Agreement: Four (4) copies MUST be signed by the Contractor’s Authorized Officer; Send back ALL copies for contract execution by the University and CSU General Counsel; Executed copy will be sent back to Contractor with Notice to Proceed.

Scope Of Work: Written by the University Project Manager or University Consultant. Approved by University Officers.

Certificate Of Insurance: To be evaluated by University PW Contracts Administrator in compliance with Contract General Conditions, Article 4.06.

Acceptability of Insurers: AM Best’s rating A VII documentation, GC Article 4.06, (5)

General Liability Insurance: General Aggregate = $2 Mil; Each Occurrence = $1 Mil; GC Article 4.06 (4)

Automobile Liability Insurance: Each Accident = $1 Mil; Any Auto must be covered; GC Article 4.06 (4)

Insurance Provisions: Additional Endorsement coming from insurance provider should read: “The State of California, the Trustees of the California State University, The University, their officers, employees, representatives, volunteers, and agents shall be covered as additional insured.” GC Article 4.06 (3)

Workman’s Compensation: Liability limits = $1 Mil; Insurance Provider should rank AM Best A: VII rating, GC Article 4.06

Performance Bonds: For Contracts $100,000 and above; MUST be signed and sealed by Contractor and Bond Company; At 100% of awarded contract price; GC Article 3.03

Payment Bonds: For Contracts $5,000 and above; MUST be signed and sealed by Contractor and Bond Security Company; At 100% of awarded contract price; GC Article 3.03

Drug-Free Workplace Certification: MUST be signed by Contractor’s authorized company officer. (Government Code Sections 8355, 8356, and 8357)

Non-Discrimination Compliance: MUST be signed by Contractor’s authorized company officer. (Government Code Section 12900)

Vendor Data Record: MUST be signed by Contractor’s authorized company officer. (IRS W-9 / SUAM 9780.03)

Submitted by: __________________ Date: ____________

Reference:
Contract General Conditions
Minor Capital Outlay Projects
SUAM (6/03) Appendix D; Sec 9780.03
SJSU(Rev.7/22/09)

QUICK LINK (CSU Forms)
http://www.calstate.edu/cpdc/Suam/Appendices/Appendix_D.shtml