

SECTION C



FOR DEMO PURPOSES ONLY CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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 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 liqu of such and resemble.

_		icate holder in lieu o	of such endors	seme	nt(s)		CONTACT						
PRODUCER						NAME:							
Your Agent or Broker						PHONE [FAX (A/C, No, Ext): [A/C, No):							
							E-MAIL ADDRESS:						
								IN	SURER(S) AFFOR	RDING COVERAGE			NAIC #
							INSURER A : YO	ur In	surance Com	pany			
INS	JRED						INSURER B : YO	ur In	surance Com	pany			
							INSURER C : YO						
		Your Name					INSURER D : YO						
							INSURER E : YO						
							INSURER F : YO						
CC	VFF	RAGES	CER	TIFIC	CATE	NUMBER:	REVISION NUMBER:						
II C	IDICA ERT XCLI	ATED. NOTWITHSTA IFICATE MAY BE ISS	NDING ANY RE UED OR MAY I	QUIF PERT POLI	REMEI AIN, CIES.	RANCE LISTED BELOW HA NT, TERM OR CONDITION THE INSURANCE AFFORD LIMITS SHOWN MAY HAVE	OF ANY CONTR ED BY THE PO BEEN REDUCE	RACT LICIE D BY	OR OTHER DES DESCRIBED PAID CLAIMS	OCUMENT WITH RED HEREIN IS SUBJECT	SPEC	T TO	WHICH THIS
INSF		TYPE OF INSURA	NCE	INSR	SUBR WVD	POLICY NUMBER	POLICY (MM/DDA	YYY)	POLICY EXP (MM/DD/YYYY)		LIMIT	S	
	GEI	NERAL LIABILITY		S SILES A						EACH OCCURRENCE		\$	2,000,000
	X	COMMERCIAL GENERAL	LIABILITY							DAMAGE TO RENTED PREMISES (Ea occurrence	e)	s	50,000
		CLAIMS-MADE X OCCUR								MED EXP (Any one perso	n)	s	5,000
Α	X	Include Independen	nt Contractors	Υ		XYZ-123	MM/DE)/YY	MM/DD/YY	PERSONAL & ADVINJUR	RY	s	2,000,000
										GENERAL AGGREGATE		s	2,000,000
	GEI	N'L AGGREGATE LIMIT API							PRODUCTS - COMPIOP	AGG	s s	2,000,000	
	AUTOMOBILE LIABILITY							-		COMBINED SINGLE LIMI (Ea accident)	Т		\$1,000,000
	ANY AUTO ALL OWNED SCHEDULED							MM/DD/YY	MM/DD/YY	BODILY INJURY (Per pers		\$	ψ.,ουσ,ουσ
В						ABC-345	MM/DE			BODILY INJURY (Per acci	-	s	
В	\Leftrightarrow	AUTOS AUTOS NON-OWNED				ABC-343	IVIIVIIDE			PROPERTY DAMAGE	ident)	s	
		HIRED AUTOS X	AUTOS						(Per accident)				
_	$\frac{1}{2}$											\$	A - N
_	X	UMBRELLA LIAB	OCCUR			111 555		MANAUDDAYA	AAAA/DDAAA	EACH OCCURRENCE	_	S	As Needed
С	-	EXCESS LIAB	Y		LLL-555	MM/DD/YY	MM/DD/YY	AGGREGATE		S			
_	DED RETENTION \$						_	-		WC STATU- OTH-			
		EMPLOYERS' LIABILITY	ERS COMPENSATION EMPLOYERS' LIABILITY Y / N				MM/DD/YY			WC STATU- TORY LIMITS	ER.		
D	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below					WCB-678		MM/DD/YY	E.L. EACH ACCIDENT		S		
						12			E.L. DISEASE - EA EMPL	OYEE	S	1,000,000	
										E.L. DISEASE - POLICY L	IMIT	S	1,000,000
Е	Builders Risk - REQUIRED FOR: OMH, OPWDD, OASAS, NYCHA					MCK-777	MM/DD)/YY	MM/DD/YY	Contract Value			
DA Pro	SNY ject	Contract No: 3385309 Name: CUNY Central	9999			ACORD 101, Additional Remarks S	Schedule, if more sp	ace is	required)				
Th NY	e follo , SUI	SUNY Albany owing are Additional I NY Albany and the Cons s Notice of Cancellation	struction Manage	er.		project: the Dormitory Autlall insurance policies.	hority-State of N	ew Y	ork; the State of	of NY, State University	of NY	Y, the	State of
CE	RTIF	FICATE HOLDER					CANCELLAT	ION					
		Dormitory Auth Attn: Risk Man	agement	New	York		THE EXPIRA	ATIO	N DATE THE	ESCRIBED POLICIES EREOF, NOTICE WI Y PROVISIONS.			
515 Broadway						AUTHORIZED REPRESENTATIVE							

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Albany, New York 12207

Your Agent/Broker Representative



ANDREW M. CUOMO Governor

ALFONSO L. CARNEY, JR.

GERRARD P. BUSHELL, Ph.D. President & CEO

Memorandum

TO: DASNY Contractors & Consultants

FROM: Jamie Pelis- Procurement

DATE: August 30, 2017

RE: 30 Day Notice of Cancellation

Your contract with the Dormitory Authority of the State of New York (DASNY) requires that your insurance coverage provide the Authority with at least 30 days written notice prior to cancellation, non-renewal, or material change of your insurance policy.

In the event that DASNY's Procurement unit receives your insurance information on an ACORD Certificate of Liability Insurance form (ACORD 25 2016/03), your insurance agent/broker will need to provide information regarding the policy's terms and conditions, as they pertain to Notice of Cancellation, by adding a comment in the Description of Operations/Locations/Vehicles section of the Certificate, or by referencing the applicable policy section or endorsement on the Certificate and attaching that document for our review.

If the policy does not provide at least 30 days notice to the Authority as required by contract, the Authority will ask you to endorse the policy accordingly, and to provide evidence of the change via a copy of that endorsement.

Insurance Requirements

Certificate of Liability Insurance

Sample Accord Certificate is attached.

Please make sure the 30 Days Written Notice Clause Reads as Follows on the Certificate: EXPIRATION DATE THEREOF, THE ISSUING COMPANY MAIL <u>30</u> DAYS WRITTEN NOTICE "TO DASNY".

Disability Benefits

DB-120.1 or DB-820/829 (5/06 or later) - Certificate of Disability Benefits. The insurance carrier will provide a completed form as evidence of in-force coverage.

Workers Comp

- 1. DB-155- Certificate of Disability Self Insurance. The NYS Workers' Compensation Board's Self Insurance Office will provide a completed form. C-105.2 (9/07 or later) Certificate of Workers' Compensation Insurance. The insurance carrier will provide a completed form as evidence of in-force coverage.
- 2. U-26.3- Certificate of Workers' Compensation Insurance from the State Insurance Fund. The State Insurance Fund will provide a completed form as evidence of in-force coverage.
- 3. GSI-105.2 /SI-12- Certificate of Workers' Compensation Self Insurance. The NYS Workers' Compensation Board's Self Insurance Office or the contractor's Group Self Insurance Administrator will provide a completed form.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations				
DASNY, State of New York, CLIENT	Project or installation location				
Any language like "as per written contract" is not acceptable - DASNY, etc. must be named					
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.					

- A. Section II Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - 1. Your acts or omissions; or
 - The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

- The insurance afforded to such additional insured only applies to the extent permitted by law: and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- 2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to Section III Limits Of Insurance:
 - If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
 - 1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

HIGHLIGHTS ADDED TO THE FORM

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations				
DASNY, State of New York, CLIENT	Project or installation location				
Any language like "as per written contract" is not acceptable - DASNY, etc. must be named					
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.					

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

HIGHLIGHTS ADDED TO THE FORM

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

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

Primary And Noncontributory Insurance

This insurance 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 insurance would be primary and would not seek contribution from any other insurance available to the additional insured.



New York State Department of Taxation and Finance

Contractor Certification

ST-220-

(Pursuant to Section 5-a of the Tax Law, as amended, effective April 26, 2006)

For information, consult Publication 223, Questions and Answers Concerning Tax Law Section 5-a (see Need help? below).

Contractor name							
Contractor's principal place of business		City	State	ZIP code			
Contractor's mailing address (if different than above)							
Contractor's federal employer identification	n number (EIN)	Contractor's sales tax ID numb	Contractor's telephone number				
				()			
Covered agency or state agency Contract number		er or description	Estiņ	Estimated contract value over			
				the full term of contract (but not including renewals) \$			
			,	, , ,			
Covered agency address			Cove	Covered agency telephone number			

General information

Section 5-a of the Tax Law, as amended, effective April 26, 2006, requires certain contractors awarded certain state contracts valued at more than \$100,000 to certify to the Tax Department that they are registered to collect New York State and local sales and compensating use taxes, if they made sales delivered by any means to locations within New York State of tangible personal property or taxable services having a cumulative value in excess of \$300,000, measured over a specified period. In addition, contractors must certify to the Tax Department that each affiliate and subcontractor exceeding such sales threshold during a specified period is registered to collect New York State and local sales and compensating use taxes. Contractors must also file a Form ST-220-CA, certifying to the procuring state entity that they filed Form ST-220-TD with the Tax Department and that the information contained on Form ST-220-TD is correct and complete as of the date they file Form ST-220-CA.

All sections must be completed including all fields on the top of this page, all sections on page 2, Schedule A on page 3, if applicable, and Individual, Corporation, Partnership, or LLC Acknowledgement on page 4. If you do not complete these areas, the form will be returned to you for completion.

For more detailed information regarding this form and section 5-a of the Tax Law, see Publication 223, Questions and Answers Concerning Tax Law Section 5-a, (as amended, effective April 26, 2006), available at www.nystax.gov. Information is also available by calling the Tax Department's Contractor Information Center at 1 800 698-2931.

Note: Form ST-220-TD must be signed by a person authorized to make the certification on behalf of the contractor, and the acknowledgement on page 4 of this form must be completed before a notary public.

Mail completed form to:

NYS TAX DEPARTMENT DATA ENTRY SECTION W A HARRIMAN CAMPUS ALBANY NY 12227

Privacy notification

The Commissioner of Taxation and Finance may collect and maintain personal information pursuant to the New York State Tax Law, including but not limited to, sections 5-a, 171, 171-a, 287, 308, 429, 475, 505, 697, 1096, 1142, and 1415 of that Law; and may require disclosure of social security numbers pursuant to 42 USC 405(c)(2)(C)(i).

This information will be used to determine and administer tax liabilities and, when authorized by law, for certain tax offset and exchange of tax information programs as well as for any other lawful purpose.

Information concerning quarterly wages paid to employees is provided to certain state agencies for purposes of fraud prevention, support enforcement, evaluation of the effectiveness of certain employment and training programs and other purposes authorized by law.

Failure to provide the required information may subject you to civil or criminal penalties, or both, under the Tax Law.

This information is maintained by the Director of Records Management and Data Entry, NYS Tax Department, W A Harriman Campus, Albany NY 12227.

Need help?



Internet access: www.nystax.gov (for information, forms, and publications)



Fax-on-demand forms:

1 800 748-3676



Telephone assistance is available from 8:00 A.M. to 5:00 P.M. (eastern time), Monday through Friday.

To order forms and publications: 1 800 462-8100 Sales Tax Information Center: 1 800 698-2909 From areas outside the U.S. and outside Canada: (518) 485-6800

Hearing and speech impaired (telecommunications device for the deaf (TDD) callers only):

1 800 634-2110

Persons with disabilities: In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, please call 1 800 972-1233.

(title)

(sign before a notary public)

Schedule A — Listing of each entity (contractor, affiliate, or subcontractor) exceeding \$300,000 cumulative sales threshold

List the contractor, or affiliate, or subcontractor in Schedule A only if such entity exceeded the \$300,000 cumulative sales threshold during the specified sales tax guarters. See directions below. For more information, see Publication 223.

A Relationship to Contractor	B Name	C Address	D Federal ID Number	E Sales Tax ID Number	F Registration in progress
					. 0

- Column A Enter \boldsymbol{C} in column A if the contractor; \boldsymbol{A} if an affiliate of the contractor; or \boldsymbol{S} if a subcontractor.
- Column B Name If the entity is a corporation or limited liability company, enter the exact legal name as registered with the NY Department of State, if applicable. If the entity is a partnership or sole proprietor, enter the name of the partnership and each partner's given name, or the given name(s) of the owner(s), as applicable. If the entity has a different DBA (doing business as) name, enter that name as well.
- Column C Address Enter the street address of the entity's principal place of business. Do not enter a PO box.
- Column D ID number Enter the federal employer identification number (EIN) assigned to the entity. If the entity is an individual, enter the social security number of that person.
- Column E Sales tax ID number Enter only if different from federal EIN in column D.
- Column F If applicable, enter an X if the entity has submitted Form DTF-17 to the Tax Department but has not received its certificate of authority as of the date of this certification.

Individual, Corporation, Partnership, or LLC Acknowledgment

	TE OF SS.: UNTY OF }
On	the day of in the year 20 , before me personally appeared ,
kno	wn to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that
_ h	e resides at ,
Tov	vn of ,
Cou	unty of,
Sta	te of; and further that:
[Ma	rk an X in the appropriate box and complete the accompanying statement.]
	(If an individual): _he executed the foregoing instrument in his/her name and on his/her own behalf.
П	(If a corporation): _he is the
	of, the corporation described in said instrument; that, by authority of the Board of Directors of said corporation, _he is authorized to execute the foregoing instrument on behalf of the corporation for purposes set forth therein; and that, pursuant to that authority, _he executed the foregoing instrument in the name of and on behalf of said corporation as the act and deed of said corporation.
	(If a partnership): _he is a
	of, the partnership described in said instrument; that, by the terms of said partnership, _he is authorized to execute the foregoing instrument on behalf of the partnership for purposes set forth therein; and that, pursuant to that authority, _he executed the foregoing instrument in the name of and on behalf of said partnership as the act and deed of said partnership.
	(If a limited liability company): _he is a duly authorized member of
Not	ary Public
Red	gistration No
	

VENDOR RESPONSIBILITY QUESTIONNAIRE

All bidders must complete the Vendor Responsibility Questionnaire in the New York State VendRep System. Information concerning the system is contained in the paragraph that follows.

To enroll in and use the New York State VendRep System, see the Instructions available at http://www.osc.state.ny.us/vendrep/index.htm or go directly to the VendRep System online at http://onlineservices.osc.state.ny.us/. Vendors must provide their New York State Vendor Identification Number when enrolling. To request assignment of a Vendor ID Number, or for help with the online questionnaire, contact the Office of the State Comptroller's Help Desk at 866-370-4672 or 518-408-4672 or by email at ITSServiceDESK@osc.state.ny.us.

The Certification page must be submitted to DASNY with bid submittals upon notification of intent to award.