

SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

State of Louisiana

REQUEST FOR PROPOSAL

**MANDATORY STUDENT ACCIDENT INSURANCE
AND ATHLETICS SPORT INJURY INSURANCE**



Solicitation/Bid Number: 50016-10350

Bid Opening Date: March 23, 2026

Bid Opening Time: 10:30 AM

**Coordinator: Linda Antoine, Director
Southern University Purchasing Department**

1

Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM

MANDATORY STUDENT ACCIDENT INSURANCE AND ATHLETICS SPORT INJURY INSURANCE

TABLE OF CONTENTS

Schedule of Events	2
Mandatory Bid Response Form	3
Session I Scope and Terms	4-6
Session II Instructions to Bidders	7-8
Session III Terms and Conditions	9-17
Session IV Evaluation, Selection and Terms	18-22
Session V Supplemental Data	23-24
Evaluation Matrix	25
Attachment I Advertisement Sheet	

SCHEDULE OF EVENTS

<u>Event</u>	<u>Date Time (CT)</u>
Posted to The Advocate Newspaper and LaPAC (LA State Procurement Website)	March 3, 2026
Deadline to submit written inquiries:	March 12, 2026
<i>Submit inquiries to:</i>	<i>mike.tucker@alliant.com</i> <i>(Broker)</i>
Deadline to respond to written inquiries:	March 16, 2026
Deadline to submit bid:	March 23, 2026
<i>Electronic system to submit bid:</i> <i>http://www.sus.edu/bidcertification</i>	

Additional Bid Delivery Method:
Linda Antoine, Director
Southern University Purchasing Department
P. O. Box 9534 or
James L. Prestage Drive
J. S. Clark Adm. Bldg. Annex, 1stFloor
Baton Rouge, LA 70813
Telephone 225-771-2804 or 225-771-4587

Southern University reserves the right to revise this schedule. Any such revision will be formalized by the issuance of an addendum to the Bid.

MANDATORY BID RESPONSE FORM

BIDDER'S

NAME: _____

SIGNATURE _____

Signature Authorization: In accordance with R. S. 39:1594 (4)

PRINT

NAME _____

TITLE _____

TELEPHONE NUMBER: () _____ **FAX NUMBER:** _____

ADDRESS: _____

Mailing

City _____ **State** _____ **Zip Code** _____

E-MAIL ADDRESS: _____

TAX ID NO. _____

LICENSE NO. _____

I/We do hereby acknowledge receipt of addenda (if any).

Please initial

Addendum #1 _____

Addendum #2 _____

Addendum #3 _____

NOTE: The person signing the bid for an insurer must be: (1) a current corporate officer, partnership member or other individual specifically authorized to submit its bid; or (2) an individual authorized to bind the vendor/insurer as reflected by an accompanying corporate/company resolution or affidavit.

AUTHORIZED OFFICER: _____

(Print or Type Name)

Signature Authorization: In accordance with R. S. 39:1594

TITLE: _____

3

Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

SESSION I SCOPE AND TERMS

SCOPE: **STUDENT ACCIDENT**

To furnish a \$10,000 Accident Policy to all students enrolled in the Southern University and A & M College System. The plan is mandatory for all students and is designed to protect students with accidental insurance coverage while at home, at school, or while traveling 24 hours a day throughout the school year. Coverage should also include a 24-hour \$10,000 accidental death and dismemberment policy for each student. This coverage should also include Intercollegiate College Sports (ICS).

SPORT INJURY

Sport (Athletics) Injury Insurance Specs: (insurance should cover the following):
Coverage Type:

1. Medical Expense
2. Accident Death and Dismemberment
3. Mental Health & Liability Coverage (if applicable)

Policy Limits:

1. **Maximum Coverage Amount:** \$90,000 plus
2. **Deductible:** \$5,000
3. **Coinsurance:** 100% of usual and customary charges after the deductible
4. **First Medical Treatment (Includes treatment provided by student health service and/or athletic trainer):** Within 90 days of the injury triggering the claim to be eligible under the policy
5. **HMO/PPO Denial Coverage:** Yes
6. **Pre-existing condition coverage:** Yes (stipulation – Pre-existing conditions are covered only if a student was initially cleared by a team physician to participate in a sport)
7. **Benefits Period:** 104 weeks from the original date of injury
8. **Accident Death and Dismemberment:** \$25,000 (+) per occurrence
\$1,500,000 (+) aggregate
9. **Recurring injuries:** Yes
10. **Cardiovascular accident, heat exhaustion, stroke or other traumatic events caused by exertion:** Yes
11. **Outpatient Physical Therapy:** Yes
12. **Durable Medical Equipment:** Yes
13. **Off-Season Conditioning:** Yes (supervised and approved activities)
14. **Prescription Drug Benefits:** Yes
15. **Air/Ground Ambulance Benefits:** Yes
16. **Expanded Medical/Repetitive Motion:** Yes

17. Dental coverage for accidents to a healthy tooth to benefit max: Yes

Allowable Exclusion

1. Intentionally self-inflicted injury, suicide or any attempted threat while sane or insane.
2. Commission or attempt to commit a felony or an assault.
3. Commission of or active participation in a riot or insurrection.
4. Bungee jumping; parachuting; skydiving; parasailing; hang-gliding.
5. Declared or undeclared war or act of war.
6. Flight in, boarding or alighting from an Aircraft or any craft designed to fly above the Earth's surface, except as a fare-paying passenger on a regularly scheduled commercial or charter airline.
7. Participation in any motorized race or speed contest.
8. An accident if the Covered Person is the operator of a motor vehicle and does not possess a valid motor vehicle operator's license, except while participating in a Driver's Education Program.
9. The Covered Person's intoxication is determined according to the laws of the jurisdiction in which the Covered Accident occurred.
10. Voluntary ingestion of any narcotic, drug, poison, gas, or fumes, unless prescribed or taken under the direction of a Physician and taken in accordance with the prescribed dosage.
11. Injuries compensable under Workers' Compensation law or any similar law.
12. Services or treatment rendered by a Physician, Nurse, or any other person who is: a. Living in the Covered Person's household; b. Who is a parent, sibling, spouse or child of the Covered Person.
13. Any Hospital Stay or days of a Hospital Stay that are not Appropriate Treatment for the condition and locality.

Eligibility Requirements:

1. All actively registered student athletes, coaches, managers, and trainers whose names are on file with the policyholder for whom the premium has been paid.
Southern University Athletics Department has approximately **425** Student Athletes, Staff **90**

Claim Process:

1. Submission: 90 days or sooner; 90 days of the date of injury or first treatment for the injury. Submission option: Mail, electronic upload, fax
2. Documentation: Medical bill, HCFA 1500 or UB04

5 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

PERIOD: *The Contract will commence August 1, 2026 – July 31, 2028, with a Two-year Rate Guarantee with an option to renew automatically each year.*

As an option of the University and acceptance by the Contractor, the contract may be renewed automatically up to ten years at the same terms and conditions. If renewal of the same terms and conditions are not acceptable to the Contractor or the University, the party in disagreement is required to notify the other party ninety (90) days before the lapse of the contract.

I/We do hereby declare that I/we have carefully examined the Invitation to Bid and that I/we have a clear understanding of the said document. I/We hereby propose to furnish the student injury and sickness insurance plan for the sums indicated on the bid response form.

Addendum can be assessed on the State of Louisiana website:
<https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>

It is the responsibility of the vendor to check LAPAC for addenda.

It is highly recommended that you register with LAPAC.

Click link below to register
[Vendor Registration Menu](#)

or call 225-342-8010

6

Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

SECTION II - INSTRUCTIONS TO BIDDERS

This Invitation to Bid (ITB) sets forth the requirements and specifications for vendors who desire to bid on the Student Accident and Athletic Sports Insurance Program for the Southern University System (*Southern University Baton Rouge, Southern University Law Center, Southern University New Orleans, and Southern University Shreveport*). The University currently offers a Mandatory Accident-only policy for all full-time students and a fully compliant Athletic Sports Insurance plan to all athletes within the System. Alliant Insurance Services is the current Broker for the System's Student & Athletic Insurance Program; therefore, the successful carrier must work with the local Broker. The successful bidder must comply with all state and federal laws applicable to the issuing of a contract under this ITB on the student injury and sickness insurance plan.

GOVERNING BID REGULATIONS

This contract will not involve the expenditure of funds by the University. As a result, the LA Procurement Code – LRS 39:1551, et seq., LA Administrative Code – LAC 34:III.301, et seq., LA Executive Order No. MJF 02-56, and LA Revised Statutes – LRS 17:3355, et seq., shall not be applicable to this solicitation. The Invitation to Bid is solicited to obtain the offering determined by the University as being in the overall best interest of the students within the Southern University and A & M College System.

BID RESPONSE FORMAT

The bid response is divided into three (3) parts:

1. Part I consists of the Bid Response Form.
2. Part II to use a numbering scheme parallel to that in Section IV of the ITB, to explain the Bidder's ability to meet the Company Background requirements set forth.
3. Part III to use a numbering scheme parallel to that in Section V of the ITB, to answer all questions in regard to Bidder's Technical Expertise in handling the student injury and sickness policy.

BID RESPONSE FORM

All bids shall be submitted on the bid response form provided in the ITB. The bid response form must be properly signed in ink by an officer of the proposing entity authorized to sign the bid.

CORRECTION OF MISTAKES

Erasures, write-overs, corrections, or other changes in the bid should be explained or noted over the signature of the Bidder. Failure to do so may result in rejection of the bid without further consideration.

NUMBER OF COPIES

The entire ITB shall not be required to be returned. The Bid Response shall be in three (3) parts. The Bidder shall submit one (1) original signed Bid Response Form, which is Part I, with all blankS typewritten or in ink, with Parts II and III attached to the Bid Response Form. Also, bidder is to submit one original copy electronically.

7

Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

REJECTION OF BIDS

The University reserves the right to reject any bids and to waive any informalities. The University reserves the right to award contracts separately, grouped, or on an all-or-none basis. Incomplete, illegible, partial, or informal bids may be rejected.

BIDS BINDING

All formal bids shall be binding for a minimum of sixty (60) calendar days and shall not be withdrawn after the specified bid opening time.

DELIVERY OF BIDS

Electronic system to submit bid:

<http://www.sus.edu/bidcertification>

Additional Bid Delivery Method:

Linda Antoine, Director
Southern University Purchasing Department
P. O. Box 9534 or
James L. Prestage Drive
J. S. Clark Adm. Bldg. Annex, 1stFloor
Baton Rouge, LA 70813
Telephone 225-771-2804 or 225-771-4587

Bidders are solely responsible for ensuring timely delivery of their bids. Failure to meet the bid opening date and time shall result in rejection of bids.

BIDDER INQUIRIES

Inquiries concerning the specifications of the ITB should be emailed to or faxed to Mike. Tucker @Alliant.com Please note that all ***inquiries*** sent via email shall be sent by **March 12, 2026, by 5:00 PM to mike.tucker@alliant.com.**

All responses to inquiries are posted on the State of Louisiana website (LAPAC):
It is the responsibility of the vendor to check LAPAC for addenda.

<https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>

The University reserves the right to make inquiries and investigations as it deems necessary to determine the ability and experience of any Bidder or Underwriter to perform the contract. The Bidder shall furnish all information and data for this purpose as the University may request. The unreasonable failure of any Bidder to promptly supply information in connection with an inquiry may be grounds for the finding of non-responsiveness.

Any Bidder who feels the administrative or specification requirements of this ITB is in error or will not accomplish the desired result shall make the appropriate written inquiry no later than seventy- two hours prior to the designated ITB opening time.

SECTION III - TERMS AND CONDITIONS

TAXES

In accordance with Act Number 1029 of the 1991 Regular Session, effective September 1, 1991 State agencies will no longer be required to pay state sales tax.

ACCESS TO RECORDS

The Vendor agrees that the University and the Legislative Auditor of the State of Louisiana shall have access to, and the right to audit and examine, any pertinent books, documents, papers, and records of the Vendor related to this solicitation and any resulting agreement.

ASSIGNMENT

The contract, or any portion thereof, or any interest therein, shall not be assigned, transferred, conveyed, sublet or disposed of without the previous consent, in writing, of the University's Director of Purchasing. Any attempted assignment under the agreement shall be void and of no effect.

AVAILABILITY OF FUNDS

The Contract award and any contract extensions shall be contingent upon the continued funding of university operations by the Louisiana State Legislature. The University reserves the right to cancel the student injury and accident insurance policy upon giving thirty (30) calendar days written notice by registered or certified mail during the term of the contract period. However, in the event of cancellation, all policies currently in effect will continue in force through the end of that policy period.

CANCELLATION CONDITIONS

In any of the following cases, the University shall have the right to cancel the agreement due to: (1) Breach of contract; (2) A finding that the Vendor is guilty of misrepresentation of a material fact or provision; (3) The agreement was obtained by fraud, collusion, conspiracy or other unlawful means, or the agreement conflicts with any statutory and constitutional provision of the State of Louisiana or the United States; or (4) Default by the Vendor. The University reserves the right to purchase any or all items or services in default in open market and charging the Vendor with any excessive costs paid for securing them.

COPYRIGHTS AND PATENTS

The Vendor shall indemnify and hold harmless the State, the University and their officers, agents and employees from liability of any nature or kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in the performance of the agreement of which Vendor is not the patentee, assignee, or licensee.

9 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

SPECIAL CONDITIONS

Vendor agrees to comply with all applicable laws, ordinances, and regulations of the local, state and federal government in the performance of the contract as they relate to:

1. Nonsegregated Facilities Requirements
2. Equal Employment Opportunity
3. Equal Employment Opportunity Reporting Requirements
4. Employment of Qualified Disabled Individuals
5. Employment of Veterans
6. Health Insurance Portability and Accountability Act (HIPAA)
7. Family Educational Rights and Privacy Act

SMALL BUSINESS ENTREPRENEURSHIP PROGRAMS

The Southern University System is a participant in the Louisiana for the Small Entrepreneurships Program (the Hudson Initiative) and the Louisiana Initiative for Veterans and Service-Connected Disabled Veterans-Owned Business Small Entrepreneurships. Bidders are encouraged to consider participation. A list of certified vendors and additional information can be obtained from website <http://www.ledsmallbiz.com>. Potential participants may also register at this website.

PERMITS AND LICENSES

The Vendor shall, at its sole expense, procure and keep in effect all necessary permits and licenses required for performance under the contract.

PUBLICITY

The Vendor should not in any way or in any form publicize or advertise in any manner the fact that the Vendor is providing services to the University without the express written approval of the Director of Purchasing, obtained in advance, for each item of advertising or publicity. However, nothing herein shall preclude the Vendor from listing the University on its routine client list for matters of reference.

Payment for Services

The Contractor may invoice the agency monthly at the billing address designated by the agency. Payments will be made by the University within approximately thirty (30) days after receipt of a properly executed invoice, and approval by the Agency. Invoices shall include the contract and order number, using department and product purchased. Invoices submitted without the referenced documentation will not be approved for payment until the required information is provided.

Late Payments

Interest due by a State Agency for late payments shall be in accordance with La. R.S. 39:1695 at the rates established in La. R.S. 13:4202.

10 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

Termination

The State of Louisiana has the right to terminate the contract immediately for any of the following reasons: (a) misrepresentation by the Contractor; (b) Contractor's fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the State of Louisiana; (c) conflict of contract provisions with constitutional or statutory provisions of State or Federal Law; (d) abusive or belligerent conduct by the Contractor towards an employee or agent of the State; (e) Contractor's intentional violation of the Louisiana Procurement Code (La. R.S. 39:1551 et seq.) and its corresponding regulations; or, (f) any listed reason for debarment under La. R.S. 39:1672.

Termination of the Contract for Cause

The State may terminate the contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract, or failure to fulfill its performance obligations pursuant to the contract, provided that the State shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then the State may, at its option, place the Contractor in default and the contract shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of the State to comply with the terms and conditions of the contract, provided that the Contractor shall give the State written notice specifying the State's failure and a reasonable opportunity for the State to cure the defect.

Termination of the Contract for Convenience

The State of Louisiana may terminate the contract for convenience at any time (1) by giving thirty (30) days' written notice to the Contractor of such termination; or (2) by negotiating with the Contractor an effective date. The State shall pay the Contractor for, if applicable: (a) deliverables in progress; (b) the percentage that has been completed satisfactorily; and (c) for transaction-based services up to the date of termination, to the extent work has been performed satisfactorily.

Termination for Non-Appropriation of Funds

The continuance of the contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of

11 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

the beginning of the first fiscal year for which funds are not appropriated.

Assignment

The Contractor shall not assign any interest in the contract by assignment, transfer, or novation, without prior written consent of the State. This provision shall not be construed to prohibit the Contractor from assigning his bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

No Guarantee of Quantities

The quantities mentioned are estimated to be the amount needed. In the event a greater or lesser quantity is needed, the rights are reserved by the University to increase or decrease the amount at the unit price stated in the proposal.

Neither the State nor Agency obligates itself to contract for or accept more than their actual requirements during the period of the contract, as determined by actual needs and availability of appropriate funds.

Audit of Records

The State legislative auditor, federal auditors and internal auditors of the Division of Administration, or others designated by the DOA, shall have the option to audit all accounts directly pertaining to the resulting contract for a period of five (5) years from the date of final payment or as required by applicable State and Federal law. Records shall be made available during normal working hours for this purpose.

Civil Rights Compliance

The Contractor agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964 as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Federal Rehabilitation Act of 1973 as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Contractor agrees not to discriminate in its employment practices and will render services under the contract without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, political affiliation, disability, or age in any matter relating to employment. Any act of discrimination committed by Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of the contract.

Record Retention

The Contractor shall maintain all records in relation to the contract for a period of at least five (5) years after final payment.

Record Ownership

All records, reports, documents, or other material related to any contract resulting from this RFP and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the property of the State and shall, upon request, be returned by Contractor to the State, at Contractor's expense, at termination or expiration of the contract.

Content of Contract/ Order of Precedence

In the event of an inconsistency between the contract, the RFP and/or the Contractor's Proposal, the inconsistency shall be resolved by giving precedence first to the final contract, then to the RFP and subsequent addenda (if any) and finally, the Contractor's Proposal.

Contract Changes

No additional changes, enhancements, or modifications to any contract resulting from this bid shall be made without the prior written approval of the University.

Changes to the contract include any change in compensation; beginning/ ending date of the contract; scope of work; and/or Contractor change through the Assignment of Contract process. Any such changes, once approved, will result in the issuance of an amendment to the contract.

Substitution of Personnel

NOT APPLICABLE TO THIS BID

The State intends to include in any contract resulting from this RFP the following conditions:

Substitution of Personnel: If, during the term of the contract, the Contractor or subcontractor cannot provide the personnel as proposed and requests a substitution, that substitution shall meet or exceed the requirements stated herein. A detailed resume of qualifications and justification is to be submitted to the State for approval prior to any personnel substitution. It shall be acknowledged by the Contractor that every reasonable attempt shall be made to assign the personnel listed in the Contractor's proposal.

The State shall reserve the right to request removal and replacement of any contract personnel whose performance it considered unacceptable.

13 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

Governing Law

All activities associated with this RFP process shall be interpreted under Louisiana Law, including but not limited to La. R.S. 39:1551-1736 (Louisiana Procurement Code) and La. R.S. 39:196-200 (Information Technology Procurement Code), if applicable; purchasing rules and regulations; executive orders; standard terms and conditions; special terms and conditions; and specifications listed in this RFP. Venue of any action brought with regard to all activities associated with this RFP process will be in the Nineteenth Judicial District Court, Parish of East Baton Rouge, State of Louisiana.

Claims or Controversies

Any claims or controversies shall be resolved in accordance with the Louisiana Procurement Code, La. R.S. 39:1671-1673.

Proposer's Certification of No Federal Suspension or Debarment

(Note: This Section shall be included in every proposal solicitation for \$25,000 or more.

By signing and submitting any proposal for \$25,000 or more, the Proposer certifies that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in "Audit Requirements in Subpart F of the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (formerly OMB Circular A-133).

A list of parties who have been suspended or debarred can be viewed via the internet at <https://www.sam.gov>.

Proposer's Eligibility

A statement of the Proposer's involvement in litigation and any suspension or debarment proceedings that could affect this work shall also be included in the Proposal. A suspension or debarment proceeding that could affect this work is any proceeding, whether pending or concluded, that involves a governmental body or governmental entity. If no such litigation, suspension or debarment exists, the proposer shall so state.

Continuing Obligation

Contractors have a continuing obligation to disclose any suspensions or debarment by any government entity, including but not limited to General Services Administration (GSA). Failure to disclose may constitute grounds for suspension and/or termination of the Contract and debarment from future contracts.

Anti-Kickback Clause

The Contractor hereby agrees to adhere to the mandate dictated by the Copeland "Anti-Kickback" Act which provides that each Contractor or subgrantee shall be prohibited from inducing, by any means, any person employed in the completion of work, to give up any part of the compensation to which he is otherwise entitled.

Clean Air Act

The Contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders or requirements issued under Section 306 of the Clean Air Act which prohibits the use under non-exempt federal contracts, grants or loans of facilities included on the Environmental Protection Agency (EPA) list of Violating Facilities.

Energy Policy and Conservation Act

The Contractor hereby recognizes the mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

Clean Water Act

The Contractor hereby agrees to adhere to the provisions which require compliance with all applicable standards, orders, or requirements issued under Section 508 of the Clean Water Act, which prohibits the use under non-exempt federal contracts, grants or loans of facilities included on the Environmental Protection Agency (EPA) List of Violating Facilities.

Anti-Lobbying and Debarment Act

The Contractor will be expected to comply with federal statutes required in the Anti-Lobbying Act and the Debarment Act.

Warranties

Contractor warrants that all services shall be performed in good faith, with diligence and care, by experienced and qualified personnel in a professional, workmanlike manner, and according to its current description (including any completion criteria) contained in the scope of work.

This paragraph may only apply when software is involved.

No Surreptitious Code Warranty. Contractor warrants that Contractor will make all commercially reasonable efforts not to include any Unauthorized Code in any software provided hereunder. "Unauthorized Code" means any virus, Trojan horse, worm or other software routine or component designed to permit unauthorized access to disable, erase, or otherwise harm software, equipment, or data, or to perform any other such actions. Excluded from this prohibition are identified and State-authorized features designed for purposes of maintenance or technical

15 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

support.

Contractor further warrants that it has the right to provide and or license its product to the State and that it will operate in accordance with this solicitation. In the event of a material failure of Contractor's product to function and operate, and/or failure by the Contractor to perform its obligations, in accordance with the terms and conditions of the contract that results in the termination of the contract for cause by the State, the State will not be obligated to compensate the Contractor of any costs incurred by Contractor.

Code of Ethics

The Contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (La. R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of services called for in the Contract. The Contractor agrees to immediately notify the State if potential violations of the Code of Governmental Ethics arise at any time during the term of the Contract.

Proposer's Cooperation

Any Proposer has the duty to fully cooperate with the State and provide any and all requested information, documentation, etc. to the State when requested. This applies even if an eventual contract is terminated and/or a lawsuit is filed. Specifically, the Proposer shall not limit or impede the State's right to audit or to withhold State owned documents.

Security

Contractor's personnel shall comply with all security regulations in effect at the State's premises, the Information Security Policy at <http://www.doa.la.gov/Pages/ots/InformationSecurity.aspx>, and externally for materials and property belonging to the State or to the project. Where special security precautions are warranted (e.g., correctional facilities), the State shall provide such procedures to the Contractor accordingly. The contractor is responsible for promptly reporting to the State any known breach of security.

Prohibition of Discriminatory Boycotts of Israel

In accordance with La. R.S. 39:1602.1, the following applies to any Proposal with a value of \$100,000 or more and to Proposers with five (5) or more employees:

By submitting a response to this solicitation, the Proposer certifies and agrees that the following information is correct: In preparing its response, the Proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. The Proposer

has also not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. The State reserves the right to reject the response of the Proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

Prohibition of Companies That Discriminate Against the Firearm and Ammunition Industries

In accordance with La. R.S. 39:1602.2, the following applies to any competitive sealed bids, competitive sealed proposals, or contract(s) with a value of \$100,000 or more involving a for-profit company with at least fifty full-time employees:

Unless otherwise exempted by law, by submitting a response to this solicitation or entering into this contract, the Bidder, Proposer or Contractor certifies the following:

The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association.

The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association

SECTION IV - EVALUATION, SELECTION, AND AWARD

MINIMUM ACCEPTABLE LEVEL OF SERVICE

Based upon each response given in the Vendor's Proposal, determination will be made if the Vendor meets the minimum acceptable level of service. In evaluating Proposals to determine if they meet the minimum level of satisfactory service, consideration will be given to the following factors:

- Size and stability of the Insurance company (must be rated at least "A-Excellent", with a Financial Size Category of V by A.M. Best or equivalent and licensed to do business in the state of Louisiana). Any proposer proposing a rating equivalent to A.M. Best should submit information with the proposal, including any documentation to support the validity of the equivalence. The University reserves the right to verify the rating of any proposer and reject a proposal based on non-equivalence.
- The Vendor/TPA shall have been active in the health insurance marketplace since 2005.

DETERMINATION OF SUCCESSFUL BID

The lowest responsible bid is to be determined according to the **ANNUAL (12 Months)** rate on the Bid Response Form. The final award is subject to final negotiations and the acceptance of terms and conditions of the policy by the Vendor.

COMPANY BACKGROUND/CAPABILITY STATEMENT

NAME OF INSURANCE COMPANY

The Bidder is to indicate the name of the insurance company, parent company or other affiliates (designate which), that is to provide coverage under this plan.

INSURANCE COMPANY TELEPHONE NUMBER AND EMAIL

The Bidder is to indicate the area code and the telephone number of the insurance company and indicate the 800 or toll-free telephone number to the claims office.

LOUISIANA LICENSE

The Bidder is to indicate that the insurance company is licensed and authorized to do business in the State of Louisiana and must furnish proof of its license.

BEST'S SIZE RATING

The Bidder shall be required to document that the insurance company has an A.M. Best's Policyholder Rating of at least an **AA-A** (minimum). The Bidder is to indicate the insurance company's Best Policyholder Rating for the most recent year of issuance of this rating. The Bidder is to attach support documentation of this rating.

FINANCIAL SIZE CATEGORY

The Bidder shall be required to document that the insurance company has an A.M. Best's Financial Size Category Rating of Class VII or greater. The Bidder is to attach support

18

Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

documentation of this rating.

UNDERWRITING EXPERIENCE

The Bidder is to indicate the total number of years' experience that the insurance company has in underwriting student accident insurance. The Bidder is to indicate the year the insurance company undertook underwriting student accident insurance.

LIST OF REFERENCES

The Bidder is to provide the names, titles, and phone numbers of at least six (6) student health program administrators (at least three within the State of Louisiana), who may be contacted regarding the insurance company's performance.

PAYMENT FOR STUDENT MEDICAL INSURANCE

Bidder shall state a premium rate for each category specified on the bid form.

LOUISIANA LICENSED AGENT

The Bidder is to furnish proof that the insurance company's Louisiana agent is currently licensed as an agent of the Bidder in the State of Louisiana.

COMPANY PROFILE

Provide the company's legal name, date incorporated, and state of incorporation (if not incorporated, indicate date started in business and type of business, e.g., sole proprietorship, partnership, etc.)

Provide a federal identification number. Describe the principal type of business. Provide a list of corporate officers and a brief profile of each individual's function in relation to accountancy.

QUALIFICATIONS AND CAPABILITIES STATEMENT

COVERAGE

- A. The insurance plan is designed to cover students enrolled in the Southern University and A & M College System while at home, at school, or while traveling 24 hours a day throughout the school year. Coverage remains in effect for the insured period if a student leaves school, except the coverage terminates if a student enters military service. If an insured student enters military service, a pro-rata premium will be returned. All expenses of correspondence and administration are the responsibility of the company.
- B. Benefits under the plan will become effective on the first day of the earliest registration date of any campus for the Fall semester and continue through one day prior to the anniversary date therein. (This specification applies only to students who are enrolled for the Fall and Spring semesters of the benefit period.) Specific beginning and ending dates will be issued by the ITB Coordinator. Students withdrawing from school after the 30-day period will be fully covered for the remainder of the current semester. The effective termination dates shall include a minimum of three (3) days travel time to school and three (3) days travel time returning from school.

- C. Coverage under the plan is to be effective during interim vacation periods, including travel outside of the United States. Protection under the plan is also effective during participation in national and international Student Exchange Programs.
- D. Participation in all intramural sports activities is to be covered under the plan, including cheerleaders. The plan must also cover injury incurred by individuals while participating in the practice or play of any National Collegiate Athletic Association sanctioned intercollegiate varsity sports.
- E. Reasonable and customary benefits under the plan are to be payable in addition to any other coverage the student may have.
- F. Accidental /natural death/disaster and dismemberment-**\$10,000.00** for loss of life; **\$3,000** for loss of hands, feet or eyes; **\$1,500** for loss of hand, one foot or one eye; **\$2,500** for loss of sight in one eye.

REPORTS TO SOUTHERN UNIVERSITY AND A & M COLLEGE SYSTEM

A statement of losses incurred shall be furnished to the University as soon as possible after the closure of each policy year, but under no circumstance later than ninety (90) days after each anniversary date. The statement shall report all claims reserves separately, and subsequent statements shall be submitted at six (6) month intervals, showing the actual expenses, if any, that have been applied against the reserves. Any unliquidated reserve shall be paid to Southern University in the form of a retrospective premium adjustment (for self-funded plans only). Additionally, Bidder must agree to provide a quarterly report of all denied claims by the campus. Further, the Bidder shall provide a report that shows the total amount of premiums received and the total benefits paid, cumulatively, for the year. Reports and statements are to be sent to mike.tucker@alliant.com. All statements and reports shall be in the format required by Southern University System to comply with the applicable provisions of HIPAA and FERPA and other applicable privacy regulations.

BIDDER'S POLICY AGREEMENT

Bidder must agree to write the Policy in such a manner as to indicate clearly, without any question or doubt, all benefits provided as set forth in the specifications.

Any insurance agent submitting bids must be authorized by the Company he proposes to use in writing the insurance.

The group accident program is sponsored by the Southern University and A & M College System for the benefit of its students. The insurance contract shall be written in the name of Southern University and Agricultural & Mechanical College System.

COORDINATION OF BENEFITS: The Bidder shall explain in detail its procedures for coordination of benefits; that is, if a student has other insurance and is insured through the

20 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

University's student insurance plan, how the Bidder will coordinate the benefits of both insurances.

PREMIUM RATES

The Bidder is to indicate who is responsible for designing or computing the rates for the proposed insurance plan. His/her name, address, telephone and fax numbers, and e-mail address are to be given.

CLAIMS OFFICE

- List the location of the office where claims shall be paid.
- List the name, title, telephone number and years of experience in administering student claims of each individual responsible for claim service with the Southern University System account.
- Can students within the Southern University System make toll-free calls to the insurance company regarding any claim, question, or problem?
- Will the claims office provide copies of claim payments to the Southern University System?
 - Will the claim office provide an Explanation of Benefits on all claims paid and/or denied, and the reason for nonpayment/denial?
 - What is the average time for a claim to be processed after the date it is received by the insurance company, assuming no complications?
 - What is the average time to process death claims?
 - Do you offer any final expenses benefits in addition to the death benefit?

POLICY TIME LIMITS

The Bidder is to indicate the insurance company's procedures in processing claims when notice of a claim is submitted beyond the policy time limit.

LATE PROOF OF LOSS

The Bidder is to indicate the insurance company's procedure in processing claims when written proof of loss is submitted later than ninety (90) days after the date of such loss.

CLAIM FORMS

The Bidder is to provide sample copies of all claim forms necessary to be filed for payment of claims for illness, accident and death. Claim forms, instructions and/or brochures shall state the insurer's FERPA and HIPAA policy/guidelines related to the claimant's privacy rights.

STUDENT HEALTH SERVICE PROVIDER BENEFITS

The Student Health Center and University Counseling Center at Southern University Baton

21 **Initial** _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

Rouge will serve as the in-network provider and will provide primary and psychiatric care to the students thereby charging usual and customary rates per claim for these visits. Claims will be submitted by hardcopy and/or electronically.

22 Initial _____

Return this page with bid documents

RFP Mandatory Student Accident Insurance and Athletics Sport Injury Insurance

SECTION V - SUPPLEMENTAL DATA

Mandatory Student Accident-Census

	2021		2022		2023		2024		2025	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Baton Rouge (SUBR)	7,702	763	7,096		6,938	607	7,476	593	7,699	646
Law Center (SULC)	914	N/A	939	N/A	873	N/A	800	N/A	808	N/A
New Orleans (SUNO)	1,591	251.00	1,701	255	1,233	218	1,203	160	1,233	166
Shreveport (SUSLA)	2,389	1,781.00	2,095	111	1,935	483	1,836	484	2,156	614

Mandatory Student Accident-Premiums

	2021		2022		2023		2024		2025	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Baton Rouge (SUBR)	\$20.00	\$12.00	\$23.00	\$14.00	\$23.00	\$14.00	\$27.00	\$16.00	\$24.00	\$9.93
Law Center (SULC)	\$20.00	N/A	\$23.00	N/A	\$23.00	N/A	\$27.00	N/A	24	N/A
New Orleans (SUNO)	\$20.00	\$12.00	\$23.00	\$14.00	\$23.00	\$14.00	\$27.00	\$16.00	\$24.00	\$9.93
Shreveport (SUSLA)	\$20.00	\$12.00	\$23.00	\$14.00	\$23.00	\$14.00	\$27.00	\$16.00	\$24.00	\$9.93

**Per Student Per Year (PSPY)*

Claims Data

Year	SUBR	SU	SU New	Blanket
	Athletic Claims	Shreveport Athletic Claims	Orleans Athletic Claims	Student Accident Claims
2020-2021	\$232,765.00	\$0.00	N/A	\$15,995.00
2021-2022	\$222,914.00	\$0.00	N/A	\$76,184.00
2022-2023	\$422,255.00	\$0.00	\$14,462.00	\$100,482.00
2023-2024	\$119,869.00	\$0.00	\$15,533.00	\$21,959.00
2024-2025	\$138,487.00	\$0.00	\$8,200.00	\$38,000.00

Sports Premium

Year	SUBR	SU	SU New
	Athletic	Shreveport Athletic	Orleans Athletic
2020-2021	\$295,604.00	\$11,202.00	N/A
2021-2022	\$303,552.00	\$11,202.00	N/A
2022-2023	\$495,491.00	\$9,100.00	\$23,902.00
2023-2024	\$480,909.00	\$9,100.00	\$33,229.00
2024-2025	\$684,289.00	\$9,100.00	\$33,229.00

Sports-Census

	Baton Rouge Campus (SUBR)				New Orleans Campus (SUNO)	
	Shreveport Campus (SUSLA)					
	Men	Women	Men	Women	Men	Women
Baseball	35	N/A	N/A	N/A	28	N/A
Basketball	18	18	13	13	18	16
Bowling	N/A	9	N/A	N/A	N/A	N/A
Cheerleading	8	30	N/A	N/A	N/A	N/A
Football	124	N/A	N/A	N/A	N/A	N/A
Golf	6	6	N/A	N/A	N/A	N/A
Soccer	N/A	28	N/A	N/A	N/A	N/A
Softball	N/A	25	N/A	N/A	N/A	N/A
Student Coaches/Managers	4	4	N/A	N/A	N/A	N/A
Tennis	7	7	N/A	N/A	N/A	N/A
Track & Field, Indoor	35	35	N/A	N/A	10	10
Track & Field Outdoor	35	34	N/A	N/A	N/A	N/A
Track Field, Cross-Country	12	12	N/A	N/A	N/A	N/A
VolleyBall	N/A	12	N/A	N/A	N/A	13

MSA:

Eligibility:

CLASS	DESCRIPTION
Class 1	All registered intercollegiate student athletes, student managers, student trainers, student coaches and mascots of the Policyholder.
Class 2	All full-time registered students at Southern University- Baton Rouge, Southern University – New Orleans, Southern University – Shreveport and Southern University – Law School, not in Class 1. Coverage includes intramural sports.

Estimated Total Number of Insured Persons:

CLASS	TOTAL
Class 1	512
Class 2	15,300

Description of Activity:

Class 1: This policy covers each Insured Person during the policy period while he or she is:

- a) Participating in an intercollegiate sports team in a scheduled game, an official tournament game, or in a practice session of the Policyholder.
- b) Traveling directly and uninterruptedly to or from a game or practice session as a member of a team.

Class 2: This policy covers each Insured Person during the policy period 24 hours a day.

Covered Sports:

Southern University – New Orleans

Mens: Basketball, Baseball

Womens: Basketball

Southern University – Shreveport

Mens: Basketball

Womens: Basketball

Southern University – Baton Rouge

Mens: Baseball, Basketball, Cheerleading, Cross Country, Football, Golf, Tennis, Track & Field

Womens: Basketball, Bowling, Cheerleading, Cross Country Golf, Soccer, Softball, Tennis, Track & Field, Volleyball

Evaluation Matrix

Evaluation Matrix	Points
Price	20
Experience	15
Claims Process (Death, Accident, and Sports)	15
Customer Service Center (for Students & Administrators	15
Enrollment Process	10
Mental Health Benefits	10
Funeral Expense Benefits in addition to Death Benefit	5
Berevement/Trauma Counseling Benefits	5
Rehabilitation Benefits	5
Total	100

**ADVERTISEMENT
REQUEST FOR PROPOSAL (RFP)
SOUTHERN UNIVERSITY AND A&M COLLEGE SYSTEM**

Proposals will be received by Southern University Purchasing Department, Baton Rouge, Louisiana campus until the date indicated for the following:

**STUDENT INSURANCE
MANDATORY STUDENT ACCIDENT INSURANCE &
ATHLETICS SPORT INJURY INSURANCE
BID NUMBER 50016-10350
MARCH 23, 2026 @ 10:30 AM**

*Electronic system to submit bid:
<http://www.sus.edu/bidcertification>*

Additional Bid Delivery Method:
Linda Antoine, Director
Southern University Purchasing Department
P. O. Box 9534 or
James L. Prestage Drive
J. S. Clark Adm. Bldg. Annex, 1stFloor
Baton Rouge, LA 70813
Telephone 225-771-2804 or 225-771-4587

Bidders are solely responsible for ensuring timely delivery of their bids. The Southern University Purchasing Department is not responsible for any delays caused by bidders' chosen means of delivery. Failure to meet the bid deadline submittal date and time shall result in the rejection of the bid.

This RFP sets forth the requirements and specifications for vendors who desire to bid on the student accident insurance program and athletics insurance program for the Southern University System (Southern University Baton Rouge, Southern University Law Center, Southern University New Orleans and Southern University Shreveport). The successful carrier must work with the local Broker. The successful bidder must comply with all state and federal laws applicable to the issuing of a contract under this RFP.

Inquiries will be accepted until March 12, 2026, by 5:00 p.m. Inquiries shall be submitted to Mike Tucker at mike.tucker@alliant.com

Response to inquiries is March 16, 2026, by 5:00 PM.

Proposals shall be received no later than 10:30 AM on March 23, 2026. Bidders are

Proposals will be acknowledged/opened in the Purchasing Department.

Any person requiring special accommodation should notify the Purchasing Office of the type(s) of accommodation required not less than seven (7) days before the bid opening date. Additional contact is Wilbert Rossett, Southern University Safety Department at wilbert.rossett@sus.edu or 225-771-3101.

Bids may be withdrawn by written, telegraphic or fax notice received at the address designated in the Invitation to Bid prior to the time set for bid opening, as recorded by date stamp at the Purchasing Office. Bids received after closing time will be returned unopened. Evidence of authority to submit the bid shall be required in accordance with R.S. 38:2212(a)(1)(c) and/or R.S. 39:1594(c)(2)(d). The University reserves the right to award all or done and to reject all bids and to waive any informalities incidental thereto. The public entity may reject all bids for just cause.

The Southern University System is a participant in the Louisiana for the Small Entrepreneurships Program (the Hudson Initiative) and the Louisiana Initiative for Veterans and Service-Connected Disabled Veterans-Owned Business Small Entrepreneurships. Bidders are encouraged to consider participation. A list of certified vendors and additional information can be obtained from website <http://www.ledsmallbiz.com>. Potential participants may also register at this website.

ALL BID SPECIFICATIONS AND ADDENDA CAN BE OBTAINED BY ACCESSING WEBSITE <https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>.

Please contact Mary Jane Spruel, Assistant Director, Southern University Purchasing Department @ (225) 771-2800 or maryjane.spruel@sus.edu for questions concerning this advertisement and bid documents,

*Bids will be accepted from vendors—**Health Care Services 85000000; Comprehensive Health Services 85100000; Healthcare Provider Support Persons***

SOUTHERN UNIVERSITY & A&M COLLEGE
Linda A. Antoine, Director of Purchasing
SOUTHERN UNIVERSITY IS
AN EQUAL OPPORTUNITY EMPLOYER

DATE ADVERTISED
MARCH 3, 2026