

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



DEPARTMENT OF FINANCE
Cecelia H. Stowe, CPPO, C.P.M.
Purchasing Director

October 11, 2017

ADDENDUM NO. 1

INVITATION FOR BID: #17-1518-9EAR

SUBJECT: Annual Contract for Number 2 Ultra Low Sulfur Diesel Fuel

Gentlemen/Ladies:

Please make the following changes, corrections, additions or deletions to the above referenced Invitation for Bid:

This IFB and any addenda are available on the County of Henrico website at: <http://henrico.us/finance/divisions/purchasing/>. To receive an email copy of this document please contact ros074@henrico.us.

Please Replace Attachment C, Insurance Specifications pages 32-33 with the attached Revised Attachment C, Insurance Specifications pages 32- 33.

Please acknowledge the receipt of Addendum No. 1 dated October 11, 2017 with your Bid Form when returning your bid package. If your Bid package has already been mailed, please return this addendum under separate cover referencing the IFB number, due date and time on the outside of the envelope. **Failure to acknowledge this addendum may result in your bid being declared non-responsive.** All other general terms, conditions and specifications shall remain the same.

Unless otherwise changed by an addendum, all other information will remain the same.

Signature

Printed Name

Company Name

Date

Very truly yours,

Cecelia H. Stowe, CPPO, C.P.M.
Purchasing Director

Eric Rosen
Procurement Analyst
804-501-5639
ros074@henrico.us

REVISED ATTACHMENT C

INSURANCE SPECIFICATIONS
COUNTY OF HENRICO

The following insurance coverage and limits are required in order to provide services or materials to Henrico County general government agencies and the public schools. These limits may be adjusted depending on the type of service or materials being provided and the exposure to risk. If you or your insurance agent has questions regarding these requirements, please do not hesitate to contact the Risk Manager at 501-5661.

The Successful Offeror shall carry Public Liability Insurance in the amount specified below, including contractual liability assumed by the Successful Offeror, and shall deliver a Certificate of Insurance from carriers acceptable to the owner specifying such limits. **Individual Certificates shall be provided, and show each respective County named as additional insured for the Commercial General Liability and Excess/Umbrella Liability coverage.** The coverage shall be provided by a carrier(s) rated "Excellent" by A.M. Bests. In addition, the insurer shall agree to give the County 30 days' notice of its decision to cancel coverage.

Workers' Compensation

Statutory Virginia Limits

Employers' Liability Insurance - \$100,000 for each Accident by employee
 \$100,000 for each Disease by employee
 \$500,000 policy limit by Disease

Commercial General Liability - Combined Single Limit

\$1,000,000 each occurrence including contractual liability for specified agreement
 \$2,000,000 General Aggregate (other than Products/Completed Operations)
 \$2,000,000 General Liability-Products/Completed Operations
 \$1,000,000 Personal and Advertising injury
 \$ 100,000 Fire Damage Legal Liability
 Coverage must include Broad Form property damage and (XCU) Explosion, Collapse and Underground Coverage

Business Automobile Liability – including owned, non-owned and hired car coverage

Combined Single Limit - \$1,000,000 each accident

Excess/Umbrella Liability \$1,000,000 per occurrence

NOTE 1: Contractual Liability covers the following indemnity agreement: "The Successful Offeror agrees to indemnify, defend and hold harmless the County of Henrico including Henrico Public County Schools, Hanover County including the Hanover County School Board, their officers, agents and employees from any claims, damages, suits, actions, liabilities and costs of any kind or nature, including attorneys' fees, arising from or caused by the provision of any services, the failure to provide any services or the use of any services or materials furnished (or made available) by the Successful Offeror, provided that such liability is not attributable to the County's sole negligence."

NOTE 2: The classification code numbers appearing on the Commercial General Liability coverage parts shall not exclude the symbols "X-C-U".

NOTE 3: The intent of this insurance specification is to provide the coverage required and the limits expected for each type of coverage. With regard to the Business Automobile Liability and Commercial General Liability, the total amount of coverage can be accomplished through any combination of primary and excess/umbrella insurance. However, the total insurance protection provided for Commercial General Liability or for Business Automobile Liability, either individually or in combination with the Excess/Umbrella Liability, must total \$1,000,000 per occurrence. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded the Counties Henrico, including Henrico County Public Schools, and Hanover, including the Hanover County School Board. The policy shall be endorsed to be primary with respect to the additional insured.

NOTE 4: The certificate holder on the Accord form shall be:

County of Henrico, Virginia
Department of Risk Management
P. O. Box 90775
Henrico, VA 23273-0775

County of Hanover, Virginia
Department of Finance and Management Svcs.
Purchasing Division
P. O. Box 470
Hanover, VA 23069-0470

Form MCS-90 must be attached to the automobile policy

Firms located outside of Virginia must have a “Sudden and Accidental Pollution Coverage” endorsement added to their auto policy.

An endorsement for “Wrongful Delivery of Liquid Products”