

City of Hartford – Minimum Insurance Requirements

****Effective 01/01/2020 for any NEW contract and at renewal and/or extension for any EXISTING contract****

Contractor/Vendor shall agree to maintain in force at all times during the contract the following minimum coverage and shall name the City of Hartford as an Additional Insured on a primary and non-contributory basis to all policies except Workers Compensation. All policies 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. The City’s Risk Manager may waive certain provisions or increase liability limits at his or her discretion. In addition, all carriers are subject to approval by the City of Hartford and the Hartford Board of Education.

		(Minimum Limits)
General Liability	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
	Abuse & Molestation ⁽¹⁾	\$1,000,000
Auto Liability	Combined Single Limit	\$1,000,000
	Each Accident	
	Including Endorsements:	
	<ul style="list-style-type: none"> • MCS-90 ⁽²⁾ • Pollution Liability (CA9948) ⁽²⁾ 	
Umbrella (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Pollution Liability ⁽³⁾	Each Claim or Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Cyber Liability/ Data Breach ⁽⁴⁾	Each Incident	\$1,000,000
	Aggregate	\$1,000,000
Professional Liability ⁽⁵⁾	Each Claim Or Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Workers’ Compensation and Employers’ Liability	WC Statutory Limits	
	EL Each Accident	\$1,000,000
	EL Disease Each Employee	\$1,000,000
	EL Disease Policy Limit	\$1,000,000

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.

Original, completed Certificates of Insurance (COI) must be presented to the City of Hartford at contract issuance. Vendor agrees to provide replacement/renewal certificates prior to the expiration date of the policies.

Email COI’s to: COHRisk@Hartford.gov and reference your Vendor and/or PO Number for quicker service.

Notes

- (1) If contractor/vendor will be working with children or serving youth under the age of 21 Abuse and Molestation coverage must be included.
- (2) If Pollution Liability is required, the MCS-90 & CA9948 endorsements must be included.
- (3) If Pollution exposure exists, Pollution Liability must be included.
- (4) If Cyber Liability exposure exists, Cyber/Data Breach must be included.
- (5) If Professional Liability exposure exists, Professional Liability must be included.