

**Caroline County
Board of Supervisors Agenda
Executive Summary**

Meeting Date: August 9, 2022

Title: Consent Agenda – Purchase Over \$50,000 – Annual Fire & Rescue Volunteer Station and Apparatus Coverage

(Check Mark)

- | | |
|-------------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Consent | <input type="checkbox"/> Closed Meeting |
| <input checked="" type="checkbox"/> Action | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> No Action (Information Only) | <input type="checkbox"/> Ordinance |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> PowerPoint Presentation |

Summary: Each year, the Department of Fire & Rescue purchases insurance coverage for the volunteer stations and apparatus. Chief Loftus would again like to renew coverage this year with McNeil & Co. at a cost of \$118,086 at the recommendation of the department’s insurance broker (Chesterfield Insurers). Volunteer Fire-EMS insurance is a unique product offered by a small number of companies.

Budget Impact: Funds for this purchase are included in the FY 2023 Fire-Rescue budget. Under the County’s purchasing policy, the Board of Supervisors must approve purchases over \$50,000.

Requested Action from Board of Supervisors: Approve purchase as proposed



Insured Invoice

As of: 7/15/2022

Page 1 of 1



Invoice #: 39477130

JUL 20 2022

Broker: Chesterfield Insurers
Broker Phone: (804) 271-9426

Remittance Address

Please return payment with remittance copy to:

McNeil & Company, Inc.
P.O. Box 292
Canajoharie, NY 13317

To: County of Caroline Fire Services County Administrator
233 West Broadus Avenue
Bowling Green, VA 22427

Phone: (800) 822-3747

5315

Policy Number	Invoice Description	Tran Date	Due Date	Eff Date
		CURRENT		
MEPK08160409	Package Renewal <i>Total Premium, Taxes & Fees</i>	07/11/22	08/10/22	07/01/22 \$63,881.00
MEIM08060709	Inland Marine Renewal <i>Total Premium, Taxes & Fees</i>	07/11/22	08/10/22	07/01/22 \$49,624.00
MEUM08103709	Umbrella Renewal <i>Total Premium, Taxes & Fees</i>	07/11/22	08/10/22	07/01/22 \$4,561.00
			Current Total:	\$118,066.00

SUMMARY	
Current:	\$118,066.00
Previously Billed:	\$0.00
Total:	\$118,066.00

*** McNeil & Company Does Not Accept Credit Cards At This Time ***
Please Detach & Return Bottom Portion With Payment

Insured: County of Caroline Fire Services County Administrator
As Of: 7/15/2022
Invoice #: 39477130

Amount Paid:

Remit To: McNeil & Company, Inc.
P.O. Box 292
Canajoharie, NY 13317

**Caroline County Department of Fire - Rescue and Emergency Management
Purchase Order Requisition Request Form**

Vendor Name: McNeil & Co.			PO #:					
Vendor Address: PO Box 292, Canajoharie, NY 13317			Delivery To (Ship To): 233 W. Broaddus Ave, Bowling Green, VA 22427					
Contact:			Location:					
Phone Number: 800-822-3747		Fax Number:						
Vendor Number:		Federal ID Number:		Invoice Number: 39477130				
Items Needed by		Does remittance need to go to a different address?		Does this purchase get billed to a third party?				
Quantity	Description	Unit Price	SubTotal	E	Fund	Dept	Object	Cost Center
1	Package Renewal	\$63,881.00	\$63,881.00					
1	Inland Marine Renewal	\$49,624.00	\$49,624.00					
1	Umbrella Renewal	\$4,561.00	\$4,561.00					
		Total	\$118,066.00	4	100	32500	5315	

Date: 07/21/22	Requestor Name: (enter below)	
Requestor Telephone Number: 804-633-9831	Jason Loftus, Fire - EMS Chief	
Supervisors Signature (if different to above Authorised Signatory):		

Comments:	
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HAVE YOU GOT YOUR QUOTES?	
Value	Alternatives
\$5,000 to \$20,000	Three Quotes
\$20,001 to \$50,000	Three formal written quotes / Authorized by County Administrator
\$50,001 to \$100,000	Three formal written quotes / Authorized by BOS

Sole Source

ORDER WILL NOT BE PROCESSED UNLESS THIS SECTION IS COMPLETED.	
I certify that the items specified above are necessary for use by this Department.	
Signature:	