



City of Rancho Santa Margarita

INSURANCE REQUIREMENTS SUMMARY

Evidence of insurance must be submitted prior to issuance of purchase order/agreement and must be submitted using ACORD form Certificate of Liability Form 25-S (7/97).

Workers Compensation Insurance:

The City requires all workers' compensation insurance policies stipulate and provide thirty (30) days advance written notice of cancellation to the City.

Liability Insurance Coverage:

The following insurance shall be obtained and maintained during the life of the business engagement with the City:

- **ISO Commercial General Liability** including coverage for premises operations, products/completed operations, hazard, blanket contractual, broad form property damage, independent contractors, and personal injury.
- **Automobile liability** - ISO form CA 0001 (Ed 1/87) covering Automobile Liability, code 1 (Any Auto) with a policy limit of not less than \$1 million dollars per accident for bodily injury and property damage.

Required Endorsements:

Additional Insured:

General Liability: An Additional Insured Endorsement with the following wording: "*The CITY OF RANCHO SANTA MARGARITA and its elected and appointed boards, commissions, officers, agents, and employees are added as additional insureds.*" ISO form CG 20 10 and CG 20 37 is required.

Notice: The following language must be added by endorsement and may be added to the Additional Insured Endorsement: "*Said policy shall not terminate, nor shall they be canceled nor the coverage reduced, until after thirty (30) days written notice is given to CITY.*"

Other Insurance: The following language must be added by endorsement: "*Insurance afforded by the additional insured endorsement shall apply as primary insurance and any other insurance maintained by the CITY OF RANCHO SANTA MARGARITA shall be excess and not contributory with the insurance provided under this policy.*"

Insurance is to be placed with insurers with a current A.M. Best's rating of A-8 or better in accordance with the most recent A.M. Best's Rating Guide.

All deductibles or self insured retentions must be declared to and approved by the City. At its option, the City of Rancho Santa Margarita may require the insurer to reduce or eliminate such deductibles or self insured retentions, or the City may require the contractor/consultant to procure a bond guaranteeing payment of losses and related investigation, claims administration, and defense expenses.

NOTE: This information is provided as a summary only. Specific agreements with contractors, vendors or other parties may contain additional insurance requirements.