



INSURANCE REQUIREMENTS

- An ACORD form of “Certificate of Insurance” is acceptable by the District. NAIC numbers must be provided for each insurer affording coverage.
- Purchase Orders with a value of \$100,000 or greater must be submitted on ACORD form 25 (2014/01) or a more current revision.
- Minimum coverage is as follows:
 - Workers Compensation \$ 1 Million
 - Automobile Liability \$ 1 Million
 - Comprehensive General Liability \$ 1 Million
 - Professional Liability* \$ 1 Million
- Irvine Ranch Water District must be named as an “Additional Insured” on all policies for General and Excess Liability Insurance coverage. ACORD 25 form “Certificate Holder” box should read Irvine Ranch Water District and be sent via e-mail to purchasingdept@irwd.com or mailed to Irvine Ranch Water District, Attn.: Purchasing Department, 3512 Michelson Drive, Irvine, CA 92612.
- Provide a certificate for each project, or a certificate covering “All Operations” of the insured on ACORD 25 “Description of Operations” section.
- **General and Automobile Liability:** On PROJECTS EXCEEDING \$100,000 requires a Best’s Key Rating of “A” or better with a **Financial Size Category (FSC) of VIII or higher**. PROJECTS of \$100,000 or less requires a rating of **B+ or better with a Financial Size Category (FSC) of “V” or higher**. **Workers’ Compensation:** Can be State Fund or for other carriers have a Best’s Key Rating of **B+ with a Financial Size Category of “V” or higher**.
- Professional Liability is **only** required for Consulting and/or Professional Services.
- IRWD reserves the right for higher liability limits for Purchase Orders exceeding \$1M.