

The City of St. Joseph (hereinafter "City") is soliciting proposals from qualified vendors to furnish Life/AD&D Insurance for the employees and retirees of St. Joseph Transit, Inc.

A copy of the Request for Proposal is available through the City of St. Joseph's online bidding system at <https://stjosephmo.ionwave.net/>.

### **PROPOSAL SCHEDULE**

RFP Advertisement	June 19, 2026
Proposals Due	July 22, 2026 3:00 P.M
Award of Services	August 31, 2026
Plan in Effect	October 1, 2026

### **GENERAL INFORMATION**

Proposals will be accepted only from insurance companies having a policyholder's rating and financial rating acceptable to the City. The City prefers policies with a "Best's" Rating of A- or above. Un-rated companies or companies with a rating of B+ may be acceptable; however, proposers of such companies must provide details of financial condition and reinsurance arrangements.

All contracts between the City and the carrier must state that rates cannot be changed except as agreed upon between the City and the carrier. Written notice must be provided at least 90 days in advance of cancellation, material change in coverage, or change in rates. All policies of insurance are to be non-assessable.

Anyone submitting a proposal is required to examine carefully this request for proposals specifications. No warranty is made or implied as to the information contained in these specifications.

Policy must be in effect October 1, 2026. An insurance binder must be issued to the City, the named insured being St Joseph Transit, Inc, prior to the effective date of the policy. All complete policies must be delivered within thirty (30) days of the effective date of the policy.

This request for proposal does not commit the City to pay any cost incurred in preparation of proposals to this request or to procure or contract for services. The City may require any proposer selected to participate in negotiations and to submit additional price, technical or other revisions to their proposal as may result from negotiations. Neither the commencement nor cessation of negotiations shall constitute rejection of the proposal or a counteroffer on the part of the City. The City reserves the right to award the insurance coverage to its best advantage. The City reserves the right to reject any and all proposals or to waive technical defects as it may deem desirable. All proposals shall be deemed final, conclusive and irrevocable. No proposal shall be subject to correction or amendment for any error or miscalculation. No proposal shall be withdrawn without the consent of the City.

Proposers are required to comply with all applicable Federal clauses (Appendix A).

### **INSURANCE PLAN SPECIFICATIONS**

All covered personnel are employees or retirees of St Joseph Transit, Inc. The intent is to create a "No loss/No gain" situation whereby no one will be penalized because of a change in carriers. Most personnel on the plan are members of the Amalgamated Transit Union. Life insurance benefits are stipulated by the labor agreement for employees and retirees. Non-union employees have the same coverage as union employees.

As of July 1, 2026

Number on Plan

Current Basic Life

Class I:	Regular Full Time Employees	49	\$5,370,000
Class II:	Retirees - 65 years and older	22	\$220,000
Class III:	Early Retirees – 55 to 64 years	10	\$200,000

#### Employee Term Life

Non-contributory life insurance plan for all full time employees, eligible retirees, and early retirees.

All life amounts are guarantee issue.

No age reduction is allowed; the union labor agreement requires the stated benefit amounts.

Class I: 2 times annual salary to maximum of \$200,000

Class II: \$10,000 basic life (no age reduction allowed)

Class III: \$20,000 basic life (no age reduction allowed)

#### AD&D

Class I: An amount equal to amount of basic life insurance for which employee is insured under the group policy.

Class II & III: None

#### Supplemental Life

Contributory supplementary life and AD&D insurance should be proposed for employees and their dependents.

### **PROPOSAL REQUIREMENTS**

A three year rate guarantee should be offered; lesser terms will be considered.

Describe account management services, including functions available electronically. Identify the representative who will be assigned to the account.

Provide an organization chart and financial summary of the organization, including Best rating.

References for three similar accounts shall be provided including company name, contact name, street address, telephone number, and email address.

Include a sample contract to be executed by City of St Joseph.

### **EVALUATION**

Proposals will be evaluated based on rates, multiple year rate guarantee, contract provisions, financial rating, and references.