



North Coast Unified
Air Quality Management District
 707 L Street, Eureka, CA 95501
 (707) 443-3093
www.ncuaqmd.org



Woodsmoke Reduction Pilot Program Application for Installer Participation

Name:	License Number:
Business Name, if any:	Phone:
Mailing Address:	Email:
City, State Zip:	

Do you have employees? <div style="text-align: right;"><input type="checkbox"/>Yes <input type="checkbox"/> No</div>	Do you have vehicles? <div style="text-align: right;"><input type="checkbox"/>Yes <input type="checkbox"/> No</div>
Are you able to meet the minimum insurance requirements listed on page 2? <div style="text-align: right;"><input type="checkbox"/>Yes <input type="checkbox"/> No</div>	
Do you have a minimum of three years of experience installing home heating devices to manufacturer specifications? <div style="text-align: right;"><input type="checkbox"/>Yes <input type="checkbox"/> No</div>	

In what counties are you willing to preform installations? <div style="text-align: right;"><input type="checkbox"/> Humboldt <input type="checkbox"/> Del Norte <input type="checkbox"/> Trinity</div>
Are you familiar with permitting requirements for each of the selected counties? <div style="text-align: right;"><input type="checkbox"/>Yes <input type="checkbox"/> No</div>

I hereby certify that all information provided in this application are true and correct. I certify that I have the legal authority to apply for participation on behalf of the applicant entity and that I am authorized to sign this application on behalf of applicant.

Signature

Date

Installers must provide evidence of coverage meeting the following insurance requirements. The North Cost Unified Air Quality Management District (District), its officers, agents, and employees must be endorsed on the first page of the policy, and not listed as an “additionally insured party,” as noted in Section II below.

You may turn in your application without this documentation, but will not be added to our list of participating installers until the insurance requirements have been met.

Insurance Requirements

- I. General Provisions:
 - a. Coverage Term: Installer/contractor insurance coverage shall be in force for the complete term of the project agreement. If insurance expires during the term of the project agreement, a new certificate must be received by the District and provided to the California Air Pollution Control Officers Association (CAPCOA) at least ten (10) days prior to the expiration of this insurance. Any new insurance must still comply with the original terms of the project agreement
 - b. Policy Cancellation or Termination and Notice of Non-Renewal: Installer/contractor is responsible to notify the District within five (5) business days before the effective date of any cancellation, non-renewal, or material change that affects required insurance coverage. In the event installer/contractor fails to keep in effect at all times the specified insurance coverage, the District may, in addition to any other remedies it may have, terminate the project agreement upon the occurrence of such event, subject to the provisions of this Grant Agreement.
 - c. Deductible: Installer/contractor is responsible for any deductible or self-insured retention contained within their insurance program.
 - d. Primary Clause: Any required insurance contained in the project agreement shall be primary, and not excess or contributory to any other insurance carried by the District or CAPCOA.
 - e. Insurance Carrier Required Rating: All insurance companies must carry a rating acceptable to the Office of Risk and Insurance Management. If the installer/contractor is self-insured for a portion or all of its insurance, review of financial information including a letter of credit may be required.
 - f. Endorsements: Any required endorsement must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.
 - g. Inadequate Insurance: Inadequate or lack of insurance does not negate the installer/contractor’s obligations under the Agreement.
 - h. Satisfying an SIR: All insurance required by this Grant Agreement or the project agreements must allow the State to pay and/or act as the installer/contractor’s agent in satisfying any self-insured retention (SIR). The choice to pay and/or act as the installer/contractor’s agent in satisfying any SIR is at the District’s discretion.
 - i. Available Coverages/Limits: All coverage and limits available to the installer/contractor shall also be available and applicable to the District.

- j. Subcontractors/Manufacturers: In the case of installer/contractor's utilization of subcontractors/manufacturers to complete the contracted scope of work, installer/contractor shall include all subcontractors/manufacturers as insured under installer/contractor's insurance or supply evidence of insurance to the District equal to policies, coverages, and limits required of installer/contractor.

- II. Commercial General Liability - Installer/contractor shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per and \$2,000,000 aggregate for bodily injury and property damage liability. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured project agreement. This insurance shall apply separately to each insured against which claim is made, or suit is brought subject to the installer/contractor's limit of liability. The policy must name the District, its officers, agents, and employees as additional insured, but only with respect to work performed under the contract.

- III. Automobile Liability- Installer/contractor shall maintain motor vehicle liability with limits not less than \$1,000,000 combined single limit per accident. Such insurance shall cover liability arising out of a motor vehicle including owned, hired and non-owned motor vehicles. The policy must name the District, its officers, agents, and employees as additional insured, but only with respect to work performed under the contract.

In the event that the installer/contractor does not have any commercially owned motor vehicles, a no-owned autos waiver must be completed and retained in district files. A sample waiver form is available upon request.

- IV. IV. Workers' Compensation and Employers' Liability- Installer/contractor must furnish to the District a certificate of insurance to remain in effect at all times during the term of this Agreement. Installer/contractor shall maintain statutory workers' compensation and employers' liability for all its employees who will be engaged in the performance of the Agreement. Employers' liability limits of \$1,000,000 are required. A sample form is available upon request.