



AGENDA REPORT

Meeting Date: August 18, 2015
Item Number: D-11
To: Honorable Mayor & City Council
From: Donielle Kahikina, Deputy Director of Public Works Services, 
Operational Support
Lyn Dedmon, Senior Management Analyst 

Subject: APPROVAL OF AN AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND COLOR ON DEMAND, INC. FOR PRINTING AND MAILING SERVICES IN SUPPORT OF WATER CONSERVATION OUTREACH PROGRAMS; AND
APPROVAL OF A PURCHASE ORDER FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$54,411.

Attachments: 1. Agreement

RECOMMENDATION

Staff recommends that the City Council approve the Agreement between the City of Beverly Hills and Color on Demand, Inc. for printing and mailing services in support of water conservation outreach programs, and approve a Purchase Order in the amount of \$46,411 plus a contingency of \$8,000 for adjustments in print quantities for a total not-to-exceed amount of \$54,411.

DISCUSSION

In response to the State's mandate to reduce water consumption by 32%, the City has begun implementing various water conservation outreach and educational programs aimed at achieving this goal. The City has partnered with Cook & Schmid, a public relations, marketing and community outreach firm to create print materials that will be used to assemble water conservation and awareness "toolkits" to be mailed to residential and commercial water customers. Components of the toolkits will also be provided to schools and the City's Water Enforcement staff for educational purposes. The purpose of the toolkits is to educate water

users about the current water restrictions, recently adopted penalty surcharges, available rebates, and the importance of conservation. Print materials for the residential and commercial toolkits include an introductory letter from the City, a "tips and restrictions" flyer, informational rebate flyer, faucet hanger, removable sticker, and a clothes washer window cling for residential users. Select materials from the toolkits will also be provided to schools in the Beverly Hills Unified School District and the City's water enforcement staff.

In the best interest of the City, to achieve competitive pricing staff solicited bids from three vendors for printing and mailing services (as detailed below) in accordance with Section 3-3-203 of the Beverly Hills Municipal Code. Of the three quotes, vendor Color on Demand, Inc. provided the lowest bid at \$46,411. Color on Demand, Inc. is a current City vendor and staff has been satisfied with their product and performance.

			Vendors:	Color on Demand	Copyland	Ready Reproductions
RESIDENTIAL TOOLKIT						
DESCRIPTION	QTY	SIZE				
B&W cover letter	25,000	8.5"X11"				
Tips & restrictions flyer	25,000	8.5"X11"				
Faucet hanger	10,000	3" x 6-3/4"				
Removable sticker	25,000	4"x6"				
Cling	25,000	white static				
Envelope	25,000	6"x9"				
Mailing Services						
Postage	25,000					
			Subtotal	\$29,166.25	\$31,765.39	\$48,709.00
COMMERCIAL TOOLKIT						
DESCRIPTION	QTY	SIZE				
B&W cover letter	10,000	8.5"X11"				
Tips & restrictions flyer	10,000	8.5"X11"				
Rebate flyer	10,000	8.5"X11"				
Faucet hanger	10,000	3" x 6-3/4"				
Removable sticker	10,000	4"x6"				
Envelope	10,000	6"x9"				
Mailing Services						
Postage	10,000					
			Subtotal	\$9,491.65	\$13,469.12	\$28,523.00
BHUSD DISTRIBUTION						
DESCRIPTION	QTY	SIZE				
B&W cover letter	5,000	8.5"X11"				
Color informational insert	5,000	8.5"X11"				
Color informational insert	5,000	8.5"X11"				
			Subtotal	\$1,125.00	\$1,489.62	\$2,410.00
WATER ENFORCEMENT STAFF						
DESCRIPTION	QTY	SIZE				
Water conservation flyer	1,000	8.5"X11"				
Faucet hanger	1,000	3"x6-3/4"				
Rebate flyer	1,000	8.5"X11"				
Tips & restrictions flyer	1,000	8.5"X11"				
			Subtotal	\$2,860.58	\$2,763.68	\$2,820.00
ADDITIONAL MAIL OUT						
DESCRIPTION	QTY	SIZE				
Informational flyer/letter	10,000	8.5"X11"				
Mailing Services						
Postage	10,000					
			Subtotal	\$3,768.48	\$4,578.57	\$5,860.00
			TOTAL	\$46,411.96	\$54,066.38	\$88,322.00

Staff recommends the approval of an Agreement with Color on Demand, Inc. for printing and mailing services and approval of a Purchase Order in the amount not-to-exceed \$54,411. This

Meeting Date: August 18, 2015

includes a contingency of \$8,000 for any necessary adjustment in quantities and to address any currently unidentified printing or mailing needs in support of water conservation.

FISCAL IMPACT

Funding for this agreement is allocated in the Fiscal Year 15-16 Capital Improvement Program budget for Water Conservation.

2.0. George Chavez 
Approved By

Attachment 1

AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND
COLOR ON DEMAND, INC. FOR PRINTING AND MAILING
SERVICES IN SUPPORT OF WATER CONSERVATION OUTREACH
PROGRAMS

NAME OF CONTRACTOR: Color On Demand, Inc.

RESPONSIBLE PRINCIPAL OF CONTRACTOR: Jorge Bepres, General Manager

CONTRACTOR'S ADDRESS: 2030 S. Westgate Avenue West LA, CA 90025
Attention: Jorge Bepres, General Manager

CITY'S ADDRESS: City of Beverly Hills
455 N. Rexford Drive
Beverly Hills, CA 90210
Attention: George Chavez, Director of Public Works
Services

COMMENCEMENT DATE: August 18, 2015

TERMINATION DATE: August 31, 2016

CONSIDERATION: Not-to-exceed \$54,411 as further described in Exhibit A
including an \$8,000 contingency for unidentified printing and
mailing needs

AGREEMENT BETWEEN THE CITY OF BEVERLY HILLS AND
COLOR ON DEMAND, INC. FOR PRINTING AND MAILING
SERVICES IN SUPPORT OF WATER CONSERVATION OUTREACH
PROGRAMS

THIS AGREEMENT is made by and between the City of Beverly Hills
(hereinafter called "CITY"), and Color On Demand, Inc. (hereinafter called "CONTRACTOR").

RECITALS

A. CITY desires to have certain services and/or goods provided as set forth in Exhibit A (the "Scope of Work"), attached hereto and incorporated herein.

B. CONTRACTOR represents that it is qualified and able to perform the Scope of Work.

NOW, THEREFORE, the parties agree as follows:

Section 1. CONTRACTOR's Scope of Work. CONTRACTOR shall perform the Scope of Work described in Exhibit A in a manner satisfactory to CITY and consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. CITY shall have the right to order, in writing, changes in the Scope of Work. Any changes in the Scope of Work by CONTRACTOR must be made in writing and approved by both parties. The cost of any change in the Scope of Work must be agreed to by both parties in writing.

Section 2. Time of Performance. CONTRACTOR shall commence its services under this Agreement upon the Commencement Date or upon a receipt of a written notice to proceed from CITY. CONTRACTOR shall complete the performance of services by the Termination Date set forth above and/or in conformance with the project timeline established by the City Manager or his designee.

Section 3. Compensation.

(a) Compensation. CITY agrees to compensate CONTRACTOR for the services and/or goods provides under this Agreement, and CONTRACTOR agrees to accept in full satisfaction for such services, a sum not to exceed the Consideration set forth above and more particularly described in Exhibit A.

(b) Expenses. The amount set forth in paragraph (a) shall include reimbursement for all actual and necessary expenditures reasonably incurred in the performance of this Agreement (including, but not limited to, all labor, materials, delivery, tax, assembly, and installation, as applicable). There shall be no claims for additional compensation for reimbursable expenses.

(c) Additional Services. CITY may from time to time require CONTRACTOR to perform additional services not included in the Scope of Services. Such requests for additional services shall be made by CITY in writing and agreed upon by both parties in writing.

Section 4. Method of Payment. CITY shall pay CONTRACTOR said Consideration in accordance with the method and schedule of payment set forth in Exhibit B, attached hereto and incorporated herein.

Section 5. Independent Contractor. CONTRACTOR is and shall at all times remain, as to CITY, a wholly independent contractor. Neither CITY nor any of its agents shall have control over the conduct of CONTRACTOR or any of CONTRACTOR's employees, except as herein set forth. CONTRACTOR shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY.

Section 6. Assignment. This Agreement shall not be assigned in whole or in part, by CONTRACTOR without the prior written approval of CITY. Any attempt by CONTRACTOR to so assign this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

Section 7. Responsible Principal(s).

(a) CONTRACTOR's Responsible Principal set forth above shall be principally responsible for CONTRACTOR's obligations under this Agreement and shall serve as principal liaison between CITY and CONTRACTOR. Designation of another Responsible Principal by CONTRACTOR shall not be made without prior written consent of CITY.

(b) CITY's Responsible Principal shall be the City Manager or his designee set forth above who shall administer the terms of the Agreement on behalf of CITY.

Section 8. Personnel. CONTRACTOR represents that it has, or shall secure at its own expense, all personnel required to perform CONTRACTOR's Scope of Work under this Agreement. All personnel engaged in the work shall be qualified to perform such Scope of Work.

Section 9. Permits and Licenses. CONTRACTOR shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of services under this Agreement, including a business license.

Section 10. Interests of CONTRACTOR. CONTRACTOR affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the Scope of Work contemplated by this Agreement. No person having any such interest shall be employed by or be associated with CONTRACTOR.

Section 11. Insurance.

(a) CONTRACTOR shall at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

(1) A policy or policies of Comprehensive General Liability Insurance, with minimum limits of Two Million Dollars (\$2,000,000) for each occurrence, combined single limit, against any personal injury, death, loss or damage resulting from the wrongful or negligent acts by CONTRACTOR.

(2) A policy or policies of Comprehensive Vehicle Liability Insurance covering personal injury and property damage, with minimum limits of One Million Dollars (\$1,000,000) per occurrence combined single limit, covering any vehicle utilized by CONTRACTOR in performing the Scope of Work required by this Agreement.

(3) Workers' compensation insurance as required by the State of California.

(b) CONTRACTOR shall require each of its sub-contractors to maintain insurance coverage which meets all of the requirements of this Agreement.

(c) The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least a B+,VII in the latest edition of Best's Insurance Guide.

(d) CONTRACTOR agrees that if it does not keep the aforesaid insurance in full force and effect CITY may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, CITY may take out the necessary insurance and pay, at CONTRACTOR's expense, the premium thereon.

(e) At all times during the term of this Agreement, CONTRACTOR shall maintain on file with the City Clerk a certificate or certificates of insurance on the form set forth in Exhibit C, attached hereto and incorporated herein, showing that the aforesaid policies are in effect in the required amounts. CONTRACTOR shall, prior to commencement of work under this Agreement, file with the City Clerk such certificate or certificates. The general and auto liability insurance shall contain an endorsement naming the CITY as an additional insured. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days prior written notice to CITY, and specifically stating that the coverage contained in the policies affords insurance pursuant to the terms and conditions as set forth in this Agreement.

(f) The insurance provided by CONTRACTOR shall be primary to any coverage available to CITY. The policies of insurance required by this Agreement shall include provisions for waiver of subrogation.

(g) Any deductibles or self-insured retentions must be declared to and approved by CITY. At the option of CITY, CONTRACTOR shall either reduce or eliminate the deductibles or self-insured retentions with respect to CITY, or CONTRACTOR shall procure a bond guaranteeing payment of losses and expenses.

Section 12. Indemnification. CONTRACTOR agrees to indemnify, hold harmless and defend CITY, City Council and each member thereof, and every officer, employee and agent of CITY, from any claim, liability or financial loss (including, without limitation,

attorneys fees and costs) arising from any intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of CONTRACTOR or any person employed by CONTRACTOR in the performance of this Agreement.

Section 13. Termination.

(a) CITY shall have the right to terminate this Agreement for any reason or for no reason upon five calendar days' written notice to CONTRACTOR. CONTRACTOR agrees to cease all work under this Agreement on or before the effective date of such notice.

(b) In the event of termination or cancellation of this Agreement by CITY, due to no fault or failure of performance by CONTRACTOR, CONTRACTOR shall be paid based on the percentage of work satisfactorily performed at the time of termination. In no event shall CONTRACTOR be entitled to receive more than the amount that would be paid to CONTRACTOR for the full performance of the services required by this Agreement. CONTRACTOR shall have no other claim against CITY by reason of such termination, including any claim for compensation.

Section 14. CITY's Responsibility. CITY shall provide CONTRACTOR with all pertinent data, documents, and other requested information as is available for the proper performance of CONTRACTOR's Scope of Work.

Section 15. Information and Documents. All data, information, documents and drawings prepared for CITY and required to be furnished to CITY in connection with this Agreement shall become the property of CITY, and CITY may use all or any portion of the work submitted by CONTRACTOR and compensated by CITY pursuant to this Agreement as CITY deems appropriate.

Section 16. Records and Inspections. CONTRACTOR shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of 2 years. CITY shall have access, without charge, during normal business hours to such records, and the right to examine and audit the same and to make copies and transcripts therefrom, and to inspect all program data, documents, proceedings and activities.

Section 17. Changes in the Scope of Work. CITY shall have the right to order, in writing, changes in the scope of work or the services to be performed. Any changes in the scope of work requested by CONTRACTOR must be made in writing and approved by both parties.

Section 18. Notice. Any notices, bills, invoices, etc. required by this Agreement shall be deemed received on (a) the day of delivery if delivered by hand during the receiving party's regular business hours or by facsimile before or during the receiving party's regular business hours; or (b) on the second business day following deposit in the United States mail, postage prepaid to the addresses set forth above, or to such other addresses as the parties may, from time to time, designate in writing pursuant to this section.

Section 19. Attorney's Fees. In the event that either party commences any legal action or proceeding to enforce or interpret the provisions of this Agreement, the prevailing

party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

Section 20. Entire Agreement. This Agreement represents the entire integrated agreement between CITY and CONTRACTOR, and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both CITY and CONTRACTOR.

Section 21. Exhibits; Precedence. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.

Section 22. Governing Law. The interpretation and implementation of this Agreement shall be governed by the domestic law of the State of California.

Section 23. CITY Not Obligated to Third Parties. CITY shall not be obligated or liable under this Agreement to any party other than CONTRACTOR.

Section 24. Severability. Invalidation of any provision contained herein or the application thereof to any person or entity by judgment or court order shall in no way affect any of the other covenants, conditions, restrictions, or provisions hereof, or the application thereof to any other person or entity, and the same shall remain in full force and effect.

EXECUTED the ___ day of _____ 201___, at Beverly Hills, California.

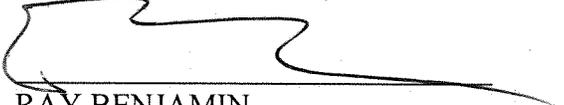
CITY OF BEVERLY HILLS
A Municipal Corporation

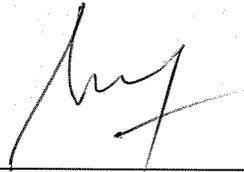
JULIAN A. GOLD, M.D.
Mayor of the City of Beverly Hills, California

ATTEST:

(SEAL)
BYRON POPE
City Clerk

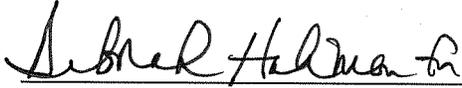
COLOR ON DEMAND, INC.


RAY BENJAMIN
President



ASHKAN MOTAMEN
Secretary

APPROVED AS TO FORM



LAURENCE S. WIENER
City Attorney

APPROVED AS TO CONTENT

MAHDI ALUZRI
Interim City Manager



GEORGE CHAVEZ
Director of Public Works Services



KARL KIRKMAN
Risk Manager

EXHIBIT A

SCOPE OF WORK

CONTRACTOR shall provide printing and mailing services for CITY water conservation outreach programs at the following cost estimates for each project. Each project shall be subject to CITY's prior written approval.

Project 1: Toolkit Mail Out to Residential Customers

Print and provide mailing services for items and quantities listed below:

Item	Quantity	Size	Material	Notes
Letter	25,000	8-1/2" x 11"	Digital letterhead on 20 lb. white paper or City stationary	One-sided; B&W, city letterhead
Cling	25,000	4" Diameter Circle	White static cling	Full color
Faucet Hanger	10,000	3" x 6-3/4"	10 mil synthetic paper	Two-sided (English/Spanish); full color
Tips/Restrictions Sheet	25,000	8-1/2" x 11"	At least 28 lb. white paper	Two-sided; full color
Envelope	25,000	6" x 9"	At least 24 lb. white envelopes	Two-sided; full color
Removable Sticker	25,000	4" x 6"	Decal cling with removable glue	Full color

Print services at above specifications: \$21,187.25

Mailing services: \$1,975.00

Postage presorted (standard): \$6,004.00

Project 2: Outreach Mail Out to Commercial Businesses

Print and provide mailing services for items and quantities listed below:

Item	Quantity	Size	Material	Notes
B&W Letter	10,000	8-1/2" x 11"	20 lb. white	One-sided, city letterhead
Tips/Restrictions Sheet	10,000	8-1/2" x 11"	28 lb. white	Two-sided; full color
Rebate Flyer	10,000	8-1/2" x 11"	28 lb. white	One-sided; full color
Faucet Hanger	10,000	8-1/2" x 11"	10 mil synthetic paper	Two-sided (Engl/Spanish); full color
Removal Sticker	10,000	4" x 6"	Decal w/ removable glue	Full color
Envelope	10,000	6" x 9"	24 lb. white	Two-sided; full color

Print services at above specifications: \$5,891.65

Mailing services: \$1,000.00

Postage presorted (standard): \$2,600.00

Project 3: Outreach to Beverly Hills Unified School District Schools

Print services for items and quantities listed below:

Item	Quantity	Size	Material	Notes
B&W Letter	5,000	8-1/2" x 11"	20 lb. white	One-sided, city letterhead
Informational Insert	5,000	8-1/2" x 11"	28 lb. white	Two-sided, full color
Informational Insert	5,000	8-1/2" x 11"	28 lb. white	Two-sided; full color

Print services at above specifications: \$1,125.00

Project 4: Outreach Materials for Code/Water Enforcement Officer(s)

Print services for items and quantities listed below:

Item	Quantity	Size	Material	Notes
Water Conservation Flyer	1,000	8-1/2" x 11"	28 lb. white	Two-sided; full color
Faucet Hanger	1,000	8-1/2" x 11"	3" x 6-3/4"	Two-sided (Engl/Spanish); full color
Rebate Flyer	1,000	8-1/2" x 11"	28 lb. white	One-sided; full color
Tips/Restrictions Sheet	1,000	8-1/2" x 11"	28 lb. white	Two-sided; full color

Print services at above specifications: \$2,860.58

Project 5: Additional Outreach Mail Out

Print and provide mailing services for items and quantities listed below:

Item	Quantity	Size	Material	Notes
Information Insert	10,000	8-1/2" x 11"	28 lb. white	One-sided; full color
Postage				

Printing services at above specifications: \$693.48

Mailing services: \$475.00

Postage presorted (standard) \$2,600.00

Total cost of services for projects 1-5: \$46,411.96

EXHIBIT B

SCHEDULE OF PAYMENT AND RATES

CONTRACTOR shall submit an itemized invoice to CITY for its services performed, which shall include documentation setting forth in detail a description of the services rendered. CITY shall pay CONTRACTOR the amount of such billing within thirty (30) days of receipt of same for satisfactory performance.

EXHIBIT C

CERTIFICATE OF INSURANCE

This is to certify that the following endorsement is part of the policy(ies) described below :

NAMED INSURED

COMPANIES AFFORDING COVERAGE

ADDRESS

- A.
- B.
- C.

COMPANY (A.B.C.)	COVERAGE	POLICY NUMBER	EXPIRATION DATE	B.I.	LIMITS P.D.	AGGREGATE
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> PRODUCTS/COMPLETED OPERATIONS <input type="checkbox"/> BLANKET CONTRACTUAL <input type="checkbox"/> CONTRACTOR'S PROTECTIVE <input type="checkbox"/> PERSONAL INJURY <input type="checkbox"/> EXCESS LIABILITY <input type="checkbox"/> WORKER'S COMPENSATION					

It is hereby understood and agreed that the City of Beverly Hills, its City Council and each member thereof and every officer and employee of the City shall be named as joint and several assureds with respect to claims arising out of the following project or agreement:

It is further agreed that the following indemnity agreement between the City of Beverly Hills and the named insured is covered under the policy: Contractor agrees to indemnify, hold harmless and defend City, its City Council and each member thereof and every officer and employee of City from any and all liability or financial loss resulting from any suits, claims, losses or actions brought against and from all costs and expenses of litigation brought against City, its City Council and each member thereof and any officer or employee of City which results directly or indirectly from the wrongful or negligent actions of contractor's officers, employees, agents or others employed by Contractor while engaged by Contractor in the (performance of this agreement) construction of this project.

It is further agreed that the inclusion of more than one assured shall not operate to increase the limit of the company's liability and that insurer waives any right of contribution with insurance which may be available to the City of Beverly Hills.

In the event of cancellation or material change in the above coverage, the company will give 30 days' written notice of cancellation or material change to the certificate holder.

Except to certify that the policy(ies) described above have the above endorsement attached, this certificate or verification of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate or verification of insurance 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.

DATE : _____ BY : _____

 Authorized Insurance Representative

TITLE : _____
 AGENCY : _____ Address : _____



COLORO1

OP ID: RG

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/11/2015

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 lieu of such endorsement(s).

PRODUCER PIASC Insurance Services, Inc. Lic.# 0747420 P.O. Box 910936 Los Angeles, CA 90091-0936 Anthony Alatorre		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		NAIC #	
INSURED Color Ondemand, Inc. 2030 S. Westgate Avenue Los Angeles, CA 90025		INSURER A: The Hanover Insurance Group 36064	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

*dy kc
8/11/15*

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

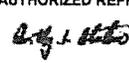
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GL BROAD FORM END GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	ZB3 9425519 02	09/26/2014	09/26/2015	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ INCLUDED
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X	AW39195354	09/26/2014	09/26/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$ 0		UH3 A486458	11/01/2014	09/26/2015	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	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	N/A			WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Errors & Omissions Liability		ZB3 9425519 02	09/26/2014	09/26/2015	Limit 1,000,000 Deduct: 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Additional Insured with respects to work performed by the Named Insured;
 Endorsement ordered & will follow shortly.

CERTIFICATE HOLDER

CANCELLATION

BEVERL2 City of Beverly Hills Public Works & Transportation 345 Foothill Road Beverly Hills, CA 90210	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 
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