

FOR INTERNAL USE ONLY

Form Status: _____

Insurance Requirements Form

* Requesting Department must complete.

To: Risk Management Division, M/S 610
 Diane Baer 425-388-3760; Sheila Barker 425-388-3726

* Today's Date: _____

* From: _____ * Dept: _____

* Phone/Ext: _____

Re: Insurance Requirements for..... Bid/RFP/Q#: _____

Contract#: _____

* Title of RFP/Q or Project: _____

* Estimated Ad Date: _____ * Estimate: \$ _____

❖❖❖ **Attach the Scope of Work and Specs to the email with this form** ❖❖❖

Based on the Scope of Work and Specs for the above project, the following levels of insurance are required for adequate coverage.

GENERAL LIABILITY: \$1,000,000 Per Occurrence/ \$ 2,000,000 Aggregate

Other \$ _____ Per Occ. / _____ Agg.	Products and Completed Operations	Yes
Includes Per Project Aggregate.....	Contractual Liability	Yes
Personal Injury/Advertiser's Liability.....	(Certificate needs to identify Contract #)	
Stop-Gap; Employers Liability (\$1,000,000).....	Explosion, Collapse, Underground Damage	Yes
	(Certificate needs to confirm XCU coverage)	
Sexual Harassment/Sexual Abuse Coverage Yes Per Occ./Agg. \$ _____	

PROFESSIONAL LIABILITY, ERRORS & OMISSIONS:

\$1,000,000 Per Claim/ Aggregate Other Per Claim/Agg. \$ _____

AUTO LIABILITY:\$1,000,000 Statutory Minimum Other \$ _____

MCS-90 Endorsement	Yes	For transport of Hazardous substances
CA 9948 Endorsement.....	Yes	
Auto Pollution.....	Yes	For Transport of Pollutants

WORKERS COMPENSATION: STATUTORY: Yes Unless entity is a sole proprietor

US Longshore & Harbor Workers Coverage	Yes	
Protection and Indemnity (Incl. Crew) (Jones Act)	Yes Limit: \$ _____
Other: Incl. Addl. Ins. And Waiver of Subrogation on P&I.....	Yes	
Other: _____	Yes Limit: \$ _____

CRIME: Fidelity, Theft, Disappearance, & Destruction Liability

Employee Dishonesty..... Yes Limit: \$ _____

BUILDERS ALL RISK INSURANCE: Yes Limit: \$ _____

100% of contract value:\$ _____
 Installation floater: (100%)\$ _____ Installed Values

CONTRACTOR'S POLLUTION LIABILITY: \$1,000,000 Per Occ./Agg. Other: \$ _____

Asbestos/lead/ PCB Abatement Liability Yes \$1,000,000 Language must be on Certificate

MARINE POLLUTION LIABILITY (OPA, CERCLA)..... Yes Other: \$ _____

Hull and Machinery	Yes
Protection & Indemnity.....	Yes

OTHER: RAILROAD PROTECTIVE Yes Limit: \$ _____

OTHER: _____

COMMENT: _____

SIGNATURE: _____ **DATE:** _____

(Risk Management Designee)