

INSURANCE ADDENDUM

1. **Required Documentation:** Note that we must have a copy of each of these documents no later than **ten (10) days** after entering a contract for services, **before** Contractor can begin performing services, and **before** payment will release for any performed service(s):

2. **Required Insurance:** Tier 1 Contractors must provide **proof of all required insurance** by a company possessing an A.M. Best rating of A- or better, including a certificate of insurance naming Transblue LLC and Client as additional insureds and certificate holders, as follows:
 - a) **Tier 1 General Commercial Liability:**
\$ 1,000,000
Bodily Injury and Property Damage Limits, Per Project Aggregate, naming as Additional Insureds:
 - i. Transblue LLC (TB) 7601 Olympic View Drive #6158, WA 98026
 - ii. The insurance **must be primary, and not excess or contributing** with any other insurance or self-insurance maintained by TB, except for the 'sole negligence' of TB, and there shall be **no right of subrogation** against TB's/Client's insurance.

 - b) **Tier 1 Auto Insurance-Symbol 1, or 7, 8 & 9 {Owned Scheduled, Hired/Borrowed or Non-Owned}:**
\$1,000,000
Bodily Injury and Property Damage-Combined Single Limit, naming as Additional Insured's:
 - i. Transblue LLC (TB) 7601 Olympic View Drive #6158, WA 98026
 - ii. Client
 - iii. The insurance **must be primary**, and not excess or contributing with any other insurance or self-insurance maintained by TB, except for the 'sole negligence' of TB, and there shall be **no right of subrogation** against TB's/Client's insurance.

 - c) **Worker's Compensation:**
\$100,000

Statutory Limits; Employer Liability Limits, and there shall be no right of subrogation against TB's/Client's insurance.

 - d) **Tier 1 Umbrella:**
\$2,000,000
Umbrella Limit, naming as Additional Insureds:
 - i. Transblue LLC, 7601 Olympic View Drive #6158, WA 98026
 - ii. The insurance must **be primary, and not excess or contributing** with any other insurance or self-insurance maintained by TB, except for the 'sole negligence' of TB, and there shall be **no right of subrogation** against TB's/Client's insurance.

e) **The following wording is required on the Certificate of Liability Insurance:**

- i. ***Transblue (TB,) Property Owners, TB' customers and all respective directors, officers, employees, agents, subsidiaries, divisions, affiliates and successors are named as Additional Insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by the acts or omissions of either you or the additional insureds.***
- ii. (Please SEE EXAMPLE CERTIFICATE attached)

f) **Other Required Forms:** You must immediately provide completed copies of the following forms, ***unless*** you provided the information previously ***and*** the information has not changed since the earlier submission:

- i. IRS Form W—9
- ii. Signed Contract
- iii. I-9 Form/Immigration Compliance
- iv. MWBE Survey with certification