



# Decision Memo

## Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Nov 1, 2023

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 923024

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupageco.org	Contact Phone: 630-550-7743
Vendor Name: Alliant Insurance Services, Inc.	Vendor #: 12104 R02

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for approval of PO 923024 to Alliant Insurance Services, Inc. for insurance services for one (1) year. The contract period runs from December 19, 2023 through December 19, 2024. The recommended renewal option of the VFIS policy is \$89,760.00. The renewal policy for cyber liability is \$20,505.00. The total recommended contract value is \$110,265.00.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

This policy will be through two carriers, National Union Fire Insurance Company of Pittsburgh, PA was obtained through VFIS for equipment, property, portable equipment, general liability, management liability, and umbrella insurance coverage. The cyber liability will be through Hudson Specialty which includes breach response expenses, content restoration expenses, cyber extortion expenses, PCI-DSS/PA-DSS fines (Payment Card Industry Data Security Standard/Payment Application), and business interruption with a \$2M policy aggregate limit, and \$1M sub-limit aggregate.

### Strategic Impact

Financial Planning

Select one of the six strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

This is for insurance coverage for ETSB for liability, damage, and cyber security attacks made to 9-1-1 infrastructure. There is an increase in cost commensurate with coverage of the APX7000XEs still live in the system, as well as the replacement radio equipment (DEDIRS portable and mobile radios) values provided. The cyber security application was sent to eight carriers and each of them declined because of the nature of ETSB operations. A renewal was obtained for coverage through the previous year's carrier, Hudson Specialty, and shows a increase of 6% with no change in terms. The deductible for property and lost/broken portable radios has been decreased from \$5,000.00 to \$2,500.00 per claim, which accounts for an increase of \$9,121.00. Overall, with the higher equipment value and lower deductible on the radios, this is an annual premium increase from last year in the amount of \$18,469.00.

**Source Selection/Vetting Information** - Describe method used to select source.

Alliant Insurance Services continues as the insurance broker for the County and ETSB and has made recommendations based on the current state of the market. See the Executive Summary on page 2 of the Alliant proposal for details.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Purchase Order 923024 and allow for the policies through Alliant for property and cyber liability coverage.
2. Allow the current policy to expire as of December 19 and provide no coverage.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This cost was budgeted at \$119,937.53 for FY24 in 4000-5820-53130: Public Liability Insurance. The quote is \$9,672.53 below the budgeted amount or \$18,469 more than the previous year and well within the County Finance Department recommendation of forecasting at a 15% increase.