



**CAMERON COUNTY**  
1100 E. Monroe St,  
Brownsville, Texas 78520  
(956) 544-0871 Fax: (956) 550-7219

Request For Proposal # 1470  
Addendum # 4 – Page 1 of 2  
Date Out: September 6, 2013

**WORKERS' COMPENSATION INSURANCE**  
**QUESTIONS & ANSWERS**

|             |   |
|-------------|---|
| Question #1 | Does Cameron County maintain records for employee concentration of risk by building location?   |
| Answer #1   | Yes. See attached Employee Concentration Report (Addendum 4A).  |
| Question #2 | What is valuation date for detail claim information provided with Addendum 2C?  |
| Answer #2   | Valuation date is June 30, 2013 (see Answer #3 for Addendum #2). Cameron County receives detail claim information from TAC on a quarterly basis. See attached claim detail summary of TAC Workers' Compensation Loss Run-Second Quarter 2013 with valuation date of June 30, 2013 (Addendum 4B). This summary is based on claim detail provided with Addendum 2C.   |
| Question #3 | Does Cameron County own or lease any type of heavy equipment?   |
| Answer #3   | Yes. Attached is list of heavy equipment owned by the County that is used by the Public Works & Parks Department (Addendum 4C).   |
| Question #4 | Does Cameron County own, lease or charter any type of watercraft?   |
| Answer #4   | Yes. The County owns two Yamaha Jet Ski boats that were purchased in 2013. The use of these watercraft is limited to rescue/patrol by beach lifeguards. The passenger capacity for each boat is two individuals. The County also owns two Daragel Scout 210 patrol boats with a length of 21 feet each that were purchased in 2002. The passenger capacity for each boat is 4 to 6 individuals. This is updated information for Addendum 2-Answer #9. |
| Question #5 | Does Cameron County have written claim handling instructions in place with its current Third Party Administrator (TPA)?   |
| Answer #5   | No. The current workers' compensation insurance coverage has been fully funded through the Texas Association of Counties Risk Management Pool (TAC) for approximately 40 years. If the County decides to change to a self-insured basis, written claim handling instructions will be developed with the TPA.  |
| Question #6 | Describe how Cameron County is utilizing loss data provided by TAC.   |
| Answer #6   | Detail claim data is provided on a quarterly basis by TAC. Data analysis information is provided on page 67 of the Accident Prevention Program document that was previously provided with Addendum 2A.  |
| Question #7 | Does Cameron County have a safety committee?  |
| Answer #7   | Yes. The current safety committee that consists of 8 supervisors is managed by the Civil Services Workers' Compensation Specialist. Safety Committee information is   |

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

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|              | provided in various sections of the Accident Prevention Program document that was previously provided with Addendum 2A.   |
| Question #8  | What type of safety training is provided to Cameron County Employees?   |
| Answer #8    | Safety training information is provided in various sections of the Accident Prevention Program document that was previously provided with Addendum 2A.                            |
| Question #9  | Does Cameron County have a hazard identification and analysis program?  |
| Answer #9    | Yes. Hazard identification and analysis information is provided in pages 16 thru 19 of the Accident Prevention Program document that was previously provided with Addendum 2A.    |
| Question #10 | Does Cameron County have an accident investigation program?   |
| Answer #10   | Yes. Accident investigation information is provided in pages 20 thru 23 and page 80 of the Accident Prevention Program document that was previously provided with Addendum 2A.    |
| Question #11 | Does Cameron County have a transitional duty program?   |
| Answer #11   | Yes. See Exhibits page 50 in RFP specifications for Return to Work Policy Statement. Also see page 32 of Personnel Policies Manual that was previously provided with Addendum 2B. |
| Question #12 | Does Cameron County have policies & procedures for the claim reporting process?   |
| Answer #12   | Yes. Claim reporting information is provided in pages 27 and 69 thru 73 of Accident Prevention Program document that was previously provided with Addendum 2A.                    |
| Question #13 | Does Cameron County have a Safety Mission statement?  |
| Answer #13   | Yes. Safety Mission statement is provided on page 6 of the Accident Prevention Program document that was previously provided with Addendum 2A.                                    |
| Question #14 | Is senior management involved in Cameron County Workers' Compensation program?  |
| Answer #14   | Yes. See pages 3 & 8 of the Accident Prevention Program document that was previously provided with Addendum 2A.   |

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