risk Management of Florida

Policy#: PRM018-003-074

Effective 10/01/2019-10/01/2020

**Policy Type: Accidental Death & Dismemberment**

Carrier: ACE American Insurance Company

Policy#: ADD N14302219

Effective 10/01/2019-10/01/2020

**Policy Type: Travel Accident**

Carrier: ACE American Insurance Company

Policy#: ADD N14302177

Effective 10/01/2019-10/01/2020

**Policy Type: Cyber Liability**

Carrier: Great American Insurance Co.

Policy#: NET 5014266 00 00

Effective 10/01/2019-10/01/2020

**Policy Type: Flood Insurance**

Carrier: Wright National Flood Group

Policy#: Varies (20 Policies)

Effective 02/04/2020 - 02/04/2021

**Policy Type: Storage Tank Liability**

Carrier: Commerce and Industry Insurance Company

Policy#: 5148627

Effective 10/01/2019-10/01/2020



Village of Pinecrest

2020 Budgeting Recommendations

Policy Summary	Carrier	FY 2019 Premium	Exposure Increase**	Rate Increase	Estimated FY 2020 Premium
Property, Boiler, APD, Crime	Public Risk Management	\$ 349,639	3%	15%	\$ 413,744
General/Auto/Excess Liability	Public Risk Management	\$ 195,705	14%	10%	\$ 245,702
Workers Compensation	Public Risk Management	\$ 205,671	14%	5%	\$ 246,477
Preferred Member Participation Credit		\$ (15,020)			\$ (16,500) Estimated
<b>Public Risk Management Total</b>		<b>\$ 735,995</b>	<b>\$ 81,887</b>	<b>\$ 71,540</b>	<b>\$ 889,422</b> 20.85%
<b>Ancillary Insurances</b>					
Accidental Death & Dismemberment	ACE American Insurance	\$ 2,631	0%	0%	\$ 2,631
Travel Accident	ACE American Insurance	\$ 1,615	0%	0%	\$ 1,615
Cyber Liability	Great American Insurance Co.	\$ 7,070	0%	0%	\$ 7,070
Flood Insurance	Wright Flood Group	\$ 56,336	0%	10%	\$ 61,970
Storage Tank Liability	Commerce & Industry Ins. Co.	\$ 757	0%	0%	\$ 757
		<b>\$ 68,409</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 74,043</b>

**\*\* Projected increases for PRM Coverages include the Exposure changes on previous page**

**PUBLIC RISK MANAGEMENT OF FLORIDA RENEWAL APPLICATION**

All Questions Must Be Answered In Full

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

Yes  or No

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

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A. GENERAL INFORMATION

Named Applicant (Insured):	Village of Pinecrest
Address:	12645 Pinecrest Parkway
City:	Pinecrest
County:	Dade
State:	Florida
Zip:	33156-5931

Website for Financial Statements: <http://www.pinecrest-fl.gov/index.aspx?page=98>

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**\*PROVIDE FIVE (5) YEARS OF LOSS HISTORY FOR ALL LINES OF COVERAGE**

DATE	TAB CHANGED	DESCRIPTION OF CHANGE	CHANGED BY
------	-------------	-----------------------	------------

<b><u>POLICE CARS SOLD/DESTROYED in FY18</u></b>			
#47-1		2017 Ford Explorer IFM5K8AR3HGB65549	
#12		2012 Chevrolet Caprice 6G1MK5U32CL644501	
#28/44		2007 Ford Crown Victoria 2FAFP71W37X141759	
#47		2008 Ford Victoria 2FAFP71V28X158836	

<b><u>POLICE CARDS ADDED</u></b>		
2018 Ford Intercep	\$	40,279
2018 Ford Intercep	\$	40,279
2017 Ford Explore	\$	40,279
2017 Ford Explore	\$	40,279
2018 Ford Intercep	\$	40,279
2018 Ford Intercep	\$	37,729



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**INSTRUCTIONS: Update ONLY those values listed in red in the Column 2020-2021. All other values will automatically load from other sheets in workbook.**

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

Yes  or No

	2020-2021	2019-2020
<b>RENEWAL EXPOSURES</b>	<b><u>Input Data for the Following:</u></b>	<b><u>Input Data for the Following:</u></b>
PROPERTY VALUES		
TOTAL BUILDING VALUES	\$31,918,297	\$ 37,154,571.00
TOTAL CONTENT VALUES	\$2,929,262	\$ 2,885,973.00
DECLARED/PROP IN OPEN	\$7,777,436	\$ 7,639,917.37
EDP Equipment (Hardware)	\$2,657	\$ 2,617.50
BUSINESS INTERRUPTION/ EXTRA EXPENSE	\$1,000,000	\$ 1,000,000.00
EQUIPMENT VALUES - <i>Insert/Update Schedule under Equipment Tab</i>	\$1,911,439	\$ 1,511,439.00
AUTOMOBILE VALUES - ACV <i>Insert/Update Schedule under Auto</i>	\$1,129,334	\$ 908,095
AUTOMOBILE VALUES - Replacement Cost <i>Insert/Update Schedule under Auto Schedule</i>	\$0	
RENTAL VALUES	\$0	0
MISCELLANEOUS PROPERTY/ACCT REC	\$0	0
<b>TOTAL INSURABLE VALUES</b>	<b>\$ 46,668,425</b>	<b>\$ 51,102,613</b>
CARS - Non-Emergency # of	4	4
CARS - Emergency # of	48	46
LIGHT # of	11	9
MEDIUM # of	1	1
HEAVY # of	1	1
X-HEAVY # of	0	0
FIRE TRUCKS # of	0	0
BUSES # of	0	0
15 SEAT PASSENGER VANS # of	0	0
AMBULANCE/RESCUE VEH. # of	0	0



MOTORCYCLE/MOTORBIKES # of	2	2
TRAILERS/SEMI-TRAILERS # of	3	3
MISCELLANEOUS AUTO	0	0
TOTAL VEHICLE COUNT	70	66
NUMBER OF WATERCRAFT	0	0
Average # of employees per trip per watercraft		
NUMBER OF AIRCRAFT	0	0
Average # of employees per trip	0	0
ARMED POLICE # of	51	51
FIREMEN (includes EMT's) # of	0	0
Volunteer Firemen # of	0	0
EMT/PARAMEDIC (included in Firemen) # of	0	0
# OF EMT'S THAT ARE FIRST RESPONDERS	0	0
# OF EMT'S THAT PROVIDE BASIC LIFE SUPPORT	0	0
# OF EMT'S THAT PROVIDE ADVANCED LIFE SUPPORT	0	0
NUMBER OF EMPLOYEES (Full Time Equivalent)	165	161
NUMBER OF VOLUNTEERS (other than Firemen)	0	0
PAYROLL	\$11,925,277	\$11,196,161
GROSS OPER EXPENDITURES	\$29,453,140	\$26,246,270
NET OPER EXPENDITURES	\$25,877,945	\$17,050,670
POPULATION -	18,510	18,640
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# of Locations	0	0
# of Amusement Parks		
# of Transit Operations		
# of dams/Reservoirs		
# of Jails		
# of Juvenile Detention Centers	#REF!	#REF!
# of Total Nurses		
# Electric or Gas Utility		
# of Road Miles		
# of Landfills		
# of Swimming Pools/Beaches		
# of Stadiums (5,000 or more capacity)		
# of Nursing Homes		









TOTAL \$264,800

**WATERCRAFT INCLUDING HULL**

Item #	Dept. / Location # (corresponding w/ SOV)	Description (Year , Make, Model,)	Length	Horsepower	Serial #	Replacement Cost Value
		None				
TOTAL						<u>\$0.00</u>

**AIRCRAFT**

Item #	Dept. / Location # (corresponding w/ SOV)	Description	Serial #	Deductible	Replacement Cost Value	Name of Loss Payee (if Applicable)
		None				
TOTAL					<u>\$0</u>	

GRAND IM TOTAL \$1,911,439



# AUTOMOBILE SCHEDULE

Member Entity Name: **Village of Pinecrest**

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* Vehicle Type	
Car - Non Emergency	15 Passenger Van
Car - Emergency	Ambulance/Rescue
Light Weight	Motorcycle/Motorbike
Medium Weight	Trailer/Semi-Trailer
Heavy Weight	Miscellaneous
X-Heavy Weight	
Fire Truck	
Bus	

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:  
 Yes  or No  SEE BOTTOM AND POLICE FLEET FILE

**Note:**

- a) If a vehicle is used as a Police Car, regardless of type or body style, please categorize as a "Police Car". Police Motorcycles, however, are to be categorized as "Motorcycle"
- b) Equipment permanently mounted to a Self propelled Vehicle is to be included in the Actual Cash Value of such vehicle (eg Police Lights on top of vehicle).
- c) Equipment permanently mounted to a Non- Self propelled Vehicle (ie. Trailer) are to be covered under Inland Marine (both the Trailer and Equip)

Unit #	Department	*Vehicle Type	Year	Make	Model / Description	Full VIN	Purchase Price	Actual Cash Value	Replacement Cost Value
079	Public Works	Trailer/Semi-Trailer	1997	Smart	Smart- Trailer	4YMUL1216EG066889	\$ 1,000.00	\$ 1,000.00	
080	Public Works	Trailer/Semi-Trailer	1998	US Cargo	US Cargo- Trailer	4YMUL1216EG066889	\$ 1,000.00	\$ 1,000.00	
072	Parks	Light Weight	2000	Ford	Ford- Ranger	1FTYR10V4YPA74809	\$ 12,408.00	\$ 12,408.00	
073	Parks	Light Weight	2000	Ford	Ford- Ranger	1FTYR10V2YPA74808	\$ 8,000.00	\$ 8,000.00	
001	Police	Car - Emergency	2003	Ford	Ford- Crown Victoria	2FAFP73W93X172280	\$ 23,595.00	\$ 23,595.00	
081	?	Car - Emergency	2005	Undercover	Undercover- Rotating Veh	NEED VIN #	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED VIN #
053	Building	Light Weight	2007	Ford	Ford- 126 Pickup	1FTRF12247NA37785	\$ 14,635.00	\$ 14,635.00	
054	Building	Light Weight	2007	Ford	Ford- 126 Pickup	1FTRF12227NA37784	\$ 14,635.00	\$ 14,635.00	
		Heavy Weight	2007	International	4300 Bucket Truck	1HTMMAAM17H43467	\$ 49,900.00	\$ 49,900.00	3/27/2017
002	Police	Car - Non Emergency	2010	Honda	Honda- Accord	5KBCP3F82AB008628	\$ 23,000.00	\$ 23,000.00	
021	Police	Car - Emergency	2010	Ford	Ford- Fusion	3FADP0L33AR258264	\$ 24,947.00	\$ 24,947.00	
033	Police	Car - Emergency	2011	Ford	Ford- Crown Victoria	3FADP0L34BR149782	\$ 24,947.00	\$ 24,947.00	
042	Police	Car - Emergency	2011	Ford	Ford- Crown Victoria	2FABP7BV2BX104781	\$ 12,408.00	\$ 12,408.00	does the Village still own- NO
057	Building	Car - Non Emergency	2012	Nissan	Nissan- Leaf	JN1AZ0CP3CT025886	\$ 34,429.00	\$ 34,429.00	
060	Public Works	Light Weight	2012	Chevrolet	Chevy- Silverado	1GCRCPE08CZ16125	\$ 24,343.00	\$ 24,343.00	
061	Public Works	Light Weight	2012	Chevrolet	Chevy- Silverado	1GCRCPE09CZ16093	\$ 24,343.00	\$ 24,343.00	
064	Public Works	Light Weight	2012	Chevrolet	Chevy- Silverado	1GCRCPE05CZ16396	\$ 24,343.00	\$ 24,343.00	
065	Public Works	Light Weight	2012	Chevrolet	Chevy- Silverado	1GCRCPE06CZ16507	\$ 24,343.00	\$ 24,343.00	
078	Gardens	Light Weight	2012	Chevrolet	Chevy- Silverado	1GC0CVC9CF13767	\$ 19,961.00	\$ 19,961.00	
A	Police	Trailer/Semi-Trailer	2012	Utility	Utility- Trailer	4YMUL081XCG030474	\$ 629.00	\$ 629.00	
003	Police	Car - Emergency	2013	Ford	Ford- Utility	1FM5K8AR0E0GA7098	\$ 28,000.00	\$ 28,000.00	
010	Police	Car - Emergency	2013	Ford	Ford- Sedan	1FAHP2L8XDG17575	\$ 24,500.00	\$ 24,500.00	
011	Police	Car - Emergency	2013	Ford	Explorer Interceptor	1FM5K8AR6HGB5536	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW
13-1	Police	Motorcycle/Motorbike	2013	Harley Davidson	Harley Davidson- Motorcy	1HD1FHM1XDB62201	\$ 22,500.00	\$ 22,500.00	
13-2	Police	Motorcycle/Motorbike	2013	Harley Davidson	Harley Davidson- Motorcy	1HD1FHM16DB62578	\$ 22,500.00	\$ 22,500.00	
056	Building	Car - Non Emergency	2013	Nissan	Nissan- Leaf	1N4AZ0CP7DC40684	\$ 34,006.00	\$ 34,006.00	
004	Police	Car - Emergency	2014	Ford	Ford- Utility	1FM5K8AR9E0GA7098	\$ 28,282.00	\$ 28,282.00	
005	Police	Car - Emergency	2014	Ford	Ford- Fusion	3FA6P0U0ER124110	\$ 27,145.00	\$ 27,145.00	does the Village still own no

Unit #	Department	*Vehicle Type	Year	Make	Model / Description	Full VIN	Purchase Price	Actual Cash Value	Replacement Cost Value
006	Police	Car - Emergency	2014	Ford	Ford- 4D	1FAHP2L83EG148661	\$ 29,000.00	\$ 29,000.00	
018	Police	Car - Emergency	2014	Ford	Ford- 4D	1FAHP2MK6EG15487	\$ 25,000.00	\$ 25,000.00	
27-1	Police	Car - Emergency	2014	Ford	Taurus	1FAHP2MKXEG15486	\$ 25,000.00	\$ 25,000.00	
035	Police	Car - Non Emergency	2014	Subaru	XV Crosstrek	JF2GPBKC2EH31990	\$ 22,000.00	\$ 22,000.00	
40-1	Police	Car - Emergency	2014	Ford	Ford- 4D	1FAHP2L82EG148599	\$ 28,670.00	\$ 28,670.00	
014	Police	Car - Emergency	2015	Ford	Explorer Interceptor	1 FM5K8AR8FG51436	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW
015	Police	Car - Emergency	2015	Ford	Explorer Interceptor	1 FM5K8AR9FGC4114	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW
016	Police	Car - Emergency	2015	Ford	Ford- 4D	1FAHP2MK6FG14098	\$ 28,000.00	\$ 28,000.00	
020	Police	Car - Emergency	2015	Ford	Ford- 4D	1FAHP2MK6FG14098	\$ 28,000.00	\$ 28,000.00	
026	Police	Car - Emergency	2015	Ford	Ford- 4D	1FAHP2MK1FG14098	\$ 28,000.00	\$ 28,000.00	
029	Police	Car - Emergency	2015	Nissan	Nissan- Pick Up	1N6BD0CT5FN700774	\$ 27,000.00	\$ 27,000.00	
030	Police	Car - Emergency	2015	Nissan	Nissan- Pick Up	1N6BD0CT4FN700650	\$ 27,000.00	\$ 27,000.00	
032	Police	Car - Emergency	2015	Ford	Explorer	1 FAHP2MK6EG14859	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW OR WRITE IN "LIABILITY ONLY"	NEED COST NEW
043	Police	Car - Emergency	2015	Ford	Ford- 4D	1FAHP2MKXFG14098	\$ 28,670.00	\$ 28,670.00	
13-3	Police	Car - Emergency	2016	Victory	Motorcycle	5VPDW36N3G305085	\$ 36,166.00	\$ 36,166.00	
017	Police	Car - Emergency	2016	Ford	Taurus	1FAHP2MK5GG10122	\$ 31,768.00	\$ 31,768.00	
019	Police	Car - Emergency	2016	Ford	Taurus	1FAHP2MK7GG10122	\$ 31,768.00	\$ 31,768.00	
023	Police	Car - Emergency	2016	Ford	Fusion	3FA6POUJ8GR30813	\$ 31,696.00	\$ 31,696.00	
036	Police	Car - Emergency	2016	Ford	Explorer	1FM5K8AR4GGB6552	\$ 38,433.00	\$ 38,433.00	
037	Police	Car - Emergency	2016	Ford	Explorer	1FM5K8AR6GGB6552	\$ 33,686.00	\$ 33,686.00	
038	Police	Car - Emergency	2016	Ford	Explorer	1FM5K8AR8GG80983	\$ 33,686.00	\$ 33,686.00	
39-1	Police	Car - Emergency	2016	Ford	Taurus	1FAHP2MK9GG10122	\$ 31,768.00	\$ 31,768.00	
045	Police	Car - Emergency	2016	Ford	Explorer	1FM5K8ARGGC92673	\$ 33,686.00	\$ 33,686.00	
002	Police	Car - Emergency	2017	Ford	Explorer	FM58AR6JGA84289	\$ 40,279.00	\$ 40,279.00	added 12-18-18
007	Police	Car - Emergency	2017	Ford	Explorer Interceptor	1FM5K8AR1HGB6555	\$ 40,279.00	\$ 40,279.00	
13-4	Police	Car - Emergency	2017	Harley Davidson	Motorcycle	1 HD1FMC16HB67986	\$ 24,515.00	\$ 24,515.00	
28-2017	Police	Car - Emergency	2017	Ford	Explorer Interceptor	1FM5K8AR9HGE3986	\$ 40,279.00	\$ 40,279.00	added 12-18-18
3	Police	Car - Emergency	2017	Ford	Explorer	1 FM5K8AR7HGE3987	\$ 40,279.00	\$ 40,279.00	Added 12-18-18
31-1	Police	Car - Emergency	2017	Ford	Explorer	1FM5K8AR3HGB6555	\$ 40,279.00	\$ 40,279.00	Added 12-12-18 - Need
34-2017	Police	Car - Emergency	2017	Ford	Explorer	1FM5K8AR7HGE3987	\$ 40,279.00	\$ 40,279.00	Added 12-12-18 -
44-1	Police	Car - Emergency	2017	Ford	Explorer Interceptor	1 FM5K8ARXHGB6555	\$ 40,279.00	\$ 40,279.00	Added 12-12-18 - 10/19/2017
		Medium Weight	2017	Ford	F350	1FT8W3A64HEE9938	\$ 26,719.00	\$ 26,719.00	
28-20		Light Weight	2017	Ford	Explorer	1FM5K8AR9HGE3986	\$ 40,279.00	\$ 40,279.00	
002		Light Weight	2017	Ford	Explorer	1FM58AR6JGA84289	\$ 40,279.00	\$ 40,279.00	
008	Police	Car - Emergency	2018	Ford	Explorer Interceptor	1FM5K8AR4JGA8429	\$ 40,279.00	\$ 40,279.00	added 12-18-19
009	Police	Car - Emergency	2018	Ford	Explorer Interceptor	1 FM5K8AR8JGA8429	\$ 40,279.00	\$ 40,279.00	added 12-18-19
47 (2018)	Police	Car - Emergency	2018	Ford	Explorer Interceptor	1 FM5K8AR5JGB6829	\$ 37,729.00	\$ 37,729.00	added 12-18-18
008		Car - Emergency	2018	Ford	Interceptor	1FM5K8AR4JGA8429	\$ 40,279.00	\$ 40,279.00	
009		Car - Emergency	2018	Ford	Interceptor	1FM5K8AR8JGA8429	\$ 40,279.00	\$ 40,279.00	
003		Car - Emergency	2018	Ford	Interceptor	1FM5K8AR0EGA7098	\$ 40,279.00	\$ 40,279.00	
047		Car - Emergency	2018	Ford	Interceptor	1FM5K8AR5JGB6829	\$ 40,279.00	\$ 40,279.00	
28-2	Police	Car - Emergency	2017	Ford	Explorer Interceptor	1FM5K8AR9HGE3986	\$ 40,279.00	\$ 40,279.00	
						<b>Purchase Price</b>	\$ 1,882,223.00	\$ 1,882,223.00	<b>- Replacement Cost</b>
						<b>ACV</b>	\$	\$ 1,129,333.80	

does the Village still own - YES

NEED COST NEW

NEED COST NEW

NEED COST NEW

added 12-18-18

added 12-18-18

Added 12-12-18 - Need

Added 12-12-18 -

10/19/2017

added 12-18-19

added 12-18-19

added 12-18-18





**Public Risk Management of Florida  
Public -Elected Officials & Employment Practices Application**

All Questions Must Be Answered In Full

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I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

Yes X or No

Coverage Requested:	Limit of Liability	Retention	Retro Date
Public Officials	\$10,000,000		
Employment Practices Liability	\$10,000,000		

Type of Public Entity? Check applicable box

A.  Local Government (City, County, Town etc)  X

B.  Special District

Port Authority

Housing Authority

Transit Authority

Utility (Electric, gas, cable, etc)

Water/Sewer

Development/Finance authority

C.  Other - Please describe \_\_\_\_\_

1. What year was public entity created? \_\_\_\_\_ 1996

2. Present Population? \_\_\_\_\_ 18,510

3. Are Commissioners/Board members elected or appointed? Elected?  X Appointed \_\_\_\_\_

4. If Commissioner/Board members are elected, are they elected via:

Single member districts?  At Large?  Combination of both?  X

If /commissioners/board members are appointed, who are they appointed by?  NA

5. Does the Public Entity anticipate any special projects which will result in substantial budget increase or decrease in the next three years?  
Yes, Pinecrest Gardens Upper Garden Construction, Phase 2 Coral Pine Park, FG Astroterf. Approximately 8M

6. Total amount of outstanding bonds: \_\_\_\_\_ 10,230,500.00  
Latest Moody's, Standard & Poor's and/or Fitch Bond rating \_\_\_\_\_ AAA & AA+

Attorneys	<input type="checkbox"/>	1
Accountants	<input type="checkbox"/>	2
Architects	<input type="checkbox"/>	
Engineers	<input type="checkbox"/>	
Is Professional Liability Ins. Purchased for any of the above	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> N

confirm they also have their own coverage when not working for the Village  
List number of employees who are Accountants/CPA's  
NO OTHER COVERAGE

No other coverage

**Public -Elected Officials & Employment Practices Application**

All Questions Must Be Answered In Full

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8. In the past 5 years have there been:

Any strike, slowdown or other disruption by employees?	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> No
Disputes involving discrimination, or violation of civil rights?	<input type="checkbox"/> Y <input type="checkbox"/> N	<input checked="" type="checkbox"/> ??
Grand jury investigations, recall proceedings or indictments of elected or appointed officials	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> No

Asst Village Manager Claim? Does it fall here?

**Employment Practices Questions: Please answer if you wish to purchase Employment Practices Liability**

Please provide the following information for the previous year, current year and estimate following year

	Previous Year	Current Year	Estimate for next year
Full time employees (including elected & appointed board members)	138	134	143
Part time employees:	51	51	54
Number of volunteers	50	50	50
% of employees who have direct contact with general public?			52

# of law enforcement agency, incl. security & related operations currently employed \_\_\_\_\_ 51

# of fire fighting authority personnel currently employed \_\_\_\_\_ 0

# of jail or detention officers employed \_\_\_\_\_ 0

# of hospital, clinic, nursing home or other health care personnel employed \_\_\_\_\_ 0

Do you have a Human Resources Dept.?  Y  N

If Yes how many employees in the dept.? \_\_\_\_\_ 3

If No, please explain \_\_\_\_\_

Is there a written human resources manual?  Y  N

Does the public entity anticipate any reduction in staff in the next 12 months  Y  N

**Public -Elected Officials & Employment Practices Application**

All Questions Must Be Answered In Full

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Has there been a reduction in staff in the last 12 months?

Y/N	N
Y/N	Y

Has any employee of the public entity been suspended, demoted, dismissed, transferred or had a contract of employment non-renewed within the last 12 months

If yes, please explain

Terminated = 1 Employee resigned in lieu of termination	
Suspension = 3 EEs suspended, total days = 5 days	

How many employees have resigned, been terminated(with or without cause) or retired:

Current year employees	2019 YTD	38
Current year elected/appointed officials		0
Prior year employees:	2018	41
Prior year elected or appointed officials		0

Has any employee or elected/appointed official made allegations of unfair or improper treatment regarding hiring, remuneration, advancement or termination of employment?

Y/N	N
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Do you use an employment application for all applicants for hire?	Y/N	Y
Use test to screen applicant for employment or promotions	Y/N	Y
Have a formal orientation program for new hires?	Y/N	Y
Have an Employee Handbook?	Y/N	Y
Provide regular written performance evaluations?	Y/N	Y
Have a formal implemented & adopted anti sexual harassment policy	Y/N	Y
Is it distributed to all employees?	Y/N	Y
Have a policy on AIDS or on assisting employees with life threatening or communicable disease?	Y/N	N
Do you have a policy on accommodating as required the Americans with Disabilities Act?	Y/N	Y
Comply with Family Medical Leave Act?	Y/N	Y

**Public -Elected Officials & Employment Practices Application**

All Questions Must Be Answered In Full

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Does the public entity require terminations to be reviewed by its:

Human Resources Department?	Y/N	Y
Legal Department?	Y/N	N
Outside counsel?	Y/N	N

Not required, but case by case if needed

Does the public entity have a formal out-placement program which assists terminated or laid off employees in finding other jobs?

Y/N	N
Y/N	Y

Does the public entity conduct exit interviews?

## UNMANNED AIRCRAFT (DRONE) INSURANCE APPLICATION

Member Entity Name

Village of Pinecrest

Please answer ALL questions below.

General Information	
Do you own a drone? (If yes, please complete entire application. If Not do not complete)	Yes
How many drones do you own?	2
Is this address located on, or adjacent to, an airport?	No
Name of last Aircraft insurance carrier (if none, please state none)	none
Expiration Date	na
Describe all incidents, accidents, claims (hull and liability) with dates and amounts paid (even if none), which occurred in the last five years.	na
Has any Insurance Company or Underwriter at any time declined an aircraft application submitted by or cancelled or refused to renew an aircraft policy held by the applicant or any of the pilots named herein?	No
If so, explain	
Pilot/Operator	
Name(s)	Adam Pascale, Guido Inguanzo
Is the pilot an employee?	Yes
Number of Years as a Pilot/Operator?	Yes
Has applicant obtained acertificate of waiver or authorization (CoA) from the FAA?	No

<b>Aircraft Details</b>	
Manufacturer Name	DJI
Make & Model of Aircraft including size & weight	DJI Spark size 143x143x55 weight 300g
Replacement Cost	399
Average Flying Altitude including Maximum Operating Altitude (in feet)	avg 150 ft, max 300
Maximum Range (specify feet, yards, meters, miles, or kilometers)	300 ft
Does the aircraft have the ability to independently detect and avoid other aerial traffic?	yes
In the event of a lost link between the ground control station and aircraft, does the UAV contain an automated recovery program that allows for it to safely return to a predetermined point?	Yes
If yes, please describe procedure	create a homepoint drone goes to
If aircraft has no registration number or manufacturer's serial number, please describe how aircraft can be positively identified in the event of an incident, accident, or claim	#pinecrest sticker n top
Aircraft Manufacturer's Website	<a href="http://www.dji.com">www.dji.com</a>

<b>Maintenance</b>	
Is all maintenance performed on the aircraft, and its individual components, completed in accordance to manufacturer guidelines?	Yes
Is a record of all maintenance maintained?	Yes

<b>Purpose of Use</b>	
Police	No
Fire	No

Search & Rescue	No
Surveillance	No
Photography	Yes
Wildlife Observation	No
Construction/Engineering	No
Video/Film Production	Yes
Communications	Yes
Pipeline/Powerline Patrol	No
Thermal Imagery	No
Aerial Marketing	No
Employee Training	No
Mapping	No
List all other uses not indicated above (explain)	
Estimated number of hours the aircraft to be insured is/are to fly in the coming 12 months:	1-2 hours
Number of flights:	12

**Operating Environment/Characteristics (Mark All That Apply)**

Urban (City centers, heavily populated areas)	No
Suburban/Semi-Urban (numerous nearby buildings/moderate population)	Yes
Industrial (Near numerous non-residential buildings)	No
Rural (Limited, if any, exposure to people and property)	Yes
Over Water (rivers/ponds/small lakes)	No
Over Open Water (large lakes/seas/oceans)	No
Night Operations/Severe Weather IFR Weather Operations	No
Other (Describe)	
Does any pre- and/or in-flight communication with Air Traffic Control take place for a typical flight?	No
How many visual observers are used for a typical flight? (Do not include pilot/operator)	1
List all states where flights are anticipated to take place:	Florida

**Policy and Procedures**

Do you have a policy for the use of the aircraft?	No
If yes, please attach a copy of policy for use	
Will aircraft be secured to limit access to only authorized personnel?	Yes
How will photos/videos be stored?	archived on computer

Will a flight log be maintained?

No

**Member Name: Village of Pinecrest**

**All Questions Must Be Answered In Full**

**I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:**

YES

NO

**All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed**

Questionnaire	Yes/No
Do you back up your data at least once a week and store it in an offsite location OR does your outsourcer do so?	Y
Do you have antivirus and firewalls in place and that these are regularly updated (at least quarterly)?	Y
Do you have a written policy requiring encryption of personal identifiable information stored on mobile devices (e.g. laptop computers/smartphones) and portable media (e.g. flash drives/back up tapes)?	N
Gross Operating Expenditures	\$ 29,453,140.00
Payroll	\$ 11,925,277.20
Population	18,510



**PUBLIC RISK MANAGEMENT OF FLORIDA RENEWAL APPLICATION**

Supplemental Application -

Workers Compensation

All Questions Must Be Answered In Full

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

Named Insured:

Village of Pinecrest

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

Yes  or No

Description	Class Code	10/1/2018 to 10/1/2019 Estimated Payroll	10/1/2019 to 10/1/2020 Estimated Payroll	10/1/2020 to 10/1/2021 Estimated Payroll	Percentage Change (explain changes + or - 10%)	NOTES - Explanations for all increase/decrease +/- 10%
LANDSCAPE GARDENING & DRIVERS	0042					
TREE PRUNING, SPRAYING, REPAIRING—ALL OPERATIONS & DRIVERS	0106					
IRRIGATION WORKS OPERATION & DRIVERS	0251					
STREET OR ROAD MAINTENANCE, CONSTRUCTION OR RECONSTRUCTION	5509	\$411,924	\$428,401	\$462,435	8%	
FIREFIGHTERS & DRIVERS	7704					
POLICE OFFICERS & DRIVERS	7720	\$4,896,903	\$5,092,779	\$5,437,325	7%	









# PUBLIC RISK MANAGEMENT OF FLORIDA RENEWAL APPLICATION

## Supplemental Application - Police / Jail

Village of Pinecrest

All Questions Must Be Answered In Full

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

Yes  No

Chief Law Enforcement Officer:

Appointed:

51

Elected:

Number of Full-Time Officers

51

(Including Jail/Detention/Correctional Facility Guards)

Number of Part-Time officers/guards

4

Number of Unpaid Volunteers

0

Does your Police Department Dispatch for other entities/agencies?

NO

If yes, what other entities/agencies?

### A. TRAINING

	Yes	No
1. Do all officers attend the police academy?	X	
2. Are they appointed law enforcement duties before attending and/or completing the academy?		x
3. Is there a field training program in place?	x	
Length Of Program:	3 & 1/2 months	
4. Is there a continuing education/training requirement after hiring?	x	
If Yes, how often and what type?	Miscellaneous averaging 60 hours	
5. Is there a probation period for new officers?	Yes	
If Yes, how long?	2 Years	
6. Are officers trained and qualified before using :	Baton/Asp? Y	Mace/Chemicals Y
	Control Holds	Y
		Tasers Y

### B. PROCEDURES

	Yes	No
1. Does the department conduct background checks on all applicants?	X	
2. Are the following conducted prior to hiring?		
a. Psychological evaluation:	X	
b. Polygraph tests:	X	
c. Substance Abuse teststing:	X	
3. Does the department have an established procedures/policies manual?	X	

4. Does it address the following issues?		
a. Emergency driving:	X	
b. High-speed pursuit:	X	
c. Use of deadly force:	X	
d. Off-duty employment:	X	
e. Carrying a weapon while off duty:	X	

*To be completed if entity operates a prison or jail as more than a holding facility.*

# PUBLIC RISK MANAGEMENT OF FLORIDA RENEWAL APPLICATION

NA

## Supplemental Application - Water Utility/Wastewater Treatment

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

YES\_X\_ No \_\_\_

All Questions Must Be Answered In Full

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

1. Number of users:

Residency:	
Commercial:	
Industrial:	

2. Gallons Per Year:

3. Miles Of Pipe:

4. Type Of Pipe Used:

5. Annual Payroll (Excl. Clerical)

6. Percentage of work, such as laying of water lines etc., that is:

Undertaken directly by Entity:	
Performed by Independent Contractors:	

7. Source of water supply:

8. Age of System:

9. Date upgraded:

10. How often is drinking water tested?  
By Whom?


	Yes	No
11. Does entity have water supply tanks?		

Construction	Type	Capacity (gal)	Date Last Inspected
		0	
		0	
		0	
		0	
		0	

12. Type of public protection around the tank base (s) (fencing, lighting, aircraft warning lights, runoff channels etc.)

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13. Are tanks inspected by qualified engineers?  
How often?


	Yes	No
14. Does the system comply with current local and federal standards for hygiene and metals content?		



15. Has the system ever been cited or fined for non-compliance with required standards?

--	--

*If Yes, Please provide details, copy of non-compliance notice (s) and action (s) taken to correct problem (s).*

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16. Is water provided to neighbouring entities?

*If Yes, please describe.*

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17. Total Number of employees

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# PUBLIC RISK MANAGEMENT OF FLORIDA RENEWAL APPLICATION

## Supplemental Application - Net Operating Expenditures

All Questions Must Be Answered In Full

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

YES  NO

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

Account Name: Village of Pinecrest

Year: 2020-2021

We have provided your figures from last year as a point of reference. Please provide figures to reflect 2020-2021 budgets.

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Budgeted Expenditures			
General Fund	\$24,536,250	\$23,079,820	\$22,440,018
Enterprise Fund	\$2,271,895	\$593,315	\$1,601,605
Special Revenue Fund	\$2,644,995	\$2,573,135	\$2,965,160
Other Special Funds or Accounts			
<b>Total:</b>	<b>\$29,453,140</b>	<b>\$26,246,270</b>	<b>\$27,006,783</b>

Less items to be paid out in current year.

Capital Improvements	\$1,280,555	\$6,798,705	\$460,995
Debt Service Funds	\$1,691,815	\$1,840,790	\$2,043,100
Other Indebtedness			
Independent Contractors			
Insurance Costs	\$602,825	\$556,105	\$472,770
<b>Total:</b>	<b>\$3,575,195</b>	<b>\$9,195,600</b>	<b>\$2,976,865</b>

### Operating Expenditures:

If you have any of the operations/exposures listed below and such operations/exposures are insured elsewhere, please provide the annual appropriated expenditures to receive the proper deductions from the Operating Expenditures

Lakes/Dams/Reservoirs	\$0	\$0
Wharves/Piers/Docks/Marinas	\$0	\$0
Golf Courses	\$0	\$0
Zoos/Ski Facilities	\$0	\$0
Gas Utility	\$0	\$0
Electric Utility	\$0	\$0
Water/Sewer Utility	\$0	\$0
EMT's/Paramedics	\$0	\$0
Police	\$0	\$0
Penal Institutions	\$0	\$0
Schools	\$0	\$0
Hospital/Clinics	\$0	\$0
Housing Projects	\$0	\$0
Airports	\$0	\$0
Nursing Homes	\$0	\$0
Other (please describe) Water Control	\$0	\$0
<b>Total:</b>	<b>\$0</b>	<b>\$0</b>

Net Operating Expenditures: \$25,877,945   \$17,050,670   \$24,029,918



**Public Risk Management of Florida  
Supplemental Application**

I HAVE REVIEWED AND UPDATED THE INFORMATION IN THIS APPLICATION:

All Questions Must Be Answered In Full

Yes  or No

All Application Forms must be forwarded by Email. Faxed or Hand Written Applications will not be processed

	Yes	No
Are there any occupational disease exposure involved in applicant's operation including asbestos, silica, dust, hazardous chemicals,		X
Does applicant have any employees who may be subject to the Longshore and Harbor Worker's Compensation Act, Jones Act or		X
Does applicant outsource or utilize contract staffing for any job	X	
Building inspection, temporary secretarial help for short term	X	
\disability, vacations, etc		
Do the operations of applicant involve exposure to burns?		X
Does applicant have any foreign operations or employees who travel to foreign countries? If yes, provide details including countries		X
Is applicant engaged in manufacturing, producing, refining, storing,		X
Do the operations of the applicant include volunteer or donated		X
Does your entity have a bus service that is operated on your behalf?	X	

Check any exposures which are applicable:

	# of Part Time	# of Full Time
<b>Law Enforcement</b>		51
<b>Drug Unit</b>		1
<b>SWAT Team</b>		0
<b>Bomb Disposal Unit</b>		0
<b>Jail (No. of Guards)</b>		0

Harbor Patrol:

	Yes	No
Watercraft Exposure:		x
Aircraft Exposure		x
Search & Rescue		x
CALEA Accredited		x

Fire Department  
 Rescue Unit Haz-Mat Team Emergency Management  
 Haz-Mat Team  
 Emergency Management

# of Part Time	# of Full Time
	0
	0
	0

Does entity handle chemicals, including pesticides, brought in for disposal?  
 If yes, provide details

Yes	No
x	

Actinovate- fungicide  
 Banrot- fungicide  
 Orthene- insecticide  
 Talstar- insecticide  
 Merit- insecticide  
 Armada- fungicide  
 Roundup, herbicide , ready-to-use

Check if any of the following services are provided:

Electric  
 Water  
 Sewer  
 Sanitary  
 Transportation Trolley & Freebee 46,000 per year  
 Clinic

Yes	No
	X
	X
	X
	X
X	
	X

Are there any commercial vehicles over 45,000 GVW that used for the purpose of hauling sand, gravel, refuse, logs, milled timber or cement? Yes No

If yes, # of vehicles  
 Type of vehicles  
 Use of Vehicles  
 Frequency of Use

Yes	No
	0
	0
	0
	NA

**Aircraft Supplemental Application**

Provide description of each owned, leased or chartered aircraft

Description of aircraft	J=Jet P=Prop  H=Helicopter O=Other	O=Owned C=Regularly Chartered L=Leased	Monthly Average	
			Hours	Trips
NA				

If aircraft is regularly chartered or leased, attach a copy of the contract. Yes No  
 Does applicant hold charterer or lessor harmless? No.

Name of leasing/charter company: \_\_\_\_\_

If aircraft is chartered is there fractional ownership? Yes No

Purpose of use (e.g. corporate/business transportation, flight instruction, medical transportation, crop dusting, etc.) \_\_\_\_\_

Will the aircraft be used for firefighting? Yes No

Geographic limits:

Any past losses/accidents? Yes No

Any flying restrictions? Yes No

Provide the following information for each aircraft indicated above

Location Hangared		
Detailed Description of General Use		
Total Seats:	Crew:	Passenger:
	Crew:	Passenger:
	Crew:	Passenger:
	Crew:	Passenger:
Average Employees Per Trip:	Crew:	Passenger:
	Crew:	Passenger:
	Crew:	Passenger:
	Crew:	Passenger:
	Passenger:	Passenger:
Destination Usual Trip	From (City, State)	
	To (City, State)	
	From (City, State)	
	To (City, State)	
	From (City, State)	
	To (City, State)	
	From (City, State)	
	To (City, State)	
	Yes	No

Any trips outside U.S. in past two years? Sister city travel or Canada

Provide the following pilot information and attach a copy of pilot history

Name:		
Age:		
Highest Rating Held:	Type:	
Total Hours	Dated:	
Hours last 120 days	Single:	
	Multi:	Rotor:
	Yes	No
Full time pilot?		
Employed by applicant?		
	Yes	No

Any pilot violations, waivers, or accidents? If yes, explain.

Does applicant limit the number of employees on board an aircraft at any one time?  yes  No If yes, what is the maximum number of employees allowed?

Please provide the following information for each pilot (employees and/or hired by leasing co.):

Name:	
Date of Birth:	
Occupation:	
Employer:	
Type of License and Ratings:	
FAA Medical Certificate, date issued & class:	
Waivers (If none, write none)	
Pilot Experience:	
Type of aircraft (year, make, model)	
Hours as pilot in command (last 12 months)	
Total Hours as pilot in command:	

As pilot in command or as co-pilot, has pilot/co-pilot been involved in any incidents or accidents? Yes No If yes, provide details.

Has pilot license ever been suspended? Yes No If yes, provide details.

As pilot in command or co-pilot, has pilot/co-pilot ever been cited for any violations of FAA regulations? Yes No If yes, provide details.

**Watercraft Supplemental Application**

Provide description of each owned, leased, or chartered watercraft

Year/Make/Model

Length	
Watercraft type	
Horsepower	
Owned, leased or chartered	
Passenger Capacity	
Description of General Use	
Average Employees per trip	Crew: Passenger:
	Crew: Passenger:
	Crew: Passenger:
	Crew: Passenger:
	Crew: Passenger:
Average Usage (Days Per Month)	
Docking Location (City, State)	



Number of Navigable Waters:	