

Insurance Certificate Requirements

Insurance certificates must be e-mailed along with the vendor/supplier packet. The certificate holder should be listed as follows and all of the following contract numbers for each location must be identified on each insurance certificate.

Certificate Holders shall be:

American Water Enterprises, LLC
American Water Operations and Maintenance, LLC
American Water Military Services, LLC
1 Water Street
Camden, NJ 08102

U.S. Government
8725 John J Kingman,
STP 10400
Fort Belvoir: VA 22060-6222

Fort Johnson: SP0600-08-C8257
Fort Belvoir: SP0600-09-C-8257
Fort Meade: SP0600-08-C-8256
Fort A.P. Hill: SP0600-07-C-8254
Fort Cavazos: SP0600-08-C-8250
Fort Leavenworth: SP0600-22-C-8341
Fort Novosel: SP0600-03-C-8268
Joint Base San Antonio: SP0600-19-C8325

Joint Base Lewis-McChord: SP0600-20-C-8330
Fort Sill: DABK35-03-C-0005
Hill Air Force Base: SP0600-14-C-8290
Mayport Naval Station: SP0600-22-C-8343
Picatinny Arsenal: SP0600-14-C-8292
Scott Air Force Base: SP0600-07-C-8253
Vandenberg Space Force Base: SP0600-15-C-8302
Wright-Patterson Air Force Base: SP0600-17-C-8322
Fort Leonard Wood: SP0600-18-C-8324
West Point: SP0600-19-C-8327

1. The certificates should identify coverage for General Liability, Automobile, Workers' Comp (Employers Liability), and Excess/Umbrella Coverage.
 - As a general guide, the following insurance limits are required for all on-site work: \$1M General Liability with a **\$2M General Aggregate**, **\$1M Automobile**, **State-required Workers Compensation**, and **Excess/Umbrella Liability Coverage**, this coverage amount is determined by the type and scope of services performed (as listed below).

2. 30 Day Notification of Cancellation Provision and notification for significant changes in coverage or non-payment of premium. Below are examples of the type and scope of services that may be performed and their associated insurance requirements (each RFP/scope of services will include confirmation of its unique insurance requirements):
 - **Major Construction:** This type of work includes; Construction/renovation, concrete building related, boiler install & repair, large lift station/pump station construction/renovation; painting and sandblasting water tanks, hoisting and scaffolding; roofing (< 1000 sq ft), foundations, elevator repair & inspection, design-build projects and when hazardous equipment such as cranes, boom trucks, etc are used.
 - **Services:** This type of work includes equipment maintenance & repair, installation of new pipe, mains, meters, fire hydrants; demolition, excavation; masonry, asphalt & concrete paving; welding, point repairs, SCADA (ground level), utility locating, VAC truck services, crane maintenance, new generator parts and installation, crane maintenance, divers, electrical, HVAC (with crane)/Plumbing/Mechanical work for exterior/interior renovations that are short term in nature.
 - **Facility Maintenance & Operations:** This type of work includes pump install & repair without crane, landscaping, maintenance, carpentry, painting, janitorial, calibration & testing, HVAC inspections and install (without crane), locksmith, telecommunications, on site training, and all other services requiring entry or delivery to or from company properties.
 - **Architects, Design Engineers or Software Design:** This type of work includes engineering, architectural, SCADA system design & maintenance, surveying and inspection services including design and/or site services. It also applies to software design.
 - **Other Professional Contractors or Consultants:** This type of work includes mapping/GIS, hydraulic modeling, leak detection, work with no plans for construction, and all other consultation services.
 - **Hazardous Remediation:** This type of work includes asbestos, chemical spill and fuel tank removal.
 - **Hazardous/Semi Hazardous:** This type of work includes chemical suppliers and suppliers of fuels, fuel oil, aggregates and other hazardous substances and other global delivery service organizations.

Umbrella, Professional, Pollution, and Liability Requirements

Product or Services	Umbrella Liability	Professional	Pollution
Major Construction	\$9M		
Services	\$4M		
Facility Maintenance & Ops	\$1M		
Engineers & Architects	\$1M	\$5M	
Professional Services	\$1M	\$1M	
Hazardous Remediation	\$4M		\$5M
Hazardous Materials	\$4M		\$5M
Semi-Hazardous	\$4M		\$1M