



## Insurance Requirements

Contra Costa Community College District requires the provision of insurance certification demonstrating the following coverage:

Provide certificates of insurance and original endorsements as follows:

**General Liability Insurance** with limits of liability of \$2 Million General Aggregate and \$1 Million each occurrence – combined single limit for bodily injury and property damage;

**Automobile Liability Insurance** on an occurrence basis covering owned, scheduled, hired, and non-owned automobiles used in behalf of the Service Provider with limit of liability for \$1 Million each accident;

**Workers Compensation Insurance** (if applicable) with liability limits of \$1 Million and other limits as required under California Law;

**Errors & Omissions Insurance** (if applicable) on an occurrence basis covering work done or to be done by or on behalf of the Service Provider in the amount of \$1 Million;  
Any deductible under this policy of insurance required in this agreement shall be the Service Provider's liability.

**Additional Insured 2<sup>nd</sup> Page Endorsement** (verbiage): "The District, their officers, employees, representatives, volunteers, and agents shall be covered as additional insured"  
If the District is damaged by the failure of Service Provider to provide and maintain the required insurance, the Service Provider shall pay the District for all such damages.

Insurance Certificates should be sent to:

Contra Costa College  
2600 Mission Bell Dr.  
San Pablo, CA 94806  
Business Services SAB-208  
ATTN: Jacqueline Lopez

Electronically transmitted documents are also accepted and can be faxed or e-mailed to:

Jacqueline Lopez  
Fax: 510-236-6768  
E-mail: [jlopez@contracosta.edu](mailto:jlopez@contracosta.edu)