



MINIMUM INSURANCE REQUIREMENTS

Please refer to sample insurance packet for acceptable verbiage. The City reserves the right to modify insurance requirements as necessary based on the scope of work provided. Exceptions must be submitted to Risk Management for review and approval.

Certificate Holder: City of Glendora, 116 E. Foothill Blvd. Glendora, CA 91741

	Construction	Professional Service	Suppliers/Vendors
General Liability	\$2,000,000/OCC \$4,000,000 AGG	\$1,000,000/OCC \$2,000,000 AGG	\$1,000,000/OCC \$2,000,000 AGG
<i>Additional Insured</i>	Yes	Yes	Yes
<i>Waiver of Subrogation</i>	Yes	Yes	No
Commercial Auto	\$1,000,000	\$1,000,000	\$1,000,000
<i>Additional Insured</i>	Yes	Yes	No
<i>Waiver of Subrogation</i>	Yes	Yes	No
Worker's Compensation	\$1,000,000	\$1,000,000	NA
<i>Waiver of Subrogation</i>	Yes	Yes	NA
Professional Liability	TBD	\$1,000,000	No
Cyber Liability	No	TBD*	No
Pollution Liability	TBD*	No	No
Builder's Risk	TBD*	No	No
Installation Floater	TBD*	No	No

**Cyber Liability*: The amount of coverage will be determined by the scope of work.

**Pollution Liability*: Vendors whose business involve hazardous waste such as asbestos abatement, fuel cleanup, and biohazards, will be required to provide proof of insurance.

**Builder's Risk*: The amount of coverage will be determined by the value of existing structure, value of new construction, building materials, off-site property and soft costs.

**Installation Floater*: The amount of coverage is determined by the value of materials, machinery, equipment and property that will become a part of a permanent job or project.

	Grading	Street Opening	Encroachment
General Liability	\$1,000,000/OCC \$2,000,000 AGG	\$1,000,000/OCC \$2,000,000 AGG	\$1,000,000/OCC \$2,000,000 AGG
<i>Additional Insured</i>	No	Yes	Yes
<i>Waiver of Subrogation</i>	No	Yes	Yes
Commercial Auto	\$1,000,000	\$1,000,000	\$1,000,000
<i>Additional Insured</i>	No	Yes	Yes
<i>Waiver of Subrogation</i>	No	Yes	Yes
Worker's Compensation	\$1,000,000	\$1,000,000	\$1,000,000
<i>Waiver of Subrogation</i>	No	Yes	Yes

	Special Events/ Facility Rentals	Instructors	Bus Transport
General Liability	\$1,000,000/OCC \$2,000,000 AGG	\$1,000,000/OCC \$2,000,000 AGG	\$2,000,000/OCC \$4,000,000 AGG
<i>Additional Insured</i>	Yes	Yes	Yes
<i>Waiver of Subrogation</i>	Yes	No	Yes
Liquor Liability/ Host Liquor	TBD	N/A	N/A
Commercial Auto	TBD	No	\$5,000,000
<i>Additional Insured</i>	N/A	N/A	Yes
<i>Waiver of Subrogation</i>	N/A	N/A	Yes
Worker's Compensation	No	\$1,000,000	\$1,000,000
<i>Waiver of Subrogation</i>	N/A	Yes	Yes
Sexual Abuse or Molestation	N/A	\$1,000,000	\$1,000,000

Additional insured status: Liability policies that required additional insured shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Waiver of subrogation. General Liability, Automobile, and Worker's Compensation insurance coverage maintained or procured shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. The contractor hereby waives its own right of recovery against City and shall require similar written express waivers and insurance clauses from each of its subcontractors.

Primary coverage: Coverage provided shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

Notice of cancellation: City shall be provided with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Please refer to sample insurance packet for acceptable verbiage.

Attachments:

- Sample Insurance Packet Submittal
- Worker's Compensation Acknowledgement Form (self-employed/no employees)