

**TOWN OF GUILFORD
RFP #2-1617
AUDITING SERVICES
Wednesday January 18, 2017**

ADDENDUM 1

1. **CLARIFICATION: Insurance Requirements:** Attached is the revised/updated insurance requirements for RFP #2-1617:

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Town of Guilford
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Insurance Requirements

Provider shall agree to maintain in force at all times during the contract the following minimum coverages and shall name the Town of Guilford as an Additional Insured on a primary and non-contributory basis to all policies except Workers Compensation and Professional Liability. All policies except Professional Liability should also include a Waiver of Subrogation. Insurance shall be written with Carriers approved in the State of Connecticut and with a minimum AM Best's Rating of "A-" VIII. In addition, all Carriers are subject to approval by the Town of Guilford.

		(Minimum Limits)
General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
Auto Liability	Combined Single Limit	
	Each Accident	\$1,000,000
Professional Liability	Each Claim or Each Occurrence	\$2,000,000
	Aggregate	\$2,000,000

If any policy is written on a "Claims Made" basis, the policy must be continually renewed for a minimum of two (2) years from the completion date of this contract. If the policy is replaced and/or the retroactive date is changed, then the expiring policy must be endorsed to extend the reporting period for claims for the policy in effect during the contract for two (2) years from the completion date.

Workers' Compensation and Employers' Liability	WC Statutory Limits	
	EL Each Accident	\$500,000
	EL Disease Each Employee	\$500,000
	EL Disease Policy Limit	\$500,000

Original, completed Certificates of Insurance must be presented to the Tow of Guilford prior to contract issuance. Provider agrees to provide replacement/renewal certificates at least 60 days prior to the expiration date of the policies.