

## **Attachment E**

### **MANDATORY INSURANCE REQUIREMENTS –**

#### ***API-10 Custodial Services Using The Disabled (Capable Vocational Trainees and Supervisors) For Meter Shop & Silver Spring Sales Office***

Prior to the execution of the contract by the County, the proposed awardee/contractor and their contractors (sub-contractors) must obtain, at their own cost and expense, the following *minimum* (not maximum) insurance coverage with an insurance company/companies licensed to conduct business in the State of Maryland and acceptable to the Division of Risk Management. This insurance must be kept in full force and effect during the term of this contract, including all extensions. The insurance must be evidenced by a certificate of insurance, and if requested by the County, the proposed awardee/contractor shall provide a copy of the insurance policies and additional insured endorsements. The minimum limits of coverage listed below shall not be construed as the maximum as required by contract or as a limitation of any potential liability on the part of the proposed awardee/contractor to the County nor shall failure to request evidence of this insurance in any way be construed as a waiver of proposed awardee / contractor's obligation to provide the insurance coverage specified. The Contractor's insurance shall be primary.

#### **Commercial General Liability**

A minimum limit of liability of ***one million dollars (\$1,000,000)***, combined single limit, for bodily injury and property damage coverage per occurrence including the following coverages:

- Contractual Liability
- Premises and Operations
- Independent Contractors
- Products and Completed Operations

#### **Automobile Liability Coverage**

A minimum limit of liability of ***five hundred thousand dollars (\$500,000)***, combined single limit, for bodily injury and property damage coverage per occurrence including the following:

- owned automobiles
- hired automobiles
- non-owned automobiles

#### **Workers' Compensation/Employer's Liability**

Meeting all statutory requirements of the State of Maryland Law and with the following minimum Employers' Liability limits:

- Bodily Injury by Accident - \$100,000 each accident***
- Bodily Injury by Disease - \$500,000 policy limits***
- Bodily Injury by Disease - \$100,000 each employee***

#### **Crime / Employee Dishonesty / Fidelity Bond**

A Crime or Fidelity Bond in the amount of **\$20,000**. Bond must cover all employees performing within the scope of services described herein. The bond shall cover loss due to dishonest acts of employees and/or failure to faithfully perform duties, extended theft and mysterious disappearance. The bond must not carry a deductible. Bond or policy shall include coverage for third party fidelity and name the County as loss payee

#### **Additional Insured**

Montgomery County, Maryland, its elected and appointed officials, officers, consultants, agents and employees, must be included as an additional insured on Contractor's commercial general, automobile insurance, and contractor's excess/umbrella insurance if used to satisfy the Contractor's minimum insurance requirements under this contract, for liability arising out of contractor's products, goods and services provided under this contract. The stipulated limits of coverage above shall not be construed as a limitation of any potential liability to Customer and failure to request evidence of this insurance shall in no way be construed as a waiver of Contractor's obligation to provide the minimum insurance coverage specified.

#### **Policy Cancellation**

Should any of the above policies be cancelled before the expiration date thereof, written notice must be delivered to the County in accordance with the policy provisions.

#### **Certificate Holder**

Montgomery County, Maryland  
Parking Management / Anthony Ravello  
1109 Spring St, Ste. 407  
Silver Spring, Maryland 20910