



Lawrence County Government  
Office of Accounts & Budgets  
700 Mahr Avenue  
Lawrenceburg, TN 38464  
Phone: 931-766-4198 Fax: 931-244-6153  
lawrencecountyttn.gov

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# LAWRENCE COUNTY, TENNESSEE

## Request for Proposals

*For*

**RFP No. 080326-01**

**Emergency Medical Services Property and  
Casualty Insurance Program**

RFP Opening

08/03/2026

5:00 PM CST

Lawrence County Government invites qualified insurance carriers and licensed insurance agencies to submit proposals for a comprehensive **Emergency Medical Services Property and Casualty Insurance Program**.

To be considered, proposals must be received by the Lawrence County Office of Accounts and Budgets no later than **12:00 PM CST on Monday, August 3, 2026**.

Award, if made, will be based on the proposal determined to provide the **best overall value** to Lawrence County Government, considering the evaluation criteria established in this Request for Proposals, and shall not be based solely on premium cost.

Lawrence County Government reserves the right to reject any or all proposals, waive minor informalities, request clarifications, request Best and Final Offers (BAFOs), negotiate with one or more proposers, or decline to award a contract when such action is determined to be in the best interest of the County. The County further reserves the right to reject any proposal determined to be non-responsive or submitted by a proposer that has previously performed unsatisfactorily for Lawrence County Government or another governmental entity.

**Please Deliver Proposals to:**

**RFP# 080326-01**  
**Lawrence County Office of Accounts & Budgets**  
**700 Mahr Avenue**  
**Lawrenceburg, Tennessee 38464**

**The Envelope must show the RFP#, Name and Closing Date.**

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**SECTION I      GENERAL TERMS AND CONDITIONS**

1. **ADDITIONAL INFORMATION:** Lawrence County Government requests that all requests for additional information concerning this Request for Proposals be directed to:  
**Misti Baker**  
**Lawrence County Purchasing Agent**  
Lawrence County Office of Accounts & Budgets  
700 Mahr Avenue  
Lawrenceburg, Tennessee 38464  
Phone: **(931) 766-4198**  
Email: [mbaker@lawrencecountyttn.gov](mailto:mbaker@lawrencecountyttn.gov)

Questions must be submitted by email and received no later than **2:00 PM CST on Wednesday, July 15, 2026**. Questions received after this deadline will not be answered.

Responses affecting this solicitation will be issued by written addendum. Only written addenda issued by Lawrence County Government shall be considered official modifications to this Request for Proposals.

2. **ACCEPTANCE:** Proposers shall hold their submittal firm and subject to acceptance by Lawrence County for a period of ninety (90) days from the date of the Proposal closing, unless otherwise

indicated in their Proposal.

3. **AWARD:** This Request for Proposals may result in the award of a contract for the insurance services described herein.  
Award shall be made to the responsible proposer whose proposal is determined to provide the best overall value to Lawrence County Government based on the evaluation criteria contained in this RFP.  
Recommendation of award by the Lawrence County Purchasing Committee shall not constitute acceptance of a proposal or create any contractual obligation. Any award shall be subject to all required approvals, including approval by the Lawrence County Commission when applicable. Lawrence County Government reserves the right to reject any or all proposals, waive minor informalities or technicalities, request clarification of proposals, negotiate with one or more proposers, and award a contract deemed to be in the best interest of the County.
4. **CONFLICT OF INTEREST:** Proposers shall comply with all applicable conflict of interest requirements and shall disclose any actual or potential conflicts that may exist with respect to this solicitation or any resulting contract.
5. **PROPOSAL COPIES:** Lawrence County requires that Proposals be submitted as one (1) marked original and six (6) exact copies.
6. **DECLARATIVE STATEMENTS:** Any statements or words (i.e.: must, shall, will etc.) are declarative statements and the vendor must comply with the condition. Failure to comply with any such condition may result in the proposal being non-responsive and disqualified.
7. **ELECTRONIC TRANSMISSION OF QUALIFICATIONS:** Lawrence County Government **will not** accept electronically transmitted responses. Facsimile submission is strictly prohibited. All responses must be mailed or delivered by hand.
8. **INCURRED COSTS:** Lawrence County will not be responsible for any costs incurred by the respondents in the preparation of their response.
9. **PROPOSAL DELIVERY:** Lawrence County requires all responses to be time date and stamp the envelope upon delivery to the Office of Accounts and Budgets. Lawrence County will not be responsible for any lost or misdirected mail sent by common carrier. Lawrence County shall also not be responsible for responses delivered to other addresses other than the one listed at the top of this solicitation. The time clock in the Office of Accounts and Budgets shall serve as the official record of time. **Proposals must be received no later than 12:00 PM CST on Monday, August 3, 2026. Proposals received after this deadline will not be opened or considered.**
10. **SIGNING OF PROPOSALS:** In order to be considered all Proposals must be signed. Please sign the original in **blue ink**. By signing the response document, the respondent acknowledges and accepts the terms and conditions stated in the Proposal document.
11. **TITLE VI OF THE 1964 CIVIL RIGHTS ACT:** "Nondiscrimination in Federally Assisted Programs" – "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." 42 U.S.C. section 2000et seq. It is the policy of

Lawrence County Government that all its services and activities be administered in conformance with the requirements of Title VI.

12. **WAIVING OF INFORMALITIES:** Lawrence County reserves the right to waive minor informalities or technicalities when it is in the best interest of Lawrence County.

## **SECTION II OBLIGATIONS, RIGHTS AND REMEDIES**

1. **ALTERATIONS OR AMENDMENTS:** No alteration, amendment, modification, or addition to any resulting agreement shall be binding upon Lawrence County Government unless made in writing and approved by authorized representatives of both parties.
2. **APPROPRIATION OF FUNDS:** In the event sufficient funds are not appropriated by Lawrence County Government for the purchase of insurance coverage or related services in any fiscal year, any resulting agreement shall terminate at the end of the current fiscal year or upon expenditure of available funds, whichever occurs first, without penalty or further obligation to the County.
3. **ASSIGNMENT:** The successful proposer shall not assign, transfer, or subcontract any rights or obligations arising from any resulting agreement without the prior written consent of Lawrence County Government.
4. **BOOKS AND RECORDS:** The successful proposer shall maintain all records relating to the services provided under any resulting agreement, including policy records, claims records, accounting records, and supporting documentation. Such records shall be made available for inspection by Lawrence County Government or other governmental entities authorized by law during normal business hours and shall be retained for a minimum of five (5) years following expiration or termination of the agreement, unless a longer retention period is required by law.
5. **COMPLIANCE WITH ALL LAWS:** The successful proposer shall comply with all applicable federal, state, and local laws, regulations, licensing requirements, and insurance regulations governing the performance of the agreement. The proposer shall maintain all licenses, certifications, and authorizations required to conduct insurance business within the State of Tennessee throughout the term of the agreement.
6. **DEFAULT:** Failure of the successful proposer to comply with any material provision of the resulting agreement shall constitute default. In the event of default, Lawrence County Government may terminate the agreement and pursue any rights or remedies available under applicable law.
7. **GOVERNING LAW:** Any resulting agreement shall be governed by the laws of the State of Tennessee. Venue for any legal action arising from the agreement shall lie exclusively in the courts of Lawrence County, Tennessee.
8. **INCORPORATION:** This Request for Proposals, all written addenda, the successful proposal, and any resulting agreement shall be incorporated by reference and made part of the final contract.

9. **INDEMNIFICATION:** To the extent permitted by Tennessee law, the successful proposer shall indemnify, defend, and hold harmless Lawrence County Government, its elected officials, officers, employees, and agents from claims, damages, liabilities, losses, costs, and expenses arising from the negligent acts, errors, omissions, or breach of contract by the proposer, its employees, agents, or subcontractors.  
Nothing contained herein shall be construed as a waiver of any governmental immunity or protection afforded to Lawrence County Government under Tennessee law.
10. **INDEPENDENT CONTRACTOR:** The successful proposer shall be considered an independent contractor and shall not be deemed an employee, officer, or agent of Lawrence County Government.
11. **POLICY REVIEW AND ACCEPTANCE:** The successful proposer shall provide complete policy forms, declarations pages, endorsements, certificates of insurance, and related documentation upon issuance of coverage. Lawrence County Government reserves the right to review such documents to verify compliance with the requirements of this RFP. Acceptance of any policy or insurance document shall not constitute a waiver of any deficiencies, omissions, or nonconforming provisions subsequently discovered.
- Proposals submitted shall be firm, binding offers and shall not include contingencies, conditions, or qualifications that would require further negotiation or limit the proposer's obligation to provide the coverage proposed.**
12. **IRAN DIVESTMENT ACT:** By submission of a proposal, each proposer certifies, under penalty of perjury, that it is not identified on the list created pursuant to Tennessee Code Annotated § 12-12-106.
13. **NON-BOYCOTT OF ISRAEL:** The successful proposer certifies that it is not currently engaged in, and will not engage during the term of the agreement, in a boycott of Israel as defined by Tennessee Code Annotated § 12-4-119, where applicable.
14. **LIMITATION OF LIABILITY:** Except as otherwise provided by law, Lawrence County Government shall not be liable for any indirect, incidental, consequential, special, or exemplary damages arising from any agreement resulting from this Request for Proposals.
15. **NON-DISCRIMINATION AND NON-CONFLICT STATEMENT:** The Proposer agrees that no person shall, on the basis of disability, age, race, color, religion, sex, national origin, or any other protected status under applicable law, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in the performance of any resulting agreement or in the Proposer's employment practices. The Proposer shall comply with all applicable federal and state nondiscrimination, fair labor, and employment laws and, upon request, provide evidence of such compliance.

The Proposer further covenants that it has no public or private interest, and shall not acquire, directly or indirectly, any interest that would conflict in any manner with the performance of the services contemplated by this Request for Proposals or any resulting agreement. The Proposer warrants that no portion of any resulting contract amount shall be paid, directly or indirectly, to any officer or employee of Lawrence County Government as compensation, gratuity, or other

consideration in exchange for influencing or participating in the award, administration, or performance of the resulting agreement.

16. **SEVERABILITY:** If any provision of this Contract is declared illegal, void or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.
17. **TAX COMPLIANCE:** Proposer hereby acknowledges, by submission of its proposal and signature, it is current in its respective Federal, State, County, and City taxes of whatever kind or nature, and is not delinquent in any way. Delinquent status must be disclosed or risk debarment by the Lawrence County Procurement Division.
18. **TERMINATION:** Lawrence County Government reserves the right to terminate any resulting agreement with or without cause upon written notice.  
In the event of termination, the proposer shall be compensated for services satisfactorily performed and accepted prior to the effective date of termination.

### **SECTION III ADMINISTRATIVE REQUIREMENTS**

1. **INTENT:** Lawrence County Government is soliciting proposals from qualified insurance carriers and licensed insurance agencies to provide a comprehensive Property and Casualty Insurance Program for Lawrence County Emergency Medical Services. While the requested program includes property, portable equipment, liability, and related coverages, the County's primary objective is to obtain comprehensive insurance protection for its ambulance operations, including vehicle, professional liability, and emergency response exposures. Proposals will be evaluated primarily on the quality, breadth, and value of the ambulance-related coverage provided.
2. **TERM OF AGREEMENT:** Lawrence County Government intends to award an insurance contract for an initial policy period beginning approximately August 12, 2026, and ending August 12, 2027.

Subject to satisfactory performance, mutual agreement, availability of funding, and approval by Lawrence County Government, the agreement may be renewed for additional one-year terms.

Nothing herein shall obligate the County to renew or extend the agreement.

3. **CHANGES AFTER AWARD:** Lawrence County Government reserves the right to negotiate policy enhancements, endorsements, deductibles, coverage limits, covered vehicles, and other coverage modifications following award when such changes are determined to be in the best interest of the County.

The County reserves the right to add or remove vehicles, equipment, or insured exposures during the policy term as operational needs require.

4. **CONTRACT EXECUTION:** Award of this RFP may result in a contractual agreement between Lawrence County Government and the successful proposer.

No contract shall become effective until all required approvals have been obtained and the necessary policy documents have been issued and accepted by Lawrence County Government.

Lawrence County reserves the right to have all resulting agreements reviewed by legal counsel prior to execution.

5. **ACCOUNT MANAGEMENT:** The successful proposer shall designate up to two (2) primary representatives who shall be responsible for servicing the Lawrence County EMS account. Each designated representative shall be licensed in the State of Tennessee to transact Property and Casualty insurance and shall be authorized to address policy administration, underwriting, claims, and other service-related matters. Any change in assigned representatives shall be promptly communicated to Lawrence County Government.
  
6. **INSURANCE CARRIER AND PROPOSER QUALIFICATIONS:** The insurance carrier and proposer shall demonstrate the qualifications, experience, licensing, and financial stability necessary to successfully provide the requested insurance program. At a minimum:
  - The insurance carrier shall be authorized to transact insurance business in the State of Tennessee;
  - The proposer, if acting as an insurance agency or broker, shall be licensed to transact Property and Casualty insurance in the State of Tennessee and shall maintain all licenses and regulatory approvals required by applicable law throughout the term of any resulting agreement;
  - The insurance carrier shall maintain all licenses and regulatory approvals required to provide the proposed coverages;
  - The insurance carrier shall maintain an A.M. Best Financial Strength Rating of **A- (Excellent)** or better, or another financial strength rating acceptable to Lawrence County Government;
  - The proposer and/or insurance carrier shall demonstrate experience providing insurance programs for governmental Emergency Medical Services agencies or comparable public safety organizations; and
  - The insurance carrier shall possess the financial capacity to provide long-term claims support.

Lawrence County Government reserves the right to request additional information necessary to evaluate a proposer's qualifications, experience, financial stability, licensing, and ability to provide the requested insurance program. Failure to demonstrate satisfactory qualifications may result in the proposal being determined non-responsive or otherwise ineligible for award.

7. **EVALUATION CRITERIA:** Responsive proposals will be evaluated using the following criteria:

Scope and Quality of Proposed Insurance Coverage	40 points
Premium Cost	35 points
Proposer Qualifications & EMS Experience	15 points
References & Value-Added Services	10 points
<b>TOTAL</b>	<b>100 points</b>

Lawrence County Government reserves the right to utilize information obtained through proposal reviews, references, interviews, clarifications, and other reliable sources in evaluating proposals.

The County reserves the right to request additional information, request clarifications, conduct interviews, request Best and Final Offers (BAFOs), negotiate with one or more proposers, and, if necessary, terminate negotiations with the highest-ranked proposer and proceed to the next highest-ranked proposer until an agreement is reached or all proposals are rejected.

8. **FINANCIAL INFORMATION:** Upon request, proposers shall provide financial information reasonably necessary to demonstrate financial stability and the ability to perform the services described in this RFP.
9. **PUBLICITY:** The successful proposer shall not issue news releases, advertisements, or other public announcements concerning any resulting agreement without the prior written approval of Lawrence County Government.
10. **NO CONTACT POLICY:** From the date of issuance of this RFP until award, proposers shall communicate regarding this solicitation only through the Purchasing Agent identified in this RFP.

Unauthorized contact with County officials, employees, or representatives concerning this procurement may result in disqualification.

11. **WITHDRAWAL OF PROPOSALS:** Proposals may be withdrawn by written request prior to the proposal submission deadline.

After the submission deadline, proposals shall remain valid for the period specified in this RFP.

12. **TENNESSEE OPEN RECORDS ACTS:** Lawrence County is subject to the Tennessee Open Records Act 10-7-503 et seq. Proposers are cautioned that all documents submitted on behalf of this Request for Proposal shall be open to the public for viewing and inspection and Lawrence County will comply with all legitimate requests.
13. **PREMIUMS AND RENEWALS:** Proposed premiums shall remain firm for the initial policy period.

Any renewal premium adjustments shall be supported by underwriting data, claims experience, market conditions, or other relevant factors and shall be subject to County review and approval.

14. **REJECTION OF PROPOSALS:** Lawrence County Government reserves the right to reject any or all proposals, waive minor informalities, request clarification of proposals, and take any action deemed to be in the best interest of the County.

#### **SECTION IV SCOPE OF WORK**

1. **SCOPE OF WORK:** The successful proposer shall provide a comprehensive Property and Casualty Insurance Program, including insurance coverage and related services necessary to protect Lawrence County's ambulance fleet, EMS support vehicles, employees, equipment, and operational liability exposures.
2. **PROJECT GOALS:** The successful proposer shall provide an insurance program that:
  - Meets or exceeds the County's current coverage;
  - Protects Lawrence County EMS from operational and financial loss;
  - Provides responsive claims handling and knowledgeable account support; and
  - Delivers competitive pricing together with effective risk management resources.
3. **PROJECT REQUIREMENTS:** The successful proposer shall, at a minimum:
  - A. Be authorized and licensed to transact insurance business within the State of Tennessee throughout the contract term.
  - B. Provide insurance coverage through financially sound insurance carrier(s) with an A.M. Best Financial Strength Rating of **A- or better**, or equivalent acceptable to Lawrence County Government.
  - C. Assign a designated account representative responsible for servicing Lawrence County's account.
  - D. Notify Lawrence County Government of any material changes affecting coverage during the policy period.
  - E. Provide certificates of insurance, declarations pages, policy forms, endorsements, identification cards, and all other documentation necessary for policy administration.
  - F. Cooperate fully with Lawrence County Government throughout the policy period regarding policy servicing, underwriting requests, audits, claims, renewals, and risk management.
4. **REQUESTED INSURANCE COVERAGES:** Lawrence County Government seeks proposals for a comprehensive Emergency Medical Services (EMS) Property and Casualty Insurance Program. While the requested program includes property, casualty, liability, and related coverages, the County's primary objective is to obtain comprehensive insurance protection for its ambulance operations. Proposals shall clearly identify all coverages, limits, deductibles, exclusions, endorsements, policy conditions, optional coverages, and any applicable limitations. At a minimum, proposals shall address the following coverages:

**A. Automobile Liability:** Coverage shall be provided for all scheduled Lawrence County EMS ambulances and support vehicles. The proposal shall identify liability limits, combined single limit (if applicable), bodily injury, property damage, medical payments coverage,

uninsured/underinsured motorist coverage, defense provisions, deductibles, and any applicable endorsements.

**B. Automobile Physical Damage:** Coverage shall include protection against collision and comprehensive losses, including fire, theft, vandalism, windstorm, hail, flood, falling objects, animal strikes, and other covered causes of loss. The proposal shall identify applicable deductibles, valuation methods, and claim settlement procedures.

**C. Agreed Value Coverage:** Lawrence County currently maintains Agreed Value Coverage on its ambulance fleet and desires to maintain comparable protection. Proposers shall describe whether Agreed Value Coverage is provided, the method used to establish vehicle values, total loss settlement procedures, any depreciation applied, and any limitations or exclusions.

If Actual Cash Value coverage is proposed, preference may be given to proposals that provide minimal depreciation and settlement values that most closely reflect the established insured value of each vehicle.

**D. Professional Healthcare Liability:** Coverage shall include Professional Health Care Liability applicable to EMS operations. Proposals shall identify coverage limits, aggregate limits, defense provisions, claims-made or occurrence coverage, retroactive dates (if applicable), and any significant exclusions.

**E. General Liability:** Coverage shall include liability arising from EMS operations, including bodily injury, personal injury, premises, operations, and other customary liability exposures associated with emergency medical services.

**F. EMS Property & Equipment Coverage:** The proposal shall describe coverage provided for EMS-owned property utilized in support of emergency medical services that is not otherwise insured under the Automobile Physical Damage or Portable Equipment coverages. Such property may include, but is not limited to:

- Ambulance contents
- Permanently installed ambulance equipment
- Office furniture and equipment
- Computers and electronic equipment
- Base station and communications equipment
- Medical supplies
- Other EMS-owned property used in the operation of the EMS system

The proposal shall identify any coverage provisions unique to this coverage.

**G. Portable Equipment Coverage:** The proposal shall describe coverage provided for EMS-owned portable equipment used in emergency medical operations. Coverage should apply while equipment is located at EMS facilities, in ambulances, in transit, at emergency scenes, or at other authorized locations.

Portable equipment may include, but is not limited to:

- Cardiac monitors
- Automated External Defibrillators (AEDs)
- Portable oxygen equipment

- Medical bags and trauma kits
- Portable radios and communications equipment
- Stretchers and patient transport equipment
- Extrication equipment
- Drones and related equipment, if applicable
- Other portable emergency response equipment

The proposal shall identify any coverage provisions unique to this coverage.

**H. Employee Personal Property:** The proposal shall identify coverage available for personal property belonging to EMS employees that is damaged or destroyed while performing official duties. Coverage should address personal clothing, cell phones, eyeglasses, personal equipment, and other personal belongings, together with applicable limits and deductibles.

**I. Borrowed and Temporary Replacement Ambulances:** Lawrence County may utilize borrowed or temporary replacement ambulances during maintenance, repairs, emergency situations, or periods of increased demand. The proposal shall describe the liability and physical damage coverage provided for these vehicles, including any reporting requirements, automatic coverage provisions, restrictions, or time limitations.

**J. Property of Others:** The proposal shall describe coverage available for damage to patient property and other third-party property occurring during EMS operations, including damage resulting from emergency response activities, patient care, rescue operations, or transportation.

**K. Additional Coverages and Value-Added Services:** Proposers are encouraged to identify any additional coverages, endorsements, services, or risk management resources included within the proposed program that enhance protection for Lawrence County EMS. Such coverages or services may include, but are not limited to:

- Crime Coverage
- Management Liability
- Employment Practices Liability
- Cyber Liability
- Pollution or Environmental Liability
- Biohazard Cleanup
- Rental Reimbursement
- Towing and Roadside Assistance
- Risk Management and Loss Control Services
- Driver Safety and Training Programs
- Claims Management Services
- Any additional endorsements or value-added services that enhance protection for Lawrence County EMS.

*The coverages identified above represent Lawrence County Government's desired scope of coverage. Proposers are encouraged to recommend additional coverage enhancements, endorsements, or innovative risk management solutions that provide added value or protection for Lawrence County EMS. Any deviations from the requested coverages shall be clearly identified and explained within the proposal.*

5. **CLAIMS ADMINISTRATION:** The proposal shall describe the proposer's claims administration process and services, including, at a minimum: Twenty-four (24) hour claims reporting capabilities; Dedicated claims representatives or adjusters; Claims reporting procedures and contact information; Prompt assignment of adjusters; Timely investigation and resolution of claims; Regular claims status updates; Catastrophic claims management capabilities; and Online claims reporting or claims management tools, if available.

The proposal shall also include expected claims response times and a description of the claims service support available to Lawrence County Government.

6. **RISK MANAGEMENT & VALUE-ADDED SERVICES:** The proposal shall identify any risk management resources or value-added services available to Lawrence County Government at no additional cost. Examples include, but are not limited to: Driver safety and accident prevention training; Fleet safety evaluations; Loss control services; Accident review assistance; Claims trend analysis; Annual policy reviews; Safety publications and educational materials; Online training resources; Mobile applications or online policy management tools; Claims analytics and reporting; and any other services that enhance the County's risk management program.

7. **COUNTY INFORMATION TO BE PROVIDED:** To assist proposers in preparing complete and competitive proposals, Lawrence County Government has included or will make available the following underwriting information:

- Five (5) years of loss runs (provided as Attachment 5)
- Current vehicle schedule (provided as Attachment 6)
- Driver list
- Agreed vehicle values (including equipment and lettering)
- Equipment values
- Additional underwriting information reasonably requested by prospective proposers.

Prospective proposers requesting access to confidential underwriting information, including the EMS driver list and detailed vehicle information, shall execute and return the **Confidentiality and Non-Disclosure Agreement for Underwriting Information Lawrence County Government (Attachment 7)**, before such information will be released by Lawrence County Government.

8. **POLICY IMPLEMENTATION:** Upon award, the successful proposer shall coordinate with Lawrence County Government to ensure a smooth transition of coverage. The implementation process shall include, as applicable: Review of policy documents; Issuance of certificates of insurance; Vehicle identification cards; Delivery of endorsements; Claims reporting instructions; Contact information for account servicing personnel; Billing procedures; and an implementation or transition meeting or policy review with designated County representatives.

**RFP PROCUREMENT SCHEDULE**

The following schedule is provided for planning purposes. Lawrence County Government reserves the right to modify these dates as necessary. Any changes will be communicated through a written addendum.

<b><u>Event</u></b>	<b><u>Date / Time</u></b>
<b>RFP Issued</b>	<b>July 1, 2026</b>
<b>Deadline for Written Questions</b>	<b>July 15, 2026 – 2:00 PM CST</b>
<b>Responses to Questions / Addenda Issued</b>	<b>July 22, 2026</b>
<b>Proposal Submission Deadline</b>	<b>August 3, 2026 – 12:00 PM CST</b>
<b>Proposal Opening</b>	<b>August 3, 2026 – 5:00 PM CST</b>
<b>Proposal Evaluation Period</b>	<b>August 3–11, 2026 (Estimated)</b>
<b>Recommendation for Award</b>	<b>To Be Determined</b>
<b>County Commission Approval (if required)</b>	<b>To Be Determined</b>
<b>Anticipated Policy Effective Date</b>	<b>Approximately August 12, 2026</b>

**COMMUNICATION WITH LAWRENCE COUNTY DURING PROPOSAL PROCESS**

Communication with Lawrence County during the proposal process shall be with the below listed individual unless otherwise directed:

Lawrence County Office of Accounts and Budgets  
Attn: Misti Baker - Purchasing Agent  
700 Mahr Avenue, Lawrenceburg, TN 38464  
Email: [mbaker@lawrencecountyttn.gov](mailto:mbaker@lawrencecountyttn.gov)

Scope of services, specifications and requirements for this project may be reviewed at: [www.lawrencecountyttn.gov](http://www.lawrencecountyttn.gov) or by contacting Purchasing Agent, Misti Baker at [mbaker@lawrencecountyttn.gov](mailto:mbaker@lawrencecountyttn.gov).

To ensure accuracy, all communication with Lawrence County should be via email.

## **SECTION V PROPOSAL SUBMISSION REQUIREMENTS**

Proposals shall be organized in the following format. Failure to submit proposals in the requested format may result in the proposal being determined non-responsive. The cost of preparing a proposal shall be the sole responsibility of the proposer.

### **TAB I – TRANSMITTAL LETTER**

Provide a signed letter on company letterhead that:

- Identifies the insurance carrier and servicing agency or broker (if applicable);
- Identifies the authorized representative;
- Certifies the proposal shall remain valid for ninety (90) days; and
- Authorizes submission of the proposal.

### **TAB II – PROPOSER INFORMATION**

Complete and include **Attachment 1 – Proposer Information and Certification**. Proposers may include additional information regarding their organization, qualifications, licensing, financial strength, or corporate structure that they believe will assist Lawrence County Government in evaluating the proposal.

### **TAB III – ACKNOWLEDGEMENT OF ADDENDA**

Acknowledge receipt of all addenda issued for this Request for Proposals.

### **TAB IV – PROPOSER QUALIFICATIONS AND EXPERIENCE**

Provide information demonstrating the qualifications of both the insurance carrier and servicing agency, including:

- Experience providing insurance programs for governmental EMS agencies or comparable public safety entities;
- Experience insuring ambulance fleets or emergency response vehicles; and
- Experience serving Tennessee governmental entities, if applicable;
- Qualifications of personnel assigned to the Lawrence County account;
- Organizational chart or account team structure; and
- Resumes or biographies of key personnel.

### **TAB V – COST PROPOSAL**

Provide a complete premium quotation, including:

- Annual premium;
- Premium by major coverage, if applicable;
- A summary of proposed coverage limits by major line of coverage;
- Deductibles;
- Policy fees;
- Applicable taxes or surcharges;
- Optional coverages and associated premiums; and
- Total annual premium.

Lawrence County Government is exempt from Tennessee sales and use tax. Submission of a proposal constitutes acknowledgement of the County's Non-Appropriation of Funds provision.

**TAB VI – PROPOSED INSURANCE PROGRAM**

Provide a narrative describing the proposed insurance program, highlighting any unique coverages, enhancements, optional coverages, exclusions, limitations, or value-added services not otherwise addressed elsewhere in the proposal. Clearly identify any exceptions or deviations from this Request for Proposals.

**TAB VII – REFERENCES**

Provide a minimum of three (3) governmental references for whom similar EMS insurance services have been provided within the past five (5) years.

Include:

- Agency name;
- Contact person;
- Title;
- Telephone number; and
- Email address.

Lawrence County Government shall not be listed as a reference.

**TAB VIII – REQUIRED FORMS, AFFIDAVITS AND CERTIFICATIONS**

Complete and include all required attachments, affidavits, certifications, and other forms contained in this Request for Proposals.

**OPTIONAL SUPPORTING INFORMATION**

Proposers may include additional information that demonstrates the quality of their insurance program or services, including brochures, sample reports, policy declarations, training materials, awards, value-added services, or letters of recommendation.

*Failure to provide the required information requested in this Request for Proposals may result in the proposal being determined non-responsive.*

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**PROPOSAL SUBMISSION**

The proposal package shall be sealed and clearly marked on the outside as follows:

Vendor Name

RFP No. 080326-01

Emergency Medical Services Property and Casualty Insurance Program

DO NOT OPEN

Proposals must be received by the Lawrence County Office of Accounts & Budgets no later than 12:00 PM CST on Monday, August 3, 2026.

Proposals received after the stated deadline will not be considered and will be returned unopened. Lawrence County Government is not responsible for proposals delayed by the United States Postal Service, courier service, or any other delivery method.

Proposals will be publicly opened at the Lawrence County Purchasing Committee Meeting beginning at 5:00 PM CST on Monday, August 3, 2026. Only the names of the proposers will be announced at the opening. Proposal contents will be evaluated in accordance with this Request for Proposals.

**PROCEDURES FOR EVALUATING PROPOSALS**

Proposals will first be reviewed to determine responsiveness to the requirements of this Request for Proposals.

Responsive proposals will then be evaluated using the evaluation criteria established in Section III of this Request for Proposals. Lawrence County Government may also consider information obtained through proposal reviews, references, interviews, clarifications, and any additional information requested during the evaluation process.

Lawrence County Government reserves the right to request additional information, conduct interviews, request Best and Final Offers (BAFOs), negotiate with one or more proposers, or reject any or all proposals when determined to be in the County's best interest.

## ATTACHMENT 1

### PROPOSER INFORMATION AND CERTIFICATION

**RFP Number:** 080326-01

**RFP Title:** Emergency Medical Services Property and Casualty Insurance Program

**Proposal Submission Deadline:** August 3, 2026, at 12:00 PM CST

#### PROPOSER INFORMATION

Insurance Carrier: \_\_\_\_\_ Agency/Broker (if applicable): \_\_\_\_\_

Company Legal Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address (if different): \_\_\_\_\_

Company Phone: \_\_\_\_\_ Company Website: \_\_\_\_\_

NAIC Number: \_\_\_\_\_ TN License Number: \_\_\_\_\_ A.M. Best Rating: \_\_\_\_\_

#### PRIMARY CONTACT

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### PROPOSAL INFORMATION

Proposal Valid Thru Date: \_\_\_\_\_

#### CERTIFICATION BY PROPOSER

I, the undersigned, certify that on behalf of proposer, I am authorized to attest and obligate the above certification and to legally bind the company to these terms, conditions, and obligations.

\_\_\_\_\_  
Authorized Company Representative Name and Title (printed)

\_\_\_\_\_  
Authorized Company Representative (signature)

\_\_\_\_\_  
Date

**ATTACHMENT 2**

**NON-COLLUSION AFFIDAVIT**

State of \_\_\_\_\_

County of \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says that:  
(printed name of person signing Affidavit)

1. He/She is the \_\_\_\_\_ of  
(Owner or Authorized Partner, Officer, Representative or Agent of Owner)

\_\_\_\_\_  
(legal name of entity submitting proposal)

the Proposer that has submitted the attached Proposal;

2. He/She is fully informed regarding the preparation and contents of the attached Proposal and all pertinent circumstances relating thereto;

3. Such Proposal is genuine and is not a collusive or sham Proposal;

4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted, or to refrain from submitting a Proposal in connection with such Contract, nor has the Proposer, in any manner, directly or indirectly, sought by agreement, collusion, communication, or conference with any other Proposer, firm, or person to establish or influence the pricing contained in the attached Proposal or any other proposal, or to fix any overhead, profit, or cost element of this Proposal or any other proposal, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against Lawrence County Government or any person interested in the proposed contract.

Signature of Affiant: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### ATTACHMENT 3

#### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;
2. Have not, within the three-year period preceding submission of this Proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding submission of this Proposal, been convicted or had a civil judgment rendered against it:
  - For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
  - For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or proposal rigging; or
  - For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for rejection of this Proposal or termination of any resulting agreement. I further understand that knowingly making a false statement may subject the signer to applicable civil and criminal penalties under federal and state law, including 18 U.S.C. § 1001.

---

Company Legal Name

---

Authorized Company Representative Name and Title (printed)

---

Authorized Company Representative (signature)

---

Date

\_\_\_\_\_ I am unable to certify to the above statements. An explanation is attached.

**ATTACHMENT 4**

**ATTESTATION REGARDING PERSONNEL USED IN CONTRACT PERFORMANCE**

Company Legal Name:	
Federal Employer Identification Number:	

The proposer, identified above, does hereby attest, certify, warrant, and assure that the proposer shall not knowingly utilize the services of an illegal immigrant in the performance of this contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this contract.

\_\_\_\_\_  
Authorized Company Representative Name and Title (printed)

\_\_\_\_\_  
Authorized Company Representative (signature)

\_\_\_\_\_  
Date

## ATTACHMENT 5

### FIVE-YEAR LOSS RUNS

Lawrence County Government has included the attached five-year loss runs to assist proposers in evaluating the County's historical claims experience and preparing complete and competitive proposals.

The attached loss runs are provided for informational purposes only and reflect claims activity valued as of **June 24, 2026**. Proposers are encouraged to review the information in conjunction with the other underwriting information provided by Lawrence County Government, including the vehicle schedule, declarations pages, agreed vehicle values, and any additional underwriting information made available during the proposal process.

The attached loss runs are incorporated into this Request for Proposals as **Attachment 5**.

Customer Detail Sorted By Coverage Type & Loss Date											PC-LE07-E
Claims Valued as of Wednesday, June 24, 2026											
Coverage	Loss Date Description of Accident/Loss	Loss Reported Date	Claim Number	Closed Date	Carrier	Loss Reserve	Expense Reserve	Paid Losses	Paid Expenses	Recoveries	Total Incurred
<b>AUTO LIABILITY</b>	05/20/2021	05/21/2021	TNCM21050906	01/27/2022	NUFIC						
	Insured vehicle proceeded through intersection and collided with claimant vehicle. ACCIDENT LOCATION: Lawrenceburg, TN AUTO: 2014 CHEVY AMB ALS (Class: 7919)					0	0	43,224	293	0	43,517
	VIN: 1GB3C0C85EF136364										
	10/08/2022	10/11/2022	TNCM22100423	01/20/2023	NUFIC						
	The insured vehicle was responding and struck a trailer being pulled by truck moving in the median to turn. ACCIDENT LOCATION: LAWRENCEBURG, TN AUTO: 2020 FORD AMB ALS (Class: 7919)					0	0	51,535	1,585	0	53,119
VIN: 1FDRF3HTXLEE11303 INSURED DRIVER: Gerrick Patterson											
04/29/2023	05/01/2023	TNCM23050030	08/09/2023	NUFIC							
The claimant executed a left turn as the insured was responding with lights and sirens and attempting to pass the claimant. Insured then struck a guard rail and utility pole after the impact with the claimant vehicle. ACCIDENT LOCATION: LAWRENCEBURG, TN AUTO: 2017 FORD AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY AMBULANCE SERVICE					0	0	0	0	0	0	
04/09/2024	05/03/2024	TNCM24050155	05/28/2024	NUFIC							
Insured vehicle struck claimant vehicle ACCIDENT LOCATION: Lawrenceburg, TN AUTO: 2021 CHEVY AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT					0	0	1,797	185	0	1,982	
VIN: 1GB3WSEY8MF280750 INSURED DRIVER: Carson Walters											
<b>AUTO LIABILITY Totals:</b>						<b>0</b>	<b>0</b>	<b>96,556</b>	<b>2,063</b>	<b>0</b>	<b>98,619</b>
<b>AUTO PHYSICAL DAMAGE</b>	05/20/2021	05/21/2021	TNCM21050906	07/13/2021	NUFIC						
	Insured vehicle proceeded through intersection and collided with claimant vehicle. ACCIDENT LOCATION: Lawrenceburg, TN AUTO: 2014 CHEVY AMB ALS (Class: 7919)					0	0	68,947	0	(4,830)	64,117
	VIN: 1GB3C0C85EF136364										
07/30/2021	08/03/2021	TNCM21080131	08/05/2021	NUFIC							
Insured vehicle and other vehicle side swiped each other on narrow road ACCIDENT LOCATION: Lawrenceburg, TN AUTO: 2017 FORD AMB ALS (Class: 7919)					0	0	1,303	0	0	1,303	
VIN: 1FDRF3GT3HEE65874											

**NOTE: This report contains proprietary and confidential information that should only be disclosed to internal associates, the agent of record or to the first name insured listed above unless approved by the Officer of the Company.**

Customer Detail Sorted By Coverage Type & Loss Date											PC-LE07-E
Claims Valued as of Wednesday, June 24, 2026											
Coverage	Loss Date Description of Accident/Loss	Loss Reported Date	Claim Number	Closed Date	Carrier	Loss Reserve	Expense Reserve	Paid Losses	Paid Expenses	Recoveries	Total Incurred
<b>AUTO PHYSICAL DAMAGE</b>	09/15/2021	09/15/2021	TNCM21090774	10/14/2021	NUFIC						
	While insured had vehicle in a repair shop an animal got into engine and chewed up the wiring harness					0	0	6,227	0	0	6,227
	ACCIDENT LOCATION: LAWRENCEBURG, TN										
	AUTO: 2017 FORD AMB ALS (Class: 7919)							VIN: 1FDRF3GT3HEE65873			
	12/31/2021	01/04/2022	TNCM22010089	01/13/2022	NUFIC						
Insured vehicle struck a deer					0	0	13,213	0	0	13,213	
ACCIDENT LOCATION: LAWRENCEBURG, TN											
AUTO: 2020 FORD AMB ALS (Class: 7919)							VIN: 1FDRFGT2LEC55193				
10/08/2022	10/11/2022	TNCM22100423	10/21/2022	NUFIC							
The insured vehicle was responding and struck a trailer being pulled by truck moving in the median to turn.					0	0	30,671	0	0	30,671	
ACCIDENT LOCATION: LAWRENCEBURG, TN											
AUTO: 2020 FORD AMB ALS (Class: 7919)							VIN: 1FDRF3HTXLEE11303	INSURED DRIVER: Gerrick Patterson			
ADDITIONAL ENTITY: LAWRENCE COUNTY AMBULANCE SERVICE											
04/29/2023	05/01/2023	TNCM23050030	05/11/2023	NUFIC							
The claimant executed a left turn as the insured was responding with lights and sirens and attempting to pass the claimant. Insured then struck a guard rail and utility pole after the impact with the claimant vehicle.					0	0	125,790	0	(97,201)	28,589	
ACCIDENT LOCATION: LAWRENCEBURG, TN											
AUTO: 2017 FORD AMB ALS (Class: 7919)							VIN: 1FDRF3GT3HEE65873				
ADDITIONAL ENTITY: LAWRENCE COUNTY AMBULANCE SERVICE											
06/28/2023	06/29/2023	TNCM23070109	07/10/2023	NUFIC							
The Insured vehicle hit a deer.					0	0	8,545	0	0	8,545	
ACCIDENT LOCATION: LAWRENCEBURG, TN											
AUTO: 2020 FORD AMB ALS (Class: 7919)							VIN: 1FDRF3HTXLEE11303	INSURED DRIVER: Mickey Leighton			
ADDITIONAL ENTITY: LAWRENCE COUNTY AMBULANCE SERVICE											
03/09/2024	04/10/2024	TNCM24040448	04/11/2024	NUFIC							
Insured vehicle struck a deer					0	0	3,610	0	0	3,610	
ACCIDENT LOCATION: LAWRENCEBURG, TN											
AUTO: 2015 FORD AMB ALS (Class: 7919)							VIN: 1FDRF3GT8FEA98936				

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Customer Detail Sorted By Coverage Type & Loss Date											PC-LE07-E
Claims Valued as of Wednesday, June 24, 2026											
Coverage	Loss Date Description of Accident/Loss	Loss Reported Date	Claim Number	Closed Date	Carrier	Loss Reserve	Expense Reserve	Paid Losses	Paid Expenses	Recoveries	Total Incurred
<b>AUTO PHYSICAL DAMAGE</b>	ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT										
	05/04/2025	05/30/2025	TNCM25051072	06/02/2025	NUFIC						
	Insured vehicle backed into a stump while responding					0	0	3,688	0	0	3,688
	ACCIDENT LOCATION: LAWRENCEBURG, TN AUTO: 2023 FORD AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT					VIN: 1FDRF3GT4PEC28616 INSURED DRIVER: Kenneth McClain					
<b>AUTO PHYSICAL DAMAGE</b>	ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT										
	12/24/2025	02/03/2026	TNCM26020159	02/19/2026	NUFIC						
	The insured vehicle struck a deer.					0	0	1,649	0	0	1,649
	ACCIDENT LOCATION: SUMMERTOWN, TN AUTO: 2015 FORD AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT					VIN: 1FDRF3GT8FEA98936					
<b>AUTO PHYSICAL DAMAGE</b>	ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT										
	04/18/2026	04/27/2026	TNCM26040813	06/16/2026	NUFIC						
	Insured vehicle damaged by deer strike.					0	0	8,216	0	0	8,216
	ACCIDENT LOCATION: LAWRENCEBURG, TN AUTO: 2023 FORD AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT					VIN: 1FDRF3GT4PEC28616 INSURED DRIVER: Kayla Brogan					
<b>AUTO PHYSICAL DAMAGE</b>	ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT										
	04/24/2026	06/02/2026	TNCM26060054	06/03/2026	NUFIC						
	The insured vehicle struck a deer.					0	0	3,139	0	0	3,139
	ACCIDENT LOCATION: LORETTO, TN AUTO: 2020 FORD AMB ALS (Class: 7919) ADDITIONAL ENTITY: LAWRENCE COUNTY GOVERNMENT					VIN: 1FDRF3HTXLEE11303 INSURED DRIVER: John Troup					
<b>AUTO PHYSICAL DAMAGE Totals:</b>						<b>0</b>	<b>0</b>	<b>274,997</b>	<b>0</b>	<b>(102,031)</b>	<b>172,967</b>
<b>PORTABLE EQUIPMENT/ INLAND MARINE</b>	04/29/2023	05/01/2023	TNTR23050065	05/18/2023	NUFIC						
	Insured property damaged while Insured vehicle was responding and collided with claimant vehicle- cnp insured withdrew no damage to the PE					0	0	0	0	0	0
ACCIDENT LOCATION: LAWRENCEBURG, TN ADDITIONAL ENTITY: LAWRENCE COUNTY AMBULANCE SERVICE											
<b>PORTABLE EQUIPMENT/INLAND MARINE Totals:</b>						<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Totals:</b>						<b>0</b>	<b>0</b>	<b>371,554</b>	<b>2,063</b>	<b>(102,031)</b>	<b>271,586</b>

NUFIC National Union Fire Insurance Company of Pittsburgh, Pa.

**NOTE: This report contains proprietary and confidential information that should only be disclosed to internal associates, the agent of record or to the first name insured listed above unless approved by the Officer of the Company.**



## ATTACHMENT 6 CURRENT EMS VEHICLE SCHEDULE

The attached vehicle schedule is provided for underwriting purposes only and reflects the EMS fleet as of the date of issuance of this Request for Proposals. Lawrence County Government reserves the right to add, remove, replace, or modify vehicles during the term of any resulting agreement.

Call Sign	Year	Make	Model	Tag No.	Permit No.	VIN (Last 4)	Agreed Value
200	2019	Ford	E-350 Ambulance	4964-GH	N/A	5616	\$275,000
203	2022	Ford	E-350 Ambulance	8467-GE	50-01-44	6718	\$275,000
205	2025	Ford	E-350 Ambulance	1026-GK	50-01-46	0394	\$275,000
206	2020	Ford	E-350 Ambulance	5903-GG	50-01-40	1303	\$275,000
209	2020	Ford	E-350 Ambulance	5978-GA	50-01-39	5193	\$275,000

**\*\*\*The vehicles listed above represent the five (5) front-line ambulances currently utilized in the County's primary daily response rotation. The vehicles listed below are reserve units that are placed into service only as needed.**

Call Sign	Year	Make	Model	Tag No.	Permit No.	VIN (Last 4)	Agreed Value
201	2018	Ford	Explorer 4x4	N/A	N/A	4758	\$140,000
202	2017	Ford	Explorer 4x4	5016-GH	N/A	5840	\$140,000
204	2014	Ford	E-350 Ambulance	5003-GH	50-01-42	8936	\$275,000
207	2021	Chevrolet	Ambulance	0841-GH	50-01-41	0750	\$275,000
208	2017	Ford	E-350 Ambulance	8466-GE	50-01-38	5874	\$275,000
210	2023	Ford	E-350 Ambulance	5036-GH	50-01-45	8616	\$275,000

*This attachment is provided solely to assist prospective proposers in evaluating the County's EMS fleet for underwriting purposes and shall not be construed as a guarantee that the fleet composition will remain unchanged during the policy term.*

## Attachment 7

### Confidentiality and Non-Disclosure Agreement for Underwriting Information Lawrence County Government – EMS Vehicle Insurance RFP

To assist prospective proposers in preparing a proposal, Lawrence County Government may provide certain non-public underwriting information, including but not limited to driver lists, vehicle schedules, vehicle identification information, loss history, and other insurance-related information ("Confidential Information").

By signing below, the undersigned proposer agrees that:

1. The Confidential Information will be used solely for the purpose of preparing and submitting a proposal in response to the Lawrence County Government EMS Vehicle Insurance RFP.
2. The Confidential Information will not be disclosed, copied, distributed, or shared with any person or entity except those employees, underwriters, reinsurers, or other professionals who have a legitimate need to know for purposes of preparing the proposal.
3. The proposer will take reasonable measures to protect the confidentiality of the information and will ensure that any individuals receiving the information on its behalf comply with the terms of this Agreement.
4. The Confidential Information shall not be used for any purpose other than evaluating and preparing a proposal for this procurement.
5. Upon completion of the procurement process, or upon request by Lawrence County Government, the proposer agrees to return or destroy the Confidential Information, except as otherwise required by law or standard record retention policies.
6. The proposer acknowledges that Lawrence County Government is subject to the Tennessee Public Records Act and that this Agreement does not obligate the County to withhold records when disclosure is required by law.

#### Company Information

Company Name: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

I certify that I am authorized to execute this Agreement on behalf of the above-named company and agree to comply with the terms of this Confidentiality and Non-Disclosure Agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_