



City of Alamosa, Colorado  
Request for Qualifications  
Professional Insurance Brokerage Services

**I. Introduction**

The City of Alamosa invites qualified Insurance Brokers who possess the experience, capability and expertise in the area of various commercial insurance markets including but not limited to property, general liability, and auto liability, to submit a proposal to serve as a Broker of Record to the City of Alamosa.

**II. General Background**

The City of Alamosa has a population of 8,811 and is the largest full-service city in the San Luis Valley, with 84 full time employees, 16 part time employees, and 32 volunteer firefighters. The City of Alamosa currently holds its commercial insurance with OneBeacon.

**III. Content/Criteria**

The City of Alamosa will select the insurance broker that is the best fit for the City. The following evaluation factors will be looked at and taken into consideration when making the decision. Proposals shall include the following:

- History of organization and years in business
- Describe your organization structure
- Experience with municipalities
- Office(s) location(s) that would provide direct services for the City's account
- Identify the specific individuals who will be assigned to this engagement, their respective roles, and office location. In brief, describe each individual's relevant experience and areas of expertise.
- Specify if you currently write or have written policies with OneBeacon

#### **IV. Submittal Instructions**

Proposals should not exceed 3 pages and should be delivered to the address listed below or emailed to [mromero@ci.alamosa.co.us](mailto:mromero@ci.alamosa.co.us), no later than February 23, 2012 at 3:00 pm.

Attn: Nathan Cherpeski  
City Manager's Office  
300 Hunt Ave.  
Alamosa, CO 81101

#### **V. Contacts**

For questions, please contact Nathan Cherpeski at 719-589-2593