



MEMORANDUM

Date: February 25, 2013

To: Administration Committee

From: Pamela A. Captain, City Attorney
PAC

RE: Equipment Breakdown Coverage (Boiler & Machinery Insurance) (RENEWAL)

The City's equipment breakdown insurance coverage is due for renewal. This coverage is provided through association with CVMIC which partners with Arthur J. Gallagher Risk Management Services, Inc. The insurance carrier is The Travelers Indemnity Company of Connecticut.

There were no significant changes in the city's business operations for 2013 to report to Gallagher. The premium amount is based on the City's statement of values updated annually for the Wisconsin Local Government Property Insurance Fund.

SAMPLE MOTION: To approve the renewal of the equipment breakdown insurance coverage with The Travelers Indemnity Company of Connecticut for 1 year in the amount of \$4,078.00.



Arthur J. Gallagher Risk Management Services, Inc. _____

February 28, 2013

Mike Brunn
City of Menasha
140 Main St.
Menasha, WI 54952

RE: Equipment Breakdown Coverage
03/01/2013 to 03/01/2014

Dear Mike:

The Equipment Breakdown coverage has been bound effective 3/1/13. The policy will be sent to you upon receipt and review for accuracy.

We are not aware of any changes in your exposures to loss, nor are we aware of any changes in your business operations that would necessitate additional coverage options. Please notify us immediately if you are planning any new business operations.

We would like to outline the following notable points for your consideration:

- Any entity not named in the policy, may not be an insured entity. This may include partnerships and joint ventures.
- The insurance carrier is The Travelers Indemnity Company of Connecticut. The A. M. Best rating is A+ XV. The A.M. Best Rating Summary is attached for your review.
- The renewal premium is \$4,078. Travelers will invoice you directly.
- Claims handling Instructions: Immediately contact Travelers for 24/7 claim reporting at 800-238-6225
- Gallagher is responsible for the placement of the following lines of coverage: Equipment Breakdown. It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

We appreciate your business and look forward to working with you in the coming year. Please contact me at 920-380-2220 if you have any questions.

Thank you for your business.

Regards,

Kris Permann
Account Manager
Enclosure

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