AGREEMENT

THIS AGREEMENT is entered into on this _____ day of ______, 20__, ("Effective Date") by and between Speece Lewis Engineers, Inc. (hereinafter referred to as "the Contractor"), and the County of Lancaster, Nebraska (hereinafter referred to as "the County"). Collectively the County and the Contractor may be referred to as "Parties," and individually each may be referred to as a "Party."

WHEREAS, the County wishes to obtain the services of qualified professional to provide channel armoring repair for Bridge H207 in the County at the request of the County Engineer; and

WHEREAS, the Contractor is willing to provide the County with said services and has the necessary skills, expertise, experience, facilities, personnel, systems, and capabilities to provide structural consultation related to bridges in the County at the request of the County Engineer;

NOW THEREFORE, in consideration of the mutual covenants contained herein, it is agreed between the Parties as follows:

- 1. The length of this Agreement shall be for two years from the Effective Date, unless terminated pursuant to Paragraph 9 of this Agreement.
- 2. The Parties shall perform in good faith their respective duties under this Agreement.
 - A. The Contractor shall provide the services as detailed in Attachment "A", which Attachment is attached hereto an incorporated by reference.
- 3. In consideration of the performance of Contractor's services, duties, and functions set forth in this Agreement, County shall pay Contractor at the rates set forth in Attachment "A" to this Agreement, in a total amount not to exceed \$13,340.00 unless additional expenditures are agreed upon in a written amendment to this Agreement executed subsequent to the Effective Date of this Agreement. The Contractor agrees that it shall not be paid for such services, duties, and functions until Contractor has provided to County such services, duties, and functions.

Contractor shall invoice County for the services, duties, and functions actually provided within 90 days of the actual provision of such services. Invoices shall contain at a minimum the following information: a) date services were provided, b) the name of the Contractor's employee who performed the services, c) the duration of services, d) the nature of services, e) the location of services, f) the hourly rate charged for the services, g) the extended charge for services at the indicated hourly rate, and h) a grand total of hours and charges for services. Invoices will be stated in United States dollars and shall be due and payable within thirty (30) days following date of receipt of the invoice. It is understood and agreed that the amount stated above shall represent total reimbursement for the services, duties, and functions provided pursuant to, and all other requirements of, this Agreement. The County shall not be responsible for the direct payment of any wages, insurance or fringe benefits, including but not limited to vacation, overtime, retirement benefits, workers' compensation insurance and unemployment insurance. The Parties agree that compensation is not, nor shall it be deemed, a retainer

- 4. It is the express intent of the Parties that this Agreement shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the County and employees of the County shall not be deemed to be employees of the Contractor. The Contractor and the County shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the County's employees shall be entitled to any salary or wages from the other Party or to any benefits made to their employees, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
- 5. Contractor shall not assign its duties and responsibilities under this Agreement without the express written permission of the County. Any assignment without the express written permission of the County shall be absolutely void.
- 6. Contractor agrees to indemnify and hold harmless, to the fullest extent allowed by law, the County and its principals, officials, officers, and employees from and against all claims, demands, suits, actions, payments, liabilities, judgments and expenses (including court-ordered attorneys' fees), arising out of or resulting from the acts or omissions of their principals, officials, officers, or employees in the performance of this Agreement. Liability includes any claims, damages, losses, and expenses arising out of or resulting from performance of this Agreement that results in any claim for damage whatsoever including any bodily injury, civil rights liability, sickness, disease, or damage to or destruction of tangible property, including the loss of use resulting therefrom. Further, Contractor shall maintain a policy or policies of insurance (or a self-insurance program), sufficient in coverage and amount to pay any judgments or related expenses from or in conjunction with any such claims. Nothing in this Agreement shall require Contractor to indemnify or hold harmless the County from liability for the negligent or wrongful acts or omissions of County or its principals, officials, officers, or employees.
- 7. If any portion of this Agreement is held invalid, the remainder hereof shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

Speece Lewis Bridge Channel Armoring Repair 2019

- 8. Contractor agrees that in providing services pursuant to this Agreement, it shall not discriminate against any employee, applicant for employment, youth, or any other person on the basis of race, color, religion, sex, disability, national origin, age, marital status, receipt of public assistance, or any other basis prohibited by applicable state or federal law.
- 9. This Agreement may be terminated at any time without penalty by either Party giving thirty (30) days written notice. Should either Party materially breach this Agreement, the other Party shall notify the breaching Party of the material breach in writing and the materially breaching Party will have fifteen days to cure the material breach. If the material breach is not cured within fifteen days, the other Party may, at its discretion, terminate the Agreement immediately upon written notice to the breaching Party. This Agreement also may be terminated by County in whole or in part when funding is not lawfully available for expenditure or when sources of funding are terminated, suspended, reduced, or otherwise not forthcoming through no fault of the party. In the event of unavailability of funds to pay any amounts due under the Agreement, the County shall immediately notify the Contractor, and the Agreement shall terminate without penalty or expense to the County. Upon termination of this Agreement, the County shall pay the Contractor for any approved and documented services or products completed up to the date of termination, but not to exceed the maximum amount allowed by this Agreement.
- 10. The Contractor shall, prior to beginning work and at all times during its performance pursuant to this Agreement, comply with the requirements of the Insurance Clause for All City of Lincoln, Lancaster County and Public Building Commission Contracts, which is attached hereto as Attachment "B" to this Agreement and which is incorporated herein by this reference.
- 11. In accordance with Neb. Rev. Stat. §§ 4-108 through 4-114, Contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the State of A federal immigration verification system means the electronic Nebraska. verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this Paragraph 11 pursuant to the requirements of state law and 8 U.S.C. § 1324b. Contractor shall require any subcontractor to comply with the provisions of this Paragraph 11.

- 12. The Parties do hereby agree to all the terms and conditions of this Agreement. This Agreement shall be binding upon the Parties, their heirs, administrators, executors, legal and personal representatives, successors and assigns. The Parties hereby agree that this Agreement constitutes the entire understanding of the Parties and supersedes all prior contracts, agreements and negotiations between the Parties whether verbal or written.
- 13. The undersigned person representing the Contractor does hereby agree and represent that he or she is legally capable to sign this Agreement and to lawfully bind the Contractor to this Agreement.
- 14. Either Party's failure or neglect to enforce any of its rights under this Agreement will not be deemed to be a waiver of that Party's rights.
- 15. This Agreement is not intended to, and does not, create any rights or benefits on behalf of any person, whether an individual or an entity, other than the Parties to this Agreement. County shall not be obligated or liable hereunder to any person, whether an individual or an entity, other than Contractor.
- 16. All notices, request for services, or other communications provided under this Agreement shall be in writing and shall be given to County or the Contractor at the address or email address set forth below or such other address or email address as either may specify hereafter in writing:

County:

Contractor:

Pamela Dingman	Tim Farmer
Lancaster County Engineer	President
444 Cherrycreek Dr., Bldg. C	Speece Lewis Engineers
Lincoln, NE 68528	906 S 26th Street
pdingman@lancaster.ne.gov	Lincoln, NE 68510
	tfarmer@speecelewis.com

Such notice or other communication may be mailed by United States Certified mail, return receipt requested postage prepaid, and may be deposited in a United States Post Office Box or a depository for the receipt of mail regularly maintained by the Post Office. Such notices or communication may also be delivered by hand; or by email to the email address listed above, return receipt requested. For the purpose of the Agreement, all notices will be deemed to have been given upon the date of the personal delivery; or upon the date of receipt of postal mail on the return receipt as required above; or upon the date of receipt on the email receipt as required above.

17. Contractor agrees to keep confidential all deliverables and all technical, product, business, financial, personal, and other information regarding the business and the software programs of County and/or or County's contractors (the "Confidential

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Information"), including but not limited to programming techniques and methods, research and development, computer programs documentation, marketing plans, customer identity, business methods, criminal justice records, and any other personally identifying information.

- A. Contractor shall at all times protect and safeguard the Confidential Information and agrees not to disclose, give, transmit or otherwise convey any Confidential Information, in whole or in part, to any other party. Contractor's protections and safeguards shall not be less stringent than those that are employed, or should reasonably be employed, by Service Provider in protecting its own information of the same type as the Confidential Information.
- B. Contractor agrees that it will not use any Confidential Information for its own purpose or for the benefit of any third party and shall honor the copyrights of County and will not copy, duplicate, or in any manner reproduce any such copyrighted materials.
- C. The provisions of this Paragraph 17 shall survive termination or expiration of this Agreement. County shall have the right to take such action it deems necessary to protect its rights hereunder, including, without limitation, injunctive relief and any other remedies as may be available at law or equity.
- 18. Contractor agrees that all deliverables developed during hours billed to County are works made for hire and shall belong exclusively to County and no rights thereto shall accrue in any manner to Contractor. In addition, County shall be the sole owner of all patents, copyrights, trade secrets and other intellectual property rights related to the deliverables. Contractor does not have the right to use any deliverables if Contractor is not performing such services on behalf of County.
- 19. Contractor warrants that all deliverables shall be the original work product of Contractor and will not be based on, or derived from, the proprietary information or items of a third party and that none of the deliverables will infringe any copyrights, patents, trade secrets, or other proprietary rights of a third party. Contractor warrants that the services, duties, and functions provided for under this Agreement shall be performed in a workmanlike and professional manner. Contractor warrants that all employees assigned to perform work under this Agreement shall have a level of skill and experience commensurate with the requirements of the task to which such employee is required to perform, including any licensure required to provide work under this Agreement.
- 20. The laws and jurisdiction of the State of Nebraska shall govern any disputes or issues regarding the terms and conditions of this Agreement. The Parties further agree that they shall be subject to the jurisdiction of the State of Nebraska. If either Party brings against the other Party any proceeding arising out of this

Agreement, that Party may bring that proceeding against the other Party only and exclusively in the Lancaster County District Court in Lincoln, Nebraska, and each Party hereby submits to the exclusive jurisdiction of that court for purposes of any such proceeding.

- 21. Neither Party shall be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, war, strikes or labor disputes, embargoes, government orders, or any other force majeure event.
- 22. Contractor agrees to comply with all related applicable local, state, and federal laws in its performance of this Agreement.
- 23. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter herein and merges all prior discussions between them. It shall not be modified except by written agreement dated subsequent to the Effective Date of this Agreement and signed by all Parties.
- 24. The Undersigned hereby agrees and represents that he or she is legally capable to sign this Agreement and to lawfully bind the Contractor to the terms and conditions of this Agreement.

EXECUTED this $\frac{6\pi}{4}$ day of $\frac{4\pi}{4}$, 2019, by Contractor.

By: Timothy W Harmen

("The Undersigned")

Name: Timothy W. Farmer

Title: President

EXECUTED this _____ day of _____, 20__, by County.

By:

Roma Amundson, Chair Lancaster County Board of Commissioners

APPROVED AS TO FORM this _____ day of _____, 20__.

Deputy County Attorney for PAT CONDON County Attorney



906 So. 26th Street | Lincoln, NE 68510 | Phone: 402.483.5466 | Fax: 402.483.1722 | www.speecelewis.com

H207 CHANNEL ARMORING REPAIR PLAN SCOPE OF SERVICES

Speece Lewis Engineers, Inc., proposes the following Scope of Services for the repair of the Channel at County Bridge H207 located in Lancaster County, Nebraska:

SCOPE OF SERVICES

- Survey north channel bank and ditch north of bridge; survey section corners for right of • way design
- Conduct a Wetlands Delineation
- Draft Plan Sheets to Armor Bank
- Prepare legal description and sketches for right of way and easements needed •
- Investigate the need for drop pipes on the NW and NE corners •
- Obtain a Flood Plain Permit, US Army Corps of Engineers Permit, and NPDES Permit
- Establish Engineer's Estimate
- Submit Plans and Specifications to Lancaster County for review
- Submit final plans, specifications and estimate to Lancaster County for letting
- Provide on-site inspection, if desired by Lancaster County
 - 0 Cost for on-site inspection is not included in this agreement and will require a supplement.

ESTIMATED COST OF SERVICES

Type of Service	Estimated Hours			Fe	e	Total Fee		
Survey	12	@	\$	135.00	per hour	\$	1,620.00	
Technician	40	@	\$	85.00	per hour	\$	3,400.00	
Biologist	32	@	\$	85.00	per hour	\$	2,720.00	
Engineering	36	@	\$	120.00	per hour	\$	4,320.00	
Project Management	8	@	\$	160.00	per hour	\$	1,280.00	
	Tot	tal				\$	13,340.00	

Total fee not to exceed \$13,340.00

SCHEDULE

Submit Preliminary Plans to Lancaster County	October 1, 2019
Submit Final Plans and Specifications to Lancaster County	November 1, 2019

Submit Final Plans and Specifications to Lancaster County

Roads & Highways | Hydrology & Hydraulics | Structural Engineering | Civil Engineering | Bridges | Wetlands | Surveying | Inspection

INSURANCE CLAUSE FOR ALL CITY OF LINCOLN, LANCASTER COUNTY AND PUBLIC BUILDING COMMISSION CONTRACTS

Vendors must provide coverage & documents related to the items with a check mark in Sections 1 – 1.9. This includes proof of coverage and waivers as required below. All Vendors must comply with Sections 2-8.

THE REQUIREMENTS HEREIN APPLY TO CONTRACTS TO BE ISSUED BY THE CITY OF LINCOLN, LANCASTER COUNTY, AND THE LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION. FOR PURPOSES OF CERTIFICATES, ENDORSEMENTS AND OTHER PROOF REQUIRED HEREIN, ONLY INCLUDE THE ENTITY ISSUING THE CONTRACT.

FAILURE OF THE APPROPRIATE ENTITY (CITY, COUNTY, OR PUBLIC BUILDING COMMISSION) TO OBJECT TO THE FORM OF THE CERTIFICATE OR ENDORSEMENT OR TO DEMAND SUCH PROOF AS IS REQUIRED HEREIN SHALL NOT CONSTITUTE A WAIVER OF ANY OF THE INSURANCE REQUIREMENTS SET FORTH BELOW.

Insurance: Coverage Information

The Contractor shall, prior to beginning work, provide proof of insurance coverage in a form satisfactory to the City/County/PBC, which shall not withhold approval unreasonably. The coverages and minimum levels required by this Contract are set forth below and shall be in effect for all times that work is being done pursuant to this Contract. No work on the Project or pursuant to this Contract shall begin until all insurance obligations herein are met to the satisfaction of the City/County/PBC, which shall not unreasonably withhold approval. Self-insurance shall not be permitted unless consent is given by the City/County/PBC prior to execution of the Contract and may require submission of financial information for analysis. Deductible levels shall be provided in writing from the Contractor's insurer and will be no more than \$25,000 per occurrence or as may be approved by the City or County as appropriate. Said insurance shall be written on an OCCURRENCE basis, and shall be **PRIMARY, with any insurance coverage maintained by the City/County/PBC being secondary or excess.**

Certificates

The Contractor shall provide certificates of insurance and such other proof, such as endorsements, as may be acceptable to the City or County (as appropriate) evidencing compliance with these requirements. The Contractor shall provide a Certificate of Insurance demonstrating the coverage required herein and the necessary endorsements or other proof and waivers described herein and below before being permitted to begin the work or project pursuant to this Contract.

1. <u>Commercial General Liability</u>

The Contractor shall provide proof of Commercial General Liability Insurance with a minimum limit of not less than \$1,000,000 each occurrence and \$2,000,000 aggregate. These minimum limits can be met by primary and umbrella liability policies. Coverage shall include: Premises-Operations, Products/ Completed Operations, Contractual, Broad Form Property Damage, and Personal Injury. Such coverage shall be endorsed for the general aggregate to be on a **PER PROJECT** basis, and the Contractor shall provide an additional insured endorsement acceptable to the City/County/PBC. The required insurance must include coverage for all projects and operations of Contractor or similar language that meets the approval of the City/County/PBC, which approval shall not be unreasonably withheld.

1.1 Additional Insured (Requires an Endorsement Form)

All Contractors shall provide an Additional Insured Endorsement form or other proof showing the City/County/PBC as additional insured for commercial general liability, auto liability and such other coverages as may be required by the City/County/PBC. The form or other proof shall be as is acceptable to the City/County Attorney.

⊠1.2 <u>Automobile Liability</u>

The Contractor shall provide proof of Automobile Liability coverage, which shall include: Owned, Hired and Non-Owned. Bodily Injury and Property Damage Combined Single Limit shall be at least \$1,000,000 Per Accident.

1.3 <u>Garage Keepers / Garage Liability</u>

The Contractor shall provide garage insurance, if required. Coverage shall include Garage Liability and Garage Keepers on a Direct Primary Basis, including Auto Physical Damage, with limits of not less than \$1,000,000 each accident Bodily Injury and Property Damage combined liability and Actual Cash Value auto physical damage. Coverage symbol(s) 30 and 21 shall be provided, where applicable.

1.4 Workers' Compensation; Employers' Liability

The Contractor shall provide proof of workers' compensation insurance of not less than minimum statutory requirements under the laws of the State of Nebraska and any other applicable State. Employers' Liability coverage with limits of not less than \$500,000 each accident or injury shall be included. The Contractor shall provide the City/County/PBC with an endorsement for waiver of subrogation or other proof of such waiver as may be acceptable to the City or County. The Contractor shall also be responsible for ensuring that all subcontractors have workers' compensation insurance for their employees before and during the time any work is done pursuant to this Contract.

1.5 <u>Builder's Risk Insurance</u>

The Contractor shall purchase and maintain builder's risk property insurance for all sites upon which construction is occurring as provided by Contract and all storage sites where equipment, materials, and supplies of any kind purchased pursuant to the Contract are being held or stored unless the Contractor receives notice that the City/County/PBC has obtained a builder's risk policy for itself. Except to the extent recoverable by Contractor from another subcontractor, deductibles shall be the responsibility of the Contractor. This coverage is required whenever the work under contract involves construction or repair of a building structure or bridge.

1.5.1 Waiver of Builder's Risk Insurance Carrier's Subrogation Rights

The Contractor and its subcontractor(s) waive all rights of action and subrogation that the insurance company providing the builder's risk policy may have against each of them and/or the City/County/PBC, Architect, and the officers, agents and employees of any of them, for all claims, damages, injuries and losses, to the extent covered by such property insurance. Such waiver of subrogation shall be effective for such persons even though such persons would otherwise have a duty of indemnification or contribution, contractual or otherwise, and even though such persons did not pay the insurance premium directly or indirectly, and whether or not such persons had an insurable interest in any property damaged. The Contractor or subcontractor shall provide proof of such waiver.

1.6 Pollution Liability

Contractors shall provide proof of pollution liability insurance arising out of all operations of the Contractors and subcontractors, due to discharge, dispersal, release, or escape of contaminants or pollutants into or upon land, the atmosphere or any watercourse or body of water with bodily injury and property damage limits of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate for:

1) Bodily injury, sickness, disease, mental anguish or shock sustained by any person, including death;

2) Property damage including physical injury to or destruction of tangible property including the resulting loss of use thereof, clean-up costs, and the loss of use of tangible property that has not been physically injured or destroyed;

3)Defense including loss adjustment costs, charges and expenses incurred in the investigation, adjustment or defense of claims for such compensatory damages;

4) Definition of pollution conditions shall include asbestos, lead, and mold so that these risks are covered if caused by Contractor/successful candidate's work or operations.

5) Coverage is required on an occurrence form.

1.7 Errors and Omissions; Professional Liability

Errors and Omissions or Professional Liability insurance, as may be required, covering damages arising out of negligent acts, errors, or omissions committed by Contractor in the performance of this Contract, with a liability limit of not less than \$1,000,000 each claim. Contractor shall maintain this policy for a minimum of two (2) years after completion of the work or shall arrange for a two year extended discovery (tail) provision if the policy is not renewed. The intent of this policy is to provide coverage for claims arising out of the performance of professional Services under this contract and caused by any error, omission, breach or negligent act, including infringement of intellectual property (except patent and trade secret) of the Contractor. This coverage is required whenever the Contractor or service provider is required to be certified, licensed or registered by a regulatory entity and/or where the provider's judgment in planning and design could result in economic loss to City/County/PBC.

1.8 <u>Railroad Contractual Liability Insurance</u>

If work is to be performed within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road beds, tunnel, underpass or railroad crossing, the Contractor must provide proof acceptable to the City or County that any exception for such work in the Contractor's commercial general liability policy has been removed or deleted.

1.8.1<u>Railroad Protective Liability</u>

If work is to be performed within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road beds, tunnel, underpass or crossing or otherwise required by the Special Provisions or applicable requirements of an affected railroad, the Contractor shall provide Railroad Protective Liability Insurance naming the affected railroad/s as insured with minimum limits for bodily injury and property damage of \$2,000,000 per occurrence, \$6,000,000 aggregate, or such other limits as required in the Special Provisions or by the affected railroad. The original of the policy shall be furnished to the railroad and a certified copy of the same furnished to the City/County/PBC Purchasing Department prior to any related construction or entry upon railroad premises by the Contractor or for work related to the Contract.

1.9 <u>Cyber Insurance</u>

The Contractor shall maintain network risk and cyber liability coverage (including coverage for unauthorized access, failure of security, breach of privacy perils, as well at notification costs and regulatory defense) in an amount of not less than \$1,000,000. Such insurance shall be maintained in force at all times during the term of the Contract and for a period of two years thereafter for services completed during the term of the Contract.

2. <u>Cancellation Notice</u>

All Contractors shall include an endorsement to provide for at least thirty (30) days' firm written notice in the event of cancellation during the term of the Contract and during the period of any required continuing coverages. The Contractor shall provide, prior to expiration of the policies, certificates and endorsement forms evidencing renewal insurance coverages. The parties agree that the failure of City/County/PBC to object to the form of a certificate and/or additional insured endorsement or endorsement forms provided shall not constitute a waiver of this requirement.

3. <u>Risk of Loss</u>

Except to the extent covered by the builder's risk insurance, the Contractor shall have the sole responsibility for the proper storage and protection of, and assumes all risk of loss of, any subcontractor's Work and tools, materials, equipment, supplies, facilities, offices and other property at or off the Project site. The Contractor shall be solely responsible for ensuring each subcontractor shall take every reasonable precaution in the protection of all structures, streets, sidewalks, materials and work of other subcontractors. Contractor shall protect its Work from damage by the elements or by other trades working in the area.

4. <u>Umbrella or Excess Liability</u>

The Contractor may use an Umbrella, Excess Liability, or similar coverage to supplement the primary insurance stated above in order to meet or exceed the minimum coverage levels required by this Contract.

5. <u>Minimum Scope of Insurance</u>

All Liability Insurance policies shall be written on an "Occurrence" basis only. All insurance coverage are to be placed with insurers authorized to do business in the State of Nebraska and must be placed with an insurer that has an A.M. Best's Rating of no less than A:VII unless specific approval has been granted otherwise.

6. <u>Indemnification</u>

To the fullest extent permitted by law the Contractor shall indemnify, defend, and hold harmless the Owner, its elected officials, officers, employees, agents, consultants, and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorney fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible or intangible property, including the Work itself, but only to the extent caused by the negligent, wrongful, or intentional acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by the negligence of a party indemnified hereunder. In the event the claim, damage, loss or expense is caused in part by the negligence of a party indemnified hereunder, the indemnification by the Contractor shall be prorated based on the extent of the liability of the party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce obligations of indemnity which would otherwise exist as to a party or person described in this Section. Nothing herein shall be construed to be a waiver of sovereign immunity by the Owner.

7. <u>Reservation of Rights</u>

The City/County/PBC reserves the right to require a higher limit of insurance or additional coverages when the City/County/PBC determines that a higher limit or additional coverage is required to protect the City/County/PBC or the interests of the public. Such changes in limits or coverages shall be eligible for a change order or amendment to the Contract.

8. <u>Sovereign Immunity</u>

Nothing contained in this clause or other clauses of this Contract shall be construed to waive the Sovereign Immunity of the City/County/PBC.

9. <u>Further Contact</u>

For further information or questions concerning coverage or acceptable forms, Contractors may contact the Purchasing Division or the department that issued the bid or the request for proposal.

For general questions regarding Insurance Requirements, please contact Risk Management for the City or County.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER CERTIFICATE DOES NOT AFFIRMATIVELY OF BELOW. THIS CERTIFICATE OF INSURANCE	R NEGATIVELY AMEND, EXTE DOES NOT CONSTITUTE A C	ND OR ALTER THE	COVERAGE	AFFORDED BY THE POLIC	ES				
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PRODUCER	ertificate holder in neu of such	CONTACT Marci Elar	n						
NAME: Marci Liam LINICO Group Inc FAX (402)/34-7272									
1128 Lincoln Mall		E-MAIL molom@u	inicogroup.con		2)-10-1212				
Suite 200		ADDRESS.	• •		1410 #				
Lincoln	NE 68508	Tasselsa	s Indemnity of A	RDING COVERAGE	25666				
INSURED		INSORER A .	s Indemnity Co		25658				
Speece Lewis Engineers Inc.	·	INSORER D .		ualty of America	25674				
LF Enterprises, LF Equipment Compan	IV I	INCONER C.	s Casualty of A	•					
906 So. 26th Street		INSURER E : Euclid Ma	anagers						
Lincoln	NE 68510	INSURER F :	•						
COVERAGES CERTIFICA	TE NUMBER: 19-20 All Liab/			REVISION NUMBER:					
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⊏ Basis)		00/10/2019	50/15/2020	88 8	30,000				
	DRD 101. Additional Remarks Schedule	may be attached if more of	nace is required)						
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Re: H207 Channel Armoring Repair Plan. The General Liability and Business Auto Liability policies include blanket automatic additional insured endorsements that provide additional insured status on a primary and non-contributing basis only when there is a written contract between the named insured and the certificate holder/entity(ies) that requires such status. The Workers Compensation policy includes a blanket automatic waiver of subrogation endorsement that provides a waiver in favor of the certificate holder/entity(ies) when required by written contract with the named insured prior to a loss. The blanket endorsements provide additional insured status for Lancaster County Engineer, The City of Lincoln and The Lincoln-Lancaster County Public Building Commission when required by written contract									
CERTIFICATE HOLDER		CANCELLATION							
Lancaster County Engineer 444 Cherrycreek Dr., Bldg. C		SHOULD ANY OF T	ATE THEREO	SCRIBED POLICIES BE CANCEI F, NOTICE WILL BE DELIVERED Y PROVISIONS.					
TTT OTHETYCICER DL., Didy. C		AUTHORIZED REPRESEN	TATIVE						
Lincoln	NE 68528		Th	ours Champon					
		(,	ACORD CORPORATION. AI	rights reserved.				

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WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 00 01 (A)

POLICY NUMBER: UB-9N030729-19-47-G

LISTING OF ENDORSEMENTS EXTENSION OF INFO PAGE

We agree that the following listed endorsements form a part of this policy on its effective date.

WC	00	00	01	A	-	001	INFORMATION PAGE
WC	00	00	01	A	-	001	INFORMATION PAGE 2
WC	00	00	01	A	-	001	EXTENSION OF INFORMATION PAGE - SCHEDULE
WC	00	00	01	A	-	001	ENDORSEMENT LISTING
WC	00	03	13	00	-	001	WAIVER OF OUR RIGHT TO RECOVER
WC	00	04	14	A	-	001	NOTIFICATION OF CHG IN OWNR ENDT
WC	00	04	22	в	-	001	TERRORISM RISK INS PROG REAUTH ACT ENDT
WC	00	04	24	00	-	001	AUDIT NONCOMPLIANCE CHARGE ENDORSEMENT
WC	00	04	25	00	-	001	EXPER RATING MOD FACTOR REVISION ENDT
WC	99	06	R3	00	-	001	NOTICE OF CAN TO DESIGN PERSONS OR ORGAN
WC	99	06	V8	00	-	001	NE AMENDED CANC CONDITION ENDT
WC	00	04	21	D	-	001	CATASTROPHE (O/T CERT. ACTS OF TERR)ENDT
WC	00	04	19	00	-	001	PREMIUM DUE DATE ENDORSEMENT
WC	26	04	03	00	-	001	NE EXP RATING MOD FACTOR REV ENDT
WC	26	06	01	C	-	001	NE CANCELATION ENDT



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: UB-9N030729-19-47-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

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 the person or organization named in the Schedule. (This agreement applies only to the extent that 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 any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.



WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY ENDORSEMENT WC 99 06 R3 (00) - 001

POLICY NUMBER: UB-9N030729-19-47-G

NOTICE OF CANCELLATION TO DESIGNATED PERSONS OR ORGANIZATIONS

The following is added to PART SIX - CONDITIONS :

Notice Of Cancellation To Designated Persons Or Organizations

If we cancel this policy for any reason other than non-payment of premium by you, we will provide notice of such cancellation to each person or organization designated in the Schedule below. We will mail or deliver such notice to each person or organization at its listed address at least the number of days shown for that person or organization before the cancellation is to take effect.

You are responsible for providing us with the information necessary to accurately complete the Schedule below. If we cannot mail or deliver a notice of cancellation to a designated person or organization because the name or address of such designated person or organization provided to us is not accurate or complete, we have no responsibility to mail, deliver or otherwise notify such designated person or organization of the cancellation.

SCHEDULE

Name and Address of Designated Persons or Organizations:	Number of Days Notice
ANY PERSON OR ORGANIZATION TO WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF: 1. YOU SEND US A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR	30
ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OF THIS POLICY, AND 2. WE RECEIVED SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS SCHEDULE.	
ADDRESS: THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US.	
All other terms and conditions of this policy remain unchanged.	

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective Insured	Policy No.	Endorsement No. Premium \$
Insurance Company	Countersigned by	



POLICY NUMBER: BA-9N037571-19-GRP EFFECTIVE DATE: 08-15-19 ISSUE DATE: 08-29-19

LISTING OF FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS

THIS LISTING SHOWS THE NUMBER OF FORMS, SCHEDULES AND ENDORSEMENTS BY LINE OF BUSINESS.

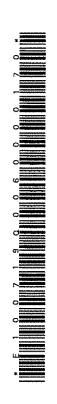
IL TO 02 11 89 COMMON POLICY DECLARATIONS IL T8 01 10 93 FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS IL T0 01 01 07 COMMON POLICY CONDITIONS

COMMERCIAL AUTOMOBILE

CA TO 01 02 15	BA- COVERAGE PART DECS (ITEMS 1 & 2)
CA TO 02 02 15	BA COVERAGE PART DECS (ITEM 3)
CA TO 03 02 15	BA COVERAGE PART DECS (ITEMS 4 & 5)
CA TO 30 02 16	BA/AD/MC COV PART SUPPL SCH - ITEM TWO
CA TO 31 02 15	TABLE OF CONTENTS-BUSINESS AUTO COV FORM
CA 00 01 10 13	BUSINESS AUTO COVERAGE FORM
CA T4 59 02 15	AMENDMENT OF EMPLOYEE DEFINITION
CA T4 74 02 16	BLNKT ADDTL IND- PNC W/OTHER INS
CA 01 56 11 13	NEBRASKA CHANGES
CA 21 70 10 13	NE UM AND UIM COVERAGE
CA 99 23 10 13	RENTAL REIMBURSEMENT COVERAGE
CA 99 35 11 13	NEBRASKA AUTO MEDICAL PAYMENTS COVERAGE
CA T3 53 02 15	BUSINESS AUTO EXTENSION ENDORSEMENT
CA 02 21 12 17	NEBRASKA CHANGES - CANCELLATION

INTERLINE ENDORSEMENTS

IL T4 12 03 15	AMNDT COMMON POLICY	COND-PROHIBITED COVG
IL 00 21 05 02	NUCLEAR ENERGY LIAB	EXCL END-BROAD FORM
IL TO 10 12 86	LENDERS CERTIFICATE	OF INSURANCE-FORM A



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following: BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph A.1.c., Who Is An Insured, of SECTION II – COVERED AUTOS LIABILITY COVERAGE:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured". 2. The following is added to Paragraph B.5., Other Insurance of SECTION IV – BUSINESS AUTO CONDITIONS:

Regardless of the provisions of paragraph a. and paragraph d. of this part 5. Other Insurance, this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory. POLICY NUMBER: 680-9N028261-19-47

EFFECTIVE DATE: 08/15/2019

ISSUE DATE: 08/29/2019

LISTING OF FORMS, ENDORSEMENTS AND SCHEDULE NUMBERS

THIS LISTING SHOWS THE NUMBER OF FORMS, SCHEDULES AND ENDORSEMENTS BY LINE OF BUSINESS

IL	т0	19	02	05	COMMON POLICY DECLARATIONS
MP	т0	01	02	05	BUSINESSOWNERS COVERAGE PART DECLARATIONS
IL	т8	01	01	01	FORMS ENDORSEMENTS AND SCHEDULE NUMBERS
IL	тз	15	09	07	COMMON POLICY CONDITIONS
IL	тз	20	09	97	EARLIER NOTICE OF CANCELLATION/NONRENEWAL PROVIDED BY
					US

BUSINESSOWNERS

MP TO 25	02 05	SPECIAL PROVISIONS - LOSS PAYEE
CP 12 18	10 12	LOSS PAYABLE PROVISIONS
MP T1 30	02 05	TABLE OF CONTENTS - BUSINESSOWNERS COVERAGE PART -
		DELUXE PLAN
MP P0 06	09 15	ARCHITECTS, ENGINEERS AND SURVEYORS PROPERTY
		ENHANCEMENT
MP T1 02	02 05	BUSINESSOWNERS PROPERTY COVERAGE SPECIAL FORM
MP T1 05	02 05	AMENDATORY PROVISIONS - OFFICES
MP T3 25	01 15	FEDERAL TERRORISM RISK INSURANCE ACT DISCLOSURE
MP T3 29	09 18	ERISA COVERAGE
MP T3 50	11 06	EQUIPMENT BREAKDOWN - SERVICE INTERRUPTION LIMITATION
MP T3 56	02 08	AMENDATORY PROVISIONS - GREEN BUILDING AND BUSINESS
		PERSONAL PROP COV ENHANCEMENTS
MP T1 55	02 05	EMPLOYEE DISHONESTY AND FORGERY OR ALTERATION
		INCREASED LIMIT
CP 01 24	07 00	NEBRASKA CHANGES

COMMERCIAL GENERAL LIABILITY

CG	D4	69	02	19	TOT AGG LIMIT OTHER THAN PROJECTS
CG	т0	34	02	19	TABLE OF CONTENTS - COMMERCIAL GENERAL LIABILITY
					COVERAGE FORM CG T1 00 02 19
CG	т1	00	02	19	COMMERCIAL GENERAL LIABILITY COVERAGE FORM
CG	D3	09	02	19	AMENDATORY ENDORSEMENT - PRODUCTS-COMPLETED OPERATIONS
					HAZARD
CG	D3	81	09	15	BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND
					SURVEYORS)
CG	D6	75	02	19	AMEND-WHO IS INS-ARCHIT/ENG/SURVEY ACTIV
CG	D2	03	12	97	AMEND - NON CUMULATION OF EACH OCC
CG	D3	79	02	19	XTEND ENDORSEMENT FOR ARCHITECTS, ENGINEERS AND
					SURVEYORS
CG	D3	80	10	11	EXCLUSION - ENGINEERS, ARCHITECTS OR SURVEYORS
					PROFESSIONAL LIABILITY
CG	D4	21	07	08	AMEND CONTRAL LIAB EXCL - EXC TO NAMED INS

 POLICY NUMBER:
 680-9N028261-19-47

 EFFECTIVE DATE:
 08/15/2019

 ISSUE DATE:
 08/29/2019

COMMERCIAL GENERAL LIABILITY (CONTINUED)

CG	D6	18	10	11	EXCLUSION	-	VIOLATION	OF	CONSUMER	FINANCIAL	PROTECTION
					LAWS						
CG	D0	76	06	93	EXCLUSION	-	LEAD				
CG	D1	42	02	19	EXCLUSION	-	DISCRIMINA	ATIC	N C		

EMPLOYEE BENEFITS LIABILITY

CG	т0	09	09	93	EMPLOYEE	BENEFITS	LIABILITY	COVERAGE	PART	DECLARATIONS
CG	то	43	01	16	TABLE OF	CONTENTS	- EMPLOYEE	BENEFITS	5 LIAE	BILITY
					COVERAGE	FORM				
CG	т1	01	01	16	EMPLOYEE	BENEFITS	LIABILITY	COVERAGE	FORM	

CYBERFIRST ESSENTIALS LIABILITY ENDORSEMENTS

PR	т0	22	02	12	CYBERFIRST ESSENTIALS COVERAGE PART DECLARATIONS
PR	т1	13	02	12	CYBERFIRST ESSENTIALS GENERAL PROVISIONS FORM
PR	т1	14	02	12	CYBERFIRST ESSENTIALS INFORMATION SECURITY LIABILITY
PR	т5	21	03	15	COVERAGE FORM COVG FOR FINANCIAL INTEREST IN FOREIGN INSURED
					ORGANIZATIONS-CYBERFIRST ESSENTIALS
PR	т4	97	03	15	BREACH ESSENTIALS ENDORSEMENT
PR	т5	14	01	15	AMEND OF AI AND PI DEFINITIONS - INFORMATION SECURITY
PR	F3	64	08	17	LIABILITY NEBRASKA MANDATORY ENDORSEMENT

MULTIPLE SUBLINE ENDORSEMENTS

CG T3 33 11 03 LIMITATION WHEN TWO OR MORE POLICIES APPLY

COMMERCIAL INLAND MARINE

CM	т0	05	01	98	CONTRACTOR'S EQUIPMENT COVERAGE - DECLARATIONS
CM	т0	11	80	05	COMMERCIAL INLAND MARINE COVERAGE PART - TABLE OF
					CONTENTS
CM	00	01	09	04	COMMERCIAL INLAND MARINE CONDITIONS
CM	т1	03	01	98	CONTRACTORS EQUIPMENT - SPECIAL
СМ	т3	98	01	15	FEDERAL TERRORISM RISK INSURANCE ACT DISCLOSURE
CM	т9	22	09	07	ARCHITECTS, ENGINEERS AND SURVEYORS EQUIPMENT
					ENDORSEMENT
CM	01	25	07	00	NEBRASKA CHANGES

INTERLINE ENDORSEMENTS

IL T3	68 03	1 15	FEDERAL TERRORISM RISK INSURANCE ACT DISCLOSURE
IL T4	00 12	2 09	DESIGNATED ENTITY - NOTICE OF CANCELLATION OR
			NONRENEWAL PROVIDED BY US
IL T4	12 03	3 15	AMNDT COMMON POLICY COND-PROHIBITED COVG

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)

This endorsement modifies insurance provided under the following: COMMERCIAL GENERAL LIABILITY COVERAGE PART

1. The following is added to SECTION II – WHO IS AN INSURED:

Any person or organization that you agree in a "written contract requiring insurance" to include as an additional insured on this Coverage Part, but:

- a. Only with respect to liability for "bodily injury", "property damage" or "personal injury"; and
- **b.** If, and only to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the "written contract requiring insurance" applies, or in connection with premises owned by or rented to you.

The person or organization does not qualify as an additional insured:

- **c.** With respect to the independent acts or omissions of such person or organization; or
- **d.** For "bodily injury", "property damage" or "personal injury" for which such person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- e. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- **f.** This insurance does not apply to the rendering of or failure to render any "professional services".
- g. In the event that the Limits of Insurance of the Coverage Part shown in the Declarations exceed the limits of liability required by the "written contract requiring insurance", the insurance provided to the additional insured shall be limited to the limits of liability required by that "written contract requiring insurance". This endorsement does not increase the limits of insurance described in Section III – Limits Of Insurance.

- h. This insurance does not apply to "bodily injury" or "property damage" caused by "your work" and included in the "productscompleted operations hazard" unless the "written contract requiring insurance" specifically requires you to provide such coverage for that additional insured, and then the insurance provided to the additional insured applies only to such "bodily injury" or "property damage" that occurs before the end of the period of time for which the "written contract requiring insurance" requires you to provide such coverage or the end of the policy period, whichever is earlier.
- 2. The following is added to Paragraph 4.a. of SECTION IV COMMERCIAL GENERAL LIABILITY CONDITIONS:

The insurance provided to the additional insured is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured for a loss we cover. However, if you specifically agree in the "written contract requiring insurance" that this insurance provided to the additional insured under this Coverage Part must apply on a primary basis or a primary and non-contributory basis, this insurance is primary to other insurance available to the additional insured which covers that person or organizations as a named insured for such loss, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have signed that "written contract requiring insurance". But this insurance provided to the additional insured still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the additional insured when that person or organization is an additional insured under any other insurance. 3. The following is added to Paragraph 8., Transfer Of Rights Of Recovery Against Others To Us, of SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:

We waive any right of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, done under a "written contract requiring insurance" with that person or organization. We waive this right only where you have agreed to do so as part of the "written contract requiring insurance" with such person or organization signed by you before, and in effect when, the "bodily injury" or "property damage" occurs, or the "personal injury" offense is committed. **4.** The following definition is added to the **DEFINITIONS** Section:

"Written contract requiring insurance" means that part of any written contract under which you are required to include a person or organization as an additional insured on this Coverage Part, provided that the "bodily injury" and "property damage" occurs and the "personal injury" is caused by an offense committed:

- a. After you have signed that written contract;
- **b.** While that part of the written contract is in effect; and
- c. Before the end of the policy period.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED ENTITY – NOTICE OF CANCELLATION/NONRENEWAL PROVIDED BY US

This endorsement modifies insurance provided under the following: ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION:

Number of Days Notice of Cancellation: 30

NONRENEWAL:

Number of Days Notice of Nonrenewal: 30

PERSON OR ORGANIZATION:

ANY PERSON OR ORGANIZATION TO WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OR NONRENEWAL OF THIS POLICY WILL BE GIVEN, BUT ONLY IF:

- YOU SEND US A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OR NONRENEWAL OF THIS POLICY; AND
- 2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS SCHEDULE.

ADDRESS:

THE ADDRESS FOR THAT PERSON OR ORGANIZ-ATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US.

PROVISIONS:

- A. If we cancel this policy for any statutorily permitted reason other than nonpayment of premium, and a number of days is shown for cancellation in the schedule above, we will mail notice of cancellation to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for cancellation in the schedule above before the effective date of cancellation.
- **B.** If we decide to not renew this policy for any statutorily permitted reason, and a number of days is shown for nonrenewal in the schedule above, we will mail notice of the nonrenewal to the person or organization shown in the schedule above. We will mail such notice to the address shown in the schedule above at least the number of days shown for nonrenewal in the schedule above before the expiration date.