



Public Works Department

**Facilities Management Division**

115 S Andrews Avenue, Room 501 • Fort Lauderdale, Florida 33301 • 954-357-5500 • FAX 954-357-6136

**Certified Mail No. 7017 3040 0000 1732 1073**

July 19, 2018

Robert Rauch, President  
Eastern Elevator Service, Inc.  
2111 No. Commerce Parkway  
Weston, FL 33326

Re: Insurance Information Needed  
Contract: D2114263B1 Group 1 & 2 – Eastern Elevator

Mr. Rauch,

We acknowledge the e-mail from you and the attached letter from Bruening Insurance Agency Inc. with the Certificate of Insurance. However, the information you supplied was not what was asked for. Additionally, the letter from Bruening Insurance Agency was to be e-mailed directly to me with a hard copy through the mail and not through Eastern Elevator Service Inc.

To clarify the information we are seeking, I will address each Certificate of Insurance by date with the policy number and term. For each Certificate, the County needs the response to be from the agency producing the certificate on their respective company letterhead and sent directly to me, not through Eastern Elevator Service.

From Accredited Insurance Agency, verification that Certificate of Insurance dated 5/11/2018 provided by Eastern Elevator Service in compliance with the subject contract was valid on the date issued. This certificate includes Policy WS2435588, Term 5/4/2018 – 5/4/2019; Policy M287142-6-06, Term 1/4/2018 – 1/4/2019; Policy 913839720, Term 3/21/18 – 3/21/2019; and Policy G46830763001, Term 5/4/2018 – 5/4/2019.

From Bruening Insurance Agency, verification that the Certificate of Insurance dated 9/21/2017 provided by Eastern Elevator Service in compliance with the subject contract was valid on the date issued. This includes Policy WS2435588, Term 9/4/2017 – 9/4/2018; Policy M287142-6-06, Term 8/2/2017 – 8/2/2018; and Policy 4178-06-467-0, Term 6/21/2017 – 6/21/2018;

Accordingly, please have Accredited Insurance Agency and Bruening Insurance Agency send a letter (on official letterhead) directly to me via email by Wednesday, July 25, 2018, with a hard copy in the mail confirming the Certificates of Insurance were valid on the date they were issued.

Insurance Information Needed – Contract: D2114263B1 Group 1 & 2 – Eastern Elevator  
July 19, 2018  
Page 2

Should you require any additional information, please contact me at 954-357-5590 or via email at [scampbell@broward.org](mailto:scampbell@broward.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Scott Campbell".

Scott Campbell, Director  
Facilities Management Division

- c: George Tablack, Chief Financial Officer, Finance and Administrative Service  
Tom Hutka, Department Director, Public Works Department  
Brenda Billingsley, Director, Purchasing Division  
Wayne Fletcher, Director, Risk Management Division  
Glenn Marcos, Assistant Director, Purchasing Division  
Michael Kerr, Deputy County Attorney, County Attorney's Office  
Keoki Baron, Assistant County Attorney, County Attorney's Office