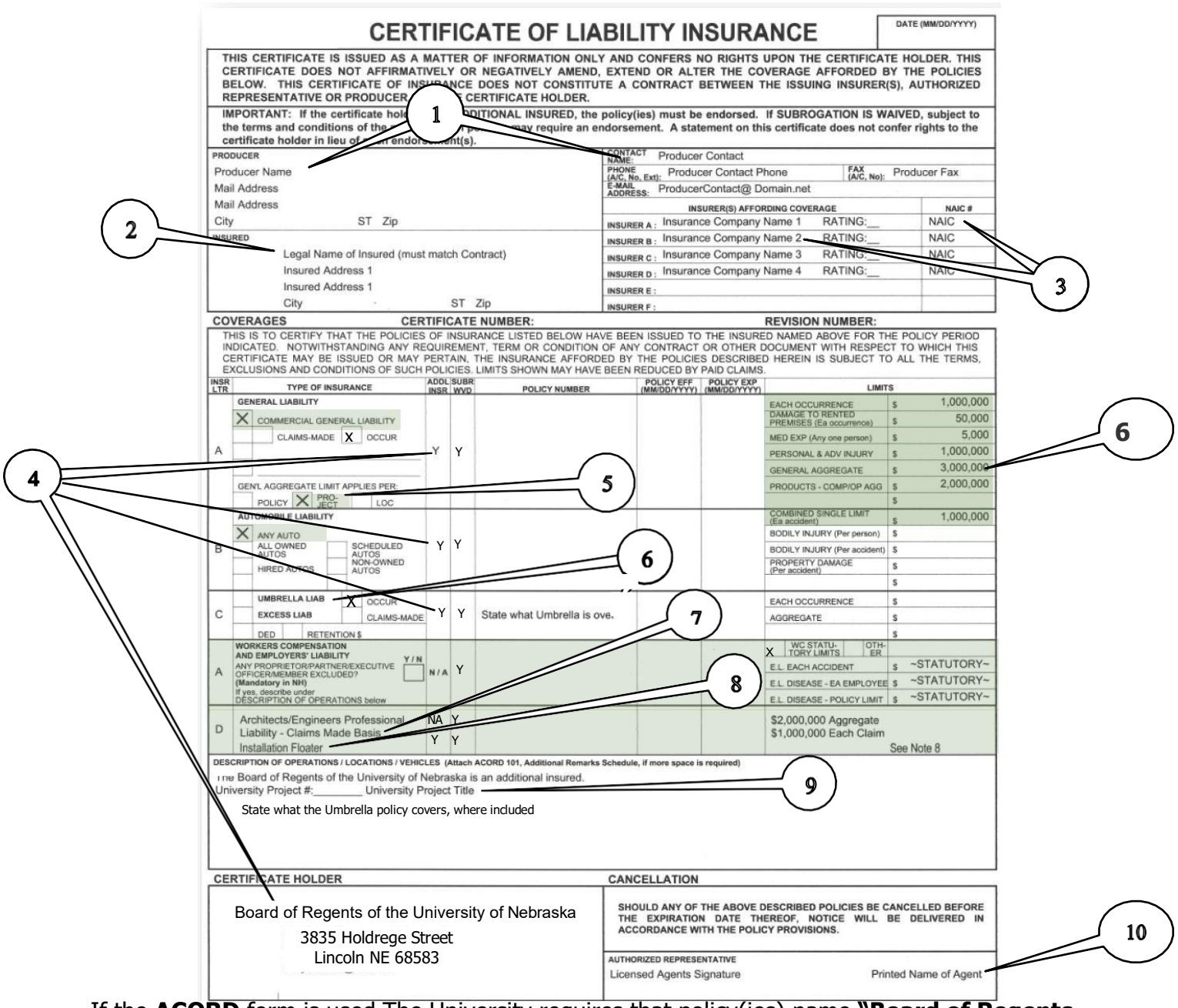
University of Nebraska Certificate of Insurance

Preparation Instructions for Contractor's, Architect's and/or Engineer's

UNFP 6.3.1.1.3 for Facilities



If the **ACORD** form is used The University requires that policy(ies) name **"Board of Regents of the University of Nebraska"** as the certificate holder and as an additional insured.

(1) Insert Producer's contact information issuing certificate. If more than one person or agency will issue certificates, each must complete a separate form.

(2) The name, address and telephone number of the entity being insured. The entity name on the contract **must match** the name of the Insured on the Certificate of Insurance.

(3) The name of the insuring company(ies) should be listed here. The company NAIC Number and **rating must also be added.** Any companies providing coverage must be a Minimum AM Best rating of A-, Class VIII. The University reserves the right to modify this requirement for any project. Insurer must be authorized to do business in the State of Nebraska.

(4) General Liability insurance must be an occurrence-based policy. Policies may not contain a "care, custody, or control" exclusion.

(5) Insured must have their insurer complete a Commercial General Liability Coverage endorsement form to specify that the aggregate policy limit of coverage applies to the **Project**.

(6) Compliance with minimum insurance requirements may be achieved through a combination of primary and umbrella coverage as long as the attachment point does not fall below $1,000,000 per occurrence and the general aggregate is maintained. If umbrella liability insurance is purchased, the Insured must indicate, in the description box, to which policy the coverage applies.

(7) If the Insured is required to carry professional liability insurance, the Insured will provide claims made, project coverage as required at Insured's sole cost and expense.

(8) If applicable, the Insured will provide and maintain "All Peril" Installation Floater Insurance for the materials, supplies, machinery, fixtures, and equipment which will become a part of the installation, erection, or fabrication as shown and described in the project Contract Documents. The Insured will provide an Installation Floater sufficient to cover the value of the items being installed or are awaiting installation.

(9) Project Description box to include University's project number and description. The University will provide this information. See below.

(10) Certificates of Insurance should be executed by a licensed insurance agent. The licensed agent's signature and printed name should be provided in this block. **Include a copy of the signing agent's license with the Certificate of Insurance.**

General Guidance:

- Certificate of Insurance is required to be on file with the University prior to starting a project. Include other insurance policies that may be required. The University reserves the right to request a copy of any insurance policy issued to the Insured to verify compliance with this Certificate of Insurance. The University reserves the right, at the University's sole discretion, to modify any insurance requirement, or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, the University reserves the right, at the University's sole discretion, to reject any insurer. By requiring minimum insurance coverage requirements, the University shall not be deemed or construed to have assessed the risk that may be applicable to the Insured under the Contract Documents. The Insured shall assess its own risks and, if it deems appropriate and/or prudent, maintain higher limits and/or broader coverages. The Insured is not relieved of any liability or other obligations assumed under the Contract Documents by reason of its failure to obtain or maintain insurance in sufficient amounts, durations, or types.
- The University will specify the minimum duration and minimum amount of coverage required for each project. Coverage specified may deviate from the graphic representation on the proceeding page.
- The Insured will give the University thirty days' notice as an additional insured, before cancellation or termination. The Insured must immediately notify the University of the cancellation or termination upon receipt of the cancellation or termination.
- The University will provide and maintain "All Peril" Builders Risk Insurance for the structure or buildings while under construction, erection, or fabrication as shown and described in the project Contract Documents. The Insured shall bear the risk and responsibility for a $2,000 per occurrence deductible for each claim.

Additional Project Specific information, if applicable:

University Project Info: Project Number and Project Name

Send renewals to Select Email Address

Questions and Concerns?:
Send to the University of Nebraska email address above.

☐ Cyber Insurance Requirement Applies ☐ Pollution Liability Insurance Applies ☐ Railroad Contractual Liability Applies

The certificate issuer will submit the fully executed certificate to the appropriate location as shown below: University of Nebraska mailing address

☐ **Board of Regents of the University of Nebraska**
Facilities Planning & Capital Programs
1901 Y Street
Lincoln NE 68503-2446

☐ **Board of Regents of the University of Nebraska**
Procure to Pay Services
1901 Y Street
Lincoln, NE 68503-2446

☐ **Board of Regents of the University of Nebraska**
University of Nebraska Medical Center
Facilities Management and Planning
600 S 42nd Street
Omaha NE 68198-7100

☐ **Board of Regents of the University of Nebraska**
University of Nebraska Omaha
6001 Dodge Street
Omaha, NE 68182

☐ **Board of Regents of the University of Nebraska**
University of Nebraska Kearney
2504 9th Street
Kearney, NE 68849