

SERVICE AGREEMENT NO. 86861

Security Control Access for Asset Management

THIS **Security Control Accesss for Asset Management Agreement** ("Agreement") is entered into by and between the City of Corpus Christi, a Texas home-rule municipal corporation ("City") and Total Protection, Incorporated ("Contractor"), effective upon execution by the City Manager or the City Manager's designee ("City Manager").

WHEREAS, Contractor has bid to provide Security Control Access for Asset Management in response to Request for Bid/Proposal No. Goodbuy Contract No. 20-21 7T000 Addendum 1 ("RFB/RFP"), which RFB/RFP includes the required scope of work and all specifications and which RFB/RFP and the Contractor's bid or proposal response, as applicable, are incorporated by reference in this Agreement as Exhibits 1 and 2, respectively, as if each were fully set out here in its entirety.

NOW, THEREFORE, City and Contractor agree as follows:

1. **Scope.** Contractor will provide Security Control Access for Asset Management ("Services") in accordance with the attached Scope of Work, as shown in Attachment A, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety, and in accordance with Exhibit 2.
2. **Term.** This Agreement is for Two years, with performance commencing upon the date of issuance of a notice to proceed from the Contract Administrator or the Contracts and Procurement Department. The parties may mutually extend the term of this Agreement for up to zero additional zero-year periods ("Option Period(s)"), provided, the parties do so by written amendment prior to the expiration of the original term or the then-current Option Period. The City's extension authorization must be executed by the City Manager or designee.
3. **Compensation and Payment.** This Agreement is for an amount not to exceed \$112,898.80, subject to approved extensions and changes. Payment will be made for Services completed and accepted by the City within 30 days of acceptance, subject to receipt of an acceptable invoice. Contractor shall invoice no more frequently than once per month. All pricing must be in accordance with the attached Bid/Pricing Schedule, as shown in Attachment B, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety. Any amount not expended during the initial term or any option period may, at the City's discretion, be allocated for use in the next option period.
Invoices will be mailed to the following address with a copy provided to the Contract Administrator:

City of Corpus Christi
Attn: Accounts Payable
P.O. Box 9277
Corpus Christi, Texas 78469-9277

4. **Contract Administrator.** The Contract Administrator designated by the City is responsible for approval of all phases of performance and operations under this Agreement, including deductions for non-performance and authorizations for payment. The City's Contract Administrator for this Agreement is as follows:

Name: Adrian Lopez
Department: Asset Management
Phone: (361) 826-3318
Email: AdrianL@cctexas.com

5. **Insurance; Bonds.**

(A) Before performance can begin under this Agreement, the Contractor must deliver a certificate of insurance ("COI"), as proof of the required insurance coverages, to the City's Risk Manager and the Contract Administrator. Additionally, the COI must state that the City will be given at least 30 days' advance written notice of cancellation, material change in coverage, or intent not to renew any of the policies. The City must be named as an additional insured. The City Attorney must be given copies of all insurance policies within 10 days of the City Manager's written request. Insurance requirements are as stated in Attachment C, the content of which is incorporated by reference into this Agreement as if fully set out here in its entirety.

(B) In the event that a payment bond, a performance bond, or both, are required of the Contractor to be provided to the City under this Agreement before performance can commence, the terms, conditions, and amounts required in the bonds and appropriate surety information are as included in the RFB/RFP or as may be added to Attachment C, and such content is incorporated here in this Agreement by reference as if each bond's terms, conditions, and amounts were fully set out here in its entirety.

6. **Purchase Release Order.** For multiple-release purchases of Services to be provided by the Contractor over a period of time, the City will exercise its right to specify time, place and quantity of Services to be delivered in the following manner: any City department or division may send to Contractor a purchase release order signed by an authorized agent of the department or division. The purchase release order must refer to this Agreement, and Services will not be rendered until the Contractor receives the signed purchase release order.

- 7. Inspection and Acceptance.** City may inspect all Services and products supplied before acceptance. Any Services or products that are provided but not accepted by the City must be corrected or re-worked immediately at no charge to the City. If immediate correction or re-working at no charge cannot be made by the Contractor, a replacement service may be procured by the City on the open market and any costs incurred, including additional costs over the item's bid/proposal price, must be paid by the Contractor within 30 days of receipt of City's invoice.
- 8. Warranty.**
- (A) The Contractor warrants that all products supplied under this Agreement are new, quality items that are free from defects, fit for their intended purpose, and of good material and workmanship. The Contractor warrants that it has clear title to the products and that the products are free of liens or encumbrances.
- (B) In addition, the products purchased under this Agreement shall be warranted by the Contractor or, if indicated in Attachment D by the manufacturer, for the period stated in Attachment D. Attachment D is attached to this Agreement and is incorporated by reference into this Agreement as if fully set out here in its entirety.
- (C) Contractor warrants that all Services will be performed in accordance with the standard of care used by similarly situated contractors performing similar services.
- 9. Quality/Quantity Adjustments.** Any Service quantities indicated on the Bid/Pricing Schedule are estimates only and do not obligate the City to order or accept more than the City's actual requirements nor do the estimates restrict the City from ordering less than its actual needs during the term of the Agreement and including any Option Period. Substitutions and deviations from the City's product requirements or specifications are prohibited without the prior written approval of the Contract Administrator.
- 10. Non-Appropriation.** The continuation of this Agreement after the close of any fiscal year of the City, which fiscal year ends on September 30th annually, is subject to appropriations and budget approval specifically covering this Agreement as an expenditure in said budget, and it is within the sole discretion of the City's City Council to determine whether or not to fund this Agreement. The City does not represent that this budget item will be adopted, as said determination is within the City Council's sole discretion when adopting each budget.
- 11. Independent Contractor.** Contractor will perform the work required by this Agreement as an independent contractor and will furnish such Services in its own manner and method, and under no circumstances or conditions will any agent, servant or employee of the Contractor be considered an employee of the City.

12. **Subcontractors.** Contractor may use subcontractors in connection with the work performed under this Agreement. When using subcontractors, however, the Contractor must obtain prior written approval from the Contract Administrator unless the subcontractors were named in the bid or proposal or in an Attachment to this Agreement, as applicable. In using subcontractors, the Contractor is responsible for all their acts and omissions to the same extent as if the subcontractor and its employees were employees of the Contractor. All requirements set forth as part of this Agreement, including the necessity of providing a COI in advance to the City, are applicable to all subcontractors and their employees to the same extent as if the Contractor and its employees had performed the work. The City may, at the City's sole discretion, choose not to accept Services performed by a subcontractor that was not approved in accordance with this paragraph.
13. **Amendments.** This Agreement may be amended or modified only in writing executed by authorized representatives of both parties.
14. **Waiver.** No waiver by either party of any breach of any term or condition of this Agreement waives any subsequent breach of the same.
15. **Taxes.** The Contractor covenants to pay payroll taxes, Medicare taxes, FICA taxes, unemployment taxes and all other applicable taxes. Upon request, the City Manager shall be provided proof of payment of these taxes within 15 days of such request.
16. **Notice.** Any notice required under this Agreement must be given by fax, hand delivery, or certified mail, postage prepaid, and is deemed received on the day faxed or hand-delivered or on the third day after postmark if sent by certified mail. Notice must be sent as follows:

IF TO CITY:

City of Corpus Christi
Attn: Adrian Lopez
Title: Operations Division Superintendent
Address: 5352 Ayers, Bldg. 3A, Corpus Christi, Texas 78415
Phone: (361) 826-3318
Fax: (361) 826-1989

IF TO CONTRACTOR:

Total Protection, Incorporated
Attn: Yolanda Longoria
Title: Vice-President
Address: 326 S. Enterprize Pkwy, Unit B, Corpus Christi, Texas 78405
Phone: (361) 289-2788
Fax: (361) 289-1688

17. CONTRACTOR SHALL FULLY INDEMNIFY, HOLD HARMLESS AND DEFEND THE CITY OF CORPUS CHRISTI AND ITS OFFICERS, EMPLOYEES AND AGENTS ("INDEMNITEES") FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, CLAIMS, DEMANDS, SUITS, AND CAUSES OF ACTION OF WHATEVER NATURE, CHARACTER, OR DESCRIPTION ON ACCOUNT OF PERSONAL INJURIES, PROPERTY LOSS, OR DAMAGE, OR ANY OTHER KIND OF INJURY, LOSS, OR DAMAGE, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, ATTORNEYS' FEES AND EXPERT WITNESS FEES, WHICH ARISE OR ARE CLAIMED TO ARISE OUT OF OR IN CONNECTION WITH A BREACH OF THIS AGREEMENT OR THE PERFORMANCE OF THIS AGREEMENT BY THE CONTRACTOR OR RESULTS FROM THE NEGLIGENT ACT, OMISSION, MISCONDUCT, OR FAULT OF THE CONTRACTOR OR ITS EMPLOYEES OR AGENTS. CONTRACTOR MUST, AT ITS OWN EXPENSE, INVESTIGATE ALL CLAIMS AND DEMANDS, ATTEND TO THEIR SETTLEMENT OR OTHER DISPOSITION, DEFEND ALL ACTIONS BASED THEREON WITH COUNSEL SATISFACTORY TO THE CITY ATTORNEY, AND PAY ALL CHARGES OF ATTORNEYS AND ALL OTHER COSTS AND EXPENSES OF ANY KIND ARISING OR RESULTING FROM ANY SAID LIABILITY, DAMAGE, LOSS, CLAIMS, DEMANDS, SUITS, OR ACTIONS. THE INDEMNIFICATION OBLIGATIONS OF CONTRACTOR UNDER THIS SECTION SHALL SURVIVE THE EXPIRATION OR EARLIER TERMINATION OF THIS AGREEMENT.

18. Termination.

(A) The City Manager may terminate this Agreement for Contractor's failure to comply with any of the terms of this Agreement. The Contract Administrator must give the Contractor written notice of the breach and set out a reasonable opportunity to cure. If the Contractor has not cured within the cure period, the City Manager may terminate this Agreement immediately thereafter.

(B) Alternatively, the City Manager may terminate this Agreement for convenience upon 30 days advance written notice to the Contractor. The City Manager may also terminate this Agreement upon 24 hours written notice to the Contractor for failure to pay or provide proof of payment of taxes as set out in this Agreement.

19. Owner's Manual and Preventative Maintenance. Contractor agrees to provide a copy of the owner's manual and/or preventative maintenance guidelines or instructions if available for any equipment purchased by the City pursuant to this Agreement. Contractor must provide such documentation upon delivery of such equipment and prior to receipt of the final payment by the City.

- 20. Limitation of Liability.** The City's maximum liability under this Agreement is limited to the total amount of compensation listed in Section 3 of this Agreement. In no event shall the City be liable for incidental, consequential or special damages.
- 21. Assignment.** No assignment of this Agreement by the Contractor, or of any right or interest contained herein, is effective unless the City Manager first gives written consent to such assignment. The performance of this Agreement by the Contractor is of the essence of this Agreement, and the City Manager's right to withhold consent to such assignment is within the sole discretion of the City Manager on any ground whatsoever.
- 22. Severability.** Each provision of this Agreement is considered to be severable and, if, for any reason, any provision or part of this Agreement is determined to be invalid and contrary to applicable law, such invalidity shall not impair the operation of nor affect those portions of this Agreement that are valid, but this Agreement shall be construed and enforced in all respects as if the invalid or unenforceable provision or part had been omitted.
- 23. Order of Precedence.** In the event of any conflicts or inconsistencies between this Agreement, its attachments, and exhibits, such conflicts and inconsistencies will be resolved by reference to the documents in the following order of priority:
- A. this Agreement (excluding attachments and exhibits);
 - B. its attachments;
 - C. the bid solicitation document including any addenda (Exhibit 1); then,
 - D. the Contractor's bid response (Exhibit 2).
- 24. Certificate of Interested Parties.** Contractor agrees to comply with Texas Government Code Section 2252.908, as it may be amended, and to complete Form 1295 "Certificate of Interested Parties" as part of this Agreement if required by said statute.
- 25. Governing Law.** Contractor agrees to comply with all federal, Texas, and City laws in the performance of this Agreement. The applicable law for any legal disputes arising out of this Agreement is the law of the State of Texas, and such form and venue for such disputes is the appropriate district, county, or justice court in and for Nueces County, Texas.
- 26. Public Information Act Requirements.** This paragraph applies only to agreements that have a stated expenditure of at least \$1,000,000 or that result in the expenditure of at least \$1,000,000 by the City. The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the Contractor agrees that the contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

27. Entire Agreement. This Agreement constitutes the entire agreement between the parties concerning the subject matter of this Agreement and supersedes all prior negotiations, arrangements, agreements and understandings, either oral or written, between the parties.

CONTRACTOR

DocuSigned by:
Signature: Yolanda Longoria
C42F174825C744D...
Printed Name: Yolanda Longoria
Title: Vice President
Date: 11/2/2020

CITY OF CORPUS CHRISTI

Kim Baker
Director of Contracts and Procurement

Date: _____

Attached and Incorporated by Reference:

Attachment A: Scope of Work
Attachment B: Bid/Pricing Schedule
Attachment C: Insurance and Bond Requirements
Attachment D: Warranty Requirements

Incorporated by Reference Only:

Exhibit 1: RFB/RFP No. Goodbuy Contract No. 20-21 7T000 Addendum 1
Exhibit 2: Contractor's Bid/Proposal Response



ATTACHMENT A: SCOPE OF WORK

1.1 General Requirements/Background Information

The Contractor shall provide routine and emergency Controlled Door Access, Life Safety Systems Repair, Fire Monitoring Maintenance, Replacement and Install services to City Owned locations. Contractor shall provide services on an as- needed basis. Contractor shall have a sufficient number of responsible, trained personnel qualified to provide the required services.

1.2 Repair and Replacement

A. Contractor shall furnish labor, supervision, parts, supplies, materials, tools equipment, and transportation necessary to perform Controlled Door Access, Life Safety Systems and Alarm Repair, Maintenance, Replacement and Installation for all locations. Work to be performed under this contract will include, but is not limited to, the following:

- all associated access control, card readers, electronic locks, automatic openers, control panels, integration systems and associated components and software
- all associated style mechanical, wireless, biometric, knobs, levers and locks
- all associated key systems, exit devices, door closures/controls, holders, stops and mechanical accessories
- CCTV, video systems and associated components
- gate entry and operator systems
- security systems
- associated sensors, circuit boards, control panels, electronic and mechanical components
- mag lock systems
- fire detection, alarm, suppression, sprinkler systems, their associated components and inspections
- inspections and assessments
- cost estimating.

B. Fire Alarm Monitoring

1. The Contractor shall provide Fire Alarm Monitoring for the below Health Department Locations:
 - Nursing
 - STD Clinic
 - 1115 Waiver
 - Laboratory
 - Lobby/Auditorium
 - Admin/Vital Records
2. The Contractor and all personnel assigned the work shall have experience with the above listed systems and components.
3. The Contractor shall inspect and diagnose prior to repairing or replacing doors and associated components.
4. The Contractor shall be required to respond to after-hours emergencies.
5. The Contractor shall respond to an emergency call within 2 hours unless otherwise agreed upon.
6. Information shall be provided to the Contractor through work orders or phone requests.
7. Work orders shall be given after placing phone requests.
8. Contractor personnel shall be available to take those work orders.
9. Contractor shall provide an estimate based on the Work order.
10. Estimates shall include labor and parts that are accordance with the contract pricing sheet.
11. Contractor is responsible for making repairs or replacement of any material or equipment damaged during the completion of work or as the results of action or inaction by Contractor's staff. After completion of repairs, Contractor shall report back to the Operation Superintendent or designee. If any item or equipment covered under this service agreement is deemed non-repairable, the Contractor shall immediately notify the Operation Superintendent at telephone number 361/510-1597. Contractor shall provide assessments and make recommendations.

1.3 Work Locations

Contractor shall perform routine Door Access Maintenance and Replacement services to the following locations including but not limited to:

	BUILDING	Address	Zip Code
1	Health Department	1702 Horne Rd, Corpus Christi, TX	78416
2	City Hall	1201 Leopard St, Corpus Christi, TX	78401
3	Police Department	321 John Sartain St, Corpus Christi, TX	78401
4	Municipal Courts	321 John Sartain St, Corpus Christi, TX	78401
5	Frost Bank	2402 Leopard St, Corpus Christi, TX	78408
6	Broadmoor Senior Center	1651 Tarlton St, Corpus Christi, TX	78415
7	Ethel Eyerly Senior Center	654 Graham Rd. Corpus Christi, TX	78418
8	Garden Senior Center	5325 Greely Dr, Corpus Christi, TX	78412
9	Greenwood Senior Center	4040 Greenwood Dr, Corpus Christi, TX	78416
10	Lindale Senior Center	3135 Swantner St, Corpus Christi, TX	78404
11	Northwest Senior Center	9725 Up River Rd, Corpus Christi, TX	78410
12	Oveal Williams Senior Center	1414 Martin Luther King Dr, CC, TX	78401
13	Zavala Senior Center	510 Osage St, Corpus Christi, TX	78405
14	La Retama Central Library	805 Comanche St, Corpus Christi, TX	78401
15	Garcia Public Library	5930 Brockhampton St, CC, TX	78414
16	Janeth Harte Public Library	2629 Waldron Rd, Corpus Christi, TX	78418

17	Hopkins Public Library	3202 McKenzie Rd, Corpus Christi, TX	78410
18	McDonalds Library	4044 Greenwood Dr, Corpus Christi, TX	78416
19	Neyland Public Library	1230 Carmel Pkwy, Corpus Christi, TX	78411
20	Joe Garza Recreation Center	3204 Highland Ave, Corpus Christi, TX	78405
21	Lindale Recreation Center	3133 Swantner St, Corpus Christi, TX	78404
22	Oak Park Recreation Center	842 Erwin Ave, Corpus Christi, TX	78408
23	Oso Recreation Center	1111 Bernice Dr, Corpus Christi, TX	78413
24	Solomon Coles Rec Center	924 Winnebago St, Corpus Christi, TX	78401
25	Science and History Museum	1900 N Chaparral St, Corpus Christi, TX	78401
26	Al Kruse Tennis Center	502 King St, Corpus Christi, TX	78401
27	HEB Pool Complex	1520 Shelly St, Corpus Christi, TX	78404
28	HEB Tennis Court	1520 Shelly St, Corpus Christi, TX	78404
29	Central Kitchen	4141 Old Brownsville Rd, CC, TX	78405
30	Solid Waste Building	2525 Hygeia, Corpus Christi, TX	78415
31	CEFE Landfill	2397 Co.Rd.20, Robstown, TX	78380
32	J C Elliot Transfer Station	6594 Greenwood St, Corpus Christi, TX	78415
33	Unknown locations	City Wide	

1.4 Invoicing

The Contractor shall submit invoice for services to the city. Invoice shall include:

- a. Work description, Purchase Order Number (PO#), Service Agreement Number, Location and date of Service and labor hours.
- b. Original Invoices shall be sent Accounts Payable as follows: copy to facilitymaintenanceinvoicing@cctexas.com and one (1) to the Contract Administrator.
- c. The Contractor shall include copies of Work order and Contractor Information Checklist (CIC) provided by Project Manager or designee. This is used as back-up for the invoice. Approval for payment shall be authorized by the Contract Administrator or Project Manager.

1.5 Service Personnel

The Contractor shall assure that all crews are fully and properly equipped to perform services promptly and safely without delay. All personnel assigned to the service agreement shall wear a uniform, including safety equipment and any company issued photo identification. Contractor's employees working on site shall wear clothing with an identifiable logo bearing the name of the company visible from 15 feet always. All personnel shall be neatly dressed in shirts, safety shoes, and long pants. Shorts or torn clothing are unacceptable.

1.6 Security Background Check of Personnel

Contractor shall conduct background check for all personnel before assigned to work under this agreement.

1.7 Recordkeeping

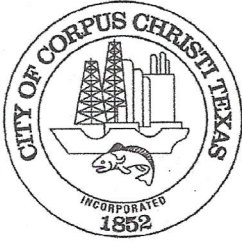
The Contractor shall establish and maintain a log delineating complete and accurate records of all services, repairs, parts, supplies and materials for each location for the term of the Contract. The Contractor shall update the logs after each service defined in the Contract has been performed. The repair slip shall contain

- Site location of the equipment repaired
- Details of work performed
- List of materials that were replaced, and labor hours broken down by job title
- Reference Maximo work order number.

1.8 Special Instruction

1. Contractor shall report to the Project Manager or designee at the location upon arrival.

2. If the Contractor is required to leave the premises to obtain parts or other materials, Project Manager or designee must be notified. Working hours spent outside the premises shall not be consider as billable hours.
3. The Contractor shall barricade or place cones around the work area before commencing services. The Contractor shall take special measures to safeguard the area while services are being performed. The Contractor shall be responsible for assuring the safety of its employees, City employees, and the public during performance of all services under this agreement.
4. Contractor shall not store worn or defective parts on City premises at the end of the workday unless otherwise approved by the Project Manager or designee.
5. Contractor must clean work site from debris or hazards after completion of work.
6. Changes or Modifications that must be done to the project apart from the instruction given in the Scope of Work, must be approved by a Facility Maintenance Project Manager, Operations Division Supervisor or designee.
7. Any unauthorized changes or services performed by the Contractor, will be at the responsibility of the Contractor and not Asset Management-Facility Maintenance.
8. The Contractor shall commence wok no more than 15 days from date of notice to proceed.
9. After completion of project, Contractor shall report back to the Project Manager or designee.



ATTACHMENT B: QUOTE/PRICING SCHEDULE

CITY OF CORPUS CHRISTI QUOTE FORM

1. Refer to "Sample Service Agreement" Contract Terms and Conditions before completing quote.
2. Quote your best price, including freight, for each item.
3. In submitting this quote, vendor certifies that the prices in this quote have been arrived at independently, without consultation, communication, or agreement with any other vendor or competitor, for the purpose of restricting competition with regard to prices.

Invitation to quote, FOB Destination, Freight Included, on the following:

DESCRIPTION	QTY	UNIT	UNIT PRICE	PRICE TOTAL
Tech Labor-Repair, Maintenance, Replacement & Installation M-F (8AM-5PM)	320	HRS	\$95.00	\$30,400.00
Helper Labor-Repair, Maintenance, Replacement & Installation M-F (8AM-5PM)	200	HRS	\$55.00	\$11,000.00
IT Tech Labor-Repair, Maintenance, Replacement & Installation M-F (8AM-5PM)	200	HRS	\$110.00	\$22,000.00
Labor Labor-Repair, Maintenance, Replacement & Installation After Hours (5PM-8PM) M-F/ Weekends and Holidays	20	HRS	Tech - \$142.50 Helper - \$ 82.50 IT Tech - \$165.00	\$2,850.00 \$1,650.00 \$3,300.00
Fire Alarm Monitoring	24	MTHS	\$49.95 Per Location	\$1,198.80
			Mark up%	
Parts/Materials	\$30,000	35%		\$40,500.00
TOTAL				\$112,898.80

COMPANY: **Total Protection, Inc.**

NAME OF PERSON AUTHORIZED TO SIGN: **Yolanda Longoria**

ADDRESS: **326 S. Enterprize Pkwy. Unit B**

CITY / STATE/ZIP: **Corpus Christi, Texas 78405**

PHONE: **361-289-2788**

EMAIL: **yolanda@totalprotection.com**

FAX: 361-289-1688

DATE: 10-22-20

SIGNATURE:

Yolanda Longoria

TITLE: Vice President

THE CITY RESERVES THE RIGHT TO REJECT OR CANCEL ANY OR ALL QUOTES. TO WAIVE ANY INFORMALITIES OR IRREGULARITIES IN THE QUOTES RECEIVED AND TO CANCEL OR POSTPONE THIS PROJECT UNTIL A LATER DATE.

Attachment C -Insurance Requirements

I. CONTRACTOR'S LIABILITY INSURANCE

- A. Contractor must not commence work under this agreement until all insurance required has been obtained and such insurance has been approved by the City. Contractor must not allow any subcontractor Agency to commence work until all similar insurance required of any subcontractor Agency has been obtained.
- B. Contractor must furnish to the City's Risk Manager and Contract Administer one (1) copy of Certificates of Insurance (COI) with applicable policy endorsements showing the following minimum coverage by an insurance company(s) acceptable to the City's Risk Manager. The City must be listed as an additional insured on the General liability and Auto Liability policies **by endorsement**, and a waiver of subrogation is required on all applicable policies. **Endorsements** must be provided with COI. Project name and or number must be listed in Description Box of COI.

TYPE OF INSURANCE	MINIMUM INSURANCE COVERAGE
30-written day notice of cancellation, required on all certificates or by applicable policy endorsements	Bodily Injury and Property Damage Per occurrence - aggregate
Commercial General Liability Including: 1. Commercial Broad Form 2. Premises – Operations 3. Products/Completed Operations 4. Contractual Liability 5. Independent Contractors 6. Personal Injury- Advertising Injury	\$1,000,000 Per Occurrence
AUTO LIABILITY (including) 1. Owned 2. Hired and Non-Owned 3. Rented/Leased	\$1,000,000 Combined Single Limit
WORKERS' COMPENSATION	Statutory
EMPLOYER'S LIABILITY	\$500,000 /\$500,000 /\$500,000

- C. In the event of accidents of any kind related to this agreement, Contractor must furnish the Risk Manager with copies of all reports of any accidents within 10 days of the accident.

II. ADDITIONAL REQUIREMENTS

- A. Applicable for paid employees, Contractor must obtain workers' compensation coverage through a licensed insurance company. The coverage must be written on a policy and endorsements approved by the Texas Department of Insurance. The workers' compensation coverage provided must be in an amount sufficient to assure that all workers' compensation obligations incurred by the Contractor will be promptly met.
- B. Contractor shall obtain and maintain in full force and effect for the duration of this Contract, and any extension hereof, at Contractor's sole expense, insurance coverage written on an occurrence basis, by companies authorized and admitted to do business in the State of Texas and with an A.M. Best's rating of no less than A- VII.
- C. Contractor shall be required to submit a copy of the replacement certificate of insurance to City at the address provided below within 10 days of the requested change. Contractor shall pay any costs incurred resulting from said changes. All notices under this Article shall be given to City at the following address:

City of Corpus Christi
Attn: Risk Manager
P.O. Box 9277
Corpus Christi, TX 78469-9277

- D. **Contractor agrees that with respect to the above required insurance, all insurance policies are to contain or be endorsed to contain the following required provisions:**
- List the City and its officers, officials, employees, volunteers, and elected representatives as additional insured by endorsement, as respects operations, completed operation and activities of, or on behalf of, the named insured performed under contract with the City, with the exception of the workers' compensation policy;
 - Provide for an endorsement that the "other insurance" clause shall not apply to the City of Corpus Christi where the City is an additional insured shown on the policy;
 - Workers' compensation and employers' liability policies will provide a waiver of subrogation in favor of the City; and
 - Provide thirty (30) calendar days advance written notice directly to City of any suspension, cancellation, non-renewal or material change in coverage, and not less than ten (10) calendar days advance written notice for nonpayment of premium.

- E. Within five (5) calendar days of a suspension, cancellation, or non-renewal of coverage, Contractor shall provide a replacement Certificate of Insurance and applicable endorsements to City. City shall have the option to suspend Contractor's performance should there be a lapse in coverage at any time during this contract. Failure to provide and to maintain the required insurance shall constitute a material breach of this contract.
- F. In addition to any other remedies the City may have upon Contractor's failure to provide and maintain any insurance or policy endorsements to the extent and within the time herein required, the City shall have the right to order Contractor to remove the exhibit hereunder, and/or withhold any payment(s) if any, which become due to Contractor hereunder until Contractor demonstrates compliance with the requirements hereof.
- G. Nothing herein contained shall be construed as limiting in any way the extent to which Contractor may be held responsible for payments of damages to persons or property resulting from Contractor's or its subcontractor's performance of the work covered under this agreement.
- H. It is agreed that Contractor's insurance shall be deemed primary and non-contributory with respect to any insurance or self insurance carried by the City of Corpus Christi for liability arising out of operations under this agreement.
- I. It is understood and agreed that the insurance required is in addition to and separate from any other obligation contained in this agreement.

2020 Insurance Requirements

Ins. Req. Exhibit **4-B**

Contracts for General Services – Services Performed Onsite

04/14/2020 Risk Management – Legal Dept.

Attachment C – Bond Requirements

No bond requirements necessary for this service agreement; Section 5. Insurance; Bonds Subsection (B) is null for this service agreement.

Attachment D - Warranty Requirements

Covered warranty on new installation shall be one year for all labor and material.