



MISSISSIPPI VALLEY STATE
UNIVERSITY

February 24, 2025

RE: Invitation to Brokers to Request a Market Assignment to Provide Excess Student Athlete Accident Insurance for Mississippi Valley State University

TO: Whom It May Concern:

The Mississippi Valley State University (MVSU) is seeking proposals for excess insurance covering injuries for its student athletes, prospective student athletes, and band members. The current policies expire August 1, 2025. MVSU desires to work with a broker with expertise and experience directly related to providing student athlete accident insurance services to universities and/or entities similar to MVSU.

MVSU currently purchases and maintains student athlete insurance coverage with a maximum benefit of \$90,000 per covered person and no deductible.

It is MVSU's intent to make exclusive market assignments among qualifying responding brokers in order to maximize markets and participation. Additional and more detailed information, including claims history or loss runs, will be forthcoming in the RFP, which you will receive should you be assigned a market.

A broker may submit requests for markets, listed in order of preference. MVSU intends to assign its current broker as agent of record for the incumbent market, Great American Insurance Company, although any broker may also include Great American in their request. MVSU will evaluate each broker's response to this letter, and an effort will be made to assign at least one requested market to a broker; however, depending upon the number and quality of responses, it is possible that a qualifying broker may be assigned more than one market or no market at all. MVSU intends to seek single-year and/or multi-year options.

To compete for a market assignment, a qualified broker should respond by restating the below-listed qualifications followed by comprehensive responses which demonstrate how your organization meets these minimum criteria. Please be specific in your responses regarding the number of years and type of experience your firm and the primary contact possesses. Only the following criteria will be evaluated in determining market assignments.

1. Licensed. The broker must be appropriately licensed and/or have legal authority to render the proposed services.
2. Comparable Client. The broker must have provided student athlete insurance brokerage services to at least one client (individual or group) comparable to MVSU. Provide the client's name, address, contact, title, phone number, email address, size of group, and number of years the services have been rendered by your organization.

February 24, 2025
MVSU SA Insurance

3. Agency Experience with Similar Plan. Broker must have at least five (5) years of experience as an organization in brokering insurance for student athlete injury or accident with programs similar in size and/or complexity to MVSU. Provide in detail with the number of years of experience your firm has 1) specific to placement of this line of coverage, and 2) with placement of coverage with each requested insurer.
4. Experience of Primary Contact. Provide the number of years of experience the primary contact has specific to placement of student athlete coverage. Provide the number of years of experience the primary contact has with placement of coverage with each requested company.
5. Volume with Requested Company. Provide the approximate volume in premium dollars related to student athlete injury policies that your firm or company has placed with each requested company since July 1, 2023. If you are unable to provide this information, provide equivalent information that demonstrates the amount of business your firm conducts with the requested company.
6. Example of Competitive Quote. Provide an example of a successful quote you have achieved since July 1, 2023, for a large group. Identifying the client is optional.
7. Requirements of Requested Markets. The insurance carriers requested must have an A.M. Best rating of A VIII or better and must be legally authorized to write the requested coverage in the State of Mississippi.
8. Broker Commission. Provide the commission percentage that the broker will charge in exchange for the services being provided; if the exact percentage cannot be stated at the time of your response, please explain the commission structure with as much detail as possible. Provide a maximum commission percentage that you will charge if you are unable to commit to a specific percentage.

The proposing broker must give a comprehensive response to all requested information. Please respond by e-mail to georgew.ivory@mvsu.edu no later than 4:00 p.m. on March 10, 2025, if you desire to quote on this coverage. You will be notified of your market assignment on or around March 12, 2025, and at approximately that time RFP will be provided to brokers receiving an assignment. MVSU specifically reserves the right to reject any or all responses.

We look forward to receiving your request for a market assignment.

Sincerely,



Carla T. Williams
Procurement and Property Officer