

REQUEST FOR PROPOSALS

CITY OF PITTSTON

WORKERS COMPENSATION INSURANCE



DEADLINE TO SUBMIT: Monday, November 13, 2023 12:00PM (Noon)
To be publicly opened immediately thereafter in the Basement Conference Room, City
Hall, 35 Broad Street, Pittston, PA 18640

**BID AWARD (intended): CITY COUNCIL MEETING, NOVEMBER
15, 2023 AT 7:00PM)**

Joe Chacke, City Administrator
City of Pittston
35 Broad Street
Pittston, PA 18640
jchacke@pittstonrda.com
www.pittstoncity.org

INTRODUCTION

The City of Pittston is a 3rd class, home rule City located in Northeastern Pennsylvania. The City employs more than 75 full-time, part-time and seasonal employees. The City is a full-service municipality that provides police, fire, public works, administrative, code services and elected officials.

The City seeks proposals from persons or organizations qualified to provide workers compensation insurance. The effective date of the workers compensation insurance shall be January 1, 2024.

Sealed proposals are due by 12:00PM (Noon) on Monday, November 13, 2023.

Any questions on this RFP shall be submitted in writing to:

Joe Chacke, City Administrator
City of Pittston
35 Broad Street
Pittston, PA 18640
jchacke@cityofpittston.org

No other forms of communication will be accepted or responded to.

A complete proposal package may be obtained on the City's website:
www.pittstoncity.org or by emailing as indicated above.

GENERAL UNDERWRITING INFORMATION:

1. Total payroll is approximately \$3.3 million in 2023. Detailed employee information can be obtained by contacting Director of Operations David Hines at dhines@cityofpittston.org.
2. A Loss Run report and PA Experience Rating Modifications are attached in the appendix.
3. The City has approximately 75 employees.
4. Employees undergo mandatory drug and alcohol testing, prior to starting work. Employees are tested for drugs and alcohol after work related injuries. Full-time street department employees must undergo a physical prior to starting work.
5. The City has a Safety Committee that meets on a regular basis.

APPENDIX

LOSS RUN REPORT & PA EXPERIENCE RATING MODIFICATIONS

STATE WORKERS' INSURANCE FUND

Report Number : GWCC_POLR0016_01
Report Name : Policy Holder Claims Analysis

Business Date :09/07/2023
Run Date :09/08/2023
Run Time :10:00:48 AM
Policy Number :06308753
From Year :2021
To Year :2024
As of Date :2023-09-08

GWCC_POLR0016_01 - Policy Holder Claims Analysis

Pittston City
35 Broad Street
Pittston, Pennsylvania 18640
United States

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Policy Number : 06308753
From Year : 2021
To Year : 2024
As of Date : 2023-09-08

GWCC_POLR0016_01 - Policy Holder Claims Analysis

Request Listing As of 2023-09-08

Policy Number	Policyholder Name	Policy Period Effective Date	Policy Period Expiration Date	User Name	Claim Number	Claim Status	Claimant Name	Claim Description	Regional Office	Injury Date	Claimant Class Code	Loss Description	Exposures	Net Incurred	Net Payments	Outstanding Reserve
06308753	Pittston City	01/01/2021	01/01/2022	wM-LossRunPCCall	03163422	Closed	Charles Everett	Medical Only	TPA	05/07/2021	0980	Claimant was getting horses out of a shed when a piece of metal struck him, resulting in the injury.	Indemnity Medical Vocational Rehabilitation Employer's Liability Claim Level Expense	0.00 1,304.88 0.00 0.00 0.00 0.00	0.00 1,304.88 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00

	Net Incurred	Net Payments	Outstanding Reserve
Indemnity	0.00	0.00	0.00
Medical	1,304.88	1,304.88	0.00
Vocational Rehabilitation	0.00	0.00	0.00
Employer's Liability	0.00	0.00	0.00
Claim Level	0.00	0.00	0.00
Expense	0.00	0.00	0.00
Total Claims	1		
Total Open Claims	0		
Total Closed Claims	1		
Total Legal Claims	0		

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06308753	Pittston City	01/01/2022	01/01/2023	wM-LossRunPCCall	03165054	Closed	Cody Cawley	Loss Time	Eastern	03/12/2022	0985	Claimant was walking into the building when he slipped and fell on ice, struck his head off the ground and had a seizure, resulting in the concussion, pain in is neck, head and jaw	Indemnity	5,163.80	5,163.80	0.00
													Medical	62,879.17	62,879.17	0.00
													Vocational Rehabilitation	0.00	0.00	0.00
													Employer's Liability	0.00	0.00	0.00
													Claim Level	0.00	0.00	0.00
													Expense			
06308753	Pittston City	01/01/2022	01/01/2023	wM-LossRunPCCall	03165308	Closed	Charles Everett	Medical Only	Western	04/26/2022	0980	Claimant was undoing a turnbuckle on the garbage truck, when he felt a tear in his left shoulder, resulting in the injury.	Indemnity	0.00	0.00	0.00
													Medical	171.00	171.00	0.00
													Vocational Rehabilitation	0.00	0.00	0.00
													Employer's Liability	0.00	0.00	0.00
													Claim Level	0.00	0.00	0.00
													Expense			
06308753	Pittston City	01/01/2022	01/01/2023	wM-LossRunPCCall	03165428	Open	Isaac Whispell	Loss Time	Western	05/17/2022	0980	Claimant was on the back on a recycling truck, when the truck leaned he became caught between a building and the truck then his vest was ripped off causing him to fall off the truck, resulting in the broken ribs and the punctured lung.	Indemnity	8,990.50	6,490.50	2,500.00
													Medical	190,599.17	42,020.81	148,578.36
													Vocational Rehabilitation	0.01	0.00	0.01
													Employer's Liability	0.00	0.00	0.00
													Claim Level	6,279.30	6,279.27	0.03
													Expense			
06308753	Pittston City	01/01/2022	01/01/2023	wM-LossRunPCCall	03165872	Open	THOMAS ABBOTT	Medical Only	Western	07/20/2022	0980	CLAIMANT WAS ON THE BACK OF THE TRUCK PICKING UP GARBAGE, WHEN HE STEPPED ON BEES NEST, RESULTING IN BITES TO BOTH ANKLES AND HE HAD AN ALLERGIC REACTION	Indemnity	0.00	0.00	0.00
													Medical	2,151.04	1,651.04	500.00
													Vocational Rehabilitation	0.00	0.00	0.00
													Employer's Liability	0.00	0.00	0.00
													Claim Level	0.02	0.00	0.02
													Expense			
				Net Incurred	Net Payments	Outstanding Reserve										
Indemnity				14,154.30	11,654.30	2,500.00										
Medical				255,800.38	106,722.02	149,078.36										
Vocational Rehabilitation				0.01	0.00	0.01										
Employer's Liability				0.00	0.00	0.00										
Claim Level				0.00	0.00	0.00										
Expense				6,279.32	6,279.27	0.05										
Total Claims				4												
Total Open Claims				2												
Total Closed Claims				2												
Total Legal Claims				1												

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06308753	Pittston City	01/01/2023	01/01/2024	wM-LossRunPCCall	111100000181	Open	George Spotts	Medical Only	Eastern	05/30/2023	0951	Claimant was taking someone into custody, when they got in a physical altercation, resulting in the abrasion to rt arm, rt knee and rt hip.	Indemnity Medical Vocational Rehabilitation Employer's Liability Claim Level Expense	0.00 2,500.00 0.00 0.00 0.01 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 2,500.00 0.00 0.00 0.01 0.00
06308753	Pittston City	01/01/2023	01/01/2024	wM-LossRunPCCall	111100000178	Open	Zach Valeski	Loss Time	Eastern	05/30/2023	0980	Claimant was putting a sign up, when the sign fell and struck his head, resulting in the injury.	Indemnity Medical Vocational Rehabilitation Employer's Liability Claim Level Expense	0.00 2,500.00 0.01 0.00 0.00 0.03 0.00	0.00 250.00 0.00 0.00 0.00 0.00 0.00	0.00 2,250.00 0.01 0.00 0.00 0.00 0.03

	Net Incurred	Net Payments	Outstanding Reserve
Indemnity	0.00	0.00	0.00
Medical	5,000.00	250.00	4,750.00
Vocational Rehabilitation	0.01	0.00	0.01
Employer's Liability	0.00	0.00	0.00
Claim Level	0.00	0.00	0.00
Expense	0.04	0.00	0.04
Total Claims	2		
Total Open Claims	2		
Total Closed Claims	0		
Total Legal Claims	0		

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Grand Total	Net Incurred	Net Payments	Outstanding Reserve
Indemnity	14,154.30	11,654.30	2,500.00
Medical	262,105.26	108,276.90	153,828.36
Vocational Rehabilitation	0.02	0.00	0.02
Employer's Liability	0.00	0.00	0.00
Claim Level	0.00	0.00	0.00
Expense	6,279.36	6,279.27	0.09
Total Claims	7		
Total Open Claims	4		
Total Closed Claims	3		
Total Legal Claims	1		



PENNSYLVANIA

Compensation Rating Bureau

PA EXPERIENCE RATING MODIFICATION

File Number:	30189	County:	Luzerne County
Data History:	1.470	Mailing Address:	35 Broad Street
Location:	1		Pittston PA 18640
Issue Date:	10/03/2022	Effective Term:	01/01/2023 - 01/01/2024
Employer Name:	Pittston City		
Class Code:	0985		

Data History

Effective Date

1.103	01/01/2024
Class Reviewed	04/01/2023
1.470	01/01/2023
Class Reviewed	04/01/2022
1.680	01/01/2022
1.481	01/01/2021
1.185	01/01/2020
0.978	01/01/2019
1.070	01/01/2018
0.952	01/01/2017
0.987	01/01/2016
1.078	01/01/2015
1.109	01/01/2014
1.312	01/01/2013
1.552	01/01/2012
1.310	01/01/2011
1.048	01/01/2010
0.838	01/01/2009
1.117	01/01/2008
1.143	01/01/2007
0.956	01/01/2006
0.765	01/01/2005
0.775	01/01/2004
0.752	01/01/2003
0.794	01/01/2002

Class Code

Rating Value

Description

Location

0906	17.08	Volunteer Ambulance Corps - Support Staff	
0951	0.14	Salesperson Outside	1
0953	0.07	Office	1

0985	2.00	Police or Firefighters, Salaried	1
0993	369.57	Volunteer Ambulance Corps	1



PENNSYLVANIA

Compensation Rating Bureau

PA EXPERIENCE RATING MODIFICATION

File Number:	30189	County:	Luzerne County
Data History:	1.680	Mailing Address:	35 Broad Street
Location:	1		Pittston PA 18640
Issue Date:	10/01/2021	Effective Term:	01/01/2022 - 01/01/2023
Employer Name:	Pittston City		
Class Code:	0985		

Data History

Effective Date

1.103	01/01/2024
Class Reviewed	04/01/2023
1.470	01/01/2023
Class Reviewed	04/01/2022
1.680	01/01/2022
1.481	01/01/2021
1.185	01/01/2020
0.978	01/01/2019
1.070	01/01/2018
0.952	01/01/2017
0.987	01/01/2016
1.078	01/01/2015
1.109	01/01/2014
1.312	01/01/2013
1.552	01/01/2012
1.310	01/01/2011
1.048	01/01/2010
0.838	01/01/2009
1.117	01/01/2008
1.143	01/01/2007
0.956	01/01/2006
0.765	01/01/2005
0.775	01/01/2004
0.752	01/01/2003
0.794	01/01/2002

Class Code

Rating Value

Description

Location

0951	0.17	Salesperson Outside	1
0953	0.08	Office	1
0980	2.98	City, Township	1



PENNSYLVANIA

Compensation Rating Bureau

PA EXPERIENCE RATING MODIFICATION

File Number:	30189	County:	Luzerne County
Data History:	1.481	Mailing Address:	35 Broad Street
Location:	1		Pittston PA 18640
Issue Date:	10/06/2020	Effective Term:	01/01/2021 - 01/01/2022
Employer Name:	Pittston City		
Class Code:	0985		

Data History

Effective Date

1.103	01/01/2024
Class Reviewed	04/01/2023
1.470	01/01/2023
Class Reviewed	04/01/2022
1.680	01/01/2022
1.481	01/01/2021
1.185	01/01/2020
0.978	01/01/2019
1.070	01/01/2018
0.952	01/01/2017
0.987	01/01/2016
1.078	01/01/2015
1.109	01/01/2014
1.312	01/01/2013
1.552	01/01/2012
1.310	01/01/2011
1.048	01/01/2010
0.838	01/01/2009
1.117	01/01/2008
1.143	01/01/2007
0.956	01/01/2006
0.765	01/01/2005
0.775	01/01/2004
0.752	01/01/2003
0.794	01/01/2002

Class Code

Rating Value

Description

Location

0951	0.17	Salesperson Outside	1
0953	0.07	Office	1
0980	3.09	City, Township	1

