



Douglas County School System

P.O. Box 1077 ~ Douglasville, GA 30133 ~ 770-651-2000 ~ www.douglas.k12.ga.us

Dr. Gordon Pritz, Superintendent

INSURANCE REQUIREMENTS

Upon Notice of Award, Vendor may submit this form to their insurance agent as this form contains requirements that may be non-standard in the insurance industry.

Contractor shall furnish the Douglas County School System certificates of insurance as follows from company or companies acceptable to the Douglas County School System.

A. REQUIRED CERTIFICATES

1. Commercial General Liability Insurance Policy

Vendor shall procure and maintain a Commercial General Liability Insurance Policy, including products and completed operations liability, and contractual liability coverage covering bodily injury, property damage liability and personal injury. The policy or policies must be on any "occurrence" basis unless waived by the Douglas County School System. The policy shall include contractual liability coverage. The policy purchased by the Vendor must be issued by a company authorized to conduct business in the State of Georgia or by a company acceptable to the Douglas County School System. The policy must include separate aggregate limits per project. Excess liability coverage may be used in combination with the base policy to obtain the limits listed below.

Limits

\$1,000,000 per Person

\$1,000,000 per Occurrence

2. Business Automobile Liability Insurance Policy

The Contractor shall procure and maintain a Business Automobile Policy with liability limits of not less than \$1,000,000 per person and \$1,000,000 per occurrence or a policy with a combined single limit of not less than \$1,000,000 covering any owned, non-owned or hired autos. Excess liability coverage may be used in combination with the base policy to obtain these limits.

3. Workers' Compensation Insurance

Workers' Compensation Insurance in accordance with applicable state laws with the following limits:

Limits

Bodily Injury by Accident - \$500,000 each accident

Bodily Injury by Disease - \$500,000 each employee

Bodily Injury by Disease - \$500,000 policy limit

IF YOUR COMPANY IS EXEMPT FROM WORKERS' COMPENSATION INSURANCE IN ACCORDANCE WITH GEORGIA LAW, PLEASE HAVE YOUR INSURANCE COMPANY SUBMIT A LETTER VERIFYING YOUR EXEMPTION.

B. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.

C. Certificates shall contain the location and operations to which the insurance applies.

D. Certificates shall contain Vendor's insurance coverage. If coverage is included in General Liability, please indicate this on the Certificate of Insurance.

E. Certificates are to be issued to:

Douglas County School System
P.O. Box 1077
Douglasville, GA 30133

F. The Contractor shall mail insurance document listed in this form to:

Douglas County School System
Business Services
P.O. Box 1077
Douglasville, GA 30133