



New Jersey Schools Insurance Group  
6000 Midlantic Drive, Suite 300 North  
Mount Laurel, New Jersey 08054  
[www.njsig.org](http://www.njsig.org)

**Board of Trustees Meeting November 16, 2022**  
**Action Item**  
**Insurance brokerage services**  
**NJSIG No. 1122-3**

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NJSIG has contracted with Alliant Insurance Services, Inc. (“Alliant”) to provide NJSIG with insurance brokerage services for a term of twenty-one months, running from January 1, 2022 to September 30, 2023. Article V, Paragraph A, Section 1 of that contract provides as follows: “Changes in SERVICES. The FEE is subject to adjustment if CLIENT creates a new PROGRAM other than those listed in Addendum A, requests a change in SERVICES or if the CLIENT’s size or organization changes to alter the time involved in the SERVICES. Tasks or functions that are not presently included in the SERVICES may be available on a ‘per service basis’ for a separate fee.” Pursuant to this contract provision, it is proposed that NJSIG be authorized to execute an addendum to this contract to procure additional, dedicated insurance brokerage services from Alliant on the cyber line of coverage, for an additional fee of \$100,000.00, for the term running from October 1, 2022 to September 30, 2023.



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**Certification pursuant to N.J.A.C. 5:34-2.3(b)**

**NJSIG No. 1122-3**

**To:** New Jersey Schools Insurance Group Board of Trustees

**From:** Jill Deitch, Esq.  
Executive Director

**Date:** November 16, 2022

**Subject:** Insurance, including the purchase of insurance coverage and consultant services, i.e., insurance brokerage services on the cyber line of coverage

This is to request an award of a contract, and more specifically an addendum to a current contract, without the receipt of formal bids as insurance, including the purchase of insurance coverage and consultant services, N.J.S.A. 18A:18A-5(a)(10). I do hereby certify to the following:

- 1. Provide a clear description of the nature of the work to be done:**  
Insurance brokerage services for the New Jersey Schools Insurance Group on the cyber line of coverage.
- 2. Describe in detail why the contract meets the provisions of the statute and rules: N.J.S.A. 18A:18A-5(a)(10) (“Insurance, including the purchase of insurance coverage and consultant services, which exception**

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shall be in accordance with the requirements for extraordinary unspecifiable services;”).

3. **The service(s) is of such a specialized and qualitative nature that the performance of the service(s) cannot be reasonably described by written specifications because: N.J.S.A. 18A:18A-5(a)(10) (“Insurance, including the purchase of insurance coverage and consultant services, which exception shall be in accordance with the requirements for extraordinary unspecifiable services;”).**
4. **Describe the informal solicitation of quotations:** In 2021, NJSIG obtained quotations to provide insurance brokerage services from several providers of insurance brokerage services. Thereafter, NJSIG contracted with Alliant Insurance Services, Inc. (“Alliant”) to provide NJSIG with insurance brokerage services for a term of twenty-one months, running from January 1, 2022 to September 30, 2023. NJSIG requests to execute an addendum to its contract with Alliant to procure additional, dedicated insurance brokerage services on the cyber line of coverage for the term running from October 1, 2022 to September 30, 2023.
5. I have reviewed the rules of the Division of Local Government Services pursuant to N.J.A.C. 5:34-2.1, et seq. and certify that the proposed contracts may be considered an extraordinary unspecifiable service in accordance with the requirements thereof.

**Certification pursuant to N.J.A.C. 5:34-2.3(b)**

Respectfully submitted,

Jill Deitch, Esq.  
(Print Name)

s/ Jill Deitch  
(Signature)

Executive Director  
(Title)



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**Resolution Authorizing the Execution of  
Contracts Pursuant to the Public School Contracts Law**

**NJSIG No. 1122-3**

**WHEREAS**, the New Jersey Schools Insurance Group (“NJSIG”) is authorized by N.J.S.A. 18A:18B-1, et seq. to provide risk transfer mechanisms for its members;

**WHEREAS**, NJSIG requires insurance brokerage services;

**WHEREAS**, such service is in the nature of an exception to the bidding requirements under N.J.S.A. 18A:18A-5(a)(10), “[i]nsurance, including the purchase of insurance coverage and consultant services, which exception shall be in accordance with the requirements for extraordinary unspecifiable services;”

**WHEREAS**, the Executive Director has executed a Certification pursuant to N.J.A.C. 5:34-2.3(b), which said Certification is attached; and

**NOW THEREFORE, BE IT RESOLVED**, that:

- 1) NJSIG is hereby authorized to enter into an addendum to its contract with Alliant Insurance Services, Inc. for insurance brokerage services to include dedicated insurance brokerage services on the cyber line of coverage, for the term running from October 1, 2022 to September 30, 2023;

**Resolution Authorizing the Execution of  
Contracts Pursuant to the Public School Contracts Law**

- 2) The Executive Director is hereby authorized to execute an addendum to the contract with the above-referenced provider as outlined above;
- 3) This designation is in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq.;
- 4) A notice of this action shall be published once in the official newspaper designated by NJSIG, and is on file and available for public inspection at the office of NJSIG.

I certify that the foregoing is a true copy of a Resolution passed by the New Jersey Schools Insurance Group at the meeting duly held on the 16th day of November, 2022.

New Jersey Schools Insurance Group

By: \_\_\_\_\_  
Christopher Russo, Chairperson

Board Secretary  
Use Only

DATE:

MOVED BY:

SECONDED BY:

VOTE: