

## HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY

### INSURANCE REQUIREMENTS FORM

By signing and submitting a bid or proposal the Contractor certifies that if awarded the contract, they will have the following insurance coverages at the time the contract is awarded:

1. The Contractor will maintain a General Liability policy with \$1,000,000 combined single limits. Coverage is to be on an occurrence basis. Completed Operations shall be included.
2. The Contractor will maintain Workers' Compensation coverage in compliance with the laws of the Commonwealth of Virginia. The coverage must have statutory limits. As an alternative, it is acceptable for the Contractor to be insured by a group self-insurance association that is licensed by the Virginia Bureau of Insurance. The Contractor will also carry employers liability insurance with a limit of at least \$100,000 bodily injury by accident/\$500,000 bodily injury by disease policy limit/\$100,000 bodily injury by disease each employee.
3. The Contractor will maintain Automobile Liability insurance with limits of at least \$1,000,000. The coverage is to be written with a symbol "1".
4. The Contractor will maintain Builders Risk coverage on a replacement cost basis for the duration of the contract. The limit will be the full replacement cost of the building and/or structures being built under this contract. The Harrisonburg-Rockingham Regional Sewer Authority will be listed as an Additional Insured under this policy to protect any property owned at the construction site.
5. With all policies listed above, the insurer or agent of the insurer must be licensed to conduct business in the Commonwealth of Virginia and have an A.M. Best rating of A- or better. **The insurer must list Harrisonburg-Rockingham Regional Sewer Authority (HRRSA) as an Additional Insured. The endorsement must be issued by the insurance company and a copy sent to HRRSA along with the Certificate of Insurance. A notation on the Certificate of Insurance is not sufficient.** All wording limiting the insurer responsibility to notify HRRSA of any cancellation or non-renewal of the coverage must be removed.
6. If any part of the work is sublet, insurance meeting the same requirements shall be provided by or on behalf of the subcontractor and evidence of such insurance shall be submitted with the sublet request.
7. **Bid Security:** Bid must be accompanied by a certified check, cashier's check or acceptable Bid Bond in the amount of 5% of the total bid price.
8. **Payment and Performance Bonds:** The Contractor will maintain a Payment Bond and a Performance Bond in an amount not less than the total amount payable to the contractor for the terms of this contract. If the provisions of any bond require notice to be given to a surety of any change affecting the general scope of Work or the provisions of the Contract Documents, the giving of any such notice will be Contractor's responsibility. The amount of each applicable bond will be adjusted to reflect the effect of any such change.
9. All bonds shall be written by sureties or insurance companies licensed to do business in the Commonwealth of Virginia.
10. Owner, in its sole discretion and at its expense, may purchase any insurance it deems necessary.

**BIDDER/OFFEROR**  
**STATEMENT**

***We understand the Insurance Requirements of these specifications and will comply in full if awarded this contract.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

*Please return this form with bid/proposal submission.*