



STATE OF DELAWARE
Delaware Department of Insurance

September 18, 2018

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SUBJECT: **AWARD NOTICE**
CONTRACT NO. – DOI18002-ACTUARIAL
Contract Name - Consulting Agreement between the Delaware Insurance Commissioner, on Behalf of the Department of Insurance of the State of Delaware and Taylor & Mulder, Inc.

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KEY CONTRACT INFORMATION

1. CONTRACT PERIOD

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The above-referenced agreement is valid beginning September 13, 2018 and ending August 31, 2019, unless earlier terminated, with four, optional one (1) year extensions by written agreement of the parties, at the sole discretion of the Department of Insurance.

2. VENDOR

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Vendor Name: Taylor & Mulder, Inc.
Address: 10508 Rivers Bend Lane
Potomac, MD 20854
Primary Contact Name: Daniel W. Lupton
Phone: (301) 956-9199
Email: dlupton@taylorandmulder.com
FSF Number: n/a

3. SHIPPING TERMS

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Not applicable

4. DELIVERY AND PICKUP

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See paragraph 1- Statement of Work, of the above-referenced Agreement.

5. PRICING

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Delaware shall be obligated to pay a fixed fee of \$14,990.00 for the services outlined in subparagraphs 1.2(a)-(d) of the above-referenced Agreement. Services outlined in subparagraphs 1.2(e) – (f) of the above-referenced Agreement are to be paid at the not-to-exceed hourly rates set forth in subparagraph 2.3 of the above-referenced Agreement.

ADDITIONAL TERMS AND CONDITIONS

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6. BILLING

The successful vendor is required to submit monthly invoices to the Department of Insurance in sufficient detail to support the Services provided during the previous month during the term of the above-referenced Agreement.

7. PAYMENT

The Department of Insurance will authorize and process for payment each invoice within thirty (30) days after the date of receipt. The contractor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

8. PRODUCT SUBSTITUTION

Not applicable

9. ORDERING PROCEDURE

Not applicable.

10. PURCHASE ORDERS

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number DOI18002-ACTUARIAL on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

11. REQUIREMENTS

For a complete list of Agreement specifications please refer to the original bid solicitation document(s). Any Agreement specific documentation will be accessible through the hyperlink(s) provided on this Agreement's details page.

12. HOLD HARMLESS

The contractor agrees that it shall indemnify and hold the State of Delaware and all its agencies harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the contractor, its employees, and invitees on or about the premises and which arise out of the contractor's performance, or failure to perform as specified in the Agreement.

13. NON-PERFORMANCE

In the event the contractor does not fulfill its obligations under the terms and conditions of this Agreement, the Department of Insurance may terminate pursuant to Section 12 of the above-referenced Agreement.

14. FORCE MAJEURE

See section 15 of the above-referenced Agreement.

15. AGENCY'S RESPONSIBILITIES

The Agency shall perform the responsibilities outlined in the above-referenced Agreement, and more specifically, in Section 5 of the above-referenced Agreement.