



Request for Proposals for Non-Profit Insurance Coverage

Madonna Place is a non-profit agency located at 240 Main Street in Norwich, CT. We have been strengthening families since 1987. The mission of Madonna Place is to provide services which strengthen families, promote health, and prevent child abuse and neglect.

Madonna Place is seeking proposals for non-profit audit services.

Proposals are due by 5:00 pm on June 1, 2022 and can be emailed with subject "Bid for insurance coverage" to:

Claire Silva, Executive Director
Madonna Place, Inc.
240 Main Street
Norwich, CT 06360
CSilva@MadonnaPlace.org

Proposals to include:

- 1) A description of the insurance firm
- 2) A description of previous experience providing insurance coverage for nonprofit agencies
- 3) A description of how staff are assigned to support agency needs
- 4) A list of key personnel and their role and if there has been turnover in those positions
- 5) References (up to 3 if available)
- 6) Disclose any professional or personal relationships with current or past officials serving as Board members or employees for Madonna Place
- 7) A description of the proposed insurance coverage for Madonna Place
- 8) A description of the process that will be used to ensure coverage that is cost efficient
- 9) A description of the communication that will take place between the lead insurance agent and the Madonna Place Executive Director
- 10) The proposed fee for business auto, commercial umbrella liability, cyber liability – data breach, Directors & Officers, Flood insurance, Package – property general liability crime and professional liability, Workers' Compensation

Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. Madonna Place reserves the right to reject any and all bids, to accept the lowest or best bid, and to waive any formalities.