

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2017-0472

Innoprise Contract #: C17-0088

Year: 2017

Amount: \$23,997.00

Department: Building Maintenance - Dennis Wokurka

Contract Type: Small Construction/Installation

Contractors Name: Carpet Interiors, Inc.

Contract Description: Tile Installation at Franklin Loebe Center

MAYOR
Keith Pekau

VILLAGE CLERK
John C. Mehalek

14700 S. Ravinia Avenue
Orland Park, IL 60462
708.403.6100
OrlandPark.org



TRUSTEES

Kathleen M. Fenton
James V. Dodge
Patricia A. Gira
Carole Griffin Ruzich
Daniel T. Calandriello
Michael F. Carroll

July 25, 2017

Mr. Mike Potempa
Carpet Interiors, Inc.
50 Orland Square Drive
Orland Park, Illinois 60462

NOTICE TO PROCEED – Tile Installation Franklin Loebe Center

Dear Mr. Potempa:

This notification is to inform you that the Village of Orland Park has received all necessary documents in order for work to commence on the above stated project.

Please contact Dennis Wokurka at 708-403-6374 with regard to the specific work.

The Village has processed Purchase Order #17-002117 for this contract and faxed this to your company. It is imperative that this number on the Purchase Order be noted on all invoices, correspondence, etc. All invoices should be sent directly to the Accounts Payable Department at 14700 S. Ravinia Ave. Orland Park, IL 60462 or emailed to accountspayable@orlandpark.org. Also, your final invoice for this contract should state that it is the final invoice pertaining to that Purchase Order.

For your records, I have enclosed one (1) original executed contract dated July 7, 2017 in an amount not to exceed Twenty Three Thousand Nine Hundred Ninety-Seven and No/100 (\$23,997.00) Dollars. If you have any questions, please call me at 708-403-6173.

Sincerely,


Denise Domalewski
Purchasing & Contract Administrator

Encl:

CC: Dennis Wokurka

MAYOR
Keith Pekau

VILLAGE CLERK
John C. Mehalek

14700 S. Ravinia Avenue
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July 7, 2017

Mr. Mike Potempa
Carpet Interiors, Inc.
50 Orland Square Drive
Orland Park, Illinois 60462

NOTICE OF AWARD – Tile Installation Franklin Loebe Center

Dear Mr. Potempa:

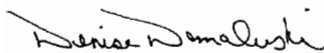
This notification is to inform you that on July 5, 2017, the Village of Orland Park Board of Trustees approved awarding Carpet Interiors, Inc. the contract in accordance with the bid you submitted dated June 22, 2017, for Tile Installation – Franklin Loebe Center for an amount not to exceed Twenty Three Thousand Nine Hundred Ninety-Seven and No/100 (\$23,997.00) Dollars.

In order to begin this project, you must comply with the following within ten business days of the date of this Notice of Award, which is by July 21, 2017.

- Attached is the Contract for *Tile Installation – Franklin Loebe Center*. Please sign two (2) copies and return them both directly to me. I will obtain signatures to fully execute the Contract and one original executed Contract will be returned to you.
- Please submit a Certificate of Insurance from your insurance company in accordance with all of the Insurance Requirements listed and agreed to in the bid at minimum and endorsements for a) the additional insured status, b) the waiver of subrogation for General Liability and c) the waiver of subrogation for Workers Compensation.

Deliver this information directly to me, Denise Domalewski, Purchasing & Contract Administrator, at Village Hall located at 14700 S. Ravinia Ave., Orland Park, IL 60462. The signed Contracts, Insurance Certificate and Endorsements are required to be in place and received at my office prior to the commencement of work on this project. You will be issued a Notice to Proceed letter and a purchase order when you are in full compliance with this process. Failure to comply with these conditions within the time specified will entitle the Village to consider your bid abandoned and to annul this Notice of Award. If you have any questions, please do not hesitate to call me at 708-403-6173 or e-mail me at ddomalewski@orlandpark.org.

Sincerely,



Denise Domalewski
Purchasing & Contract Administrator

cc: Dennis Wokurka



ORLAND PARK

Floor Tile Installation at Franklin Loebe Center
(Contract for Small Construction or Installation Project)

This Contract is made this **7th day of July, 2017** by and between THE VILLAGE OF ORLAND PARK (hereinafter referred to as the "VILLAGE") and CARPET INTERIORS, INC. (hereinafter referred to as the "CONTRACTOR").

WITNESSETH

In consideration of the promises and covenants made herein by the VILLAGE and the CONTRACTOR (hereinafter referred to collectively as the "PARTIES"), the PARTIES agree as follows:

SECTION 1: THE CONTRACT DOCUMENTS: This Contract shall include the following documents (hereinafter referred to as the "CONTRACT DOCUMENTS") however this Contract takes precedence and controls over any contrary provision in any of the CONTRACT DOCUMENTS. The Contract, including the CONTRACT DOCUMENTS, expresses the entire agreement between the PARTIES and where it modifies, adds to or deletes provisions in other CONTRACT DOCUMENTS, the Contract's provisions shall prevail. Provisions in the CONTRACT DOCUMENTS unmodified by this Contract shall be in full force and effect in their unaltered condition.

The Contract

The Terms and General Conditions pertaining to the Contract

The VILLAGE'S Project Manual for the Work as described in Section 2 hereunder

- o The Invitation to Bid issued June 9, 2017
- o The Instructions to the Bidders – ITB #17-025

The Bid Proposal as it is responsive to the VILLAGE's bid requirements

Affidavit of Compliance

Certificates of Insurance

SECTION 2: SCOPE OF THE WORK AND PAYMENT: The CONTRACTOR agrees to provide labor, equipment and materials necessary to perform the following:

Furnish and install new Vinyl Composition Tile at the Franklin Loebe Center (FLC), 14650 S. Ravinia Ave., Orland Park, Illinois

(hereinafter referred to as the "WORK") as described in the VILLAGE'S Project Manual (Exhibit C - Specifications) and the VILLAGE agrees to pay the CONTRACTOR pursuant to the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 et seq.) the following amounts for the WORK:

Location	Material	Labor	Total
UPPER LEVEL BA STATION	\$1,399.00	\$2,701.00	\$ 4,100.00
UPPER LEVEL ROOM 102 with CLOSET	\$1,200.00	\$1,900.00	\$ 3,100.00
UPPER LEVEL ROOM 105	\$ 999.00	\$2,000.00	\$ 2,999.00
UPPER LEVEL ROOM 114	\$ 999.00	\$2,000.00	\$ 2,999.00
UPPER LEVEL ROOM 117	\$ 999.00	\$2,000.00	\$ 2,999.00
LOWER LEVEL ROOM 109 & SMALL HALLWAY	\$1,800.00	\$3,400.00	\$ 5,200.00
LOWER LEVEL HALLWAY (outside Room 109)	\$ 920.00	\$1,680.00	\$ 2,600.00

TOTAL: an amount not to exceed Twenty Three Thousand Nine Hundred Ninety-Seven and No/100 (\$23,997.00) Dollars

(hereinafter referred to as the "CONTRACT SUM"). The CONTRACT SUM shall not be increased without the express written consent of the VILLAGE.

10% retention will be withheld for this project. When final acceptance is obtained the retention will be released in its entirety.

SECTION 3: ASSIGNMENT: CONTRACTOR shall not assign the duties and obligations involved in the performance of the WORK except to the list of Subcontractors approved by the Village, which approval shall not be unreasonably withheld.

SECTION 4: TERM OF THE CONTRACT: The CONTRACTOR shall commence the WORK of this Contract upon receipt of a Notice to Proceed and shall complete performance of the WORK of this Contract by August 17, 2017, without exception, (hereinafter referred to as the "CONTRACT TIME"). Failure to meet the CONTRACT TIME shall be considered an occasion of default under the CONTRACT DOCUMENTS. The CONTRACT TIME shall not be increased without the express written consent of the VILLAGE. Final payment shall be made by the VILLAGE upon inspection of the WORK, completion of any punch list items and after receipt of final release and waiver of liens in accordance with the requirements of the CONTRACT DOCUMENTS. This Contract may be terminated by the VILLAGE for convenience or by either of the PARTIES for default in the performance of the duties of the PARTIES as described in the CONTRACT DOCUMENTS upon thirty (30) day's written notice provided as required herein.

SECTION 5: INDEMNIFICATION AND INSURANCE: The CONTRACTOR shall defend, indemnify and hold harmless the VILLAGE, its trustees, officers, directors, agents, employees and representatives and assigns, from lawsuits, actions, costs (including attorneys' fees), claims or liability

of any character, incurred due to the alleged negligence of the CONTRACTOR, brought because of any injuries or damages received or sustained by any person, persons or property on account of any act or omission, neglect or misconduct of said CONTRACTOR, its officers, agents and/or employees arising out of, or in performance of any of the provisions of the CONTRACT DOCUMENTS, including any claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the VILLAGE, its trustees, officers, directors, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The CONTRACTOR shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

The Contractor shall not make any settlement or compromise of a lawsuit or claim, or fail to pursue any available avenue of appeal of any adverse judgment, without the approval of the Village and any other indemnified party. The Village or any other indemnified party, in its or their sole discretion, shall have the option of being represented by its or their own counsel. If this option is exercised, then the Contractor shall promptly reimburse the Village or other indemnified party, upon written demand, for any expenses, including but not limited to court costs, reasonable attorneys' and witnesses' fees and other expenses of litigation incurred by the Village or other indemnified party in connection therewith.

The indemnification obligation under this paragraph shall not be limited in any way by any limitations on the amount or type of damages, compensation or benefits payable by or for the benefit of Subcontractor or any indemnities under any Worker's Compensation Act, Occupational Disease Act, Disability Benefits Act, or any other employee benefits act. The Subcontractor further agrees to waive any and all liability limitations based upon the Worker's Compensation Act court interpretations or otherwise.

Execution of this Contract by the VILLAGE is contingent upon receipt of Insurance Certificates provided by the CONTRACTOR in compliance with the CONTRACT DOCUMENTS.

SECTION 6: COMPLIANCE WITH LAWS: CONTRACTOR agrees to comply with all federal, state and local laws, ordinances, statutes, rules and regulations including but not limited to all applicable provisions of the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.) and the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.)

SECTION 7: FREEDOM OF INFORMATION ACT COMPLIANCE: The Illinois Freedom of Information Act (FOIA) has been amended and effective January 1, 2010. This amendment adds a new provision to Section 7 of the Act which applies to public records in the possession of a party with whom the Village of Orland Park has contracted. The Village of Orland Park will have only a very short period of time from receipt of a FOIA request to comply with the request, and there is a significant amount of work required to process a request including collating and reviewing the information.

The undersigned acknowledges the requirements of FOIA and agrees to comply with all requests made by the Village of Orland Park for public records (as that term is defined by Section 2(c) of FOIA) in the undersigned's possession and to provide the requested public records to the Village of Orland Park within two (2) business days of the request being made by the Village of Orland Park.

The undersigned agrees to indemnify and hold harmless the Village of Orland Park from all claims, costs, penalty, losses and injuries (including but not limited to, attorney's fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the Village of Orland Park under this agreement.

SECTION 8: NOTICE: Where notice is required by the CONTRACT DOCUMENTS, it shall be considered received if it is 1) delivered in person, 2) sent by registered United States mail, return receipt requested, 3) delivered by messenger or mail service with a signed receipt, 4) sent by facsimile with an acknowledgment of receipt, or 4) by e-mail with an acknowledgment of receipt only if the PARTIES agree separately to use e-mail for providing notice. Notice shall be sent to the following:

To the VILLAGE:

Denise Domalewski
Purchasing & Contract Administrator
Village of Orland Park
14700 South Ravinia Avenue
Orland Park, Illinois 60462
Telephone: 708-403-6173
Facsimile: 708-403-9212
e-mail: ddomalewski@orlandpark.org

To the CONTRACTOR:

Mike Potempa
Sales Manager
Carpet Interiors, Inc.
50 Orland Square Drive
Orland Park, Illinois 60462
Telephone: 708-364-6100
Facsimile: 708-364-7112
e-mail: cptint@aol.com

or to such other persons or to such other addresses as may be provided by one party to the other party under the requirements of this Section.

SECTION 9: LAW AND VENUE: The law of the State of Illinois shall apply to this Agreement and venue for legal disputes shall be Cook County, Illinois.

SECTION 10: MODIFICATION: This Contract may be modified only by a written amendment signed by both PARTIES.

SECTION 11: COUNTERPARTS: This Contract may be executed in two (2) or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Contract shall become effective on the date first shown herein and upon execution by duly authorized agents of the PARTIES.

FOR: THE VILLAGE

By:

Print name: Joseph S. LaMergo

Its: Interim Village Manager

Date:

7/18/17

FOR: THE CONTRACTOR

By:

Print name: PAUL WISNOSKI

Its:

PRESIDENT

Date:

7/10/17

**VILLAGE OF ORLAND PARK
CONSTRUCTION CONTRACT
Terms and General Conditions**

Terms and General Conditions for the CONTRACT between The Village of Orland Park (the "VILLAGE") and Carpet Interiors, Inc. (the "CONTRACTOR") for Floor Tile Installation Franklin Loebe Center (the "WORK") dated July 7, 2017 (the "CONTRACT").

ARTICLE 1: DUTIES OF THE PARTIES

1.1. VILLAGE'S RIGHTS AND DUTIES

- 1.1.1. Upon request of CONTRACTOR the VILLAGE shall furnish in a timely and agreed upon schedule and manner, information relevant to the project or project site as requested by the CONTRACTOR and deemed by the CONTRACTOR and the Village to be necessary for the performance of the WORK of the CONTRACT.
- 1.1.2. The VILLAGE shall furnish access to its buildings and the site of the WORK, as is necessary and in the best interests of the VILLAGE, for the performance of the WORK and shall provide, at its own expense as needed, temporary or permanent easements, zoning and other remedy as may be requested by the CONTRACTOR to remove or reduce restrictions or limitations that negatively affect the CONTRACTOR'S ability to perform the WORK as outlined in the bidding documents and the CONTRACT.
- 1.1.3. The VILLAGE shall have the right to immediately stop the WORK by providing written notice to the CONTRACTOR should the CONTRACTOR fail to correct WORK not in accordance with the CONTRACT Documents which stoppage will remain in effect until the WORK is corrected without giving rise to any duty on the part of the VILLAGE to stop the WORK for the benefit of the CONTRACTOR or any other entity.
- 1.1.4. The VILLAGE may, at the CONTRACTOR'S expense, correct deficiencies in the WORK to make it conform to the CONTRACT.
- 1.1.5. If the CONTRACTOR does not correct or cure a default, with reasonable promptness after receiving a written notice from the VILLAGE, the VILLAGE may, at its option, correct the default and deduct the VILLAGE's cost of the correction or cure from the amounts owed to the CONTRACTOR.

1.2. CONTRACTOR'S RIGHTS AND DUTIES

- 1.2.1. The CONTRACTOR shall perform the WORK in accordance with the CONTRACT documents.
- 1.2.2. The CONTRACTOR shall examine existing conditions and take field measurements to facilitate the performance of the WORK throughout the duration of the CONTRACT and shall report to the VILLAGE any errors, inconsistencies or omissions discovered during the

performance of the CONTRACT.

- 1.2.3. CONTRACTOR shall pay for all material, labor and incidental costs necessary for the completion of the WORK.
- 1.2.4. CONTRACTOR warrants that the WORK performed/provided shall be fully compliant with the plans, specifications and bid documents for the WORK. The CONTRACTOR warrants that the WORK shall be free from defects for one (1) year after the final acceptance of the WORK by the VILLAGE, or the length of time guaranteed under the warranty provided by the manufacturer for materials used in the WORK, whichever is greater. Where there are defects and/or deficiencies, following notice of said defects or deficiencies provided to the CONTRACTOR by the VILLAGE, the CONTRACTOR agrees to promptly correct them to the VILLAGE's satisfaction. All manufacturers' guarantees and warranties shall be delivered without variance to the VILLAGE prior to final acceptance.
- 1.2.5. The CONTRACTOR shall perform the work per the terms of the approved schedule and complete the WORK within the terms and time limits of the CONTRACT.
- 1.2.6. The CONTRACTOR shall obtain and pay for all required permits, licenses, fees, inspections and certifications required of or by the WORK.
- 1.2.7. CONTRACTOR shall comply with all local, state and federal statutes, ordinances, codes, rules, and regulations governing the performance of the CONTRACTOR for the completion of the WORK, including but not limited to all of the applicable provisions of the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.) and the Illinois Human Rights Act (775 ILCS 5/1-01 et seq.) The CONTRACTOR shall obtain and preserve per the terms of the Document Retention Laws of the State of Illinois, certified payroll records for all work performed to complete the WORK, including that work performed by all those contractors subordinate to the CONTRACTOR or Subcontractor.
 - 1.2.7.1. This CONTRACT calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). The Act requires CONTRACTORS and Subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website at: <http://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>. All CONTRACTORS and Subcontractors rendering services under this CONTRACT must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties. Each CONTRACTOR and Subcontractor participating on this project shall make and keep those records required under Section 5 of the Prevailing Wage Act (820 ILCS 130/5). In conformance with the Act, each CONTRACTOR and/or Subcontractor participating on this Project shall maintain records of all laborers, mechanics and other workers employed by them on this Project, including the following information on each worker: (1) name; (2) address; (3) telephone number when available; (4) social security number; (5) classification or classifications; (6) hourly wages paid in each pay period; (7) number of hours worked each day; and (8) starting and ending times of each day. These records shall be kept by the participating CONTRACTOR

and Subcontractor for a period of not less than three (3) years. Each participating CONTRACTOR and Subcontractor shall submit a monthly certified payroll to the VILLAGE consisting of the above-referenced information as well as a statement signed by the participating CONTRACTOR or Subcontractor that certifies: (a) the records are true and accurate; (b) the hourly rates paid to each worker is not less than the general prevailing rate of hourly wages required under the Prevailing Wage Act; and (c) the CONTRACTOR or Subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor.

1.2.7.2. Neither the CONTRACTOR nor its Subcontractors shall tolerate or engage in any prohibited form of discrimination in employment as defined in the Illinois Human Rights Act. The CONTRACTOR shall maintain, and require that its Subcontractors maintain, policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual's ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service. Contractors and all Subcontractors shall comply with all requirements of the Act including maintaining a sexual harassment policy and of the Rules of the Illinois Department of Human Rights with regard to posting information on employees' rights under the Act. Contractors and all Subcontractors shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for work to be performed under the CONTRACT.

1.2.8. CONTRACTOR will not be relieved of any obligation to the VILLAGE under the CONTRACT due to failure to examine or receive documents, visit or become familiar with conditions or from facts of which CONTRACTOR should have been aware and VILLAGE, as existing law may allow, shall reject all claims related thereto.

ARTICLE 2: CONTRACT DOCUMENTS

2.1. The CONTRACT consists of the following documents and items:

- 2.1.1. Agreement between the parties
- 2.1.2. Terms and General Conditions to the Agreement
- 2.1.3. Special Conditions to the Agreement, if any
- 2.1.4. The Project Manual dated June 9, 2017 which includes
 - Invitation to Bid
 - Instructions to the Bidders
 - Specifications and Drawings, if any
- 2.1.5. Accepted Bid Proposal as it conforms to the bid requirements
- 2.1.6. Addenda, if any
- 2.1.7. Affidavit of Compliance required by the VILLAGE
- 2.1.8. Required Certifications and documents as may be required by other project funding agencies
- 2.1.9. Required Certificates of Insurance
- 2.1.10. Performance and Payment Bonds, if required

ARTICLE 3: PAYMENTS AND COMPLETION

- 3.1. The VILLAGE requires for each Request for Payment, a properly completed Contractor's Affidavit setting out, under oath, the name, address and amount due or to become due, of each subcontractor, vendor, supplier or other appropriate party included in that payment. For every party listed the CONTRACTOR shall also provide a full or partial waiver of lien, as appropriate, before a payment will be made to the CONTRACTOR. The CONTRACTOR's partial or final waiver of lien must be included. Payments shall not be made by the VILLAGE without such lien waivers and contractors' sworn statements unless they are conditioned upon receipt of such waivers and statements.
- 3.2. No certificate shall be issued in favor of the CONTRACTOR and no payment will be made by the VILLAGE for material not installed or built into the WORK without written authorization from the VILLAGE.
- 3.3. Each participating CONTRACTOR and Subcontractor shall submit a monthly certified payroll to the VILLAGE consisting of the requirements as referenced above in Section 1.2.7.1.
- 3.4. Upon satisfaction of the terms and conditions of the CONTRACT, the CONTRACTOR agrees to provide the VILLAGE with a final release and waiver of all liens covering all of the WORK performed under the CONTRACT relative to the project prior to issuance of final payment. Said final waiver of lien shall identify and state that all Subcontractors have been paid in full and there are no contract balances outstanding and owed to any Subcontractor.
- 3.5. All payments shall be made to Contractor by Village pursuant to the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

ARTICLE 4: TAXES

- 4.1. The VILLAGE is a public body and is exempt from excise, sales and use taxes and will furnish CONTRACTOR with exemption numbers as required. This shall also apply to Subcontractors, and subcontractors of the Subcontractor. No Requests for Payments associated with the WORK may include any such taxes.

ARTICLE 5: INSPECTION OF MATERIALS

- 5.1. The VILLAGE shall have a right to inspect any materials, equipment or processes used during the performance of this CONTRACT. The CONTRACTOR shall be responsible for the Quality Assurance / Quality Control standards for all materials, equipment, components or completed WORK finished under this CONTRACT, including through the expiration of the warranty period. Materials, equipment, components or completed WORK not complying therewith may be rejected by the VILLAGE and shall be removed and replaced by the CONTRACTOR to the satisfaction of the VILLAGE, at no cost to the VILLAGE within the agreed-upon time period. All material replaced shall be fully warranted as new material

ARTICLE 6: ASSIGNMENT

- 6.1. The CONTRACTOR's duties and obligations under the CONTRACT shall not be assigned without the express written consent of the VILLAGE.

- 6.2. WORK not performed by the CONTRACTOR with its own forces shall be performed by Subcontractors or Sub-subcontractors. The CONTRACTOR shall be responsible for management of the Subcontractors in the performance of their work.
- 6.3. The CONTRACTOR shall not contract with anyone for performance of the WORK hereunder to whom the VILLAGE has a reasonable objection.
- 6.4. The CONTRACTOR shall prepare all Subcontracts and shall have full discretion to negotiate their terms, subject to the VILLAGE's reasonable requirements or objections as to form and content.
- 6.5. By appropriate agreement, written where legally required for validity, the CONTRACTOR shall require each Subcontractor, to the extent of the WORK to be performed by the Subcontractor, to be bound to the CONTRACTOR by terms of the CONTRACT, and to assume toward the CONTRACTOR all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's work, which the CONTRACTOR, by these documents, assumes toward the VILLAGE. Each subcontract agreement shall preserve and protect the rights of the VILLAGE under the CONTRACT documents with respect to the work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the CONTRACTOR that the CONTRACTOR, by the CONTRACT, has against the VILLAGE. Where appropriate, the CONTRACTOR shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The CONTRACTOR shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the contract to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement which may be at variance with the CONTRACT documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

ARTICLE 7: GUARANTEES AND WARRANTIES

- 7.1. All guarantees and warranties required shall be furnished by the CONTRACTOR and shall be delivered to the VILLAGE before the final payment or payment retention will be paid to the CONTRACTOR.
- 7.2. The CONTRACTOR shall supply the VILLAGE with "as-built" plans bearing the signature and seal or stamp, of an Illinois-licensed Professional Engineer prior to the VILLAGE making the final payment.

ARTICLE 8: DEFAULT

- 8.1. If the CONTRACTOR fails to begin the WORK under this CONTRACT within the time specified, or fails to perform the WORK in accordance with the terms of the approved schedule or performs the WORK in a manner unacceptable to the VILLAGE, or neglects or refuses to remove materials or perform anew such WORK as has been rejected by the VILLAGE, or if the CONTRACTOR shall become insolvent or be declared bankrupt, or shall make an assignment for the benefit of creditors, or from any other cause whatsoever shall fail to carry on the WORK in a manner required by the CONTRACT, the VILLAGE shall give notice as hereinafter provided to

the CONTRACTOR and its surety in writing specifying such failure, delay, neglect, refusal or default, and if the CONTRACTOR, within a period of ten (10) calendar days after the giving of such notice, shall not proceed in accordance therewith, then the VILLAGE shall have full power and authority to declare this CONTRACT and the CONTRACTOR in default, and to forfeit the rights of the CONTRACTOR in this CONTRACT.

- 8.2. Upon declaration of CONTRACTOR's default, the VILLAGE may, at its option, call upon the surety to complete the WORK in accordance with the terms of this CONTRACT or may take over the WORK, including any materials on the WORK site as may be suitable and acceptable to the VILLAGE and may complete the WORK by its own forces or on its own account, or may enter into a new contract or contracts for the completion of the WORK, or may use such other methods as shall be required for the completion of the WORK in an acceptable manner as the VILLAGE may in its discretion determine.
- 8.3. All costs and charges incurred by the VILLAGE, together with the cost of completing the WORK shall be deducted from any moneys due or which may become due on this to the CONTRACTOR under this CONTRACT. Following any payment due and received by the VILLAGE from the CONTRACTOR's surety following default, if the expense so incurred by the VILLAGE is less than the sum paid to the Village by the surety under this CONTRACT for work remaining, the surety shall be entitled to receive the excess difference paid to the VILLAGE. When such CONTRACTOR default costs incurred by the VILLAGE exceeds the sum paid to the VILLAGE for the work remaining under the CONTRACT, the CONTRACTOR and the surety shall be liable and shall pay to the VILLAGE the full cost of such additional expenses.

ARTICLE 9: DISPUTES AND VENUE

- 9.1. Disputes between the VILLAGE and the CONTRACTOR shall be handled according to the terms of the CONTRACT (including all subsequent approved Change Orders) and applicable Law, with the final decision regarding disputes resting with the Village Manager or his or her designee. All disputes concerning a question of fact under the CONTRACT shall be expressed in writing by the parties and, if within seven (7) days after receipt of such notice the parties have not disposed of the dispute by agreement, the dispute, as it was expressed in writing by the parties, shall be subject to mediation under terms agreed to by the parties. Pending final decision of a dispute hereunder, the parties shall proceed diligently with the performance of the CONTRACT.
- 9.2. Any legal action taken by either party shall be decided based upon and governed by the laws of the State of Illinois and venue for such disputes shall be Cook County, Illinois.

ARTICLE 10: CONTRACT TIME

- 10.1. Time is of the essence with respect to all performance time schedules and timely completion of the WORK under the CONTRACT. VILLAGE shall not grant, and CONTRACTOR shall not seek damages for delays. However, VILLAGE shall review a CONTRACTOR's request for additional time, and may at VILLAGE's option and as conditions warrant, grant an increase in the CONTRACT time for delays beyond CONTRACTOR's control and not caused by CONTRACTOR, its Subcontractors or others for whose actions CONTRACTOR is liable.

ARTICLE 11: INSURANCE AND INDEMNIFICATION

11.1. Insurance Requirements

11.1.1. The successful bidder shall, within ten (10) business days of said receipt of notice of award of the CONTRACT, furnish to the VILLAGE a certificate of insurance showing the VILLAGE, its trustees, officers, directors, agents, employees, representatives and assigns as additional insureds to the General Liability and Automobile Liability policies by appropriate endorsement. Such coverages shall be placed with a provider acceptable to the VILLAGE, which is licensed to do business in the State of Illinois, and that maintains a minimum A. M. Best rating of A VII. The insurance coverages afforded under the CONTRACTOR's General Liability insurance policies shall be primary and non-contributory to any insurance carried independently by the Indemnitees. A Waiver of Subrogation in favor of the Additional Insureds shall apply to General liability and Worker's Compensation. Certificates of insurance must state that the insurer shall provide the VILLAGE with thirty (30) days prior written notice of any change in, or cancellation of required insurance policies. All required insurance shall be maintained by the CONTRACTOR in full force and effect during the life of the CONTRACT, and until such time as all WORK has been approved and accepted by the VILLAGE. This provision constitutes the VILLAGE's continuing demand for such certificates and endorsement(s) or true and correct copies thereof and the obligation to provide such insurance coverage shall be in full force and effect during the life of the CONTRACT. Failure of the VILLAGE to request such certificates and endorsements shall not relieve the CONTRACTOR of these obligations to provide insurance.

11.1.2. The amounts and types of insurance required are defined in Exhibit A, a copy of which is attached hereto and made a part hereof.

11.1.3. CONTRACTOR shall cause each Subcontractor to maintain insurance of the type specified in Exhibit A. Prior to CONTRACT acceptance, and at any time when requested by the VILLAGE, CONTRACTOR shall furnish copies of certificates of insurance evidencing coverage for each Subcontractor and Sub-subcontractor.

11.2. Indemnification

11.2.1. The CONTRACTOR shall defend, indemnify and hold harmless the VILLAGE, its trustees, officers, directors, agents, employees and representatives and assigns, from lawsuits, actions, costs (including attorneys' fees), claims or liability of any character, incurred due to the alleged negligence of the CONTRACTOR, brought because of any injuries or damages received or sustained by any person, persons or property on account of any act or omission, neglect or misconduct of said CONTRACTOR, its officers, agents and/or employees arising out of, or in performance of any of the provisions of the CONTRACT DOCUMENTS, including any claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the VILLAGE, its trustees, officers, directors, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The CONTRACTOR shall be solely liable for all costs of such defense and for all expenses, fees, judgments,

settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

11.2.2. The CONTRACTOR shall not make any settlement or compromise of a lawsuit or claim, or fail to pursue any available avenue of appeal of any adverse judgment, without the approval of the VILLAGE and any other indemnified party. The VILLAGE or any other indemnified party, in its or their sole discretion, shall have the option of being represented by its or their own counsel. If this option is exercised, then the CONTRACTOR shall promptly reimburse the VILLAGE or other indemnified party, upon written demand, for any expenses, including but not limited to court costs, reasonable attorneys' and witnesses' fees and other expenses of litigation incurred by the VILLAGE or other indemnified party in connection therewith.

ARTICLE 12: PERFORMANCE AND PAYMENT BONDS - not applicable

~~12.1. The CONTRACTOR shall furnish Performance and Payment Bonds acceptable to the VILLAGE in the full amount of the CONTRACT. Bonds shall be from a surety licensed to do business in Illinois and said surety shall have a minimum A.M. Best rating of A-V. Each Bond shall require a time period during which the Bond can be called limited only to the extent required by Illinois law.~~

ARTICLE 13: EXECUTION OF CONTRACT

13.1 Execution of the CONTRACT between VILLAGE and CONTRACTOR is contingent upon receipt of required Certificates of Insurance, required signed certifications and required Performance and Payment Bonds.

ARTICLE 14: CHANGES IN THE WORK

14.1. All changes in the WORK must be requested by CONTRACTOR and approved by the VILLAGE via an Authorization to Proceed document bearing the signature of the Project Principle for VILLAGE. Any change order or series of change orders that increase or decrease the CONTRACT value by \$10,000 or more, or that increases or decreases the CONTRACT duration beyond the approved project schedule must be accompanied by a written request from CONTRACTOR justifying the additional cost or change in schedule. Within an agreed upon period of time, VILLAGE will provide a response to CONTRACTOR's Change Order or Time request by providing a determination signed by the VILLAGE or its designee finding that the change requested was not reasonably foreseeable at the time the CONTRACT was signed, the change is germane to the CONTRACT or the change is in the best interest of VILLAGE. Any change increasing the original CONTRACT value by fifty percent (50%) or more must be re-bid by VILLAGE as required by law.

ARTICLE 15: TERMINATION

15.1. VILLAGE may, at any time, terminate the CONTRACT for the VILLAGE's convenience and without cause upon written notice to the CONTRACTOR and payment for all WORK directed to be performed prior to the effective date of termination along with agreed upon reasonable overhead and profit.

EXHIBIT A

Insurance Requirements

WORKERS COMPENSATION & EMPLOYER LIABILITY

\$500,000 – Each Accident \$500,000 – Policy Limit

\$500,000 – Each Employee

Waiver of Subrogation in favor of the Village of Orland Park

AUTOMOBILE LIABILITY

\$1,000,000 – Combined Single Limit

Additional Insured Endorsement in favor of the Village of Orland Park

GENERAL LIABILITY (Occurrence basis)

\$1,000,000 – Each Occurrence \$2,000,000 – General Aggregate Limit

\$1,000,000 – Personal & Advertising Injury

\$2,000,000 – Products/Completed Operations Aggregate

Additional Insured Endorsement & Waiver of Subrogation in favor of the Village of Orland Park

EXCESS LIABILITY (Umbrella-Follow Form Policy)

\$2,000,000 – Each Occurrence \$2,000,000 – Aggregate

EXCESS MUST COVER: General Liability, Automobile Liability, Workers Compensation

Any insurance policies providing the coverages required of the Contractor shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, employees and agents as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." If the named insureds have other applicable insurance coverage, that coverage shall be deemed to be on an excess or contingent basis. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regards to General Liability and Workers Compensation coverage's.

**EXHIBIT C
ITB 17-025
Bid Specifications**

SCOPE OF WORK

All work shall be performed at the Franklin Loebe Center, 14650 S. Ravinia Avenue, Orland Park, Illinois.

1) UPPER LEVEL BUILDING ATTENDANT (BA) STATION

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 855 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 130 l/ft.
- Furnish and install transition molding, approximately 18 ft.

2) UPPER LEVEL ROOM 102 (includes closet)

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 675 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 92 l/ft.
- Furnish and install transition molding, approximately 6 ft.

3) UPPER LEVEL ROOM 105

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 630 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 100 l/ft.
- Furnish and install transition molding, approximately 6 ft.

4) UPPER LEVEL ROOM 114

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor

- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 630 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 120 l/ft.
- Furnish and install transition molding, approximately 3 ft.

5) UPPER LEVEL ROOM 117

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 630 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 104 l/ft.
- Furnish and install transition molding, approximately 6 ft.

6) LOWER LEVEL ROOM 109 & SMALL HALLWAY

Bidders shall provide the following services and materials:

- Take up existing glued down jute back carpet.
- Scrape and clean existing floor and prep floor for installation of VCT.
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 1215 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 112 l/ft.
- Furnish and install transition molding, approximately 3 ft.

7) LOWER LEVEL HALLWAY (outside Room 109)

Bidders shall provide the following services and materials:

- Take up existing Vinyl Composition Tile (VCT).
- Scrape and clean existing floor
- Furnish and install Armstrong Standard Excelon, 12x12" Vinyl Composition Tiles. Tiles shall be glued down directly over existing concrete floor using S-515 Adhesive, approximately 540 sq. ft.
- Furnish and install Johnsonite 4" Black Cove Base, approximately 96 l/ft.
- Furnish and install transition molding, approximately 26 ft.

SPECIAL CONDITIONS

Before the Project begins, the Village will remove existing furniture at each Project location. Bidder shall perform services Monday through Friday and must not disrupt building operations. All measurements listed in the Bid Specifications are estimates. Bidders are responsible for verifying measurements.

Bidders must complete the Project by August 17, 2017, no exceptions.

BIDDER SUMMARY SHEET

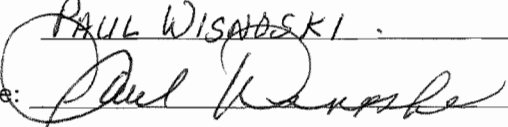
Bid #17-025 Tile Installation – Franklin Loebe Center
Project Name

Business Name: CARPET INTERIORS, INC.
Street Address: 50 ORLAND SQUARE DRIVE
City, State, Zip: ORLAND PARK, IL 60462
Contact Name: MIKE PATEMPA
Title: SALES MANAGER
Phone: 708-364-6100 Fax: 708-364-7112
E-Mail address: Cptint@aol.com

PRICE PROPOSAL

Location	Material	Labor	Total
UPPER LEVEL BA STATION	\$ <u>1,399.00</u>	\$ <u>2,701.00</u>	\$ <u>4,100.00</u>
UPPER LEVEL ROOM 102 with CLOSET	\$ <u>1,800.00</u>	\$ <u>1,900.00</u>	\$ <u>3,700.00</u>
UPPER LEVEL ROOM 105	\$ <u>999.00</u>	\$ <u>2,000.00</u>	\$ <u>2,999.00</u>
UPPER LEVEL ROOM 114	\$ <u>999.00</u>	\$ <u>2,000.00</u>	\$ <u>2,999.00</u>
UPPER LEVEL ROOM 117	\$ <u>999.00</u>	\$ <u>2,000.00</u>	\$ <u>2,999.00</u>
LOWER LEVEL ROOM 109 & SMALL HALLWAY	\$ <u>1,800.00</u>	\$ <u>3,400.00</u>	\$ <u>5,200.00</u>
LOWER LEVEL HALLWAY (outside Room 109)	\$ <u>900.00</u>	\$ <u>1,680.00</u>	\$ <u>2,580.00</u>
GRAND TOTAL BID PRICE			\$ <u>23,997.00</u>

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: PAUL WISNIEWSKI
Signature of Authorized Signee: 
Title: PRESIDENT Date: 6-22-17

AFFIDAVIT OF COMPLIANCE

Bidders shall complete this Affidavit of Compliance. Failure to comply with all submission requirements may result in a determination that the Bidder is not responsible.

The undersigned PAUL WISNOSKI,
(Enter Name of Person Making Affidavit)

as PRESIDENT
(Enter Title of Person Making Affidavit)

and on behalf of CARPET INTERIORS, INC.,
(Enter Name of Business Organization)

certifies that Bidder is:

1) A BUSINESS ORGANIZATION: Yes ☒ No ☐

Federal Employer I.D. #: 36-3088014
(or Social Security # if a sole proprietor or individual)

The form of business organization of the Bidder is (check one):

☐ Sole Proprietor
☐ Independent Contractor (Individual)
☐ Partnership
☐ LLC
☒ Corporation ILLINOIS 9/5/1980
(State of Incorporation) (Date of Incorporation)

2) AUTHORIZED TO DO BUSINESS IN ILLINOIS: Yes ☒ No ☐

The Bidder is authorized to do business in the State of Illinois.

3) ELIGIBLE TO ENTER INTO PUBLIC CONTRACTS: Yes ☒ No ☐

The Bidder is eligible to enter into public contracts, and is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois Criminal Code, or of any similar offense of "bid-rigging" or "bid-rotating" of any state or of the United States.

4) SEXUAL HARRASSMENT POLICY COMPLIANT: Yes ☒ No ☐

Please be advised that Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) has been amended to provide that every party to a public contract must have a written sexual harassment policy in

place in full compliance with 775 ILCS 5/2-105 (A) (4) and includes, at a minimum, the following information:

(I) the illegality of sexual harassment; (II) the definition of sexual harassment under State law; (III) a description of sexual harassment, utilizing examples; (IV) the vendor's internal complaint process including penalties; (V) the legal recourse, investigative and complaint process available through the Department of Human Rights (the "Department") and the Human Rights Commission (the "Commission"); (VI) directions on how to contact the Department and Commission; and (VII) protection against retaliation as provided by Section 6-101 of the Act. (Illinois Human Rights Act). (emphasis added). Pursuant to 775 ILCS 5/1-103 (M) (2002), a "public contract" includes "...every contract to which the State, any of its political subdivisions or any municipal corporation is a party."

5) EQUAL EMPLOYMENT OPPORTUNITY COMPLIANT: Yes ☒ No ☐

During the performance of this Project, Bidder agrees to comply with the "Illinois Human Rights Act", 775 ILCS Title 5 and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

The Bidder shall:

(I) not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (II) examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization; (III) ensure all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (IV) send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Vendor's obligations under the Illinois Human Rights

Act and Department's Rules and Regulations for Public Contract; (V) submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; (VI) permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; and (VII) include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor.

In the same manner as the other provisions of this Agreement, the Bidder will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Bidder will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Bidder and any person under which any portion of the Bidder's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Bidder or other organization and its customers.

In the event of the Bidder's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights the Bidder may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

6) PREVAILING WAGE COMPLIANCE: Yes ☒ No ☐

In the manner and to the extent required by law, this bid is subject to the Illinois Prevailing Wage Act and to all laws governing the payment of wages to laborers, workers and mechanics of a Bidder or any subcontractor of a Bidder bound to this agreement who is performing services covered by this contract. If awarded the Contract, per 820 ILCS 130 et seq. as amended, Bidder shall pay not less than the prevailing hourly rate of wages, the generally prevailing rate of hourly wages for legal holiday and overtime work, and the prevailing hourly rate for welfare and other benefits as determined by the Illinois Department of Labor or the Village and as set forth in the schedule of prevailing wages for this contract to all laborers, workers and mechanics performing work under this contract (available at <http://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>).

The undersigned Bidder further stipulates and certifies that it has maintained a satisfactory record of Prevailing Wage Act compliance with no significant Prevailing Wage Act violations for the past three (3) years.

In accordance with Public Act 94-0515, the Bidder will submit to the Village certified payroll records (to include for every worker employed on the project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day and starting and ending time of work each day) on a monthly basis, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the Bidder is aware that knowingly filing false records is a Class B Misdemeanor.

7) PARTICIPATION IN APPRENTICESHIP AND TRAINING PROGRAM: Yes ☐ No ☒

Bidder participates in apprenticeship and training programs applicable to the work to be performed on the project, which are approved by and registered with the United States Department of Labor's Office of Apprenticeship.

Name of A&T Program: N/A

Brief Description of Program: _____

8) TAX COMPLIANT: Yes ☒ No ☐

Bidder is current in the payment of any tax administered by the Illinois Department of Revenue, or if it is not: (a) it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or (b) it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

AUTHORIZATION & SIGNATURE:

I certify that I am authorized to execute this Affidavit of Compliance on behalf of the Bidder set forth on the Bidder Summary Sheet, that I have personal knowledge of all the information set forth herein and that all statements, representations, that the bid is genuine and not collusive, and information provided in or with this Affidavit are true and accurate.

The undersigned, having become familiar with the Project specified in this bid, proposes to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Project.

ACKNOWLEDGED AND AGREED TO:

Paul Wisnowski

Signature of Authorized Officer

PAUL WISNOSKI

Name of Authorized Officer

PRESIDENT

Title

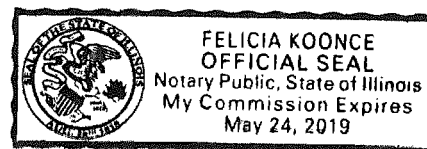
6/22/2017

Date

Subscribed and Sworn To
Before Me This 22nd Day
of June, 2017.

Felicia Koonce

Notary Public Signature



NOTARY SEAL

REFERENCES

Provide three (3) references for which your organization has performed similar work.

Bidder's Name: CARPET INTERIORS, INC.
(Enter Name of Business Organization)

1. ORGANIZATION COLDWELL BANKER
ADDRESS 320 WATERSTONE WAY, JOLIET, IL
PHONE NUMBER 815-553-2400
CONTACT PERSON MR. MIKE PRODEHL
YEAR OF PROJECT 2017

2. ORGANIZATION VILLAGE OF OAK LAWN FIRE DEPT.
ADDRESS 6451 W. 93RD PL., OAK LAWN, IL
PHONE NUMBER 708-499-7700 / 708-499-7704
CONTACT PERSON CAPTAIN STEVE ROCKIE
YEAR OF PROJECT 2017

3. ORGANIZATION MOIRA DALEY DESIGN
ADDRESS 903 BURR RIDGE CLUB DR., BURR RIDGE, IL
PHONE NUMBER 708-203-5153
CONTACT PERSON MOIRA DALEY
YEAR OF PROJECT 2017

INSURANCE REQUIREMENTS

Please submit a policy Specimen Certificate of Insurance showing bidder's current coverage's

WORKERS COMPENSATION & EMPLOYER LIABILITY

\$500,000 – Each Accident

\$500,000 – Policy Limit

\$500,000 – Each Employee

Waiver of Subrogation in favor of the Village of Orland Park

AUTOMOBILE LIABILITY

\$1,000,000 – Combined Single Limit

Additional Insured Endorsement in favor of the Village of Orland Park

GENERAL LIABILITY (Occurrence basis)

\$1,000,000 – Each Occurrence

\$2,000,000 – General Aggregate Limit

\$1,000,000 – Personal & Advertising Injury

\$2,000,000 – Products/Completed Operations Aggregate

Additional Insured Endorsement & Waiver of Subrogation in favor of the Village of Orland Park

EXCESS LIABILITY (Umbrella-Follow Form Policy)

\$2,000,000 – Each Occurrence

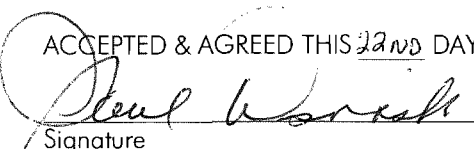
\$2,000,000 – Aggregate

EXCESS MUST COVER: General Liability, Automobile Liability, Workers Compensation

Any insurance policies providing the coverages required of the successful Bidder, shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, employees and agents as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." If the named insureds have other applicable insurance coverage, that coverage shall be deemed to be on an excess or contingent basis. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regards to General Liability and Workers Compensation coverage's. The certificate of insurance shall also state this information on its face. Any insurance company providing coverage must hold an A VII rating according to Best's Key Rating Guide. Permitting the successful Bidder, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsement however, shall not be a waiver of the successful Bidder's obligation to provide all of the above insurance.

Bidders agree that if they are the successful Bidder, within ten (10) days after the date of notice of the award of the contract and prior to the commencement of any work, you will furnish evidence of Insurance coverage providing for at minimum the coverages and limits described above directly to the Village of Orland Park, Denise Domalewski, Contract Administrator, 14700 S. Ravinia Avenue, Orland Park, IL 60462. Failure to provide this evidence in the time frame specified and prior to beginning of work may result in the termination of the Village's relationship with the selected bidder and the bid will be awarded to the next lowest bidder or result in creation of a new bid.

ACCEPTED & AGREED THIS 22ND DAY OF JUNE, 2017


Signature

PAUL WISNIEWSKI - PRESIDENT
Printed Name & Title

Authorized to execute agreements for:

CARPET INTERIORS, INC.
Name of Company



CARPINT-01

GEORGIE1RWA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/20/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allegiance Insurance Services, Inc. 100 Tower Drive Suite 120 Burr Ridge, IL 60527		CONTACT NAME: Georgie Chico PHONE (A/C, No, Ext): (630) 908-4292 FAX (A/C, No): (630) 468-1361 E-MAIL ADDRESS: georgie@rw-ins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Utica National Insurance Group	
		INSURER B: The Hartford	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED

Carpet Interiors Inc. an Illinois Corporation
50 Orland Square Drive
Orland Park, IL 60462

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X	X	4815006	12/08/2016	12/08/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	X	X	4999106	12/08/2016	12/08/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CULP 4821278	12/08/2016	12/08/2017	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	83WECBW9157	12/08/2016	12/08/2017	☒ PER STATUTE ☒ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Building			4815006	12/08/2016	12/08/2017	RC \$1,000 Ded 1,544,836
A	BPP			4815006	12/08/2016	12/08/2017	RC \$1,000 Ded 206,040

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
CARPET / FLOORING SALES AND INSTALLATION

The Village of Orland Park, its trustees, officers, directors, agents, employees, representative and assigns are listed as Additional Insured under the General Liability per the attached endorsement 8E3560 0408, coverage is Primary & Non-Contributory per the attached endorsement 8E3779 0811, and a Waiver of Subrogation applies per the attached endorsement 8E3506 0711. Under the Commercial Auto the Village of Orland Park is listed as Additional Insured and a Waiver of Subrogation applies per the attached endorsement 8E2419 0711 and coverage is Primary & Non-Contributory per the attached endorsement 8E3933 0514. Under the Workers Compensation a Waiver of Subrogation applies per the attached endorsement WC990391. Umbrella follows form.

CERTIFICATE HOLDER

CANCELLATION

Village of Orland Park
14700 S Ravinia
Orland Park, IL 60462

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESSOWNERS EXTENSION ENDORSEMENT

This endorsement modifies coverage under the following:

BUSINESSOWNERS COVERAGE FORM

The following is a summary of the coverages and limits provided by this endorsement. For complete details on specific coverages, see the applicable coverage wording. The limits of insurance stated in this endorsement apply unless higher limits are purchased.

SCHEDULE OF COVERAGES

<u>Coverage</u>	<u>Limit</u>
Debris Removal	Additional \$15,000
Extended Business Income	60 days
Money Orders and Counterfeit Money	Additional \$9,000
Forgery or Alteration	Additional \$7,500
Backup Of Sewer Or Drain	\$10,000
Newly Acquired Or Constructed Property - Buildings	Additional \$250,000
Newly Acquired Or Constructed Property - Business Personal Property	Additional \$400,000
Newly Acquired Or Constructed Property - Period of Coverage	180 days
Personal Property Off Premises	\$25,000
Outdoor Property	\$5,000/\$500
Personal Effects	Additional \$7,500
Personal Property Of Others	\$10,000
Appurtenant Structures	\$50,000
Outdoor Signs	\$10,000
Money And Securities	\$15,000 Inside the Premises \$5,000 Outside the Premises
Employee Dishonesty	\$10,000
Supplementary Payments - Loss of Earnings	Additional \$250
Supplementary Payments - Bail Bonds	Additional \$2,250

I. Section I - Property is amended as follows:

A. Under Paragraph A. Coverage, the distance limitation for Covered Property is revised to 1,000 feet for:

1. Materials, equipment, supplies and temporary structures used for making additions, alterations or repairs to buildings or structures; and
2. Business Personal Property located in or on the buildings or in the open (or on a vehicle).

B. The following changes apply to Additional Coverages:

1. Under Debris Removal, the most we will pay for additional debris removal expense is increased by \$15,000.
2. Under Business Income, the distance limitation for personal property in the open or personal property in a vehicle is revised to 1,000 feet.
3. Under Extra Expense, the distance limitation for personal property in the open or personal property in a vehicle is revised to 1,000 feet.
4. Under Money Orders And "Counterfeit Money," the most we will pay for any loss under this Additional coverage is increased by \$9,000.
5. Under Forgery Or Alteration, the most we will pay for any loss, including legal expenses under this Additional Coverage is increased by \$7,500.
6. Under Fire Extinguisher Systems Recharge Expense, the distance limitation for discharging fire extinguishers or fire extinguishing systems is revised to 1,000 feet.
7. The following Additional Coverage is added:

Backup Of Sewer Or Drain

We will pay for direct physical loss of or damage to Covered Property at the premises described in the Declarations caused by or resulting from water that backs up or overflows from a sewer, drain or sump.

However, we will not pay for loss or damage caused by or resulting from water that backs up or overflows from a sewer, drain or sump if any other cause or event contributes concurrently or in any sequence to the loss.

Only as respects the insurance provided by this Additional Coverage, to the extent that a part of the Water exclusion under Paragraph B. - Exclusions conflicts with the coverage provided by this Additional Coverage, that part of the Water exclusion does not apply.

The most we will pay for all loss or damage under this Additional Coverage is \$10,000 in any one occurrence.

Payment under this Additional Coverage will not increase the applicable Limit of Insurance.

C. The following changes apply to Coverage Extensions:

1. The distance limitation for property located in or on the building described in the Declarations or in the open (or in a vehicle) is revised to 1,000 feet.
2. Under Newly Acquired or Constructed Property:
 - a. The most we will pay for Buildings is increased by \$250,000 at each building;
 - b. The most we will pay for Your Business Personal Property is increased by \$400,000 at each building; and
 - c. The Period Of Coverage provision that addresses the number of days that must expire after you acquire the property or begin construction of that part of the building that would qualify as covered property is revised to 180 days.
3. Under Personal Property Off Premises, the most we will pay for loss or damage under this Extension is revised to \$25,000.
4. Under Outdoor Property, the most we will pay for loss or damage under this Extension is revised to \$5,000, but not more than \$500 for any one tree, shrub or plant.
5. Under Personal Effects, the most we will pay for loss or damage under this Extension is increased by \$7,500.

6. The following Coverage Extension is added:

Personal Property Of Others

You may extend the insurance that applies to Business Personal Property to apply to personal property of others that is in your care, custody and control.

The most we will pay for loss or damage under this Extension is \$10,000 at each described premises.

Payments under this Coverage Extension are in addition to the applicable Limits of Insurance.

7. The following Coverage Extension is added:

Appurtenant Structures

You may extend the insurance that applies to Building to apply to storage buildings, garages and other appurtenant structures, except outdoor fixtures, at the described premises.

The most we will pay for loss or damage under this Extension is \$50,000 at each described premises.

Payments under this Coverage Extension are in addition to the applicable Limits of Insurance.

- D. The following change applies to Limits of Insurance:

The limit applicable to the Fire Extinguisher Systems Recharge Expense Additional Coverage is in addition to the Limits of Insurance.

II. Section II - Liability is amended as follows:

- A. Under the Coverage Extension for Supplementary Payments, the following changes apply:

1. The limit for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicles is increased by \$2,250; and
2. The limit for loss of earnings is increased by \$250 a day because of time off from work.

- B. Who Is An Insured is amended as follows:

1. The following is added to Subparagraph 1.:

A trade association, your trustees or committee members are also insureds, but only with respect to their duties as such.

2. The following is added to Subparagraph 2.:

Persons or organizations which own or operate exhibit halls and which you are required to include as additional insureds will be additional insureds. Such insurance applies only with respect to liability arising out of the ownership, maintenance or use of that part of such premises leased to you for shows or exhibitions and is subject to the following additional exclusions:

This insurance does not apply to:

- a. Any "occurrence" or offense which takes place after you cease to be a tenant in such premises.
- b. Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization included as an additional insured.

3. The following are added:

- a. With respect to any watercraft you do not own that is:

- (1) Less than 51 feet long; and
- (2) Not being used to carry persons or property for a charge;

any person who uses or is responsible for the use of such watercraft, with your express or implied consent, is an insured.

Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation or use of the watercraft, and only if no other insurance of any kind is available to that person or organization for this liability. However, no person or organization is an insured with respect to:

- (a) "Bodily injury" to a co-"employee" or co-volunteer of the person operating or using the watercraft; or
- (b) "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

b. Additional Insureds - Agreements

- (1) Any person or organization with whom you have entered into a written contract, agreement or permit requiring you to provide insurance such as is afforded by this Businessowners Coverage Form will be an additional insured, but only with respect to liability arising out of your ongoing operations, "your work," or property owned or used by, or rented or leased to, you. The insurance afforded any additional insured under this paragraph will be subject to all applicable exclusions or limitations described in Paragraphs **II.B.3.c.** and **II.B.3.d.** of this endorsement.
- (2) Such insurance as is provided by Paragraph **II.B.3.b.(1)** above for any additional insured will be primary, if so required by the written contract, agreement or permit. Any other insurance available to such person or organization shall be excess over this insurance. This provision replaces Paragraph 1. of the Other Insurance Businessowners Common Policy Condition, with respect to such insurance.
- (3) A person's or organization's status as an additional insured in connection with a written contract, agreement or permit as provided under Paragraph **II.B.3.b.** of this endorsement ends when your operations for that additional insured are completed or the written contract, agreement or permit is terminated or expires.

c. Additional Exclusions or Limitations

(1) Lessor of Leased Equipment

If an equipment lessor is an additional insured as a result of the provisions of Paragraph **II.B.3.b.** of this endorsement, the following additional exclusion applies:

This insurance does not apply to "bodily injury" or "property damage" arising out of the sole negligence of such additional insured.

(2) Owner of Leased Land

If an owner or other interest from whom land has been leased is an additional insured as a result of the provisions of Paragraph **II.B.3.b.** of this endorsement, the following additional exclusions apply:

This insurance does not apply to:

- (a) Any "occurrence" that takes place after you cease to lease that land; or
- (b) Structural alterations, new construction or demolition operations performed by or for the owner or other interest from whom the land was leased.

(3) Managers or Lessors of Premises

If a manager or lessor of premises you rent or lease is an additional insured as a result of the provisions of Paragraph **II.B.3.b.** of this endorsement, the following additional exclusions apply:

This insurance does not apply to:

- (a) Any "occurrence" that takes place after you cease to be a tenant in those premises; or
- (b) Structural alterations, new construction or demolition operations performed by or for the manager or lessor of those premises.

(4) Vendors of "Your Products"

If a vendor of "your products" is an additional insured as a result of the provisions of Paragraph **II.B.3.b.** of this endorsement, such insurance as is provided to the additional insured applies only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and subject to the following additional exclusions:

- (a) This insurance afforded the vendor does not apply to:

- (i) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability that the vendor would have in the absence of the contract or agreement;
- (ii) Any express warranty unauthorized by you;
- (iii) Any physical or chemical change in the product made intentionally by the vendor;
- (iv) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- (v) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
- (vi) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product; or
- (vii) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor.

- (b) This insurance afforded the vendor does not apply to any person or organization from whom you have acquired such products, or any ingredient, part or container entering into, accompanying or containing such products.

No insurance will be provided under this vendors coverage if "bodily injury" or "property damage" under the "products - completed operations hazard" is excluded by any of the exclusions or other provisions of this Coverage Form or by any endorsement.

- d. Such insurance as is afforded for any additional insured under Paragraphs **II.B.2.**, **II.B.3.b.** or **II.B.3.c.** of this endorsement, is subject to all applicable exclusions of Paragraph **B. Exclusions**, other than exclusion **b. Contractual Liability**, to all exclusions or limitations stated with the coverage language, and to the following additional exclusions:

This insurance does not apply to:

- (1) The independent acts or omissions of such additional insured.
- (2) Any liability arising from injury or damage in connection with a contract or agreement executed or permit issued subsequent to:
 - (a) The occurrence of any "bodily injury" or "property damage"; or
 - (b) The commission of any offense which caused "personal injury" or "advertising injury."
- (3) Construction or demolition activities within 50 feet of any railroad property and affecting any railroad bridge or trestle, track, road-bed, tunnel, underpass or crossing.
- (4) Any liability arising from injury or damage in connection with a permit issued by a state or political subdivision if the liability is from operations performed for the state or political subdivision.

- (5) Any liability from "bodily injury" or "property damage," arising out of "your work," which is included in the "products-completed operations hazard." Paragraph (5) of this exclusion does not apply to such insurance as is provided by this endorsement during the policy period of the policy to which this Coverage Form is attached.

This additional exclusion does not apply with respect to such vendors coverage as is provided under Paragraph II.B.3.c.(4) of this endorsement.

- (6) Any person or organization included as an insured under any other provision of Paragraph C. Who Is An Insured or included as an additional insured by any endorsement to this policy.

- C. The following is added to Aggregate Limits under Liability And Medical Expenses Limits Of Insurance:

Such aggregate limit, as described in paragraph D.4.b. above, applies separately to each of your locations. "Locations," as used in this paragraph, means premises; owned by, or rented or leased to you; involving the same or connecting lots, or premises which are contiguous except for interruption by a street, roadway or right-of-way of a railroad.

- D. The following is added to the Liability And Medical Expenses General Conditions:

Unintentional Failure To Disclose Hazards

Failure of the insured to disclose all hazards existing as of the inception date of the policy shall not prejudice the rights of the insured as respects the insurance afforded by this policy if such failure or omission is not intentional.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSUREDS - PRIMARY AND NON- CONTRIBUTORY INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

Under **Section III - Common Policy Conditions (Applicable To Section I - Property And Section II - Liability)**, the following is added to **Other Insurance** and supersedes any provision to the contrary:

4. Additional Insureds - Primary And Non Contributory Insurance

To the extent that this insurance applies to an additional insured, this insurance is primary and will not seek contribution from any other insurance available to that additional insured provided that:

- a. The additional insured is a Named Insured under such other insurance; and
- b. You have agreed in writing in a contract or agreement with the additional insured that this insurance would be primary and would not seek contribution with any other insurance available to that additional insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS LINK ENDORSEMENT - WITHOUT HIRED AUTO AND NONOWNED AUTO LIABILITY

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

The following is a summary of the coverages, limits and deductibles provided by this endorsement. For complete details on specific coverages, see the applicable endorsement or coverage beginning on the described page. The limits of insurance and deductibles stated in this endorsement apply unless higher limits and deductibles are purchased.

SCHEDULE OF COVERAGES

	COVERAGE SECTION I	LIMIT	DEDUCTIBLE	PAGE NUMBER
A.	Business Income From Dependent Properties	Actual Loss Sustained, Up to 30 Days	NIL	3
B.	Backup Of Sewer Or Drain	Additional \$15,000	Per BOP Declarations	3
C.	Lock Replacement	Necessary Incurred Expenses	NIL-	3
D.	Valuable Papers And Records	Additional \$15,000	NIL	3
E.	Accounts Receivable	Additional \$15,000	NIL	3
F.	Claim Preparation Expense	\$5,000	NIL	3
G.	Enhanced Computer Coverage	\$10,000	Per BOP DECLARATIONS	3
H.	Identity Recovery Coverage	\$15,000	\$250	3

SECTION II

Damage To Premises Rented To You	Additional \$250,000	N/A	4
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SECTION III

Waiver of Transfer of Rights Of Recovery Against Others To Us	Up To GL Limits	N/A	4
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- I. Except as provided herein, the coverage provided by this Section is subject to the provisions applicable to **Section I - Property** of the Businessowners Coverage Form.

Coverage applies at the premises described in the Declarations unless otherwise indicated.

If there is other valid and collectible insurance available to you in other coverage purchased under this policy for any loss or damage we also cover under this endorsement, the insurance provided under this endorsement is primary. If other coverage is purchased with a Deductible, Coinsurance or Valuation provision more favorable to you than that provided herein, then such provision(s) will apply.

The DEDUCTIBLE sections that follow show the deductible, if any, that apply to each Coverage in this endorsement. In the event of an occurrence which results in loss or damage under more than one Coverage, Coverage Form, or Coverage Part, the deductibles shall apply as described in **A.** or **B.** below.

- A.**
1. If all involved deductibles are equal in amount, that amount will apply only once for all loss or damage from each occurrence.
 2. Loss or damage from each occurrence under all involved coverages will be accumulated to make up that deductible amount.
- B.** If involved deductibles for different coverages are of different amounts, we will use the method described in **B.1.** or **B.2.** which results in the higher total payment to you.
1. We will apply each deductible to the loss or damage for the coverage to which it applies; or
 2. We will add the amount of the loss or damage from all involved coverage and subtract from the total the larger or largest applicable deductible.

NOTE: The inclusion of particular coverages or deductible amounts in the examples below is for illustrative purposes only and should not be construed to be the exact coverages or deductible amounts actually provided under this policy.

Example #1 (Same Deductibles)

	First Coverage	Second Coverage	Third Coverage	
Deductible Amount:	\$500	\$500	\$500	
One Occurrence Loss of:	\$100	\$200	\$400 = \$700 Total Losses	
			Less Deductible <u>\$500</u>	
			Company pays <u>\$200</u>	
	First Coverage	Second Coverage	Third Coverage	
Deductible Amount:	\$250	\$2,500	\$5,000	
One Occurrence Loss of:	\$700	\$3,000	\$3,000 = \$6,700 Total Losses	

Method B.1.

Company Pays-Excess of Deductible \$450 \$500 Nil = \$950 Total - Method **B.1.**

Method B.2.

Total Losses \$6,700
Less Largest Deductible 5,000
Total Method **B. 2.** \$1,700

Method B.2. provides larger payment to you and applies. Company pays \$1,700.

A. BUSINESS INCOME FROM DEPENDENT PROPERTIES

The **Additional Coverage for Business Income From Dependent Properties** is amended as follows:

1. The Limit of Insurance provision is replaced by the following:

The most we will pay under this **Additional Coverage** is the actual loss of Business Income you sustain.

2. The coverage period provision is replaced by the following:

The coverage period for Business Income under this **Additional Coverage**:

- a. Begins with the date of direct physical loss or damage caused by or resulting from any Covered Cause of Loss at the premises of the dependent property; and
- b. Ends on the date when the property at the premises of the dependent property should be repaired, rebuilt or replaced with reasonable speed and similar quality; or
- c. 30 days;
whichever is less.

B. BACKUP OF SEWER OR DRAIN

The most we will pay for all loss or damage under this Additional Coverage in any one occurrence is increased by \$15,000.

C. LOCK REPLACEMENT

Under **Additional Coverages**, the following is added:

Lock Replacement

We will pay necessary expenses incurred to replace locks or lock cylinders after a covered theft of property from or keys to any building or structure described in the Declarations. The following conditions apply.

- (1) You must notify us and the appropriate police authority of the theft.
- (2) Locks or lock cylinders must be replaced within 72 hours of the theft.
- (3) Coverage applies if Business Personal Property is lost by covered theft from any building or structure described in the Declarations even if the keys are not known to be missing or copied.
- (4) Coverage applies to disappearance of keys only if other property is stolen or missing.
- (5) Keys entrusted to a custodian are not considered stolen.

- (6) We do not cover locks or lock cylinders for any motor vehicle, motorized land vehicle, or any other property, building, structure, room, or vault which is not part of any building or structure described in the Declarations.

D. VALUABLE PAPERS AND RECORDS

The most we will pay under this **Coverage Extension** for loss or damage to "valuable papers and records" in any one occurrence at the described premises is increased by \$15,000.

E. ACCOUNTS RECEIVABLE

The most we will pay under this **Coverage Extension** for loss or damage in any one occurrence at the described premises is increased by \$15,000.

F. CLAIM PREPARATION EXPENSE

Under **Coverage Extensions**, the following is added:

Claim Preparation Expense

You may extend the insurance provided by this Policy to apply to the reasonable costs of preparing a statement of loss or other exhibits required in connection with a claim covered under **Section I - Property** of the Businessowners Coverage Form or any endorsement attached to that form for the purpose of modifying coverage under that form.

This extension does not include:

- (1) Costs for the services of; or
- (2) Expenses incurred by;
a public adjuster.

The most we will pay for the cost of preparing a statement of loss or other required exhibits is \$5,000. This limit applies to any one occurrence, regardless of the types or number of claims made under **Section I - Property** of the Businessowners Coverage Form or any endorsement attached to that form for the purpose of modifying coverage under that form for that occurrence.

G. ENHANCED COMPUTER COVERAGE

The Enhanced Computer Coverage endorsement (including Earth Movement) is added to the Businessowners Coverage Form.

With respect to this coverage, the Schedule of the Enhanced Computer Coverage endorsement shall show a \$10,000 Limit of Insurance for loss or damage in any one occurrence.

H. IDENTITY RECOVERY COVERAGE

The Identity Recovery Coverage endorsement is added to the Businessowners Coverage Form.

- II. Except as provided herein, the coverage provided by this Section is subject to the provisions of **Section II - Liability** of the Businessowners Coverage Form. Coverage applies at the premises described in the Declarations unless otherwise indicated.

**DAMAGE TO PREMISES RENTED TO YOU
EXTENSION**

The Limit of Insurance shown in the Declarations for Damage To Premises Rented To You is increased by \$250,000.

III. **WAIVER OF TRANSFER OF RIGHTS OF
RECOVERY AGAINST OTHERS TO US**

Under the **COMMON POLICY CONDITIONS**, the following replaces paragraph 2. of the **Transfer Of Rights Of Recovery Against Others To Us**:

2. **Applicable to Businessowners Liability Coverage:**

If the insured has rights to recover all or part of any payment we have made under this policy, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them. This condition does not apply to Medical Expenses Coverage.

We waive any right of recovery we may have under such a transfer of rights against any person or organization holding a waiver under a written contract with the insured if such contract was executed prior to the loss which generated such right of recovery.

EXTENDED OPTIONS

1. Employers' Liability Insurance

Item 3.B. of the Information Page is replaced by the following:

B. Employers' Liability Insurance:

1. **Part Two** of the policy applies to work in each state listed in Item 3.A.

The Limits of Liability under Part Two are the higher of:

Bodily Injury by Accident	\$500,000	Each Accident
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Bodily Injury by Disease	\$500,000	Policy Limit
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Bodily Injury by Disease	\$500,000	Each Employee
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OR

2. The amount shown in the Information Page.

This provision 1 of **EXTENDED OPTIONS** does not apply in New York because the Limits Of Our Liability are unlimited.

In this provision the limits are changed from **\$500,000 to \$1,000,000** in California.

2. Unintentional Failure to Disclose Hazards

If you unintentionally should fail to disclose all existing hazards at the inception date of your policy, we shall not deny coverage under this policy because of such failure.

3. Waiver of Our Right To Recover From Others

- A. We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against any person or organization for whom you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit anyone not named in the agreement.

- B. This provision 3. does not apply in the states of Pennsylvania and Utah.

4. Foreign Voluntary Compensation and Employers' Liability Reimbursement

A. How This Reimbursement Applies

This reimbursement provision applies to bodily injury by accident or bodily injury by disease. Bodily injury includes resulting death.

1. The bodily injury must be sustained by an officer or employee.
2. The bodily injury must occur in the course of employment necessary or incidental to work in a country not listed in Exclusion C.1. of this provision.
3. Bodily injury by accident must occur during the policy period.
4. Bodily injury by disease must be caused or aggravated by the conditions of your employment. The officer or employee's last exposure to those conditions of your employment must occur during the policy period.

B. We Will Reimburse

We will reimburse you for all amounts paid by you whether such amounts are:

1. voluntary payments for the benefits that would be required of you if you and your officers or employees were subject to any workers' compensation law of the state of hire of the individual employee.
2. sums to which Part Two (Employers' Liability Insurance) would apply if the Country of Employment were shown in Item 3.A. of the Information Page.

C. Exclusions

This insurance does not cover:

1. any occurrences in the United States, Canada, and any country or jurisdiction which is the subject of trade or economic sanctions imposed by the laws or regulations of the United States of America in effect as of the inception date of this policy.
2. any obligation imposed by a workers' compensation or occupational disease law, or similar law.
3. bodily injury intentionally caused or aggravated by you.

O. Theft Expenses

Under the Loss Payment - Physical Damage Coverage Loss Condition (SECTION IV), regardless of the option we select, it is agreed and understood that in the event of a theft of a covered "auto," we will pay those expenses incurred for the return of the covered "auto" to the Named Insured.

P. Employees as Insureds

The following is added to the LIABILITY COVERAGE WHO IS AN INSURED provision:

Any employee of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

Q. Towing and Labor

Under Section III - Physical Damage Coverage, Towing is replaced by the following:

Towing and Labor

We will pay up to the following limits for towing and labor costs incurred each time a covered "auto" is disabled:

- a. \$100 for a covered "auto" rated and classified as a private passenger vehicle.
- b. \$150 for a covered "auto" rated and classified as a light, medium, heavy or extra-heavy truck.

However, the labor must be performed at the place of disablement.

R. Personal Effects

The following is added to Section III - Physical Damage:

Personal Effects

If you carry Comprehensive Coverage for the stolen covered "auto", we will pay up to \$750 for personal effects stolen with the auto.

This insurance is excess over any other collectible insurance and no deductible applies.

S. Waiver of Subrogation

The Transfer of Rights of Recovery Against Others To Us Loss Condition is replaced by the following:

If the insured has rights to recover all or part of any payment we have made under this policy, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring suit or transfer those rights to us and help us enforce them.

We waive any right of recovery we may have under such a transfer of rights against any person or organization holding a waiver under a written contract with the insured if such contract was executed prior to the loss which generated such right of recovery.

T. Additional Insured - By Contract, Agreement Or Permit

The following is added to Section II - Who Is An Insured:

Any person or organization with whom you have entered into a written contract, agreement or permit requiring you to provide insurance such as is afforded by this Business Auto Coverage Form is an "insured" for Liability Coverage, but only to the extent that such person or organization qualifies as an "insured" under the Who Is An Insured Provision.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

GARAGE COVERAGE FORM
BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

The following is added to the Other Insurance General Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This Coverage Form's Liability Coverage is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this Coverage Form's Liability Coverage would be primary and would not seek contribution from any other insurance available to the additional insured.