

Additional Questions & Responses

1. The minimum requirement for insurance is not completed in the Master Agreement sample. Since we cannot agree to maintain a level of insurance that is not defined, could the District provide the insurance coverage requirements?
 - a. Typical insurance requirements are as shown below.

B. Minimum Scope and Limits of Insurance: Coverage shall be at least as broad as the following scopes and limits:

1. **Commercial General Liability.** Two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to each project/location or the general aggregate limit shall be twice the required occurrence limit.
2. **Commercial Automobile Liability, Any Auto.** One million dollars (\$1,000,000) per accident for bodily injury and property damage.
3. **Workers' Compensation Liability.** For all of the Architect's employees who are subject to this Agreement and to the extent required by the applicable state or federal law, Architect shall keep in full force and effect, a Workers' Compensation policy. Architect shall provide an endorsement that the insurer waives the right of subrogation against the District and its respective elected officials, officers, employees, agents, representatives, consultants, trustees, and volunteers.
4. **Employers' Liability.** For all of the Architect's employees who are subject to this Agreement, Architect shall keep in full force and effect, an Employment Practices Liability policy. That policy shall provide employers' liability coverage with minimum liability coverage of one million dollars (\$1,000,000) per occurrence. Architect shall provide an endorsement that the insurer waives the right of subrogation against the District and its respective elected officials, officers, employees, agents, representatives, consultants, trustees, and volunteers.
5. **Professional Liability.** This insurance shall cover the prime design professional and his/her consultant(s) on a Claims Made basis for two million dollars (\$2,000,000) aggregate limit subject to no more than twenty-five thousand dollars (\$25,000) per claim deductible, coverage to continue through completion of construction plus two (2) years thereafter.

C. The District reserves the right to modify the limits and coverages described herein.

2. The RFQP states that there is a 12 page limit, but asks for a detailed scope and explanation of lump sum cost that would most likely be sparse if the page limit is followed. Is there any leniency in the page limit or level of detail requested?
 - a. Any items related to fees and any explanations regarding fees will not be included in the 12 page limit.
3. Given that this is a digital submission, is the RFQP's guideline of tab divider pages still applicable?
 - a. While you can include dividers; you are not required to include in your submission.
4. Given that this is a digital submission, is an original company seal on the Worker's Comp form still applicable?
 - a. Original company seal is not required as part of the electronic submission.