

## Exhibit A

Notice: Tenant must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below prior to commencement of work.

The Tenant shall obtain, and maintain at all times during its performance of the Agreement, insurance of the types and in the amounts set forth. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and have an AM Best rating of A- VIII or better.

- a) Tenant shall email certificate that is compliant with the insurance requirements to [InsuranceCerts@pinellascounty.org](mailto:InsuranceCerts@pinellascounty.org). The Certificate(s) of Insurance shall be signed by authorized representatives of the insurance companies shown on the Certificate(s). **A copy of the endorsement(s) referenced in paragraph d) for Additional Insured shall be attached to the certificate(s) referenced in this paragraph.**
  - b) Approval by the County of any Certificate(s) of Insurance does not constitute verification by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate(s) of Insurance is in compliance with the requirements of the Agreement.
  - c) All policies providing liability coverage(s), other than professional liability and workers compensation policies, obtained by the Tenant and any sub-consultants to meet the requirements of the Agreement shall be endorsed to include Pinellas County, a Political Subdivision of the State of Florida as an Additional Insured.
  - d) If any insurance provided pursuant to the Agreement expires prior to the completion of lease, renewal Certificate(s) of Insurance and endorsement(s) shall be furnished by the Tenant to the County through [InsuranceCerts@pinellascounty.org](mailto:InsuranceCerts@pinellascounty.org) at least thirty (30) days prior to the expiration date.
- (1) Tenant shall also notify County within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, nonrenewal or adverse material change in coverage received by said Tenant from its insurer. Notice shall be given by certified mail to: Pinellas County, Risk Management 400 South Fort Harrison Avenue, Clearwater, FL 33756. Nothing contained herein shall absolve Tenant of this requirement to provide notice.
  - (2) Should the Tenant, at any time, not maintain the insurance coverages required herein, the County may terminate the Agreement.
- e) Each insurance policy and/or certificate shall include the following terms and/or conditions:
    - (1) The Named Insured on the Certificate of Insurance and insurance policy must match the entity's name that is signing the agreement with the County. If Tenant is a Joint Venture per Section A. titled Joint Venture of this Bid, Certificate of Insurance and Named Insured must show Joint Venture Legal Entity name and the Joint Venture must comply with the requirements of Section C with regard to limits, terms and conditions, including completed operations coverage.
    - (2) Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Tenant.
    - (3) The term County or Pinellas County shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
    - (4) The policy clause "Other Insurance" shall not apply to any insurance coverage currently held by County or any such future coverage, or to County's Self-Insured Retentions of whatever nature.
    - (5) All policies shall be written on a primary, non-contributory basis.

- (6) Any Certificate(s) of Insurance evidencing coverage provided by a leasing company for either workers compensation or commercial general liability shall have a list of covered employees certified by the leasing company attached to the Certificate(s) of Insurance. The County shall have the right, but not the obligation to determine that the Tenant is only using employees named on such list to perform work for the County. Should employees not named be utilized by Tenant, the County, at its option may stop work without penalty to the County until proof of coverage or removal of the employee by the Tenant occurs, or alternatively find the Tenant to be in default and take such other protective measures as necessary.
- (7) Insurance policies, other than Professional Liability, shall include waivers of subrogation in favor of Pinellas County from the Tenant and sub-contractors.
- f) The minimum insurance requirements and limits for this Agreement, which shall remain in effect throughout its duration and for two (2) years beyond final acceptance for projects with a Completed Operations exposure, are as follows:

(1) Workers' Compensation Insurance

Limit	Florida Statutory
Employers' Liability Limits	
Per Employee	\$ 500,000
Per Employee Disease	\$ 500,000
Policy Limit Disease	\$ 500,000

(2) Commercial General Liability Insurance including, but not limited to, Independent Contractor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury.

Limits	
Combined Single Limit Per Occurrence	\$ 1,000,000
Products/Completed Operations Aggregate	\$ 2,000,000
Personal Injury and Advertising Injury	\$ 1,000,000
General Aggregate	\$ 2,000,000

(3) Business Automobile or Trucker's/Garage Liability Insurance covering owned, hired, and non-owned vehicles. If the Tenant does not own any vehicles, then evidence of Hired and Non-owned coverage is sufficient. Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards, unless Tenant can show that this coverage exists under the Commercial General Liability policy.

Limit	
Combined Single Limit Per Accident	\$ 1,000,000

(4) Excess or Umbrella Liability Insurance excess of the primary coverage required in paragraphs (A), (B), and (C) above:

Limits	
Each Occurrence	\$1,000,000
General Aggregate	\$1,000,000

(5) Property Insurance Tenant must provide an evidence of property coverage covering the improvements and betterments in an amount equal to 100% of replacement value of building for the duration of the agreement. Property coverage form is special form including wind perils. Evidence of coverage must name Pinellas County as loss payee.