

CECIL COUNTY, MARYLAND**NOTICE TO CONTRACTORS****SNOW REMOVAL****2011-2012**

The Board of County Commissioners of Cecil County is soliciting “Letters of Interest” from all contractors who wish to participate in snow removal from the Department of Public Works, Roads Division during the winter season of 2011-2012.

The Cecil County Roads Division has established snow routes, some of which will be assigned to a designated contractor who has submitted a “Letter of Interest.” The County has established a fixed fee schedule and all contractors will be compensated at the same rate for similar equipment.

“Letters of Interest” must be submitted to the County Roads Division by the close of the workday (3:30 p.m.) on October 7, 2011.

By Order of: THE BOARD OF COUNTY COMMISSIONERS
OF CECIL COUNTY, MARYLAND

**LETTER OF INTEREST
2011-2012 SNOW REMOVAL**

Board of County Commissioners of Cecil County
C/o Cecil County Roads Division
758 E. Old Philadelphia Road
Elkton, Maryland 21921

Commissioners:

I/We have received and reviewed information concerning your awarding of contracts for snow removal for the winter of 2011-2012 and have examined the detailed description of proposed work.

I/We feel that I/We have the required equipment and manpower to properly perform the assigned tasks and will have the required insurance in effect prior to signing a contract. Shown below is a list of equipment, which I/We would assign to the project task and hereby, certify said equipment to be in good operating condition.

CONTRACTOR'S NAME: _____

PRESIDENT/PROPRIETOR: _____

ADDRESS: _____

SOCIAL SECURITY: _____

FEDERAL TAX ID#: _____

CELL PHONE: _____

HOME #: _____

FAX #: _____

PLEASE COMPLETE AND RETURN TO OUR OFFICE

**CECIL COUNTY ROADS DIVISION
758 E. OLD PHILA ROAD
ELKTON, MD 21921**

EQUIPMENT AVAILABLE

	No. of	Make, Model, Year	License Tag #
Pick Up Truck	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
2 axle truck 1-Ton	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
5-to10 –Ton	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
3-axle truck	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Backhoe: Bucket Size _____	_____	_____	_____
H.P. _____	_____	_____	_____
Loader: Bucket Size _____	_____	_____	_____
H.P. _____	_____	_____	_____
Grader: H.P. _____	_____	_____	_____
Plow	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
Spreader	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

I/We hereby submit our “Letter of Interest” to participate in snow removal operations for Cecil County, Maryland for 2011-2012.

Authorized Signature: _____

Date: _____

AFFIDAVIT OF COMPLIANCE

1. I certify that I am President/Proprietor of this Company/Corporation/Contractor, which is legally qualified and authorized to do business in the State of Maryland and registered with the Maryland Department of Assessment and Taxation.

2. **Please check one of the following:**
 - A. A copy of my/our State of Maryland Contractors or Home Improvement License is attached hereto as well as a Certificate of Insurance naming Cecil County Government as an additional insured and a signed copy of the Hold Harmless Statement.

 - B. I do not have a Contractor's or Home Improvement License and am not required a license for the following reasons: _____
Attached is a Certificate of Insurance naming Cecil County Government as an additional insured and a signed copy of the Hold Harmless Statement.

3. This Company/Corporation/Contractor comply with all applicable laws, regulations, and requirements of the State of Maryland and Cecil County.

I solemnly affirm under the penalties of perjury and upon personal knowledge that the contents of the foregoing Affidavit are true.

Signature President/Proprietor

SUBSCRIBED AND SWORN TO BEFORE ME,
A Notary Public of the state of _____
County of _____ this _____ day of
_____ 2011

Notary Public

My Commission Expires: _____

**CECIL COUNTY, MARYLAND
CONTRACT AGREEMENT
2011-2012 SNOW SEASON**

THIS AGREEMENT, made this ____ day of _____, 2011 by and between the Board of County Commissioners of Cecil County, hereinafter known as the “County” and _____ herein after known as the CONTRACTOR.

AND WHEREAS, the “COUNTY” has developed a document entitled “**CECIL COUNTY, MARYLAND - 2011/2012 SNOW REMOVAL REQUIREMENTS AND PROCEDURES**”, a copy of which is hereby attached and made a part hereof.

AND WHEREAS, the “COUNTY” has solicited and received “**Letters of Interest**” from contractors interested in removing snow from County roads during the winter of 2011-2012, and the “County” has subsequently assigned all of the snow routes in the County to various interested contractors;

AND WHEREAS, the “CONTRACTOR” was one of the contractors selected for the 2011-2012 snow removal work;

NOW, THEREFORE, THIS AGREEMENT WITNESSETH, that the Contractor doth hereby covenant and agree with the “County” that the “Contractor” will well and faithfully perform the assigned tasks as described in the County’s “**SNOW REMOVAL REQUIREMENTS AND PROCEDURES**” and agrees to supply equipment in good condition and adequate manpower and accept full payment for same as specified in said document.

The “CONTRACTOR” is hereby assigned the following County-owned equipment (if applicable) for the winter season 2011-2012.

PLOW-County ID#	_____
SALT SPREADER - County ID#	_____
HARNESS - County ID#	_____
PUMP - County ID#	_____
OTHER - (include County ID#)	_____

AND THE "COUNTY" doth hereby covenant and agree with the "CONTRACTOR" that it will pay to the "CONTRACTOR", when due and payable, said sums as specified in the County's "SNOW REMOVAL REQUIREMENTS AND PROCEDURES" and that it will well and fully comply with and perform each and every obligation imposed upon it by the said document.

IN WITNESS THEREOF, said Contractor: _____

and the "COUNTY" have caused these presents to be signed, and the "County" has caused its corporate seal to be Hereunto affixed.

Witness

Authorized Signature/Proprietor

Attest:

James T. Mullin
President, Board of County
Commissioners of Cecil County

H. Norman Wilson Jr., Esq.
Attorney for Cecil County

CECIL COUNTY, MARYLAND

NOTICE TO CONTRACTORS

SNOW REMOVAL

2011-2012

SNOW CONTRACT

Indemnity/Hold Harmless Agreement

To the fullest extent permitted by law, the undersigned Organization agrees to indemnify and hold the Cecil County Government, its elected and appointed officials, employees, and volunteers, and others working on behalf of Cecil County Government, harmless from and against all loss, cost expense, damage, liability or claims, whether groundless or not, arising out of bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of the Organization, or anyone acting on its behalf in connection with or incident to **SNOW CONTRACT**, except that the Organization shall not be responsible to Cecil County Government on indemnity for damages caused by or resulting from Cecil County Government's sole negligence; and the Organization shall, at its own cost and expense, defend and such claims and any suit, action, or proceeding which may be recovered in any suit, action, or proceeding, and any and all expense including, but not limited to, costs, attorney's fees and settlement expenses, which may be incurred therein.

Name of Organization: _____

Authorized Signature: _____

Address of Organization: _____

Phone: _____

Date: _____

WORKERS' COMPENSATION COMMISSION
SOLE PROPRIETOR'S STATUS AS A COVERED EMPLOYEE FORM

I hereby represent to the Maryland Workers' Compensation Commission, that I am a sole proprietor doing business in and about the State of Maryland, and that on the date set forth below my signature and under the penalty of perjury, the following checked box represents my status as a covered employee.

Check all that apply:

- I have elected to become a covered employee under Section § 9-227 of the Labor and Employment Article, and have submitted the requisite Inclusion form (IC-15R) with the Workers' Compensation Commission.
- I have not elected to become a covered employee under Section § 9-227 of the Labor and Employment Article.
- I HAVE NO EMPLOYEES.
I understand that if I were to hire an employee(s), I must obtain workers compensation insurance for the employee(s).

Name of Sole Proprietor: _____

Social Security Number or Federal
Employer Identification Number (FEIN) _____

Address: _____
 Street

 City State ZIP Code

I AFFIRM UNDER THE PENALTY OF PERJURY THAT THE FOREGOING INFORMATION IS TRUE
TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF FOR THE FOLLOWING PERIOD:

 (Effective date) THROUGH _____
 (Expiration date)

Signature _____ Date _____

Note: No investigation or hearing was conducted by the Workers' Compensation Commission to verify this representation, but as it was made under the penalty of perjury, it is accepted as being true and correct on the date set forth below. This representation is not binding on the Workers' Compensation Commission under any circumstance. A copy of this form must be filed with the Commission.

10 East Baltimore Street · Baltimore, Maryland 21202-1641
 410-864-5100 · Email: info@wcc.state.md.us · Web: <http://www.wcc.state.md.us>

MD WCC Form IC-02 (01/2010)

President James T. Mullin, District 1
Alfred C. Wein, Jr.

County Administrator
Vice President Diana Broomell, District 4

David Pyle, Purchasing Agent
Commissioner Tari Moore, District 2
410.996.8121

Commissioner Michael W. Dunn, District 3
County Information

410.996.5200
Commissioner Robert J. Hodge, District 5
410.658.4041



CECIL COUNTY GOVERNMENT
Purchasing Office
200 Chesapeake Boulevard, Suite 1400, Elkton, MD 21921
Agreement of Jurisdiction

Governing Law; Consent to Jurisdiction. This procurement shall be governed by the laws of the State of Maryland, and the parties submit to the jurisdiction of the courts of the State of Maryland. This agreement may not be modified except in writing executed by the parties.

VENDOR NAME: _____

REPRESENTATIVE: _____

VENDOR ADDRESS: _____

VENDOR TELEPHONE: _____

AUTHORIZED SIGNATURE: _____

DEPARTMENT REQUESTING JURSDICTION AGREEMENT:

Return completed document to: _____

Purchasing Office
200 Chesapeake Boulevard, Suite 1400
Elkton, Maryland 21921

Phone (410) 996-5395
Fax (410) 996-5232

Email slatvala@ccgov.org, koconnor@ccgov.org

PLEASE RETURN PAGES 1-9 AND RETAIN PAGES 10-14

CECIL COUNTY, MARYLAND
2011-2012
SNOW REMOVAL
REQUIREMENTS AND PROCEDURES

The Board of County Commissioners of Cecil County will provide for emergency snow removal from County roads by employing private contractors at fixed rates for specified work tasks, which are performed by designated equipment. Work performed will be paid for on an hourly-rate basis for each hour authorized by the County.

Policy

The Cecil County Roads Division is responsible for snow and ice removal on the county road system. The Roads Division will endeavor to keep the county road system in a safe traversable condition as possible. This operation will be conducted as economically as possible.

Procedures.

In a snow or ice storm, the following procedures will be followed:

The Chief, Roads Division will be responsible to stay abreast of storm warnings and weather conditions. When the snow or ice event begins, the Chief/Assistant Chief, Roads Division and Area Road Supervisors will communicate with each other by radio, mobile or telephone, concerning the roadway conditions. The snow and ice removal procedures shall be initiated based upon the report from the Area Road Supervisor, the weather forecast, his own findings, and information from other sources and consultation with the Director of Public Works.

Once the Chief, Roads Division has issued the order to begin snow and ice removal operations, the Area Road Supervisors will be responsible for contacting their assigned personnel and when directed by the Chief/Assistant Chief, Roads Division, the private contractors will be called to plow in their respective pre-assigned area snow route(s). The Contractors will be called for service based on the severity of the storm event and budgetary restraints. The Chief/Assistant Chief, Roads Division will be responsible for calling in garage staff and office personnel.

Communications

Upon receiving notification, the contractor must respond within sixty minutes. It is required that all contractors' trucks be equipped with a mobile phone. The County will issue each contractors' snow removal truck/equipment with County magnetic placards, hand held radio (based on availability) and a mobile GPS unit. The contractor shall be responsible for the care and proper operation of all County issued equipment. It is required that the contractor keep in contact with the County Roads Division at least every two hours and notify the Roads Division when the route is completed. Upon completion of the assigned route, a verbal report will be given on the conditions of the road area route to the Area Road Supervisor. The initial effort will be to get all roads open. Once this is accomplished and reported to the County Roads Division, the contractor will be instructed if and when additional plowing on the contracted snow route or other snow routes will be required.

After issuing the order for the snow removal, procedures to begin, The Chief/Assistant Chief, Roads Division will oversee the operations room at the Roads Division Administrative Office for the duration of the snow event.

Completion of Work.

The Area Road Supervisors will report to the Chief/Assistant Chief, Roads Division when they feel the roads in their respective area are in a safe condition. The Chief or Assistant Chief, Roads Division, after consultation with Director of Public Works will then issue the order for snow and ice removal operations to cease.

Issuing Snow Equipment

The Contract Agreement paperwork must be complete before issuing any County equipment. Upon being notified that the contractor has been assigned a snow route, and the required Contract Agreement signed and returned, the contractor who needs County snow removal equipment is to coordinate with the Roads Division for pickup of plow, harness, pump, brackets, salt spreader, etc., which have been assigned to the contractor at the County Roads Division, located at 758 E. Old Philadelphia Rd., Elkton, telephone number (410)996-6270. The contractor and Roads Division personnel shall mount the equipment. The contractor shall bring the truck with the equipment mounted to First Vehicle Services (FVS) at the Central Garage to be checked for proper operation. The Central Garage is also located at the above address and the telephone number is (410)996-6282. The contractor is responsible for ensuring that his assigned County equipment is repaired by FVS. If the contractor is found to be negligent for damages to the equipment he will be held responsible for the repair costs. Plow cutting edges will be supplied to contractors using county plows on an as needed basis. It will be the contractor's responsibility to ensure that cutting edges are in proper condition and schedule replacement with the Area Road Supervisor. FVS should perform repair work needed to County equipment through the Roads Division. The Chief/Assistant Chief, Roads Division must first approve repairs on County equipment done by private firms.

A ten percent (10%) retainage will be withheld from the Contractors' snow invoice for every storm event for any Contractor using County equipment. The retainage is for Damage Control and will be held until Cecil County Equipment is returned in proper working order. Once County equipment is returned and approved acceptable the contractor shall submit an invoice for retainage.

Contractor's Procedures

All trucks and graders should be equipped with chains. Contractors will be responsible for recovering any mired or disabled equipment. All contractors will have a pre-check of their snow removal equipment when they sign-in for the snow removal operation. At no time shall trucks be overloaded prior to leaving the County facility.

Once the contractor has been called by the County for snow and ice removal the contractor at no time shall perform any private work while being paid by the County. Contractors who are issued County snow removal equipment shall not use County equipment to perform any private work during snow and ice removal and non-working time. County issued snow equipment shall be used **only** during County snow and ice removal operations. County issued plows and spreaders shall not be attached to the contractor's trucks or equipment while they are performing private work. Contractor shall make every effort to clean County equipment after each snow removal operation. Failure to follow the requirements shall result in the termination of the contractor's contract and loss of incentive pay.

Any damage to mailboxes, fences, etc., caused by hired equipment will be repaired by the Contractor. The contractor must report all damages to the County Roads Division as soon as possible. The contractor is responsible to notify the Roads Division when his equipment is not being used for snow removal due to mechanical or personnel difficulties. The contractor will be given one (1) hour down time for which he will be paid at the established hourly rate for his equipment. No payment will be made in excess of one (1) hour.

All contractors' snow removal trucks/equipment will be required to have a mobile phone. All contractors' snow removal trucks/equipment will be issued a mobile GPS unit at the start of the snow removal event. This GPS unit will be returned when the contractor signs out at the end of the snow removal operation. At any time the contractors' issued GPS unit has been determined to be non-functional and no contact can be made with the contractor, the contractor will not be paid by the County. Once contact has been established and the GPS unit is functional the contractor shall return, at the County determination, to paid status. A helper is highly recommended during the storm event. All contractor units called into service will be given one (1) hour mobilization time and all contractor units with a salt spreader will be given an additional one (1) hour of demobilization time at the same rate as paid for snow and ice removal.

SNOW REMOVAL RATES FY12

Pickup Truck	<u>Rate</u>
with Contractor Plow	\$88
with Contractor Plow & County Spreader	\$90
with Contractor Plow & Spreader	\$108
2 axle 1-ton Dump Truck	
with Contractor Plow	\$108
with Contractor Plow & County Spreader	\$110
with Contractor Plow & Spreader	\$125
2 axles 5 to 10 ton Dump Truck	
with County plow or spreader	\$100
with County Plow & Spreader	\$105
with Contractor Plow	\$120
with Contractor Plow & County Spreader	\$125
with Contractor Spreader & County Plow	\$130
with Contractor Plow & Spreader	\$140
3 axles Dump Truck	
with County Plow or Spreader	\$115
with County Plow & Spreader	\$120
with Contractor Plow	\$133
with Contractor Plow & County Spreader	\$137
with Contractor Spreader & County Plow	\$147
with Contractor Plow & Spreader	\$157

Graders	\$130
Backhoes	\$105
Loader 2CY	\$150
Loader 3-4 CY	\$160
Helper	\$14

Incentives-

- When the decision has been made to shut down snow removal operations for the County crews to rest or due to extreme weather conditions temporary halting operations, the contractors actively working shall be paid thru the shut down period at their hourly contracted rate, provided the contractor is required and capable to return to snow removal operations. If the contractor is required and capable to return to the snow removal operation, the contractor must work for a minimal of three (3) hours or until their services are no longer required to be eligible for the pay thru shut down period.

- Increase the first storm incentive from three (3) hours at the appropriate equipment rate to five (5) hours at the appropriate equipment rate.

- Increase the successful completion of the snow contract from two (2) hours at the appropriate equipment rate to five (5) hours at the appropriate equipment rate.

- Contractors that attend the Snow Removal Contractor's Meeting shall receive two (2) hours at the appropriate equipment rate.

**CECIL COUNTY GOVERNMENT ROADS DIVISION-SNOW REMOVAL SERVICES
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INSURANCE OF THE CONTRACTOR PRIMARY

The CONTRACTOR's required coverage shall be considered primary, and all other insurance shall be considered as excess, over and above the CONTRACTOR's coverage. The CONTRACTOR's policies of coverage will be considered primary as relates to all provisions of the Agreement.

LOSS CONTROL AND SAFETY

The CONTRACTOR shall retain control over its employees, agents, servants and subcontractors, as well as control over its invitees, and its activities in which such activities shall be undertaken and to that end, the CONTRACTOR shall not be deemed to be an agent of the County. Precaution shall be exercised at all times by the CONTRACTOR for the protection of all persons, including employees, and property. The CONTRACTOR shall make special effort to detect hazards and shall take prompt action where loss control/safety measures should reasonably be expected.

HOLD HARMLESS

The CONTRACTOR shall indemnify and hold harmless the County, its elected and appointed officials, employees, and volunteers and others working on behalf of the County Commissioners of Cecil County, from and against any and all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the CONTRACTOR and persons employed or utilized by the CONTRACTOR in the performance of this contract. The CONTRACTOR's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance.

SUBCONTRACTOR

CONTRACTOR shall be fully responsible for all acts and omissions of any subcontractor and persons directly or indirectly employed by any subcontractor, and persons for whose acts CONTRACTOR may be liable to the same extent that the CONTRACTOR is responsible for the acts and omissions of persons directly employed by it. Nothing in this contract shall create any obligation on part of COUNTY to pay or see to the payment of any money due any subcontractor, except as may be required by law.

SEVERABILITY

Each provision of this Contract stands alone, and any provision of the Contract found to be prohibited by law shall be ineffective to the extent of such provision without invalidating the remainder of the Contract.

INSURANCE REQUIREMENTS

CONTRACTOR agrees to maintain, on a primary basis and at its sole expense, at all times during the life of this contract the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as COUNTY'S review or acceptance of insurance maintained by CONTRACTOR is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by CONTRACTOR under this contract.

Business Automobile Liability CONTRACTOR agrees to maintain Business Automobile Liability, at a minimum limit not less than **\$300,000** Per Occurrence providing coverage for damages against such third party liability, remediation and defense costs. Coverage shall include liability for Owned, Non-Owned &

Hired automobiles, Bodily Injury -Minimum \$100,000 each person and Minimum \$300,000 each accident, plus Property Damage - Minimum \$100,000. **CECIL COUNTY GOVERNMENT
ROADS DIVISION-SNOW REMOVAL SERVICES 2011-2012 2**

Worker's Compensation Insurance & Employers Liability The CONTRACTOR agrees to maintain its own Worker's Compensation & Employers Liability Insurance, not less than Statutory per Maryland Workers Compensation Law and Employers Liability Limits not less than \$500,000.

Waiver of Subrogation CONTRACTOR agrees by entering into this contract to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit CONTRACTOR to enter into an pre-loss agreement to waive subrogation without an endorsement, then CONTRACTOR agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should CONTRACTOR enter into such an agreement on a pre-loss basis.

Certificate(s) of Insurance CONTRACTOR agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverages, limits, deductibles, self-insured retentions and endorsements required herein are maintained and in full force and effect. Said Certificate(s) of Insurance shall include a minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage. The Certificate Holders should read:

Original to: Board of County Commissioners of Cecil County
c/o Cecil County Roads Division
758 E. Old Philadelphia Road
Elkton, Maryland 21921

Right to Revise or Reject COUNTY reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverage, deductibles, self-insured retentions or endorsements; or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, COUNTY reserves the right, but not the obligation, to review or reject any insurer providing coverage due of its poor financial condition or failure to operating legally.

Damage to County Property

The contractor is solely responsible for reimbursing any costs or expenses identified by County to County as a result of any loss or damage associated with CONTRACTOR's operations to County's property.

Agreement Termination The County reserves the right to terminate this agreement at any time with or without notice.

SPECIAL PROVISIONS FOR INSURANCE:

(1) The Contractor shall forward to the County, Roads Division a certificate(s) of insurance indicating the insurance and any special provisions required under the foregoing provisions. Such certificate(s) shall be in a form satisfactory to the County and shall list the various coverage's and limits. Insurance companies providing the coverage must be acceptable to the County, rated by A.M. Best and carry at least an "A" Rating VIII). In addition to the aforementioned provisions; such insurance policies shall not be changed or canceled and they will be automatically renewed upon expiration and continued in full force and effect until completion and acceptance of all work covered by the Contract, unless the County's Roads Division is given thirty (30) days written notice before any change or cancellation is made effective. If requested, The Contractor shall directly furnish the Roads Division with a certified copy of each insurance policy upon request.

CECIL COUNTY GOVERNMENT ROADS

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(2) The initial and subsequent certificates of insurance shall include a description of the contract work and the assigned contract number. Prior to beginning any project work, the insurance requirements as outlined by the Roads Division must be approved in writing.

(3) All insurance shall be procured from insurance or indemnity companies acceptable to the County and licensed and authorized to conduct business in the State of Maryland. The County's approval or failure to disapprove insurance furnished by The Contractor shall not release the Contractor of full responsibility for liability for damage and accidents.

(4) If at any time the above required insurance policies should be canceled, terminated or modified so that the insurance is not in full-force and effect as required herein the County reserves the right to terminate this Contract.

(5) The Contractor shall require each subcontractor, at all tiers to provide evidence of insurance coverage specified herein and such evidence of coverage shall be provided to the County, Roads Division prior to commencement of work. Such coverage shall remain in full force and effect during the performance of activities under this Contract.

(6) Any contract of insurance or indemnification naming the County, or any of the departments, agencies, administrators or authorities as an additional insured shall be endorsed to provide that the insurer will not contend in the event of any occurrence, accident, or claim that the County, et al, are not liable in tort by virtue of being governmental instrumentalities or public or quasi-public bodies.

(7) In the event the required certificates of insurance as specified herein are not furnished within ten business days prior the execution of the Contract, The Contractor shall not be permitted to perform the duties outlined in the Contract until all required insurance certificates has been received.

Print Name of Contractor's Business

Print Authorized Signers Name _____

Authorized Signature _____

Contractor's Business Address
(street) _____

City, State, Zip Code _____

Phone Number _____

Date _____