



Request for Proposals (RFP)
for
Insurance Brokerage Services

ISSUE DATE: 5/1/2024
DUE DATE: 6/6/2024 at 11:00 am

Legal Ad
Erie-Times News
To Be Run: May 1, 2024 & May 8, 2024

NOTICE TO BIDDERS

The Erie-Western Pennsylvania Port Authority is requesting proposals from Pennsylvania licensed insurance brokers/agents to serve as an insurance producer to market property, liability, and worker's compensation insurance and to provide risk management services associated with these lines of coverage. Bidders may download the proposal by going to www.porterie.org or may receive one in person at 1 Holland Street, Erie, PA 16507.

Proposals are due by Thursday, June 6, 2024 at 11:00am EST. Proposals shall be mailed or delivered to "RFP for Insurance Brokerage Services", Erie-Western Pennsylvania Port Authority, 1 Holland Street, Erie, PA 16507 or emailed to robinw@porterie.org. Questions regarding this request for proposal shall be directed to Robin Waldinger at robinw@porterie.org.

The Erie-Western Pennsylvania Port Authority reserves the right to accept or reject any or all proposals, or to accept any part of a proposal without accepting the whole thereof, or to accept such proposal as they deem to be in the best interest of the Authority.

The Erie-Western Pennsylvania Port Authority (EWPPA) is seeking proposals from qualified and experienced insurance brokers to provide insurance broker services that include but are not limited to insurance placement and servicing, risk exposure analysis, as well as general insurance advisory services and claims assistance. The selected insurance broker will be responsible for securing cost-effective insurance policies that adequately cover EWPPA's assets and operations. The selected firm and representative broker will work primarily with EWPPA's Chief Financial Officer, Executive Director, and Associate Director of Facilities on insurance coverages, renewals, and claims. Applicants should bring a strong network of connections and contacts in the insurance market, be extremely responsive, detail oriented, personable, and able to use layperson terms to guide EWPPA in understanding the nuances of the insurance industry. EWPPA is not only seeking an insurance broker, but also an advisor and trusted ally in the insurance industry.

Technical questions or requests for clarification shall be directed, in writing, to the email address below. EWPPA responses to a proposer's question(s) will be provided via return email only to the proposer asking the question(s), and not shared with other Brokers.

Robin Waldinger, Chief Financial Officer
EWPPA
robinw@porterie.org

1. GENERAL INFORMATION

1.1. Key Dates

The following table outlines EWPPA key dates and events in this RFP process.

RFP Issuance	Wednesday, May 1, 2024
Question and Answer Period	5/1/2024-5/31/2024
Proposal Submission Deadline - in person or by mail to "RFP for Employee Benefit Broker/Consulting Services", EWPPA ,1 Holland Street, Erie PA 16507 or by email at robinw@porterie.org (if submitting by email the timestamp of the email will be used to determine submission time). LATE PROPOSALS WILL NOT BE CONSIDERED.	Thursday, June 6, 2024 at 11:00 AM EST
Evaluation Period- Interviews may be scheduled during this time as mutually agreeable to the broker and EWPPA	6/7/2024-7/9/2024
Agreement Award	Wednesday, July 10, 2024

EWPPA reserves the right to extend the submission deadline, or any other deadline or date indicated in the RFP in the event that an extension would be in the best interest of EWPPA.

1.2. Background of the EWPPA

Years in Business: 51

TIN: 25-1261547

SIC Code: 4469

Total Employed (including part time & full time): 48

www.porterie.org

See Attachment A for current coverages, limits, and policy expirations

See Attachment B for property list

See Attachment C for property map

The EWPPA owns 471 acres of Bayfront property that stretches from Erie Land Lighthouse at the eastern edge to the mouth of Cascade Creek at the western edge. EWPPA holdings include non-contiguous properties along Ravine Drive near the Erie Yacht Club. The EWPPA also leases property, including the Hoffman Transportation Hub located at the west end of the Bayfront Parkway at 12th Street and Lincoln Avenue. Approximately 264 acres of EWPPA property is located on dry land with the remaining property underwater, also known as 'water lots'. The EWPPA has approximately 535,500 square feet of buildings located on their property, most of which is leased to a variety of commercial tenants that includes industrial, commercial shipping, marinas, office, restaurants, and retail. The EWPPA directly operates approximately 20 boat slips in the East Canal Basin, the Lampe Marina, boat storage at both a west yard and an east yard, Lampe Campground and concessions of alcohol and non-alcoholic beverages at Liberty Park. The EWPPA is also public stewards to a system of bike/ped paths, parks and recreational boat launches.

1.3. Scope of Services

1. EWPPA is seeking a consultant for the following specific coverages:

- Property • Inland Marine • Business Automobile • General Liability • Active Assailant • Public Officials Liability • Umbrella • Crime & Treasurer's Bond • Workers' Compensation • Cyber Liability • Storage Tank Liability • Cyber Liability • Marine Hull • Marina Operator's Liability • Piers, Wharves & Docks • Builders Risk (as needed for development projects)

(See Attachment "A" for current coverages, limits, and policy expirations)

1.4. Minimum Qualifications

All brokerage firms submitting a proposal must:

- ◇ be able to support all the above coverages
- ◇ be licensed to do business in Pennsylvania
- ◇ have the expertise, licenses, and resources to provide insurance broker/consulting services for EWPPA's current and future operations
- ◇ have experience placing insurance for and servicing municipal clients
- ◇ consistently maintain and allocate sufficient staffing resources to provide timely service for EWPPA's insurance broker/consulting service needs
- ◇ maintain staff that are qualified and available to provide specialized technical expertise in various disciplines as necessary
- ◇ maintain minimum \$5M error and omissions insurance coverage.

Proposers may not contact the insurance marketplace nor discuss our account with underwriters until we have made our final broker selection.

1.5. Responsibilities

Specific responsibilities include, but are not limited to:

- ◇ Assist in the renewal process and provide ongoing support throughout the policy period.
- ◇ Be familiar with the major exposures of the EWPPA.
- ◇ Ensure that insurers are licensed to conduct business in the State of Pennsylvania.
- ◇ Analyze EWPPA's insurance needs and recommend appropriate coverage options.
- ◇ Solicit quotes, evaluate proposals and negotiate favorable and cost-beneficial terms from reputable insurance carriers.
- ◇ Promptly submit originals of all policies and endorsements to the EWPPA.

- ◇ Assist in and facilitate the adjustment and settlement of claims, losses and claims resolution issues.
- ◇ Coordinate services provided by insurance carriers, including claims adjusting, management information reporting and claims management.
- ◇ Representing EWPPA in all negotiations with providers regarding plan design, special terms and conditions, and cost.
- ◇ Offer risk management advice and support to minimize EWPPA's exposure to liabilities.
- ◇ Act as an independent insurance advisor to the EWPPA and proactively provide ongoing, unbiased, professional advice, review, analysis, and recommendations that benefit the EWPPA, including but not limited to cost/effective/cost cutting plan initiatives, new changes regarding insurance coverage, and identifications of risk transfer and risk financing options.
- ◇ Assist in analyzing loss exposures from existing and new operations, and determine the appropriate risk management alternatives, including types, availability, costs and extent of coverage that should be considered.
- ◇ Be familiar with the coverage provided by all relevant insurance policies and documents issued by the EWPPA.
- ◇ Assure that insurance policies are marketed and placed in a timely manner, without lapses in coverage periods, with reputable and financially responsible insurers.
- ◇ Provide service for the insurance policies placed for the EWPPA including consultation services, providing written reports, processing all changes and endorsements, and verifying the accuracy of invoices within a reasonable time.
- ◇ Provide the EWPPA, as early as possible, information regarding rate and coverage changes, downgrades in the financial status of insurance carriers, market developments, or other significant problems that could affect the EWPPA's insurance coverage.
- ◇ Be available by phone, virtually and/or to meet with EWPPA staff and designated representatives as reasonably requested.

Firms are solely responsible for conducting their own independent research, due diligence, or other work necessary for the preparation of responses, negotiation of agreements, and the subsequent delivery of services pursuant to any agreement. The EWPPA takes no responsibility for the completeness, or the accuracy of any information presented in the RFP or otherwise distributed or made available during this selection process or during the term of any subsequent agreement.

1.6. Terms of Service

The insurance brokerage services to be performed on a contractual basis. The term of this agreement will begin on the effective date as agreed upon by both parties. The EWPPA intends to enter into an Agreement with the firm deemed most qualified to successfully provide these services for one (1) year with the option of renewal for up to two (2) additional one-year terms on a year-to-year basis at the mutual agreement of both parties. If the Broker does not wish to have the extended for an additional one-year period, it shall give the EWPPA at least six months written notice of its desire prior to the scheduled expiration date of any agreement period.

The EWPPA, by written notice to the firm, may terminate the Agreement if the firm has been found to fail to perform his services in a manner satisfactory to the EWPPA as per specifications, including delivery as specified. The date of termination shall be stated in the notice. The EWPPA shall be the sole judge of non-performance. The EWPPA may cancel the agreement upon 30 days written notice for cause or reasons other than cause.

1.7. Preparation Costs

EWPPA shall not be responsible for proposal preparation costs, nor for the cost, including attorney fees associated with any administrative, judicial, or other type of challenge to the determination of the selected proposer and/or award of the agreement and/or rejection of the proposal. By submitting a proposal, each Broker agrees to be bound in the respect and waives all claims to such costs and fees.

1.8. Award & Execution

Following evaluation and negotiations, EWPPA may, at its sole discretion, select a Broker to perform the designated services. The final selection of the successful Broker(s) is scheduled to be completed by [Date]. EWPPA will deliver a notification of award via e-mail. EWPPA reserves the right to award parts of the RFP to different Brokers in order to best suit the business needs of the authority. Unsuccessful Brokers will also be notified via e-mail. The successful Broker will assume their responsibilities as mutually agreed upon, so that Broker may provide quotes for all coverage no later than 11/4/2024 for the renewal of the policies at 12/5/2024.

2. RULES GOVERNING PROPOSALS

2.1. Disposition of Proposals

All materials submitted in response to the RFP shall become the property of EWPPA.

2.2. Modification of Proposals

Modifications to proposals will not be accepted by EWPPA.

2.3. Late Submissions

Proposals not received prior to the date and time specified will not be considered and will be returned to the proposer unopened. When emailing proposals, sufficient time should be left prior to the date and time specified to ensure that the email was received, and to resubmit before closing if a problem occurs. A confirmation email will be sent shortly after submission. If you do not receive a confirmation email, please call 814-455-7557 extension 225.

2.4. Confidentiality

All information provided in response to this RFP shall be treated as confidential by EWPPA and will be used solely for the purpose of evaluating proposals.

2.5. Acceptance/Rejection of Submittal

EWPPA reserves the right to reject any or all responses to this RFP, to waive minor irregularities in any proposal or in the RFP procedures, and to accept any proposal presented which meets or exceeds these specifications and which is deemed to be in the best interests of the EWPPA. However, the requirements for timelines shall not be waived. Submission of a proposal indicates acceptance by the bidder of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the agreement between EWPPA and the selected insurance broker.

2.6. Conflict of Interest

Information of possible conflicts of interest should be provided as part of the qualification response. Such information will be considered in making a decision on the selection of the broker. Should a conflict arise during preparation for or while undertaking these services, the broker shall immediately advise EWPPA of such conflict.

2.7. Proposal Review and Evaluation

During the evaluation of the proposals received, the EWPPA may, at its discretion, request presentations by or meetings with any or all Brokers to clarify or negotiate modifications to the proposals and/or to further assess their capabilities. However, EWPPA reserves the right to enter into an agreement without further discussion of the proposals submitted. Therefore, proposals should be submitted initially on the most favorable terms, from both technical and price standpoints, which the Broker can propose.

The final selection will be based on the overall merits of the proposals and the best value to EWPPA.

EWPPA contemplates award of the agreement to the responsible Broker with the highest total points that offers the best value to the EWPPA.

Evaluation of each proposal will be based on the following criteria:

Factors		Point Range
A	Experience and Expertise (EWPPA will contact prior customers to verify experience provided by the Broker)	0-10
B	Additional Value Beyond the Broker Services	0-15
C	Organization, Size, and Structure	0-10
D	Qualifications	0-25
E	Approach to Providing Services & Understanding of Needs	0-20
F	Fees/Compensation for Broker Services	0-20
MAXIMUM POINTS		100

3. PROPOSAL GUIDELINES

The Broker, in its proposal, shall, as a minimum, include the information requested in Section 2.8. Submission of a proposal will be construed to imply agreement in advance to the services outlined in the enclosed materials. Brochures, photos, annual reports, or any other appropriate printed material may be included in your proposal.

3.1. General Format & Organization of Proposal

To facilitate comparison and evaluation of responses, all Brokers are requested to follow the format outlined in this section.

Responses shall be organized in the following sequence:

A. Letter of Transmittal

This letter shall include at a minimum:

- Name of the company submitting the proposal and all sub consultants.
- A statement indicating your understanding of the work to be performed.
- An affirmation of the firm's qualifications for professionally and expertly conducting the work as understood and confirmation of Pennsylvania licensure where required.
- An affirmation that the firm(s) meets all of the requirements outlined in 1.4.
- The firm's contact person concerning the proposal and a telephone number where that person can be reached.
- Legal structure of company such as corporation or joint venture.

B. Experience and Expertise

This narrative should address:

- Describe the expertise your firm has in providing brokerage services to an organization of a similar type and/or size to ours.
- Describe experience in dealing with community action agencies and/or the public sector or maritime industry brokerage services.
- How many clients of similar size to our company have you lost in the last three (3) years? Explain why? Please provide at least one as a reference including: name, address, phone number, and length of time associated with your organization.
- Provide three (3) client references, including the local area and length of time associated with your firm. Preferably, references should be organizations of similar size, complexity, and magnitude to EWPPA. Please include information (name, phone number, and email address) of the primary contact.

C. Additional Value Beyond the Broker Services

This narrative should address:

- The Broker should include an explanation of additional service options (including cost) that may be of interest to EWPPA., specifically including value-added items. Value-added items can include technology resources, training services, products, etc.
- Describe any other facets relevant to this RFP, which have not been previously mentioned that you feel warrants consideration.
- Describe any additional services the Firm normally offers in conjunction with providing the lines of insurance that are referenced in the RFP.
- Describe attributes that you feel make you a valuable strategic partner to EWPPA.

D. Organization, Size, and Structure

This narrative should address:

- Identification of the broker and names of the account team who would be representing EWPPA; include their qualifications, certifications, and number of years of experience in this field.
- Size of agency and personnel.
- Provide information on the history and organizational structure of your Firm including the year established, ownership and principal officers.
- Location of the office (s) from which services will be provided, including hours of operations, address, phone number, and e-mail addresses.
- Description of your firm's customer service (i.e., call centers, level of service to be expected) in detail.
- Describe in detail the number of services or coverage outsourced to other brokers/brokers if any.

E. Qualifications

This narrative should address:

- Provide an overview of your firm, highlighting its relevant experience in providing insurance brokerage services, and affiliations.

- Identify and describe pertinent experience of the Firm, including serving other public sector accounts, if any. Provide the percentage and number of your Firm's current clients that are public sector entities.
- Describe your firm's commitment to EWPPA's account and expected frequency of broker/representative service contact.
- Identify all legal proceedings, including outcome or current status, involving your firm in the past ten (10) years.
- Describe your approach to the ongoing training of your staff.
- Provide a narrative stating the reasons why your firm should be awarded this agreement. Emphasize in detail issues/practices/processes that make your firm unique or give your firm special advantages over others.
- Details of the broker's network of insurance carriers and their track record in negotiating favorable terms.
- Provide examples of proactive and aggressive pursuit of negotiation of favorable policy terms, conditions and pricing of insurance coverages and related services. Disclose if your firm has access to or control of specialty or unique markets or programs that are generally unavailable to other competitors.
- Explain how your firm documents and follows-up with requests to Insurance carriers to: Quote Coverage • Bind Coverage • Make Changes (Endorsements) to Policies • Billing Issues • Ability to Provide Monthly or Quarterly Billing Service

F. Approach to Providing Services & Understanding of Needs

This narrative should address:

- Description of the proposed approach to analyzing EWPPA's insurance needs, securing appropriate coverage, and tailoring insurance solutions to EWPPA's specific requirements.
- Describe the broker's approach and ideas related to services and management of account. Services shall include coordination of underwriting submissions, delivery and explanation of premium quotations, coverages, etc., issuance and delivery of policies as proposed, provision of ongoing services throughout the year to update coverage as needed, provision of loss control/safety services (be very specific in describing the service), premium/claims reporting, etc.
- Provide a narrative on how your firm understands EWPPA's needs and how these needs will be met by awarding the agreement to your firm.
- Explain the strategy when marketing the EWPPA's insurance, and how often your firm will bid out the insurance plans. Describe the Firm's methods for development of specifications to obtain competitive insurance policy quotes and the means of communicating with the EWPPA's administration of the results.
- Describe your carrier and vendor identification, evaluation, and recommendation process.
- Describe your capabilities in monitoring plan performance, analyzing & forecasting claims data, and benchmarking plan and rate trends.
- Describe your use of technology to support online access to services, communication, and education. • Furnish a list of insurance companies, third-party administrators, and other providers for which the consultant is an authorized agent or broker.

- Provide an overview of your account support and administration services.
- Describe your capabilities in ongoing plan performance monitoring, plan performance forecasting, claims experience analysis, benchmarking, and reporting.
- Fees/Compensation for Broker Services
 - This narrative should address:
 - Describe how your firm is compensated- by the provider or through commission from the Authority; include the amount for each provider. Be specific about arrangements that may involve contingency commission, overrides based on total book of business, loss ratios, etc. as appropriate. Failure to disclose compensation will be considered unresponsive.
 - Proposed fee structure and any additional costs associated with the services.
- Projected Work Schedule
 - This narrative should address:
 - Timeline for entire process to provide a timely quote to EWPPA. The EWPPA must approve quotes for all coverage at the November meeting as advertised in the Erie Times News and posted on the EWPPA website. In 2024 this meeting is expected to be held on November 13, 2024.
 - Timeline should begin with the information gathering stage and conclude with the presentation of final quotes to EWPPA.

G. Additional Information

This should include any other information that the Broker feels is relevant to their proposal.

Attachment A – Current Coverage

Property	12/5/2023-12/5/2024
	<u>Cincinnati</u>
Blanket Buildings & Personal Property	\$20,607,236
Business Interruption & Extra Expense	\$818,056
Earthquake Limit	Policy Limit
Policy Deductible	\$5,000
Earthquake Deductible	5% of Values
Total Insured Values	\$21,265,168
Inland Marine	
Contractor's Equipment & Miscellaneous Equipment & Tools	\$545,500
Deductible	\$500
Valuation	Replacement Cost
Automobile	
# of Units	14
Comprehensive/Collision Deductible	\$500/\$500
Combined Single Limit	\$1,000,000
	<u>AIG Specialty</u>
General Liability	
Each Occurrence Limit	\$1,000,000
Aggregate Limit	\$2,000,000
Per Occurrence Deductible	\$10,000
	<u>Tokio Marine</u>
Active Assailant	
Active Assailant Event	\$1,000,000
Aggregate Limit	\$1,000,000
Per Active Assailant Event Deductible	\$5,000
	<u>Greenwich</u>
Public Officials Liability	
Each Occurrence Limit	\$3,000,000
Aggregate Limit	\$3,000,000
Employment Practices	Included
Defense in Addition to Limits	Yes
Deductible	\$20,000
Retroactive Date	12/5/2000
	<u>Fair American</u>
Excess Public Officials Liability	
Excess of Greenwich \$3M Public Officials/EPL Quote	
Each Occurrence/Annual Aggregate	\$2,000,000

Attachment A – Current Coverage

Umbrella/Excess		<u>Axis</u>
	Each Occurrence Limit	\$2,000,000
	Aggregate Limit	\$2,000,000
	Excess Over	Auto, GL & Employer's Liability
<hr/>		
Workers' Compensation		<u>Everest</u>
	Payroll	\$1,240,200
	USL&H	Included
	Experience Modification	1.141
	Employer Liability Limits	\$1M/\$1M/\$1M
<hr/>		
Crime & Treasurer's Bond		<u>Travelers</u>
	Travelers Treasurer's Bond Hudson Crime Insurance	<i>including crime & treasurer's bond</i>
<hr/>		
Storage Tank Liability		<u>Liberty Surplus Lines</u>
	Each Incident Limit	\$1,000,000
	Aggregate Limit	\$2,000,000
	Lampe Marina per Claim Deductible	\$450,000
	Liberty Pier per Claim Deductible	\$2,500
<hr/>		
Marine Hull (Physical Damage) for the Water Taxis		<u>Markel American</u>
		<u>Limit of Insurance</u>
	Aquabus I Hull and Machinery	\$104,000
	Aquabus II Hull and Machinery	\$104,000
	Canadian Sailor I Hull and Machinery	\$95,000
		<u>Protection and Indemnity</u>
		<u>Deductible</u>
	Aquabus I Hull and Machinery	\$2,500
	Aquabus II Hull and Machinery	\$2,500
	Canadian Sailor I Hull and Machinery	\$2,500
	Protection and Indemnity	No Liability Insurance Provided

Attachment A – Current Coverage

Marina Operator's & Piers, Wharves and Docks	<u>Intact</u>
Marina Operators Legal Liability	
Each Vessel	\$1,000,000
Each Accident/Occurrence	\$1,000,000
Per Occurrence Deductible	\$2,500
Protection and Indemnity	
Each Accident/Occurrence	\$1,000,000
Projected Total Receipts	\$773,000
Auditable	Yes-Minimum Premium \$6,850, rate is \$0.89 per \$100 Gross Receipts IMC recommends reevaluating the insured value of the docks.
Piers, Wharves and Docks	
80% Coinsurance - Actual Cash Value Basis	Yes
Value	\$455,000
West Basin - 46 slips	
East Basin - 18 slips	\$215,000
Lampe Marina - 252 Slips	\$800,000
Foot of East Avenue	\$80,000
Chestnut Street	\$40,000
Seaway Trail Pier	\$95,000
15 State Street Pier	\$95,000
Gem City Marina	\$161,800
Sheraton Marina	\$200,000
Per Event Deductible	\$25,000
Windstorm/Hail/Flood Deductible	\$50,000
1999 Little Giant Work Boat	\$66,051 limit with a \$1,500 per claim deductible

Attachment B – Property List

Vacant Land Locations		
Map Location	Description	Acreage
4	Foot of East Avenue	2.02
12	East Canal Basin	6.27
13	Walkway/Property South of East Canal Basin	1.2
66	West Canal Basin & Presque Isle Bay North of West Dobbins Landing	1.01
15	Erie County Library Parking Lot	1.21
17	State Street Lot	0.05
18	East Side Bluff and old front street	5.17
29	Property East of Niagara Point	2.24
30	Water lots West Perry's Landing	4.44
31	Water lots East of Perry's Landing	5.22
33	Water lots East of Perry's Landing- North of Niagara Point	7.95
34	Water lots East of Perry's Landing- North of Niagara Point	1.77
35	Water Lots - Vacated Raspberry Street	1.61
	1097 West Bayfront Parkway	23.23
50	Front Street Promenade and Bluff	21.03
51	Bluff Property from Walnut to Chestnut Street	0.3
67	Ravine Park	7.35
68	Ravine Park	7.02
69	Fernduff Utility Property	0.02
70	Ravine Park	2.97
69	391 Ravine Drive -> Fernduff Beach	17.36
7	Parking Lot (East)	0.3
8	McAllister's Vacant Property	0.61
9	Anchor Marine Vacant Property	0.53
10	Parking Lot (East)	0.27
48,43,40,36,53,63	Bayfront Parkway slivers	1.24
42	Parking near Sloppy Duck	1.12
39	Roadway/parking near Sloppy Duck	1.47
52	Water lot between Port Erie & CPYC	16.52
28,25	Water lot between Donjon & Carmeuse	15.2
21,22,23	Ore Dock Road	8.07
27	Just North of Sewer Plant	6.32
71	Rail	3.08
5A	East Dobbins Landing Walkway	0.60
	Erie Coke Properties & Water lots	194.0

Attachment B – Property List

Occupied Properties/Statement of Values								
Map Location	Location	Occupancy	Building	Contents	Business Income/ Extra Expense	Utility Services - Direct Damage	Utility Services - Time Element	Yearly Rent Revenue
1	East of East Avenue 16507	Public access area - boat launch & dock						\$2,000
2	Lampe Campground 3 Wayne Street 16507	Handicap ramp/ railings Public Restrooms shower facility	\$13,971 \$69,860 \$431,862		\$212,000	\$13,971 \$50,000 \$50,000	\$50,000	
3	Lampe Marina Foot of Port Access Road 16507	Office and restrooms underground gas tank	\$160,042 \$393,631		\$258,000	\$50,000	\$50,000	
5	Dobbins Landing & Tower West Dobbins Landing 16507	Observation Tower Concession Stand	\$2,534,013	\$48,860	\$23,000 \$50,000	\$50,000 \$48,860	\$23,000 \$50,000	\$26,000 \$4,200 \$5,000 <u>\$4,800</u> \$40,000
6	Cruise Ship Terminal 1 Holland Street 16507	Cruise Ship Terminal	\$4,064,582	\$412,986	\$33,000	\$50,000	\$33,000	\$48,000
7	Parking Lot (East)	Vacant Land (potential development)						
8 10	McAllister's Vacant Property Parking Lot (East) 7 State Street 16507							\$0
11 16 19 28	DonJon Shipbuilding DonJon Shipbuilding Parking Lot and Water Lots East of DonJon Parade Street Dock - North End 220 East Bayfront 16507	Leased location - Lessor's Risk						\$620,000
14	Bayfront Center for Maritime Studies	Maritime Study Center	\$2,606,893			\$50,000		\$1

Attachment B – Property List

Occupied Properties/Statement of Values								
Map Location	Location	Occupancy	Building	Contents	Business Income/ Extra Expense	Utility Services - Direct Damage	Utility Services - Time Element	Yearly Rent Revenue
73	26 West Front Street Erie, PA 16507	Gem City Marina	\$899,728			\$50,000		
20 21 22 23 25 26	Carmeuse Lime & Stone Scale house and operational yard Operational Yard Operational Yard Wooded vacant land east of Carmeuse Ore Dock Road Carmeuse Lime & Stone 22 Ore Dock Road 16507	Leased location - Lessor's Risk						\$321,612
24	Sidehill & McShane welding 12 Port Access Road 16507	Leased location - Lessor's Risk	\$3,563,611		\$203,856	\$50,000	\$50,000	\$100,000 \$103,380 \$203,380 (Loss of Rents)
24	Port Authority maintenance building, boat storage 84 Port Access Road	maintenance garage and canvas shop	\$851,023	\$42,230		\$50,000 \$42,230		
32	Cascade Street Parking Lots- RCR Yachts 960 West Bayfront Parkway 16507	Leased location - Lessor's Risk Land						
36 37	Walnut to Cherry Street - BABO Remnant Water Lots - Cherry to poplar - Bay Harbor Marina East Bay Harbor East	Leased location - Lessor's Risk Land						\$45,216
38 39 40	Water Lots - Walnut to Cherry - Commodore Perry Cherry to poplar - Bayfront Walkway and Parking Cherry to poplar - Bayfront Walkway and Parking 664 West Bayfront	Public Access Areas - Land						\$15,480
41 42 43	Water Lots- Poplar to Liberty, Bay Harbor West, Sloppy Duck Parking Lot in front of Sloppy Duck Grass and walkway in front of sloppy duck 726 Bayfront Parkway	Leased location - Lessor's Risk Land						\$37,000
44 45 46	Liberty Park Grass and walkway in front of Liberty Park Liberty Park Boatyard Lawrence Pier 828 East Bayfront Parkway	Amphitheatre Park & Ride, light fixtures, restrooms Public Access Area	\$762,109 \$307,552			\$5,000 \$50,000		\$0
NO #	Tom Hoffman Hub 1111 Lincoln Ave	Public Parking Complex	\$762,109			\$50,000		\$0

Attachment B – Property List

Occupied Properties/Statement of Values								
Map Location	Location	Occupancy	Building	Contents	Business Income/ Extra Expense	Utility Services - Direct Damage	Utility Services - Time Element	Yearly Rent Revenue
47 48 49	Perry's Landing & Marina Grass and walkway in front of Perry's Landing Parking Area in front of Perry's Landing 1 Lawrence Pier	Restaurant/ Clubhouse/ Marina Leased to Others- Lessors Risk						\$350,000
52 53 54 55	Chestnut street Boathouse and Marina Parking Area chestnut street boathouse Water lots - East of Chestnut Street Boathouse Water lots - East of Chestnut Street Boathouse, Remnant Parcel and south of Bayfront parkway 400 West Bayfront Parkway	Fish Hatchery Boathouse Public Access Area	\$125,749 \$165,123	\$48,860	\$8,200	\$50,000 \$48,860 \$50,000	\$8,200	\$8,200 <u>\$0</u>
56 57 58 59 60 61 62 63	Wolverine Park and Bait stand Wolverine Park and Miniature Golf Water lots-Wolverine Park Water lots-Wolverine Park Water lots-Wolverine Park Wolverine Park Parking Lot and Slips Wolverine Park from State to Peach along Bayfront bikeway 34-36 State Street	Wolverine Park Hut Public Restrooms	\$1,003,444		\$30,000	\$50,000	\$30,000	\$0 <u>\$32,400</u> \$32,400
64 65	Presque Isle Yacht Club Parking Lot and Boat yard Presque Isle Yacht Club Building and Boat Storage	Leased location - Lessor's Risk						\$37,700
71	Railroad Parcel west of Erie Waste Water Treatment Plant Property	Leased location - Lessor's Risk Railroad Line to port						
72	Land Lighthouse 1201 Lakefront Drive	caretaker's house: one family dwelling lighthouse picnic shelter and playground equip.	\$190,528 \$635,091 \$31,755		\$0	\$50,000 \$50,000 \$31,755		\$0
NO #	Various Locations	Camera/ Surveillance Equipment		\$307,122				

Attachment B – Property List

Auto Schedule						
	Year	Make	Model	Cost New	VIN	Leased/Owned
2	2000	Ford	F450 Dump Truck	\$24,800	1FDXF47F2YEE44389	OWNED
4	2008	Ford	Explorer XLT	\$28,050	1FMEU73E88UA98835	OWNED
5	2011	Ford	F250 Super Duty	\$32,000	1FTBF2B67BEC74001	OWNED
6	2015	Ford	F250 Super Duty	\$38,000	1FTBF2B64FEC26381	OWNED
7	2016	Ford	F250 Super Duty	\$43,000	1FTBF2B61GEC73062	OWNED
8	2017	Ford	Explorer Police AWD	\$28,136	1FM5K8AR9HGB72036	OWNED
9	2017	Ford	F450 Dump Truck	\$47,917	1FDUF4HY2HEB81243	OWNED
10	2007	Kubota	Tractor	\$37,500	3028264996	OWNED
11	2017	John Deere	310SL Backhoe Loader	\$106,000	1T0310SLCHF310063	OWNED
12	2018	NorthStar	Trailer w/washer	\$7,500	4K1PT4C17JK006555	OWNED
13	2019	Ford	F250 Super Duty	\$29,332	1FTBF2B68KED39583	OWNED
14	1994	Shorelander	Trailer w/ welder	\$7,500	1MDDX4J16RF629948	OWNED
15	2004	Currahee	Landscape Trailer	\$7,500	4TELS121741071659	OWNED
16	2021	Ford	F-150 Pickup 2WD	\$33,585	1FTMF1E53MKE46129	OWNED

Inland Marine/Mobile Equipment Schedule		
Item Description	Serial #	Limit
Boat Lift	2224-588	\$250,000
2008 Yamaha G22A Golf Cart	JUD319183	\$10,000
2008 Yamaha YDRA Golf Cart	JW1112917	\$12,000
2014 Yamaha Golf Cart	JCO-504951	\$10,000
2015 Yamaha Golf Cart	JCO-700171	\$10,000
2020 Carry All Utility Cart	ML2038 109973	\$18,500
2020 Carry All Utility Cart	MA2038 109880	\$10,000
Travel (Boat) Lift - Bayshore Marine	1056868	\$100,000
Yale LPG Powered Forklift	609585	\$15,000
Minderman Marine Boat Yard Carrier	M-38-G51-S-0243900	\$10,000
Miscellaneous Equipment & Tools		\$100,000

Attachment B – Property List

Owned Watercraft Schedule	
Description	Insured Value
1999 Little Giant Workboat	\$66,051

Commercial Watercraft					
Vessel	Hull Limit	Crew	Servers	Passengers	Built
Aquabus I	\$ 104,000	2	N/A	47	2001
Aquabus II	\$ 104,000	2	N/A	47	2001
Canadian Sailor	\$ 95,000	2	N/A	47	2001

Covered Storage Tanks:										
Loc. #	Tank #	Tank ID	UST/AST	Year Installed	Capacity (Gallons)	Construction	SW/DW	Contents	Retro Date	Deductible
2	1	1UST	UST	1980	10,000	Fiber Reinforced Plastic	DW	Gasoline	11/8/2000	\$450,000
3	1	1AST	AST	2008	300	Catholically Protected Steel	DW	Diesel	11/8/2008	\$10,000

Piers, Wharves, Docks, and Watercraft			
Schedule	Named Locations	Description	Insured Value
1	West Basin Marina, Dobbins Landing	piers/ floating open docks - 46 slips	\$455,000
2	East Basin Marina, Dobbins Landing	piers/ floating open docks - 18 slips	\$215,000
3	Lampe Marina, Foot of Port Access Road	floating open docks - 252 slips	\$800,000
4	Foot of East Ave	piers/ floating open docks + public ramp	\$80,000
5	Seaway Trail Fishing Pier, North of Bayfront Parkway between Waterworks and Bay Harbor East	fixed pier	\$95,000
6	6 Chestnut St. Boat Ramp 400 West Bayfront Parkway	piers/ floating open docks + public ramp	\$40,000
7	Fishing Pier in East Canal Basin Approx. 15 State Street	fixed pier	\$95,000
8	Gem City Marina 26 West Front Street, Erie, PA 16507	4 fixed piers & 3 floating docks - 26 slips	\$161,800
9	Sheraton Courtesy Dock South Side of West Dobbins Landing, Erie, PA 16507	floating dock	\$200,000

