

September 3, 2014

City Clerk's Office
City Hall, Room 205
200 E. Wells St.
Milwaukee, WI 53202

TO THE CITY OF MILWAUKEE CHARTER SCHOOLS REVIEW COMMITTEE:

GBG Insurance Agency has been the Insurance/Risk Management Consultant for TransCenter for Youth, Inc. for over 18 years. We have provided coverage and Risk Management services that have protected the organization's assets from potential loss while providing educational services for TransCenter's schools during that period.

GBG Insurance Agency certainly looks forward to continuing to provide similar coverage and Risk Management Services for all TransCenter for Youth, Inc. schools/educational programs. Upon approval of the City of Milwaukee charter school contract for TransCenter's New School, all the insurance coverage requirements set forth in the application as described in details below (all of which are currently in place for their schools) and will be provided for the new school. The City will be given thirty days written notice of any cancellation, non-renewal, or material changes by an of the TNS insurers.

Insurance

The minimum limits of insurance that City requires from Charter School shall be:

Worker's Compensation

Worker's Compensation	Statutory Coverage
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Employer's Liability Limits

Bodily Injury by Accident	\$100,000 each accident
Bodily Injury by Disease	\$500,000 policy limit
Bodily Injury by Disease	\$100,000 each employee

Worker's Compensation at Statutory limits and Employer's Liability at \$100,000 per occurrence or sufficient limits to meet Umbrella underlying insurance requirements. Coverage shall be modified to include a Waiver of subrogation Endorsement in favor of City including its directors, officers, agents, employees and volunteers.

Commercial General Liability

Commercial General Liability	\$1,000,000 per occurrence /
General Aggregate	\$2,000,000
Personal & Advertising Injury Limit	\$1,000,000
Products - Completed Operations Aggregate	\$2,000,000
Medical Expense	\$ 5,000

Commercial General Liability shall be on an occurrence form covering the risks associated with or arising out of the services provided under this Contract. This insurance is not to have any exclusions, sub-limits, or restrictions as respects coverage for sexual abuse and molestation, corporal punishment, athletic events, and use of gymnasium equipment.

Auto Liability

Combined Single Limit	\$1,000,000 each accident
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Business Auto Liability insurance including, but not limited to, Uninsured Motorists, Underinsured Motorists, and contractual liability for risks assumed in this Contract covering the use of any vehicle in an amount not less than \$1,000,000 per accident. (Verification of this coverage is needed only if vehicles will be used while providing services under this Contract.)

Umbrella (excess) Liability

Umbrella (excess) Liability	\$4,000,000 per occurrence / \$4,000,000 aggregate
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The Umbrella Liability insurance shall provide excess employer's liability, commercial general liability and auto liability coverage.

Fidelity Bond/Crime Insurance

Fidelity Bond / Crime Insurance	50% of the Value of the contract
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Crime Insurance, in the form of either a Commercial Crime Policy or Financial Institution Bond, providing coverage for Employee Dishonesty, On Premises, In Transit (Theft Disappearance and Destruction Coverage Form and Robbery and Safe Burglary Coverage Form), Forgery/Alteration, Computer and Funds Transfer Fraud shall be carried for fifty percent (50%) of the total annual program costs of Charter School. Such insurance may be written with a deductible; however, such deductible shall not exceed \$10,000. The City shall be named as loss payee with respect to losses involving property or funds provided under this Contract by DPI. This policy is to cover all employees, officers, and board members of Charter School and all of Charter School's contractors or subcontractors handling money, securities or other property of Charter School. Proof of such coverage shall be provided to CSRC prior to the opening of Charter School.

School Leader's Errors & Omissions**

Limit per occurrence	\$1,000,000
Aggregate Limit	\$2,000,000

*** Director's and Officer's insurance may be used in lieu of School Leader's E&O provided that the Insurance Company shows proof that all employees and volunteers are protected by the coverage.*

All policies, with the exception of the School Leaders Error's & Omissions policy, shall be written on an occurrence form.

If you have any questions or need any further information, please do not hesitate to contact me.

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