

INSURANCE REQUIREMENTS FOR CATERERS, VENDORS, & EXTERNAL PROVIDERS

Vendor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Vendor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Vendor's bid. The Vendor, prior to commencing work, shall provide at his own expense, proof of the following insurance coverage required by the contract to the University in insurance companies authorized in the State of Louisiana. Insurance is to be placed with insurers with an A.M. Best's rating of A-VI or higher. This rating requirement may be waived for worker's compensation coverage only.

A. Worker's Compensation and Employers Liability: Worker's Compensation limits as required by the Labor Code of the State of Louisiana and Employers Liability coverage. Employers Liability is included with a minimum of \$1,000,000 per accident/per disease/per employee. If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included. The insurer shall agree to waive all rights of subrogation against the University, its officers, officials, employees, and volunteers for losses arising from work performed by the Vendor for the University.

B. Commercial General Liability: Commercial General Liability Insurance, including Personal and Advertising Injury Liability, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general annual aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage from CG 00 01 (*current form approved for use in Louisiana*), or equivalent, is to be used in the policy. *Claims-made form* is unacceptable. The policies are to contain, or be endorsed to contain, that the University, its officers, officials, employees, Boards and Commissions and volunteers are to be added as "additional insureds" as respects liability arising out of activities performed by and on behalf of the Vendor; products and completed operations of the Vendor; premises owned, occupied or used by the Vendor.

C. Automobile Liability: \$1,000,000 combined single limit per accident, for bodily injury and property damage. The policy shall provide coverage for owned, hired, and non-owned coverage. If an automobile is to be utilized in the execution of this contract, and the Vendor does not own a vehicle, then proof of hired and non-owned coverage is sufficient.

C. An Umbrella Policy may be used to meet minimum requirements.

Any deductibles or self-insured retentions must be declared to and approved by the University. At the option of the University, either: the insurer shall reduce or eliminate such deductibles or self insured retentions as respects the University, its officers, officials, employees and volunteers; or the Vendor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.