



INSURANCE REQUIREMENTS **FOR TRANSPORTATION, TRAFFIC CONTROL AND ENGINEERING PERMITS**

(Please forward to your Insurance Agent)

National City Municipal Section 1.32.010 (Permits—Insurance Requirements):

Prior to the issuance of a building permit, encroachment permit, or any other permit issued by their respective departments, the director of building and safety or city engineer may require an applicant for such a permit to file a certificate of insurance evidencing coverage for bodily injury and property damage liability.

- ⇒ Professional Liability Insurance (errors and omissions) with minimum limits of \$1M per occurrence (if applicable)
- ⇒ Commercial General Liability coverage with limits of at least \$2M per occurrence/\$4M aggregate or in the alternative limits of at least \$1M per occurrence/\$2M aggregate with \$2M umbrella or excess coverage:
 - Must include separate endorsement adding as additional insureds: “The City of National City, its elected officials, officers, agents, and employees”. The actual endorsements or policy language regarding automatic additional insureds must be provided.
 - General aggregate limits must apply solely to this “project” or “location”. This “project” or “location” must be identified with specificity on a separate endorsement. Should the location not have a specific address, the location may be noted at “Throughout the City of National City.”
 - “Blanket endorsement such as “...by written contract...” or “...by agreement...” are not acceptable.
 - The policy number must be reflected on each of the attached endorsements.
- ⇒ Commercial Auto Liability coverage with limits of at least \$1M, Combined Single Limit
 - Must include “any” auto, or “owned, non-owned and hired autos.”
 - Must include separate endorsement adding as additional insureds: “The City of National City, its elected officials, officers, agents and employees”. The actual endorsements or policy language regarding automatic additional insureds must be provided.
- ⇒ Workers’ Compensation coverage to meet CA statutory limits, plus employers’ liability coverage of \$1M per accident
 - Must include separate Workers’ Compensation Waiver of Subrogation in favor of the “City of National City”.
 - If there are no employees subject to Workers Compensation law, submit a signed Declaration (provided on next page).
- ⇒ All endorsements where noted “Countersigned” must be signed where indicated.
- ⇒ Deductibles or SIRs (Self-Insured Retention) in excess of \$10,000 must be disclosed.

⇒ **CERTIFICATE HOLDER:** **City of National City, C/O Risk Manager,
1243 National City Boulevard, National City, CA 91950-4301**

Insurance Document Submittal:

Provide your Certificate of Liability Insurance and Supporting Endorsements to the City Engineer that has been assigned to the processing of your application. Any follow-up inquiries should be directed to your assigned City Engineer.

Mail Certificates and Endorsements to: **City of National City, C/O Risk Manager
1243 National City Boulevard, National City, CA 91950-4301**



(To be submitted only when there are no employees subject to Workers' Compensation)

DECLARATION AND ADDENDUM TO ALL CONTRACTS AWARDED TO:

_____ (Company Name)

For the purpose of inducing the City of National City to go forward with any contracts awarded to _____ (Company), I declare as follows:

I, _____ (name) , _____ (title), am authorized to execute this document on behalf of _____ (company) with respect to compliance with the California Workers' Compensation and Labor laws. All work required will be performed personally and solely by volunteers of _____ (company), who are independent contractors. If, however, _____ (company) shall ever be required to hire employees or Subcontractors to perform this contract, _____ (company) shall obtain Workers' Compensation Insurance and/or provide proof of Workers' Compensation Insurance coverage to the City of National City.

This document constitutes a declaration by _____ (company) against its financial interest, relative to any claims which may be asserted under the California Workers' Compensation and/or Labor laws against the City of National City relating to any bid or contract awarded _____ (company).

_____ (company) will defend, indemnify, and hold harmless the City of National City, its officers and employees, from any and all claims and liability, including Workers' Compensation claims and liability that may be asserted or established by any party in the event it hires an employee in violation of this addendum or if a volunteer of the organization makes a claim against or alleges liability of the City of National City for Workers' Compensation, and it will further indemnify the City of National City, its officers and employees, for all damages the City thereby suffers.

I agree that these declarations shall constitute an addendum to any bid or contract awarded to: _____ (company).

Dated: _____, 20____.

(Insert company name in all caps)

By: _____ (Signature of Authorized Representative)

_____ (Name and Title)