



Standard Insurance Requirements*

1. **ADDITIONAL INSURED:**

The City of Ocala shall be added to all third party coverage required by and provided for this contract as an "ADDITIONAL INSURED".

2. **INSURANCE DETAILS:**

- A. Proof of the following insurance must be furnished by Vendor to the City of Ocala evidenced by a Certificate of Insurance. All insurance must be issued by a company or companies approved by the City.
- B. Original Certificates of Insurance meeting the specific required provisions shall be forwarded to the City of Ocala's Procurement Office, 110 SE Watula Avenue, Ocala, FL 34471 and approved prior to the start of any work. Renewal certificates must also be forwarded to the Procurement Office prior to the policy expiration.
- C. Thirty (30) days written notice must be provided in the event of cancellation.
- D. Vendor shall provide complete copies of any insurance policy within seven (7) days of requests made by the City of Ocala.

WORKER'S COMPENSATION: Vendor must comply with FSS 440, Workers' Compensation and Employees' Liability Insurance as follows:

- Part One: "Statutory"
- Part Two: \$1,000,000 Each Accident
- \$1,000,000 Disease- Policy Limit
- \$1,000,000 Disease- Each Employee

COMMERCIAL GENERAL LIABILITY: Vendor shall procure and maintain, for the life of this contract, Commercial General Liability Insurance. This policy shall provide coverage for death, bodily injury, personal injury, products and completed operations liability, and property damage that could arise directly or indirectly from the performance of this contract. It must be an occurrence form policy. THE CITY OF OCALA SHALL BE NAMED AS AN ADDITIONAL INSURED ON THE CERTIFICATE AND AN ENDORSEMENT FOR ADDITIONAL INSURED PROVIDED FOR COMMERCIAL GENERAL LIABILITY INSURANCE. The minimum limits of coverage shall be \$1,000,000 per occurrence, Combined, Single Limit for Bodily Injury Liability and Property Damage Liability.

BUSINESS AUTOMOBILE LIABILITY: Vendor shall procure and maintain Automobile Insurance for the life of this contract. THE CITY OF OCALA SHALL BE NAMED AS ADDITIONAL INSURED ON THE CERTIFICATE AND AN ENDORSEMENT FOR ADDITIONAL INSURED PROVIDED FOR BUSINESS AUTOMOBILE LIABILITY INSURANCE. The minimum limits of coverage shall be \$1,000,000 per occurrence, Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This coverage shall be an "Any Auto" form policy. The insurance must be an occurrence form policy.

*** For goods drop shipped to the City, insurance certificates are not required if a Common Carrier Insurance Waiver is submitted.**