

Retirement Systems of Alabama

RSA Battle House Parking Deck II and Phelps Renovation Project

Owner Controlled Insurance Program

Insurance Manual Revision

List of Revisions to the Version 2 April 18, 2014 Edition of the Manual

Addendum One – 2/13/15 Resulting in Version 3, 2-13-15 Edition of the Manual

1. OCIP Administrator changed from Peggy Funderburk to Janelle Coggins on page 3.
Janelle Coggins contact information:
Janelle Coggins, OCIP Administrator, Willis of Alabama, Inc.
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2. Enrollment Checklist page 24 updated to show the form should be faxed or emailed to Janelle Coggins.
3. Enrollment Report page 28 updated to show the form should be sent to Janelle Coggins.
4. Enrollment Report page 28 remove reference to Section A under Section E.
5. Payroll Reporting Form page 29 updated to show the form should be sent to Janelle Coggins.
6. Notice of Subcontract Award page 30 updated to show Janelle Coggins in lieu of Peggy Funderburk.
7. Notice of Contract Completion Form page 31 updated to show Janelle Coggins in lieu of Peggy Funderburk.