

SECTION 2 - CONTRACTOR'S PROPOSAL

CONTRACTOR'S NAME: Big Ben Inc.
 THE HONORABLE MAYOR AND CITY COUNCIL MEMBERS
 CITY OF GARDEN GROVE
 11222 ACACIA PARKWAY
 GARDEN GROVE, CALIFORNIA 92840
 SUBJECT PROJECT:

WATER SERVICES REPLACEMENTS IMPROVEMENTS PROJECT – PHASE II

PROJECT NO. 7401 -- DRAWING NO. W-570

Gentlemen:

The undersigned, having carefully examined the Plans and Specifications for the above subject project and having personally visited the site of the work and been made familiar with the conditions, HEREBY PROPOSE to furnish all labor, materials, equipment and transportation, and do all the work required to complete the said work in accordance with the said Plans and Specifications for the unit prices named in the following bid proposal. Furthermore, the following bid items include removal and replacement of Concrete and/or AC pavement, markers, and striping.

TOTAL BID PROPOSAL

Item	Approx. Quantity	Item With Unit Price Written In Words	Unit Price	Item Total
1.	1 LS	Clearing and Grubbing including Mobilization/Demobilization. Per Lump Sum	\$ <u>55,500</u>	\$ <u>55,500.00</u>
2.	441 EA	Remove and Replace 1" Water Service Tubing, Meter and Polymer Meter Box Per Detail 1 and 3, Sheet 2 of 9 of the Construction Document Plans. Replace Meter in Kind. Connect to Customer Side. Reconnect New Water Service Tubing to Existing Corporation Stop and Saddle. Per Each	\$ <u>1,500.00</u>	\$ <u>661,500.00</u>
3.	370 EA	After New Water Service Tubing is Replaced, Remove Existing Corporation Stop and Saddle Per Detail 2, Sheet 2 of 9 of the Construction Document Plans. Install New Corporation Stop and Saddle at Existing Connection at Water Main. (Optional Only if Required) Per Each	\$ <u>500.00</u>	\$ <u>185,000.00</u>

SECTION 2 CONTRACTOR'S PROPOSAL (Continued)

Item	Approx. Quantity	Item With Unit Price Written In Words	Unit Price	Item Total
4.	71 EA	After New Water Service Tubing is Replaced, Remove Existing Corporation Stop and Saddle at Existing Connection then Install Repair Clamp on Existing Tapping Hole Per Detail 2, Sheet 2 of 9 of the Construction Document Plans. Install New Corporation Stop and Saddle with New Tapping at Water Main. (Optional Only if Required)	\$ <u>750.00</u>	\$ <u>53,250.00</u>
			Per Each	
5.	59 EA	Remove and Replace Concrete Sidewalk Section to Nearest Construction Joints (Min. 4' to Max 10' in Length Each Side) per City Std. Plan B-105	\$ <u>1000.00</u>	\$ <u>59,000.00</u>
			Per Each	
6.	13 EA	Remove and Replace Driveway Approach Section to Nearest Construction Joints (Min. 4' to Max 10' in Length Each Side) per City Std. Plan B-122	\$ <u>1,200.00</u>	\$ <u>15,600.00</u>
			Per Each	
7.	7 EA	Remove and Replace Existing Concrete Cross Gutter Section to Nearest Construction Joints per City Std. Plan B-119	\$ <u>2,500.00</u>	\$ <u>17,500.00</u>
			Per Each	
8.	59,200 SF	Slurry Seal over Asphalt Concrete including Temporary Striping (Only if Required)	\$ <u>0.66</u>	\$ <u>39,072.00</u>
			Per Square Feet	
9.	1 LS	Remove and Dispose Existing A.C. Pipe and Tree Root then Replace with New PVC C-900 Class 200 DR14 Pipe (Minimum of 7 Feet) with Flexible Couplings to Nearest Existing A.C. Pipe Joints	\$ <u>6,000.00</u>	\$ <u>6,000.00</u>
			Per Lump Sum	
10.	1 LS	Sheeting, Shoring and Bracing At All Excavations	\$ <u>11,000.00</u>	\$ <u>11,000.00</u>
			Per Lump Sum	
11.	12 WK	Provide Two (2) solar powered Changeable Message Signs(CMS) at locations as directed during construction including relocations	\$ <u>375.00</u>	\$ <u>4,500.00</u>
			Per Week	

SECTION 2 CONTRACTOR'S PROPOSAL (Continued)

Item	Approx. Quantity	Item With Unit Price Written In Words	Unit Price	Item Total
12.	1 T&M	Allowance to Accommodate Unknown Underground Obstructions, as Directed by City (Only If Required) Per T&M	\$ 75,000	\$ 75,000
13.	4 EA	Construction Information Signs as directed during construction including relocations Per Each	\$ 600.00	\$ 2,400.00
14.	50 TON	Additional Over-Excavation and ¾" Crushed Rock Bedding (Only if Required) Per Ton	\$ 50.00	\$ 2,500.00
15.	50 TON	Removal, Transport, Treatment and/or Disposal of Contaminated Soil (Only if Required) Per Ton	\$ 100.00	\$ 5,000.00
16.	1,000 GAL	Contaminated Groundwater Treatment (Only if Required) Per Gallon	\$ 5.00	\$ 5,000.00
17.	1 LS	Traffic Control Per Lump Sum	\$ 15,000	\$ 15,000.00
18.	1 LS	Health and Safety Plan Per Lump Sum	\$ 1,500.00	\$ 1,500.00
19.	1 LS	Implement Rule 1166 and obtain Permits Per Lump Sum	\$ 1,000.00	\$ 1,000.00

TOTAL BID PROPOSAL \$ 1,215,322.00

TOTAL BID PROPOSAL WRITTEN IN WORDS: One Million Two Hundred Fifteen Thousand Three Hundred Twenty-Two & 00/100

The foregoing quantities are approximate only, being given as a basis for the comparison of bids, and the City of Garden Grove does not expressly or by implication, agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work as may be deemed necessary or expedient by the Engineer.

NOTE: The contract will be awarded to the lowest responsible bidder, based on the amount shown under TOTAL BID PROPOSAL. IN CASE OF DISCREPANCY BETWEEN THE WORDS AND FIGURES, THE WORDS SHALL PREVAIL.

SECTION 3 - DESIGNATION OF SUBCONTRACTORS/REFERENCES

1. The undersigned certifies that the sub-bids of the following listed SUBCONTRACTORS have been used in making up this bid, and that the SUBCONTRACTORS listed will be used for the work for which they bid, subject to the approval of the Engineer, and in accordance with the applicable provisions of the Specifications.

Bidder's Name Big Ben Inc.

LIST OF PROPOSED SUBCONTRACTORS

Each bidder is to set forth below the name and business address of each SUBCONTRACTOR with whom the bidder intends to enter into subcontracts for the performance of any work in excess of one-half of one percent of the bidder's total bid, and the portion of the work to be performed by each SUBCONTRACTOR. Substitution of bidders may only be made in accordance with Section 4107 of the Government Code of the State of California.

	Name of SUBCONTRACTOR	Address	Phone No.	Item of Work
1.	All American Asphalt	Corona, CA	951-736-7600	Slurry Seal Amount \$ 39,000 License Number: 267073 Expiration Date: 01-31-20
2.				Amount \$ License Number: Expiration Date:
3.				Amount \$ License Number: Expiration Date:
4.				Amount \$ License Number: Expiration Date:
5.				Amount \$ License Number: Expiration Date:

SECTION 4 – AFFIDAVIT TO ACCOMPANY PROPOSAL (Continued)

USE THIS FORM WHEN BIDDER IS A CORPORATION

State of California)
County of Orange) ss.
Sepehr Sharifi affiant, the President
of Big Ben Inc. Pres., Sec., or Mgr. Ofcr
Name of Corporation

The corporation who makes the accompanying proposal, having first been duly sworn, deposes and says: That such proposal is genuine and not sham or collusive, nor made in the interest or in behalf of any person not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure for itself an advantage over any other bidder.

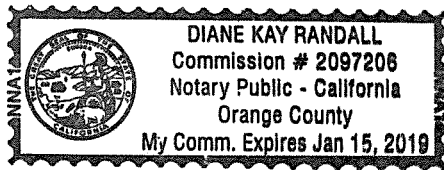
[Signature]
Signature
President, Secretary or Managing Officer

Subscribed and sworn to before me
This 10th day of April, 2018.

Notary Public in and for the County of Orange, State of California

Signature: [Signature]

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.



CERTIFICATION WITH REGARD TO THE PERFORMANCE OF PREVIOUS CONTRACTS OR SUBCONTRACTS SUBJECT TO THE EQUAL EMPLOYMENT OPPORTUNITY CLAUSE AND THE FILING OF REQUIRED REPORTS

The bidder Big Ben Inc., proposed subcontractor _____, hereby certifies that he has _____, has not X, filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administrating agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

By: Sep Sharifi
President
(Title)

Date: 4-11-18

Note: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7 (b) (1)), and must be submitted by bidders and proposed subcontractors only in connection with contracts and subcontracts, which are subject to the equal opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally, only contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and have not filed the required reports should note that 41 CFR 60-1.7 (b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION
OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN
ENDORSEMENT AND EXECUTION OF THOSE
CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder Big Ben Inc., proposed
subcontractor _____, hereby
certifies that he has , has not , participated in a previous contract or subcontract subject
to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and
that, where required, he has filed with the Joint Reporting Committee, the Director of the Office
of Federal Contract Compliance, a Federal Government contracting or administering agency, or
the former President's Committee on Equal Employment Opportunity, all reports due under the
applicable filing requirements.

Note: The above certification is required by the Equal Employment Opportunity Regulations of
the Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and
proposed subcontractors only in connection with contracts and subcontracts which are
subject to the equal opportunity clause. Contracts and subcontracts which are exempt
from the equal opportunity clause are set forth in 41 CF R 60-15. (Generally only
contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive
Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous
contract or subcontract subject to the Executive Orders and have not filed the required
reports should note that 41 CFR 60—1.7(b) (1) prevents the award of contracts and
subcontracts unless such contractor submits a report covering the delinquent period or
such other period specified by the Federal Highway Administration or by the Director,
Office of Federal Contract Compliance, US. Department of Labor.

PUBLIC CONTRACT CODE

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has xx, has not xx, been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a checkmark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes ___ No

If the answer is yes, explain the circumstances in the following space.

Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two—year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

Noncollusion Affidavit
(Title 23 United States Code Section 112 and Public Contract
Code Section 7106)

To the CITY / COUNTY of Garden Grove
DEPARTMENT OF PUBLIC WORKS.

In conformance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Noncollusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Noncollusion Affidavit. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

DEBARMENT AND SUSPENSION CERTIFICATION

TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any other person associated therewith in the capacity of owner, partner, director, officer, manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any Federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any Federal agency within the past 3 years;
- does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

None - NA

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions.

The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

SECTION 4-A - PREVIOUS DISQUALIFICATION QUESTIONNAIRE

A. PREVIOUS DISQUALIFICATION QUESTIONNAIRE

In accordance with Government Code Section 14310.5, the Bidder shall complete, under penalty of perjury, the following questionnaire:

QUESTIONNAIRE

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bid, ever been disqualified, removed, or otherwise prevented from bidding on; or completing a federal, state, or local government project because of a violation of law of a safety regulation?

Yes _____

No ~~_____~~

If the answer is yes, explain the circumstances in the following space.

NOTE: This questionnaire constitutes a part of the Proposal and signature on the signature portion of this Proposal shall constitute signature of this questionnaire.

SECTION 4-B – QUESTIONNAIRE TO GENERAL CONTRACTORS

B. QUESTIONNAIRE TO GENERAL CONTRACTORS

1. Were bid depository or registry services used in obtaining subcontractor bid figures in order to compute your bid?
Yes () No (X)
2. If the answer to No. 1 is "yes," please forward a copy of the rules of each bid depository you used with this questionnaire.
3. Did you have any source of subcontractors' bids other than bid depositories?
Yes () No (X)
4. Has any person or group threatened you with subcontractor boycotts, union boycotts, or other sanctions to attempt to convince you to use the services or abide by the rules of one or more bid depositories?
Yes () No (X)
5. If the answer to No. 4 is "yes," please explain the following details:
- (a) Date(s):
 - (b) Name of person or group:
 - (c) Job involved (if applicable):
 - (d) Nature of threats:
 - (e) Additional comments:
(Use additional paper if necessary)

We declare under penalty of perjury that the foregoing is true and correct.

Dated this 11th day of April, 2018.

Big Ben Inc.
Name of Company

By Sep Sharifi

SECTION 4-C – QUESTIONNAIRE REGARDING BIDDERS

C. QUESTIONNAIRE REGARDING BIDDERS

Number of years engaged in the contracting business under present business name
18+

List of last three contracts performed which show experience in work of a nature similar to that covered in this proposal. If none, so indicate.

<u>Year</u>	<u>Type of Work</u>	<u>Contract Amt.</u>	<u>Location</u>	<u>For whom Performed & Phone Number</u>
2018	Watermain	\$4M	Orange	City of Orange.
2017	Watermain	\$3.2M	Santa Ana	City of Santa Ana.
2017	Watermain	\$900K	Downey	City of Downey

REFERENCES:

Following are the names, addresses and telephone numbers of firms or agencies with which you may confirm the past performances of the company in performing work of a similar nature and scope:

<u>Firm/Address</u>	<u>Type of Work</u>	<u>Contact Person Telephone No.</u>	<u>Contract Amount</u>
City of Orange	Watermain.	Bryan Saxe 714-744-5567	\$4M
City of Downey	Watermain.	Loren Powell 562-904-7110	\$900K
City of Santa Ana.	Watermain	Mike Ortiz 714-615-0892	\$3.2M
City of Buena Park	Watermain	Francisco Gutierrez 714-562-3687	\$800K
City of Monterey Park	Watermain.	Cris Cole 310-525-0675	\$4.1M

Bidder's Name: Big Ben Inc.

Authorized Signature: [Signature] Date: 4-11-18

State of California Contractor's License No. 774444

Contractor's License Expiration Date 2-29-20

SECTION 4-D – CONTRACTOR'S QUESTIONNAIRE

D. CONTRACTOR'S QUESTIONNAIRE

1. List any lawsuit(s) filed against you or your firm over the past ten (10) years for breach or non-performance of contract: NONE

2. List the results of any lawsuit(s): NA

3. List any claim(s) filed by subcontractors against you or your firm over the past ten (10) years: NONE


4. List the results of each claim: NA

5. List any disciplinary action and the ultimate disposition within the past ten (10) years taken against you or your firm by the State Contractors License Board: NONE

6. List projects similar to the type applied for herein which you have worked on and how recently the project was performed: * See list on previous page

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE, COMPLETE, ACCURATE AND CORRECT.

Dated: 4-11-18



Contractor's Signature

Accompanying this Bid is

(NOTICE: INSERT THE WORDS "CASH (\$ Bidder Bond)," "CASHIER'S CHECK," "CERTIFIED CHECK," OR "BIDDER'S BOND," AS THE CASE MAY BE.)

in amount equal to at least ten percent of the total of the bid.

The names of all persons interested in the foregoing bid as principals are as follows:

IMPORTANT NOTICE

If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a co— partnership, state true name of firm, also names of all individual copartners composing firm; if bidder or other interested person is an individual, state first and last names in full.

Big Ben Inc.
Sepehr Sharifi (President)
Jennifer Sharifi (Sec./Treas.)
Maryam Sharifi (Officer)

Licensed in conformance with an act providing for the registration of Contractors,

License No. 774444 Classification(s) A

ADDENDA - This Bid is submitted with respect to the changes to the contract included in addenda number/s NONE
(Fill in addenda numbers if addenda have been received and insert, in this Bid, any Engineer's Estimate sheets that were received as part of the addenda.)

By my signature on this bid I certify, under penalty of perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code Sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of Section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this Bid I further certify, under penalty of perjury under the laws of the State of California and the United States of America, that the Noncollusion Affidavit required by Title 23 United States Code, Section 112 and Public Contract Code Section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

Date: 4-11-18



[Handwritten Signature]
President
Signature and Title of Bidder

Business Address 4790 Irvine Blvd. #105-404 Irvine, CA 92620
Place of Business 4790 Irvine Blvd. #105-404 Irvine, CA 92620
Place of Residence 15 Princeton Irvine CA 92620

**BIDDER/CONTRACTOR STATEMENT
REGARDING INSURANCE COVERAGE**

A contract will not be issued to the Contractor until the City acknowledges receipt of this signed document!

BIDDER/CONTRACTOR HEREBY CERTIFIES that he/she has reviewed and understands the insurance coverage requirements specified as in the attached Insurance Requirements Checklist.

Should we be awarded the contract, we/I certify that we/I can meet the specified requirements for insurance, including insurance coverage of the subcontractors, and agree to name the City/Agency/Sanitary District and other additional insureds as per the agreement for the work specified. And we/I will comply with the provisions of Section 3700 of the Labor Code, which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, before commencing the performance of the work specified.

Big Ben Inc.

Please Print (Person, Firm, or Corporation)



Signature of Authorized Representative

Sepehr Sharifi (President)

Please Print (Name & Title of Authorized Representative)

4-11-18

Date

949-660-9400

Phone Number

sepe@bigbenconstruction.com

Email

Insurance Certificates and Endorsements will also be accepted via email and must be emailed to the following email address only: myungc@ci.garden-grove.ca.us. This is the preferred and quickest method of submitting insurance certificates and endorsements.

Insurance Certificates and Endorsements can also be mailed to:

City of Garden Grove
Attention: Myung J. Chun
13802 Newhope Street
Garden Grove, CA 92843

NOTE: All insurance certificates and endorsements must be received by the City of Garden Grove Purchasing Division within ten (10) City working days of the original request or the City reserves the right to proceed with the next lowest responsible bidder or the next highest scoring proposer in the process.

INSURANCE REQUIREMENTS

REVIEW AND SAMPLE DOCUMENTS

Please review these documents carefully, as you will be required to submit the appropriate certificates of insurance as called out in the agreement. Work shall not commence without a fully executed agreement, which shall include the certificates of insurance signed off by the City's Risk Management Division.

Bidder's Statement

This document shall be included in your submitted proposal or you will be disqualified. A contract will not be issued to the Contractor until the District acknowledges receipt of this signed document!

INSURANCES:

30-Day Notice

Workers Compensation

Commercial General Liability

Automobile Liability

Excess Liability - If underlying policies cannot meet limits.

ENDORSEMENTS:

Waiver of Subrogation Auto Liability

**IF UNDERLYING POLICIES CANNOT
MEET CONTRACTUAL LIMITS**

On-going Operations Completed Operations

- Excess Liability
- Schedule of Underlying Policies
- "Follows Form" on Certificate

MUST BE PROVIDED WITH EVERY CONTRACT/AGREEMENT

- Primary/Non-Contributory Endorsement
- Claims Made and Modified Occurrence policies are NOT acceptable, and all insurance carriers must have an AM Best's Guide Rating of A-, Class VII or Better.
- 30-Day Notice Prior to Termination/Modification Endorsement.

SAMPLE INSURANCE REQUIREMENTS FOUND IN APPENDIX C