

TOWN OF SILVER CLIFF
BOARD OF TRUSTEES REGULAR MEETING
TUESDAY – JULY 2024, AT 5:00 P.M.
SILVER CLIFF TOWN HALL
612 E. MAIN ST. SILVER CLIFF, CO 81252
Google Meet joining info
Video call link: <https://meet.google.com/gcv-irgg-ibw>
Or dial: (US) +1 318-702-0077 PIN: 351 500 903#
More phone numbers: <https://tel.meet/gcv-irgg-ibw?pin=5672163381091>

AGENDA

Call Meeting to Order

Please turn off or silence your cell phone

Pledge of Allegiance

Invocation

Roll Call

Guests Introduction

Amendments to Agenda:

Consent Agenda:

Note: All items listed under the Consent Agenda are considered routine and will be approved with one motion. There will be no separate discussion of these items unless a Board Member or citizen so requests, in which case the item may be removed from the Consent Agenda and considered separately, at the discretion of the Board of Trustees.

- a. Approval of June 4, 2024
- b. Treasurer's Report as of June 2024
- c. Approval of Bills

New Business:

- a. Consideration of partnering with Westcliffe and Custer County to apply for a grant for a Housing Needs Assessment - Caleb Patterson Town of Westcliffe

Old Business:

Staff Report:

Committee Reports:

Public Comments (3-minute time limit): Town of Silver Cliff's citizens or business owners to address the Board of Trustees and request to be on a future agenda.

Board of Trustees Open Discussion:

Adjourn:

TOWN OF SILVER CLIFF REGULAR BOARD MEETING MINUTES FOR JUNE 4, 2024

Mayor H.A. Buck Wenzel called the meeting to order. The Board of Trustees of the Town of Silver Cliff, Colorado held their regular meeting at the Town Hall at 5:00 PM.

PLEDGE OF ALLEGIANCE AND INVOCATION

PRESENT: Mayor H.A. Buck Wenzel, Mayor Pro Tem Jake Shy, Trustee Lisa Nolan, Trustee Braden Wilson, Trustee Troy Bomgardner, Trustee JoAnn Schlabach

ABSENT: Trustee Jordan Benson

STAFF PRESENT: Town Clerk Ileen Squire, Deputy Town Clerk Wendy Stroup, Building and Zoning Official Isaac Selden, Attorney Dan Slater, Public Works Assistant Jessica Adams

ATTENDEE INTRODUCTIONS: Don Cook, Paul Higley, Joyce Purely

AMENDMENTS TO AGENDA:

CONSENT AGENDA:

- a. APPROVAL OF MAY 2024 REGULAR MINUTES AND SPECIAL MEETING MAY 16
- b. TREASURER'S REPORT
- c. FINANCIAL REPORT
- d. BALANCES AS OF MAY

General Fund	\$ 314,734.92
Museum	\$ 38,689.46
Conservation Trust Fund	\$ 27,511.00
Total	\$ 380,935.38
CD's	\$ 138,058.86
APRA FUNDS	\$ <u>167,850.29</u>
GRAND TOTAL	\$ 686,844.53

- e. PAYMENT OF THE BILLS

Motion by Mayor Pro Tem Jake Shy to accept the Consent Agenda, seconded by Trustee Braden Wilson. Motion carried.

NEW BUSINESS:

- a. Code Enforcement discussion

Mayor will train and oversee, set days and hours that can be worked.

Motion by Trustee Braden Wilson to approve the job description and hiring of a Code Enforcement officer, seconded by Trustee Lisa Nolan.

Braden – there is a conflict in the first paragraph it says direction of Building and Zoning Official and below it says the Mayor. Ileen will fix this.

Attorney Slater – You need to set the pay and days and hours.

TOWN OF SILVER CLIFF REGULAR BOARD MEETING MINUTES FOR JUNE 4, 2024

Amended motion by Trustee Braden Wilson to add not to exceed 10 hours a week, seconded by Trustee Lisa Nolan.

JoAnn who is doing the hiring? Buck whoever wants to sit in the interviews can. It is a very important hire we need to get the right person for this position.

Motion carried with Mayor Pro Tem Jake Shy as a nay.

b. Consideration to amend the motion for the purchase of the new skid steer Mayor Pro Tem Jake Shy to amend the motion to increase the purchase price of the skid steer to \$57,700.00, seconded by Trustee JoAnn Schlabach. Motion carried.

OLD BUSINESS:

None

STAFF REPORT

Attorney Slater – Viscount Lawsuit has been dropped now we are awaiting to see if the attorney’s fees will be paid. If they do not pay it is a violation of the contract and will give us grounds to terminate our right to enter and exploration contract with them.

COMMITTEE REPORT

Park committee – Playing a fun day at the park with a run, horseshoe, cornhole, beer tent, pickleball on the Aug 10. We will everyone’s help.

PUBLIC COMMENTS

BOARD OF TRUSTEES OPEN COMMENT

Mayor – Isaac and I will be attending the CML Conference.

4th fireworks – Had a meeting with the Sheriff, Fire Chief, Brian Cline, and Josh Martin about the plans. They will be doing fireworks at the Silver Dome and tailings at the water towers. This was approved by and is controlled by the Sheriff and the Fire Chief; the Town has no liability we do not regulate fireworks. All complaints need to go to the Sheriff and Fire Chief.

ADJOURN

Motion by Trustee Braden Wilson to adjourn the meeting at 5:28 p.m., seconded by Trustee Troy Bomgardner. Motion carried.

H. A. BUCK WENZEL, MAYOR

Attest:

Ileen Squire, TOWN CLERK

Housing Needs assessment

Cost- \$60k-\$80k, 10% match= \$6k-\$8k, money taken from the paving budget- should only need to spend money in 2025. The grant deadline is in late August. It could take a month or two to get an answer from DOLA (September to October will receive the notice). The RFP will go out and could run for one month (November). The Town will give an inquiries deadline for any questions. Then an answer to the inquires a week after (mid December). Then the deadline will be late December, and Bid opening before or after Christmas.

After opening the bids we will then have the interview with the winner of the proposals the week after. Early to mid January we will the confirm the selection for the firm and begin the six month process for the firm to gather their information and develop the Housing Needs Assessment.

June of 2025 we should receive the final product.

The proposal is to do the entirety of Custer County and Silver Cliff. The Town will put forward the majority of the funding with Custer County and Silver Cliff putting forward \$1k each.

The funding will look like this: Westcliffe \$6k. Silver Cliff: \$1k, Custer County \$1k

Barry Keene
Facilitator
Custer County Workforce Housing Committee
P.O. Box 835
Westcliffe, CO 81252
krd@qadas.com
719-783-0466
As of June 12, 2024 Committee Motion

Custer County Board of County Commissioners
616 Rosita Ave
Westcliffe, CO 81252

Dear Commissioners,

Subject: Support for \$1,000 Contribution towards Housing Needs Assessment, grant matching fund.

I am writing on behalf of the Custer County Workforce Housing Committee (CCWHC) to express our enthusiastic support for the allocation of \$1,000 towards a comprehensive Housing Needs Assessment for Custer County. The CCWHC voted unanimously at our June 12, 2024 regular monthly meeting to support the initiative by Westcliffe to create the 10% match necessary to apply for a DOLA grant to pay for a "Housing Needs Assessment", that Westcliffe, Silver Cliff and Custer County may all use collectively and/or individually.

As you are well aware, our county faces significant challenges in ensuring access to attainable housing for all residents. The Housing Needs Assessment, now embodied in SB24-174, is a critical step in addressing these challenges, as it will provide us with the detailed data and insights necessary to understand the current housing landscape, identify gaps, and develop targeted strategies to meet our community's housing needs.

The Custer County Workforce Housing Committee is committed to fostering sustainable and inclusive housing solutions that enhance the quality of life for our residents. A thorough assessment will equip us with the knowledge to:

- Evaluate the current housing supply and demand dynamics.
- Identify the specific needs of various population segments, including, workforce, low-income families, seniors, and individuals with disabilities.
- Develop actionable plans to address housing affordability and availability.

- Secure additional public and private funding and resources by demonstrating the need and having a solid foundation of data.

Please be informed in detail regarding the Housing Needs Assessment and RFQ for same by Caleb Paterson, Westcliffe Town Manger's presentation.

The requested \$1,000 contribution from the Board of County Commissioners will significantly bolster our efforts by supporting the costs associated with conducting this vital assessment. This investment will not only benefit our immediate planning but will also lay the groundwork for long-term housing strategies that promote economic stability and community well-being.

We believe that this collaborative effort between the Custer County Workforce Housing Committee and the Board of County Commissioners is crucial in addressing our housing challenges effectively. We are confident that, with your support, we can make substantial progress towards ensuring that all Custer County residents have access to safe, affordable, and attainable housing.

Thank you for considering our request. We look forward to your positive response and to continuing our partnership in making Custer County a place where everyone can thrive.

Sincerely,

Barry Keene
Facilitator
Custer County Workforce Housing Committee



**REQUESTS FOR PROPOSALS
HOUSING NEEDS ASSESMENT STUDY**

RELEASE DATE:

???

CONTACT PERSONS

Caleb Patterson, Town Manager/ Building and Zoning Official

Townmanager@townofwestcliffe.com

719-783-2282 ext. 12

DEADLINE FOR SUBMISSION:

???



COMMUNITY BACKGROUND

Give a community background and history

Project Area Time Frame

The physical scope of the housing needs assessment shall include Westcliffe, Silver Cliff, and Custer County as a whole. Areas outside of Westcliffe's city limits, should be addressed as they pertain to current demographics and potential future residential growth opportunities. Additionally, areas should be identified where it would be beneficial for the Town of Westcliffe, Silver Cliff, and Custer County to have discussions on growth and development requirements that could result in intergovernmental agreements.

Priorities for the Town of Westcliffe and including adjacent areas of the county would be providing an inventory of existing housing stock and vacant lots, an assessment of the development potential of existing rural subdivisions, identification of parcels for future development, and consideration of the impact to natural resources while encouraging infill in and around the Town of Westcliffe.

The project should commence, be completed, and presented within a 6-month timeframe. While the Town of Westcliffe is willing to be flexible on the completion date depending on the scope of the assessment and proposed cost, it will place preference on those proposals that can be completed within 6 months. The Town anticipates the project beginning September 2024 and end around February.

- **Release of FRP:**
- **Inquires Deadline:**
- **Town Response to Inquires:**
- **Deadline for Receipt of Proposal:**
- **Bid Opening:**
- **Consultant Interviews:**
- **Anticipated Date for Selecection of Firm:**
- **Contract Pricing Guarantee:**
- **Completion Date:**

Scope of Services

Below is a general description of the tasks to be required of the consultant. In preparing a proposal, the consultant is free to modify, revise or otherwise amend the list of tasks to best satisfy the requirements of the assessment.



Tasks Include, but are not limited to the following:

- Consultant will meet with Town policymakers, staff and housing stakeholders to identify and clearly establish the intended goals and outcomes for the Housing Needs Assessment;
- Update, refine and build upon the Town of Westcliffe Comprehensive Plan, housing needs assessments completed in the past, and other relevant local and regional housing studies and reports;
- Information contained in the Housing Needs Assessment shall include, but is not limited to:
 - Demographic and economic framework
 - Aging population statistics and demographics
 - Housing inventory
 - Housing market conditions
 - Housing market future trends
 - Housing problems
 - Housing gaps and estimated need
 - Community resources and financial tools including land inventory
 - Demand for assisted living options, how it pertains to housing movement and easing local housing issues
- Completion of Housing Strategy Action Plan that will assist the Town with prioritizing and implementing strategies to create the different types of housing suitable for various income levels and workforce types that may include:
 - Incentives that would generate interest in building housing units on private property or by private investors;
 - Regulations, policies and programmatic changes that should be considered for adoption to diversify the housing stock needed across target areas;
 - Resource allocation and funding opportunities and strategies to address identified gaps, e.g. rental, senior, teacher or family housing units;
 - Identification of existing buildings and land that could be rehabilitated or repurposed and supportive programs to address housing needs and demand.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

In addition to Town staff, primary stakeholders for this project are likely to include:

- Westcliffe Board of Trustees
- Custer County Housing Authority
- Major Employers, including but not limited to:



- o Custer County School District
- o Ace Hardware
- o Custer County Sheriff's Office
- o Lowe's Grocery Store
- o Siefert
- o Dollar General
- o Family Dollar
- o Norup
- Utility providers
- Colorado Housing and Finance Authority (CHFA) Community Relationship Manager
- Real Estate professionals
- Silver Cliff
- Custer County
- UUACOG Housing Representative

Final Product

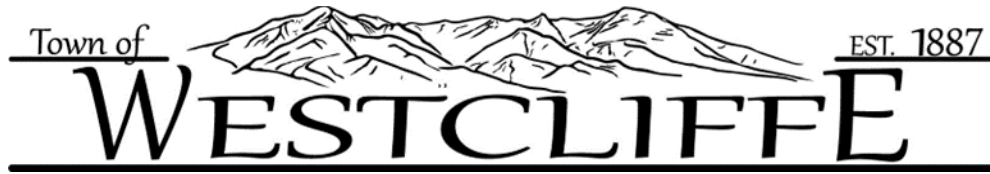
The Assessment will be presented in a format and language that is user-friendly and easily comprehensible and accessible to the general public. The consultant shall minimize the use of technical terminology. The extensive use of maps, graphics, and other devices that will enhance the readability and ease-of-use of the assessment is required. At the completion of the assessment process, the consultant must provide an assessment complete with all maps, graphs and tables that will become the domain of the Town.

A summary, in a brochure and/or poster format, condensing the findings, goals and objectives of the assessment shall also be supplied. This information, like all the information supplied to the Town, must also be available in electronic format. The Town of Westcliffe shall retain ownership of all generated data.

The final report shall be submitted in the following formats

- Digital copy of the entire document including the text and all graphics in a PDF and Word format
- Reproducible original copy
- 20 printed, bound, color copies

Client Responsibilities



The Town of Westcliffe shall provide all available existing documentation to the consultant and will make staff available on an as-needed basis. Town Staff will schedule, coordinate and make all necessary arrangements for meetings conducted by the consultant during the course of the project.

Proposal Format

The proposal shall be provided as physical copy by **3:00 pm on March 21, 2023**. The proposal should be mailed or hand-delivered to 1000 Main Street, Westcliffe, CO 81252 in a sealed envelope, digital proposal will not be accepted. All submission materials shall be retained by the Town and not returned.

If responding by mail please clearly mark on the outside envelope "BID ENCLOSED," within the outside envelope include the official bid in a sealed envelope.

To facilitate the review of proposals, all proposals are required to adhere to the following requirements. The Town strongly encourages consultants to ensure that RFP submissions are concise and clearly organized. The RFP proposal must be written and organized in the order of each line-item A-H below. If the proposal is not in this format or does not include all the listed items, it may be deemed nonresponsive. For ease of handling, all responses are to be provided in a standard 8½" x 11" portrait format with binding on the left-hand edge.

- A. Cover Letter. Provide a letter of introduction or cover page from an authorized representative.
- B. Name, Title and Contact Information. Include the name of the person or persons who will be authorized to make representations on behalf of the consultant, with all contact information.
- C. Company History. Provide business background/overview of services offered by your company.
- D. Qualifications and Experience. Provide the qualifications of the consultant and specialized experience and competence that qualify your firm to provide services required. Provide the names and qualifications of outside consultants and associates that will be employed to assist on the work to be performed under your proposals.
- E. References. Provide a list of names, addresses and telephone numbers of at least three (public sector preferred) clients for which the consultant has successfully completed similar projects to that required by this RFP within the past five years. A brief synopsis should be included for at least three customers for which similar services as described in the RFP were required. Include a description of the project.
- F. Description of Proposed Approach. Provide detailed information on the tasks that must be accomplished to complete the project and a narrative description of how the firm proposes to execute the tasks. Describe how the firm will be able to collect or verify field data in a timely fashion. Describe challenges which you foresee this project presenting and your approach for addressing these challenges. Describe your approach to public involvement and innovation.



G. Project Schedule. A detailed proposed timeline for the completion of the project, including specific areas of concentration (i.e. background documentation, demographic analysis, public meetings, etc.)

H. Project Pricing. The firm shall provide a cost estimate for completing the entire project including a lump sum dollar figure for all consultant and subconsultant services, travel, fees, and charges as well as document and graphics preparation, reproduction and delivery. List, by partner or staff level, hourly billing rates to be charged should the Town expand the scope of the project or require additional services.

Proposal Evaluation

The RFP evaluation and selection criteria include;

- A. Relevant experience and project manager experience
 - a. What experience with similar projects does the team have?
 - b. What projects has the Project Manager led?
 - c. Does the firm have a good record of demonstrated results from previous plans?
- B. Project approach and scope
 - a. Are the minimum elements addressed?
 - b. Do additional tasks suggested by the consultant tend to improve the quality of the end product?
 - c. How well does the proposed scope assure accomplishment of an effective plan?
 - d. How well is the project approach explained and justified?
- C. Public relation and public outreach experience
 - a. How much experience does the consultant/team show in working with public and committees?
- D. Cost
 - a. The cost will be weighted in relation to other proposals received and shall be evaluated relative to the number of hours of professional consulting services to be received by the Town and the overall level of expertise of the specific firm's personnel proposed to do the work for the Town.
- E. Qualified personnel
 - a. How many members of the team have worked together on previous similar projects?
 - b. What local knowledge is evident in the team make-up?
 - c. Does the team meet the objectives of the project?



d. How well does the team understand the concept/goal of this project?

The Town Bid Review Committee shall review the RFP proposals and will decide to interview a selected and limited number of firms in order to make a final "short-list" determination that will participate based on the Proposal Timeline.

General Terms and Conditions

Public Record: Proposer's attention is drawn to the fact that all proposal documents submitted are subject to disclosure under the Colorado Public Records Act. Information contained in the proposals may be made public after the review process has been completed, negotiations have concluded and a recommendation for award has been officially placed on the Town Council agenda for consideration, and/or following award of contract, if any, by the Town Council.

Additional Information: The Town reserves the right to request additional information and/or clarification from any or all Proposers.

Proposal Acceptance and Rejection: The Town reserves the right to reject any and all proposals and to waive any minor informalities or irregularities contained in any proposal. Acceptance of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract. The Town reserves the right to call for new proposals, *and to award the contract to other than the lowest cost proposal if deemed to be in the best interest of the Town.*

Right to Cancel and Amend: The Town reserves the right to cancel, for any or no reason, in part or in its entirety, this RFP, including but not limited to: selection schedule, submittal date, and submittal requirements. If the Town cancels or revises the RFP, all Proposers will be notified in writing.

Collusion: Each Proposer certifies that the company, its officers, employees and/or agents are not a party to any collusive action, fraud, or any action that may be in violation of the Sherman Antitrust Act. The Proposer certifies that the company, its officers, employees and/or agents have not offered or received any kickbacks or inducements from any other bidding Proposer, supplier, manufacturer, or subcontractor in connection with the proposal and that the company, its officers, employees and/or agents have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value. Any or all bids shall be rejected if there is any reason to believe collusion exists among the bidding Proposers. More than one bid from an individual, firm, partnership, corporation, or association under the same or different names may be rejected. Reasonable grounds for believing that a bidding Proposer has interest in more than one proposal for the work being proposed may result in rejection of all bids in which the bidding Proposer is believed to have interest.

Limitation: The Request for Proposals (RFP) does not commit the Town of Westcliffe to award a contract, to pay any cost incurred in the preparation of the firm's RFP response or to procure or contract for



services or supplies. The Town reserves the right to accept or reject any or all RFP responses received as a result of this request, to negotiate with all qualified sources or to cancel all or part of this RFP. The Town will not reimburse the respondents to this RFP for costs incurred in the preparation of their proposal or in any other aspect of their consideration of this engagement. A respondent may withdraw and resubmit a proposal prior to the submission deadline. No re-submissions will be allowed after the submission deadline.

Project Inquiries: Any questions regarding the RFP shall be asked by email inquiry. Questions should be sent to Caleb Patterson, townmanager@townofwestcliffe.com. Questions regarding this RFP will not be accepted after **3:00 pm on March 8, 2023**.

Modification of Scope: The Town reserves the right to modify the contents of this document up to **3:00 pm on March 14, 2023**, prior to the opening of proposals.

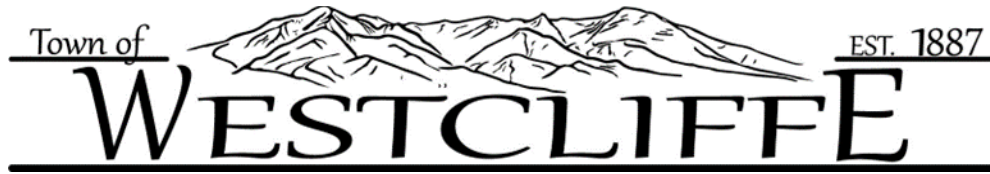
Questions and Inquiries: The Town will make every effort to provide verbal and written answers to inquiries regarding information in this RFP, or verbal instructions prior to the submission deadline. A verbal statement regarding same by any person shall be non-binding. The Town is not liable for any increased costs resulting from the Consultant accepting verbal directions. Any explanation desired by a Consultant must be requested of the Town representative in writing not later than **3:00 pm on March 8, 2023**, and if explanation is necessary, a reply shall be made in the form of an addendum, a copy of which shall be forwarded by **March 14, 2023 at 3:00pm** and communicated by email to each Consultant who notified Caleb Patterson by email of their intention to respond to the RFP.

Award: The firm/entity selected may be required to participate in negotiations and to submit such revisions of their proposals as may result from negotiations. The Town reserves the right to award a contract/select a service provider without discussion based upon the initial proposals.

Insurance: The consultant shall maintain in full force and effect the insurance as outlined in Attachment A. The Town reserves the right to waive or modify such insurance coverage. However, consultants and/or consultants meeting the insurance requirements will receive greater consideration during the selection procedure. All insurance shall be evidenced by a Certificate of Insurance and endorsement acceptable to the Town Attorney, prior to execution of a contract. The consultant and/or consultant shall state their ability to meet the Town's insurance requirements within their submittal.

Signature: The consultant and/or consultant's RFP response shall provide the following information: name, title, address and telephone number of individuals with authority to bind the service provider and who may be contacted during the period of proposal evaluation.

Contract Requirements: Agreement by the Town and Proposer will be in effect upon the Town's execution of this proposal along with any agreed upon changes.



Coordination of Work: All work schedules, actual work and payment request shall be coordinated through, inspected by and approved by the Administration prior to scheduling of project so that any interruption to the normal business operation is kept to a minimum.

Inspection: All plans, studies and workmanship shall be subject to inspection, examination and inquiry by the Town at any time and all times during the development of the Housing Assessment Study. The Town shall have the right to reject defective workmanship or require its correction.

ATTACHMENT A STANDARD INSURANCE REQUIREMENTS

Consultant and/or Consultant shall indemnify, defend, and hold harmless the Town, its officers, officials, agents, and employees from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees arising out of or in connection with Consultant and/or Consultant's negligent performance of work hereunder or its negligent failure to comply with any of its obligations contained in the Contract Documents, except such loss or damage which was caused by the sole negligence, or willful misconduct of the Town.

In order to comply with the bonding and insurance requirements contained in your contract with the Town of Westcliffe there are several things that we require. It is our intent to facilitate consideration of every project, so we are including here a summary checklist for your convenience.

All bonds and insurance requirements need to be complete and submitted prior to your contract being approved.

- I. General
 - a. Send these requirement sheets to your insurance broker for immediate compliance.
 - b. Contracts will be approved once all bonds and certificates as required are in order.
 - c. New and renewal certificates and endorsements must reference a specific job. "All Operations" certificates are not acceptable.
 - d. All contractors and subcontractors working on a project or jobsite must meet the same insurance requirements you do, prior to starting work on the project or site.
 - e. All insurance companies must have an AM Best rating of A: VII or better.
 - f. All insurance coverage, with the exception of Professional Liability coverage must be written on a full "per occurrence" basis.
 - g. A 30-day cancellation notice is required and written or modified to a form that binds the insurer to provide it. For non-payment of premium, a 10-day notice is acceptable.
 - h. Expiration dates are required on all certificates.
 - i. All Bonds and Certificates must have an original signature.
- II. Specific Coverage (as applicable)
 - a. Bonding (not applicable unless proposal exceeds \$50,000)
 - i. (Contracts over \$50,000) faithful performance (completion) bond – (contract amount)



- ii. (Contracts over \$50,000) payment, labor and materials bond – (contract amount)
- III. General Liability/Automobile Liability
 - a. General Liability
 - i. (\$1,000,000) per occurrence (\$2,000,000) general aggregate
 - b. Automobile Liability
 - i. (\$500,000) per accident
 - c. Workers' Compensation and Employer's Liability
 - i. Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance with limits of at least one million dollars (\$500,000).
 - d. Professional Liability
 - i. If the contract includes legal, medical, architectural, engineering, IT, planning and other general consultant services, then Professional Liability coverage is required.
 - ii. The consultant and its contractors and subcontractors shall secure and maintain in full force, during the contract term professional liability insurance policies appropriate to the respective professions and the work to be performed as specified. The limits of such professional liability insurance coverage shall not be less than \$250,000 per claim and in the aggregate. If requested by the Town, the consultant's insurer must provide a complete, certified copy of the professional liability insurance policy.
- IV. Endorsements
 - a. The General Liability and Automobile Liability policies are to be endorsed to contain, the following provisions:
 - i. The Entity, its officers, officials, employees, and agents are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations.
 - ii. There must be an endorsement indicating that coverage is primary and non-contributory with respect to additional insureds.
 - iii. There must be an endorsement that includes a severability of interest clause. (cross liability).
 - iv. Where applicable, the General Liability policy shall contain an endorsement or provision stating that such insurance applies to the liability assumed by any subcontractor. (Owners and Contractors Protective)
 - v. The auto coverage shall be provided for owned, hired, and non-owned autos.
 - b. Acceptance of any bond, certificate of insurance, or endorsement showing proof of insurance required by your contract does not constitute approval or agreement by the Town of Meeker that the insurance requirements have been met or that the bond or insurance policies referenced on any certificates and endorsements are in compliance with your contractual requirements.