



**CITY OF PRESCOTT  
RECREATION SERVICES DEPARTMENT**

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REQUEST FOR PROPOSAS  
ANNUAL PRESCOTT, AZ – 4<sup>TH</sup> OF JULY EVENT  
EVENT PLANNING & IMPLEMENTATION

Addendum No. 1      October 20, 2016

This is an addendum to the Request for Proposals for the annual 4<sup>th</sup> of July event. This addendum outlines insurance requirements specific to this event. **This replaces the insurance requirements listed in the original Request for Proposals.**

**Insurance Requirements** – Vendor shall provide coverage with limits of liability not less than those stated below. An excess liability policy or umbrella liability policy may be used to meet the minimum liability requirements provided that the coverage is written on a following form basis.

**a. Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage and broad form contractual liability coverage.

- General Aggregate  
\$2,000,000
- Products – Completed Operations Aggregate  
\$1,000,000
- Personal and Advertising Injury  
\$1,000,000
- Each Occurrence  
\$1,000,000
- Fire Legal Liability (Damage to Rented Property)  
\$300,000

The policy shall be endorsed to include the following additional insured language:  
**"The City of Prescott shall be named as an additional insured with respect to any and all liability arising out of the activities performed by, or on behalf of the Vendor, on the dates set forth in the contract."**

The City shall be provided Certificates of Insurance and Endorsements for each insurance policy as required under this contract. Said Certificates and Endorsements must be forwarded to the City of Prescott, Risk Management Division, 221 S. Cortez, Prescott, Az. 86303 at least eight (8) weeks prior to the event.

**b. Pyrotechnics-**

Vendor shall provide additional coverage if pyrotechnics/fireworks will be utilized as follows:

\$1,000,000/\$2,000,000 General Liability  
\$10,000,000 excess liability or umbrella liability policy

The policy shall be endorsed to include the following additional insured language:  
**“The City of Prescott shall be named as additional insured with respect to any and all liability arising out of the activities performed by, or on behalf of the Vendor, on the dates set forth in the contract.”**

The City shall be provided Certificates of Insurance and Endorsements for each insurance policy as required under this contract. Said Certificates and Endorsements must be forwarded to the City of Prescott, Risk Management Division, 221 S. Cortez, Prescott, Az. 86303 at least eight (8) weeks prior to the event.

**c. Inflatables**

Vendor shall supply additional insurance coverage, if inflatables are to be utilized, as follows:

\$1,000,000/\$2,000,000 General Liability  
\$5,000,000 excess liability or umbrella liability policy

The policy shall be endorsed to include the following additional insured language:  
**“The City of Prescott shall be named as additional insured with respect to any and all liability arising out of the activities performed by, or on behalf of the Vendor, on the dates set forth in the contract.”**

The City shall be provided Certificates of Insurance and Endorsements for each insurance policy as required under this contract. Said Certificates and Endorsements must be forwarded to the City of Prescott, Risk Management Division, 221 S. Cortez, Prescott, Az. 86303 at least eight (8) weeks prior to the event.

**d. Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and non-owned vehicles used in the performance of this Agreement.

Combined Single Limit (CSL) \$1,000,000

The policy shall be endorsed to include the following additional insured language: **"The City of Prescott shall be named as an additional insured with respect to liability arising out of the activities performed by, or on behalf of the Vendor, including automobiles owned, leased, hired or borrowed by the Vendor"**.

**e. Worker's Compensation and Employers' Liability**

Workers' Compensation	Statutory
Employers' Liability	
Each Accident	\$500,000
Disease – Each Employee	\$500,000
Disease – Policy Limit	\$500,000

**f.** Policy(ies) shall contain a **waiver of subrogation** against the City of Prescott for losses arising from work performed, and activities provided, by or on behalf of the Vendor.

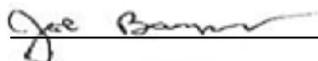
All insurance required pursuant to this Agreement must be written by an insurance company authorized to do business in the State of Arizona, to be evidenced by a Certificate of Authority as defined in A.R.S. 20-217.

Prior to commencing work under this Agreement, the Vendor shall provide City with evidence that it is either a “self-insured employer” or a “carrier insured employer” for Workers’ Compensation as required by A.R.S. §23-901 et seq., or that it employs no persons subject to the requirement for such coverage.

**CLARIFICATION: The City will consider negotiating a multi-year contract with the successful proposer**

**-End-**

City of Prescott, Recreation Services



Joe Baynes, Recreation Services Director