



**Chesapeake College
P.O. Box 8
Wye Mills, Maryland 21679**

Request for Proposals:

**Asphalt Paving and Construction Service for
Parking Lot D Resurfacing
Wye Mills Campus**

For specific information regarding this Request for Proposal, contact:

Mrs. Karen Smith

Vice President for Administrative Services

Wye Mills, Maryland 21679

Phone: (410)827-5816

ksmith@chesapeake.edu

September 19, 2021

Request for Proposals

OWNER:

Chesapeake College

INVITES SEALED BIDS:

Asphalt Paving and Construction Services for Parking Lot D
Resurfacing

TYPE OF BID:

Bids shall be on a lump sum basis.

BID SUBMISSION:

Sealed bids must be emailed to Mrs. Karen Smith,
ksmith@chesapeake.edu.

All bids must be clearly marked **SEALED BID FOR: ASPHALT PAVING AND CONSTRUCTION SERVICES FOR PARKING LOT D RESURFACING, ATTN: Mrs. Karen Smith**. Faxed bids will not be accepted. All bids must be received via email **by 10:00 a.m. on October 15, 2021**. A public bid opening will be held in the Dorchester Administration Building, Room D233, at that time.

WITHDRAWAL PERIOD:

Bids may not be modified, withdrawn or canceled by Bidder within **ninety (90) days** of bid opening.

Project Identification: Asphalt Paving and Construction Service for Parking Lot D Resurfacing Wye Mills Campus

Scope of Work

Chesapeake College is soliciting bids for providing all materials, labor, and supplies to complete the work as identified on the plans and written specifications prepared by DMS & Associates job 2021141. This job will also include paint striping per the specifications provided.

Scope of work includes, but is not limited to:

Base Bid:

- *Remove and discard existing asphalt
- *Remove and discard existing base that does not meet specifications
- *Construct new base as specified to facilitate heavy truck use
- *Construct new lot as specified to facilitate heavy truck use
- *Tie into existing curb, gutter, sidewalks, and paving as necessary
- *Paint striping on lot for instruction, per supplied diagram/specs
- *Keep existing storm drains and grates intact, or replace as necessary

Specifications

General:

The scope of work and technical specifications for this project are provided in:

Attachment A: Construction Drawings DMS & Associates Job 2021141

Attachment B: Earth Moving DMS & Associates 312000 Specifications

Attachment C Asphalt Paving DMS & Associates 321216 Specifications

Attachment D John D. Hynes & Assoc. Geo Report January 10, 2020.

Contractor is responsible to verify field measurements shown on drawings in Attachment A.

Installation

Parking Lot D Resurfacing shall be constructed per the detailed drawings and specifications provided in Attachment A, B, C and Attachment D.

The contractor can assume the site to be available Monday through Friday during normal working hours 8:00 to 4:30. Requests for weekend work or different hours can be coordinated with the College Project manager. The successful bidder will work with the college to determine the project timeline. The CDL truck driving program will need to be relocated for the duration of this project so project coordination is crucial. The successful bidder must coordinate with the College Project manager when restricting access to the College at any time during the project.

General Conditions

A. The contractor shall supply all labor, materials, tools, and equipment necessary to complete the Scope of Work, as stated herein, in compliance with these specifications.

B. The contractor agrees to begin work only after a 'Notice to Proceed' is issued. The successful bidder must start work within 14 days after receipt of the "Notice to Proceed" The scope of work must be performed between December 1, 2021 and May 31, 2022.

C. It is anticipated the contractor shall perform all work with their employees. The contractor shall not subcontract work without the prior written permission of Chesapeake College. For any work to be completed by subcontractors the Contractor agrees to furnish a complete list of all proposed subcontractors to be employed on this project. The list will be issued to the College Project Manager within ten (10) workdays from issuance of 'Notice to Proceed' and will include subcontractors company name, address, contact person & telephone number.

D. Contractor shall be responsible for obtaining all Federal, State and County permits applicable to this project.

E. Contractor is responsible for proper storage and staging of on-site material to be used for this project. The storage and staging areas are to be coordinated prior to the start of the project with the College Project

Manager. Contractor is responsible for clean up of all stored materials on College property.

F. Contractor is responsible to remove from College grounds all debris resulting from contractor's work. Disposal of this material is the sole responsibility of the Contractor. Contractor agrees to dispose of all such material in a manner compliant with all Federal & State requirements. **Under no circumstances will the contractor allow any debris or by products from clean up to enter the college's storm drain system or sewer system.**

G. The College reserves the right to cancel the contract for cause with twenty-four (24) hours written notice.

H. The College reserves the right to reject any or all bids, or to waive any informalities and/or irregularities in the bid proposals, when in their judgment, the public will be better served.

I. All bidders are responsible to provide three references. References to include:

1. Name of Project site
2. Address of Project site
3. Name of contact person
4. Telephone of contact person
5. Value of contract
6. Brief description of scope of work

Delivered Pricing

All prices submitted must be "FOB Destination". No allowance will be made at a later date for freight or delivery.

Workmanship

A. The Contractor will be responsible for and use utmost care to ensure the safety & protection of the occupants' & owners' property including but not limited to screens, fences, athletic fields, windows, walkways, painted surfaces, shrubbery, vehicles, and any other property or pedestrian traffic in the work area.

B. The contractor and workers who will perform the specified work must be knowledgeable of the requirements of this Project Specification, be competent in their trade, and have sufficient experience to properly perform this work. Qualified supervision must be on the job site during all performance of work.

C. The Contractor shall complete the work in accordance with these specifications, as well as any and all manufacturer's specifications, and all workmanship shall be guaranteed for one (1) year from the date of project completion. The contractor prior to submittal of bid documents shall verify all measurements and areas encompassed by this specification and the contract.

D. The work involved in these specifications must be performed in a safe and workmanship like manner by a Contractor possessing all surface material manufacturer's approved qualifications and authorizations.

Inspections

There will be ongoing inspections by JD Hynes and the College's Project Manager. The Contractor will ensure the opportunity for all of the inspections noted by JD Hynes.

Access

Chesapeake College agrees to permit adequate access to all work areas.

Occupancy

Successful bidder must cooperate fully with the College representatives during construction operations to minimize conflicts and to facilitate College usage. Work performed must not interfere with College operations.

Safety

The Contractor shall be responsible for complete compliance with Federal, State, & County safety regulations including but not limited to current MOSH & OSHA Standards.

Liaison

Chesapeake College's designated Project Manager and the Contractor's designated Representative shall transmit all information pertaining to the job and shall not permit unauthorized interference from residents of the College or from the Contractors employees.

Prevailing Wage Rates

Wages paid on this project are subject to the prevailing wage rates issued by the State of Maryland, Department of Labor, Licensing and Regulation.

<https://www.dllr.state.md.us/labor/prev>

The prevailing wage determination is Attachment E for this RFP.

The college project number is **Project No: CCFRG21-03**

Indemnity and Insurance (Also reference page 18 for Insurance requirements)

The successful offeror shall indemnify and save and hold harmless Chesapeake College, its Board of Trustees, employees, agents and officials, against any or all loss, cost, damage, claim, expense or liability whatsoever, related to the acts or omissions of the successful offeror with respect to the contract. The indemnification obligation of the successful offeror shall include but not be limited to injuries to

individuals and the property of individuals who are not parties to the contract. In addition, the indemnification obligation of the successful offeror shall cover the acts or omissions of any subcontractors hired by the successful offeror. Furthermore, the indemnification obligation of the successful offeror shall survive termination of the contract for any reason.

The successful offeror shall secure, pay the premiums for, and keep in force until the expiration of this contract, and any renewal thereof, adequate insurance as provided below, such insurance to specifically include liability assumed by the contractor under this contract.

- a. Workers Compensation Insurance as required by laws of the State of Maryland.

- b. Commercial General Liability Insurance with limits of not less than:

\$1,000,000 each occurrence;	\$2,000,000
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aggregate

- c. If automotive equipment is used in the operation, Automobile Liability Insurance with limits of not less than: \$500,000 each accident

- d. Accountants Professional Liability (Errors & Omissions) Insurance with limits of not less than: \$1,000,000 each occurrence.

Each of the above policies with the exception of Workers Compensation shall (a) include Chesapeake College as an additional insured, as respects operations under the Contract; (b) cover the premises occupied by the contractor; and (c) shall cover and not exclude contractor's liability for injury to the property of the College and to the persons or property of employees, students, faculty members, agents, officers, trustees and guests of the College.

Each policy of insurance shall contain the following endorsement: “It is understood and agreed that the Insurance Company shall notify the College in writing, 30 days in advance of the effective date of any reduction in the dollar amount of coverage, notice of non renewal, termination or cancellation of this policy.” Certificates of Insurance evidencing each of the above coverage shall be delivered to the College within 15 days following the date of notice of contract award. Such certificates shall also include:

- a. The College as additional insured
- b. The requirements for advance notice of reduction in the dollar amount of insurance, non-renewal, termination or cancellation of or change in coverage.

The insurance companies providing the above coverages must be satisfactory to the College. The College and the contractor hereby waive any and all right of recovery from each other for loss caused by acts of God defined in their respective fire, extended coverage, and sprinkler leakage insurance policies.

The successful offeror shall not allow any liens filed against Chesapeake College or the property of Chesapeake College by a person or firm for any reason arising out of the furnishing of services or materials by the contractor. Any lien filed against Chesapeake College or its property shall be disposed of within 30 days of its filing. Failure of the contractor to dispose of such liens within the 30-day period shall constitute default.

The actions of a contractor with third parties are not binding upon Chesapeake College. The contractor is not a division of Chesapeake College.

Extras and Change orders

It is anticipated that the aforementioned work shall be inclusive and that there will not be extras or changes. The approval for extra work or any deviation from the specifications will be the responsibility and determination of JD Hynes and Chesapeake College and will be issued as an additional purchase order to the Contractor. No extra work will be done or changes made in the work as specified without a written purchase order from the College.

Payment Schedule

A. The contract drawings and specifications, in conjunction with Chesapeake College's purchase order, are the controlling documents throughout the project. Under no circumstances, other than outlined in "Extras and Change order" section above, will the total project cost exceed the amount stated on the purchase orders or contracts.

B. Upon completion of all work specified & cleanup of the work area, the Contractor may submit a request for payment. All payments will be made within thirty (30) days of acceptance of a College approved invoice.

Pre-bid Meeting

A walk through and information session will be held at the Wye Mills Campus, Parking Lot D on September 30, 2021 at 1:00 PM. Attendance is not mandatory but is encouraged.

Payment Terms

Chesapeake College agrees to provide full payment within 30 days following acceptance of approved contractor invoice.

Bid Proposal Requirements

Only electronic bid proposals will be accepted.

In order to be considered all bid proposal packets must include:

1. One copy of the bid form including acknowledgment of any addenda
2. A copy of a current business license
3. Insurance certification covering liability, property damage and Worker's Compensation (Reference pages 8-10 "Indemnity and Insurance" section for required coverage)
4. Signed Bid Affidavit. The Bid Affidavit must be signed by the principal officer of the company making the offer
5. Contractor list of three references (name, address and contact name and phone number)

Acceptable and Unacceptable Bid Proposals

The College reserves the right to reject any or all bids, or to waive any informalities and/or irregularities in the bid proposals, when in their judgment, the public will be better served.

BID FORM
Asphalt Paving and Construction Service for Parking Lot D Resurfacing
Chesapeake College
P.O. Box 8
Wye Mills, Maryland

The undersigned proposes to furnish all labor, materials, equipment and services necessary to complete the above named project at Chesapeake College, Wye Mills, Maryland.

Firm Name _____

The undersigned having examined the bidding requirements, contract conditions, as well as all pertinent drawings and specifications as prepared by DMS & Associates and Chesapeake College and having received clarification of all items of conflict or questions, and having examined the site and accepted existing conditions as those under which work will be done, submits a **TOTAL BASE BID**.

BASE BID: Provide all methods and materials necessary to perform the scope of work for Asphalt Paving and Construction Services for Parking Lot D Resurfacing as shown on the drawings in Attachment A.

_____ Dollars and _____ Cents (\$ _____)

Firm Name _____

Address _____

Phone _____ **Fax** _____

Signature _____

Printed Signature _____

Title _____

BID/PROPOSAL AFFIDAVIT

NAME OF PROJECT: _____

A. AUTHORIZED REPRESENTATIVE

I HEREBY AFFIRM THAT: _____ I am the (title) and the duly authorized representative of (business) _____ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

B. AFFIRMATION REGARDING BRIBERY CONDITIONS

I FURTHER AFFIRM THAT:

Neither I, nor the best of my knowledge, information, and belief, the above business (as is defined in Section 16-101 (b) of the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, director, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies (as is defined in Section 16-101(f) of the State Finance and Procurement Article of the Annotated Code of Maryland), has been convicted of, or has had probation before judgment imposed pursuant to Article 27, Section 641 of the Annotated Code of Maryland, or has pleaded nolo contendere to a charge of, bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows (indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of persons(s) involved, and their current positions and responsibilities with the business) (use attachments as necessary): _____

C. AFFIRMATION REGARDING OTHER CONVICTION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, director, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies has:

- (a) Been convicted under state or federal statute of a criminal offense incident to obtaining, attempting to obtain, or performing a public or private contract, fraud, embezzlement, theft, forgery, falsification or destruction of records, or receiving stolen property;
- (b) Been convicted of any criminal violation of a state or federal antitrust statute
- © Been convicted under the provisions of Title 18 of the United States Code for violation of the Racketeer Influenced and Corrupt Organization Act, 18 U.S.C. 1961, et. Seq., or the Mail Fraud Act, 18 U.S.C. 1341, et. Seq., for acts arising out of the submission of bids or proposals for a public or private contract;
- (d) Been convicted of a violation of the State Minority Business Enterprise Law,
- (e) Section 14-308 of the State Finance and Procurement Article of the Annotated Code of Maryland;
- (f) Been found civilly liable under a state or federal antitrust for acts or omissions in connection with the submission of bids or proposals for a public or private contract;
- (g) Admitted in writing or under oath, during the course of an official investigation or other proceedings, acts or omissions that would constitute grounds for conviction or liability under any law or statute described above, except as follows (indicate reasons why the affirmations cannot be given, and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the names(s)

of the person(s) involved and their current positions and responsibilities with the business, and the status of any debarment) (use attachment as necessary):

D. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows (list each debarment or suspension providing the dates of the suspension or debarment, the name of the public entity and the status of the proceedings, the names(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the fronds of the debarment or suspension) (use attachments as necessary):

E. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

- (1) The business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to section Sections 16-101, et seq., of the State Finance and Procurement Article of the Annotated Codes of Maryland; and
- (2) The business is not a successor, assignee, subsidiary, or affiliate of a suspended or debarred business, except as follows (you must indicate the reasons why the affirmations cannot be given without qualification) (use attachments as necessary).

F. SUB-CONTRACT AFFIRMATION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, has knowingly entered into a contract with a public body under which a person debarred or suspended under Title 16 of the State finance and Procurement Article of the Annotated Code of Maryland will provide, directly or indirectly, supplies, services, architectural service, construction related service leases of real property, or construction.

G. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business has:

- (1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or offer that is being submitted;
- (2) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of the bidder or offeror or of any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the accompanying bid or offer is submitted.

H. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other agreements with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate \$100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other agreements reaches \$100,000, file with the Secretary of State of Maryland certain specified information to include disclosure of beneficial ownership of the business.

I. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Article 33, Sections 30-1 through 30-4 of the Annotated Code of Maryland, which requires that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the

State, during a calendar year in which the person receives in the aggregate \$100,000 or more shall, file with the State Administrative Board of Election Laws a statement disclosing contributions in excess of \$500 made during the reporting period to a candidate for elective office in any primary or general election.

J. DRUG AND ALCOHOL FREE WORKPLACE

(Applicable to all contracts unless the contract is for a law enforcement agency and the agency head or the agency head's designee has determined that application of COMAR 21.11.08 and this certification would be inappropriate in connection with the law enforcement agency's undercover operations.)

I CERTIFY THAT:

- (1) Terms defined in COMAR 21.11.08 shall have the same meaning when used in this certification.
- (2) By submission of its bid or offer, the business, if other than an individual, certifies and agrees that, with respect to its employees to be employed under a contact resulting from this solicitation, the business shall:
 - (a) Maintain a workplace free of drug and alcohol abuse during the term of the contract:
 - (b) Publish a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of drugs, and the abuse of drugs or alcohol is prohibited in the business' workplace and specifying the actions that will be taken against employees for violation of these prohibitions:
 - (c) Prohibit its employees from working under the influence of drugs or alcohol:
 - (d) Not hire or assign to work on the contract anyone whom the business knows. Or in the exercise of due diligence should know, currently abuses drugs or alcohol and is not actively engaged in a bona fide drug or alcohol abuse assistance or rehabilitation program:
 - (e) Promptly inform the appropriate law enforcement agency of every drug-related crime that occurs in its workplace if the business has observed the violation or otherwise has reliable information that a violation has occurred:
 - (f) Establish drug and alcohol abuse awareness programs to inform its employees about:
 - (i) The dangers of drug and alcohol abuse in the workplace:
 - (ii) The business' policy of maintaining a drug and alcohol free workplace:
 - (iii) Any available drug and alcohol counseling, rehabilitation, and employee assistance programs; and
 - (g) Provide all employees engaged in the performance of the contract with a copy of the statement required by J (2)(b), above:
 - (h) Notify its employees in the statement required by J (2)(b), above, that as a condition of continued employment on the contract, the employee shall:
 - (i) Abide by the terms of the statement; and
 - (ii) Notify the employer of any criminal drug or alcohol abuse conviction for an offense occurring in the workplace not later than 5 days after a conviction:
 - (i) Notify the procurement officer within 10 days after receiving notice under J (2)(h)(ii), above, or otherwise receiving actual notice of a conviction:
 - (j) Within 30 days after receiving notice under J (2)(h)(ii) above, or otherwise receiving actual notice of a conviction, impose either of the following sanctions or remedial measures on any employee who is convicted of a drug or alcohol abuse offense occurring in the workplace:
 - (i) Take appropriate personnel action against an employee, up to and including termination; or
 - (ii) Require an employee to satisfactorily participate in a bona fide drug or alcohol abuse

- assistance or rehabilitation program; and
- (k) Make a good faith effort to maintain a drug and alcohol free workplace through implementation of J (2)(a)-(j) above.
- (3) If the business is an individual, the individual shall certify and agree as set forth in J (4), below, that the individual shall not engage in the unlawful manufacture, distribution, dispensing, possession, or use of drugs or the abuse of drugs or alcohol in the performance of the contract.
- (4) I acknowledge and agree that:
 - (a) The award of the contract is conditional upon compliance with COMAR 21.11.08 and this certification:
 - (b) The violation of the provisions of COMAR 21.11.08 or this certification shall be cause to suspend payments under, or terminate the contract for default under COMAR 21.07.01.11 or 21.07.03.15, as applicable; and
 - (c) The violation of the provisions of COMAR 21.11.08 or this certification in connection with the contract may, in the exercise of the discretion of the Board of Public Works, result in suspension and debarment of the business under COMAR 21.08.06.

**K. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT
I FURTHER AFFIRM THAT:**

- (1) Except as validly contested, the business had paid, or has arranged for payment of, all taxes due to the State of Maryland and had filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Employment Security Administration, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final payment under any contract relating to this bid/proposal affidavit.
- (2) The business named above is a ____ sole proprietorship, ____ partnership, or ____ corporation formed under the laws of the State of Maryland
- (3) (For entities not formed under the laws of Maryland,) I further affirm that the business named above is registered in accordance with the Corporation and Associations Article, annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its current resident agent filed with the State Department of assessments and Taxation is:

NAME: _____

ADDRESS: _____

**L. CONTINGENT FEES
I FURTHER AFFIRM THAT:**

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of the contract.

M. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT this Affidavit is to be furnished to the Procurement Officer and may be distributed to units of: (1) the State of Maryland: (2) counties or other subdivisions of the State of Maryland: (3) other states: and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this Affidavit or any contract resulting from the submission of the accompanying bid or proposal shall be construed to supercede, amend, modify or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland

with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) the Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: _____

EIN or SS# _____

By: _____
(Authorized Representative and Affiant)

Solicitation name _____

Insurance Requirements

Contractor shall procure and maintain throughout the term of the contract policies of insurance from a carrier with an A.M. Best rating of “A-“ or better. Contractors shall furnish Chesapeake College with a Certificate of Insurance prior to commencing work to include coverage and minimum limits as follows:

Commercial General Liability

Form: Commercial General Liability including premises, on going & completed operations, personal injury & contractual liability.

Minimum Limits: \$1,000,000 per occurrence / \$2,000,000 aggregate

Endorsements: General aggregate applies per project/location
Waiver of subrogation in favor of Chesapeake College
Chesapeake College named as additional insured including premises/operations and completed operations – ISO endorsements CG 20 10 07 04 and CG 20 37 07 04 are acceptable (or their equivalent). Coverage to be primary and non-contributory in favor of additional insured.
30 days written notice by certified mail of reduction in coverage, cancellation or non-renewal in favor of Chesapeake College
There shall be no exclusion endorsement or modification of the Commercial General Liability form arising from pollution, explosion, collapse, property damage, completed operations, contractual construction work or work performed by underground liability, residential contractors.

Automobile Liability

Form: Commercial Automobile Liability providing liability coverage for owned, non-owned or hired automobiles

Minimum Limits: \$1,000,000 combined limit

Endorsements: 30 days written notice by certified mail of reduction in coverage, cancellation, or non-renewal in favor of Chesapeake College

Worker's Compensation & Employers' Liability

Form: Standard Policy naming Maryland as a covered State

Minimum Limits: Statutory worker's compensation benefits
Employers' Liability limits of \$500,000 / \$500,000 / \$500,000

Endorsements: Waiver of Subrogation in favor of Chesapeake College

30 days written notice by certified mail of reduction in coverage,
cancellation
or non-renewal in favor of Chesapeake College
Where applicable, U.S. Longshore & Harborworkers
Compensation Act endorsement

Insurance Requirements

Umbrella

Form:	Umbrella
Minimum Limits:	\$1,000,000 per occurrence / \$1,000,000 Aggregate
Endorsements: cancellation	30 days written notice by certified mail of reduction in coverage, or non-renewal in favor of Chesapeake College
Other:	Policy term to be concurrent with Commercial General Liability Policy and Automobile Liability Policy. Umbrella coverage must include as insureds all entities that are additional insureds on the Commercial General Liability (CGL)

Additional Coverages

Builder's Risk/Installation Floater (When required by contract)

Form:	Special form causes of loss including collapse and testing. No theft limitations should apply.
Minimum Limits:	On site limit no less than 100% of contractor's contract price Off site/transit limit no less than 10% of on site limit
Endorsements: cancellation	30 days written notice by certified mail of reduction in coverage, or non-renewal in favor of Chesapeake College Chesapeake College to be a Named Insured on policy
Other:	Coverage to terminate only upon final completion and acceptance of work by Chesapeake College

Environmental Liability/Pollution (When required by contract)

Form:	Pollution liability for on-site exposures. Coverage to include site clean-up.
Minimum Limits:	\$1,000,000 per occurrence / \$1,000,000 aggregate
Endorsements:	Chesapeake College to be additional insured Inclusion of lead, asbestos, mold and fungi as covered causes of loss 30 days written notice by certified mail of reduction in coverage, cancellation or non-renewal in favor of Chesapeake College

