

## TITAN CONSTRUCTION & ENGINEERING (Subcontractors with Fewer Than 10 Employees Worker's Compensation Insurance required) SAFETY & INSURANCE PREQUALIFICATION QUESTIONNAIRE

		COM	<b>IPANY PROFIL</b>	LE				
1.	Company Name: Address:							
	Contact Name: Telephone: Website:	Fa	nx:	_ Email: _				
		SAFETY AND	HEALTH PERF	ORMANC	E			
2.	Have you received	any regulatory citati	ons (e.g., Federal	or State OSI	HA) in the	e last 3 yea	ars?	
	If yes, provide expla	nation or attachme	nt if necessary		Yes		No	
3.	Provide your Worke *Submit EMR doct	-	1		. ,			
	(a) EMR for	last 3 years	Ye.	ar	Curr	ent Year <sup>(?</sup>	2)	
	If EMR not ap	pplicable, provide ex	planation:					
perso	: our company is not ons), submit inform is for the last 3 year	ation from your We						
	C A FU					0		
		ETY AND HEALT	H PROGRAMS .	AND PRO(	EDURE	8		
4.	Do you have or prov							
	•	alth Policy. * <i>If Yes</i>		Y	ſes 🗌	No		
	(b) Safety Discipl	inary Policy. * <i>If Ye</i>	es, submit a copy.	Y	ſes 🗌	No		
	*If no, skip to #11.							

	If ye	es, does the program address the following key element	s:					
	(a)	Management commitment and expectations		Yes		No		
	(b)	Employee participation		Yes		No		
	(c)	Accountabilities and responsibilities for managers, supervisors, and employees		Yes		No		
	(d)	Resources for meeting safety and health requirements	5	Yes		No		
	(e)	Safety and health performance appraisals for all empl	oyees	Yes		No		
	(f)	Hazard recognition and control		Yes		No		
	(g)	Employee training		Yes		No		
6.	Doe	s the program include work practices and procedures su	ich as:					
	(a)	Injury and Illness Reporting / Recording and Investigations	NA		Yes		No	
	(b)	Near Miss and Unsafe Conditions Reporting	NA		Yes		No	
	(c)	Motor Vehicle Safety	NA		Yes		No	
	(d)	Electrical Safety	NA		Yes		No	
	(e)	Personal Protective Equipment	NA		Yes		No	
	(f)	Portable Electrical / Power Tools	NA		Yes		No	
	(g)	Equipment Grounding Assurance	NA		Yes		No	
	(h)	Compressed Gas Cylinders	NA		Yes		No	
	(i)	Fire Protection	NA		Yes		No	
	(j)	Powered Industrial Vehicles (Forklifts)	NA		Yes		No	
	(k)	Housekeeping	NA		Yes		No	
	(1)	Material Handling (e.g., Cranes and Rigging)	NA		Yes		No	
	(m)	Excavation Safety and Competent Persons	NA		Yes		No	
	(n)	Emergency Preparedness, including evacuation plans	NA		Yes		No	
	(0)	Mobile Elevated Work Platforms (MEWP)	NA		Yes		No	
	(p)	Other:	NA		Yes		No	
7.	Do 3	you have written safety and health programs for the foll	lowing					
	(a)	Hearing Conservation	NA		Yes		No	Г
	(b)	Respiratory Protection	NA		Yes		No	
	(c)	Hazard Communication	NA		Yes		No	
	(d)	Control of Hazardous Energy (Lockout/Tagout)	NA		Yes		No	
	(e)	Bloodborne Pathogen Exposure Control	NA		Yes		No	
	(0)	Bioodoome i adiogen Exposure Control			105		110	
	(f)	Confined Space Entry	NA		Yes		No	
	(g)	Fall Protection	NA		Yes		No	
	(h)	Pre-start Reviews & Process Safety Management	NA		Yes		No	
	(i)	Traffic Control	NA		Yes		No	

	(j) (k)	Job Hazard / Safety Analysis (JHA / JSA) Site Safety Inspection / Audits	NA 🗌 NA 🗍	Yes Yes	No No	
8.	•	bu have a substance abuse program? a, does it include the following: Pre-placement Testing Random Testing Testing for Cause DOT Testing		Yes Yes Yes Yes Yes	No No No No	
9.	can p * <i>If ne</i>	our employees read, write and understand English such erform their job tasks safely without an interpreter? o, submit (as an attachment to your program) a descr to assure that your employees can safely perform the	iption of yo	Yes ur	No	
10.	(a)	Aid and CPR Do you have personnel trained to perform First Aid a	und CPR?	Yes	No	
11.	-	but hold site safety and health meetings for: $N = \sum_{i=1}^{N} \sum_{j=1}^{N} \sum_{i=1}^{N} \sum$				
	Empl	SupervisorsYesNoFrequenoyeesYesNoFrequen			 	
	New				 	
		ontractors Yes No Frequen				
	Do yo	bu keep a record of these meetings	J	Yes	No	
12.	Inspe	ctions and Audits:				
	(a)	Do you conduct safety and health audits/inspections?	)	Yes	No	
	(b)	If Yes, how often?				
13.	Equip	oment and Materials:				
	(a)	Do you conduct inspections on operating equipment compliance with regulatory requirements? (e.g., crar forklifts, MEWP)		Yes	No	
	(b)	Do you maintain operating equipment in compliance	with	Yes	No	
	(c)	regulatory requirements? Do you maintain the applicable inspection and maint certification records for operating equipment?	enance	Yes	No	

## SAFETY AND HEALTH TRAINING

14.	Craft	Training:		_	_		
	(a) (b)	Have employees been trained in appropriate job sk Are employees job skills certified where required b regulatory or industry consensus standards?		Yes		No [ No [	
	(c)	List crafts which have been certified:					
15.	Safety	y and Health Orientation:	New	Hires	Su	pervisors	
	(a)	Do you have a Safety and Health Orientation Program for new hires and newly hired or promoted supervisors?	Yes	No 🗌	Yes	No	
		*If no, skip to #17					
	(b)	What is the program duration?		I	Hours		
16.	Safety (c)	y and Health Orientation: (cont'd.) Does the program provide instruction on the following:	<u>New</u> ]	<u>Hires</u>	<u>Su</u>	ipervisors	
		<ul> <li>Safe Work Practices</li> <li>Safety Supervision</li> <li>Emergency Procedures</li> <li>First Aid Procedures</li> <li>Incident Reporting / Investigation</li> <li>Fire Protection and Prevention</li> <li>Personal Protective Equipment</li> </ul>	Yes Yes Yes Yes Yes Yes Yes Yes	No    No    No    No    No    No	Yes Yes Yes Yes Yes Yes Yes	No           No	
17.	Safety (a)	y and Health Training Have your employees received the required safety training and retraining?	and health	Yes		No	
	(b)	Are employees OSHA 10 or 30-Hour Trained?		10 HR		30 HR	
18.	Train	ing Records:					
	(a)	Do you have safety and health training records for employees that can be provided upon request?	your	Yes		No	
	(b)	<ul><li>Do the training records include the following:</li><li>Employee identification</li><li>Date of training</li><li>Name of course</li></ul>		Yes Yes Yes		No No No	
	(c)	How do you verify understanding of training? (Check all that apply) Written test Job Mo	onitoring				

Performance test

## SUBCONTRACTOR AGREEMENT

Subcontractor agrees to comply with the following:

- 1. Subcontractor shall provide a safety and project orientation for each of its employees on the employees' first day on the project.
- 2. Hard hats, safety glasses, shirts, steel/composite toe work boots, and long pants are required at all times.
- 3. Any employee exposed to a fall of <u>6-foot</u> or greater must utilize either fall protection or fall arrest systems. Fall arrest systems include a body harness and appropriate lanyard and available attachment points capable of sustaining loads outlined by OSHA and/or other appropriate governing authorities.
- 4. Smoking is allowed in designated areas only.
- 5. In the event Subcontractor employs non-English speaking personnel at the site, Subcontractor shall provide supervisory personnel fluent in both English and the non-English language spoken by such employees.
- 6. Subcontractor shall provide, erect and maintain proper warning signals, signs, lights, barricades and fences on and along the line of the Subcontract Work and shall take all other necessary precautions for the protection of the Subcontract Work and for the safety of the public.
- 7. Subcontractor agrees to follow all Safety requirements as found in the most current version of 29 CFR 1926 OSHA "Construction Industry Regulations" and all client site specific requirements.

### **INSURANCE REQUIREMENTS**

Subcontractors shall purchase and maintain insurance from a company lawfully authorized to do business in the State of Indiana, with a rating of no lower than (A-) by AM Best rating or other rating services. The insurance must be maintained without interruption from the date of commencement of the Subcontractors work in the following minimum limits of coverage: See attached sample Certificate of Insurance below.

### **CERTIFICATES OF INSURANCE**

Acceptable certificates of insurance (ACORD Form 25-S) shall be filed prior to commencement of the Subcontractor's Work. These certificates and the insurance policies required shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given.

## \*SUBMIT YOUR CERTIFICATE OF INSURANCE

Submitted by:		
	Signature	
	Title	
	Date	
	Date	

Please send this form with all required attachments and submit your questions to:

Safety Director 219-866-4651 ext 233 e-mail: <u>SafetyDirector@TitanConstructionServices.com</u>

(Safety Questionnaire)

		Client	#: 13	879	73			TITAN			
	ACORD. CERTIFICATE OF LIABILITY INSURANCE										
C B R IM If	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 have ADDITIONAL INSURED provisions or 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 any rights to the certificate holder in lieu of such endorsement(s).										
	is ce		nts to	the	certificate holder in lieu o	OF SUCH		1.1			
Ag Ag	PRODUCER     CONTACT     Agent Name       Agency Name     PHONE (A/C, No, Ext): Agent Phone     FAX (A/C, No, Ext): Agent Phone       Agency Address     FMAIL ADDRESS: Agent email address									Fax	
-	-	y Phone Number							FORDING COVERAGE		NAIC #
INSU							<sub>RA:</sub> Insuranc	e Company N	lame		
intoc	NLD	Subcontractor/Contractor	Nam	e		INSURE					
		Their Address				INSURE					
		Their City, State, Zip				INSURE					
						INSURE					
CO	/ER	AGES CER	TIFIC	ATE	NUMBER:				REVISION NUMBER:		
IN CI E)	DICA ERTII (CLU	IS TO CERTIFY THAT THE POLICIES ATED. NOTWITHSTANDING ANY REC FICATE MAY BE ISSUED OR MAY P JSIONS AND CONDITIONS OF SUCH	QUIRE ERTA POLI	EMEN IN, 1 CIES	IT, TERM OR CONDITION OF THE INSURANCE AFFORDED . LIMITS SHOWN MAY HAV	F ANY D BY TI	CONTRACT OF HE POLICIES N REDUCED F	R OTHER DO DESCRIBED I BY PAID CLAI	CUMENT WITH RESPECT HEREIN IS SUBJECT TO	то wh	ICH THIS
INSR LTR		TYPE OF INSURANCE	ADDL INSR		POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMI	тѕ	
Α	Х		Х	Х	Policy Number		Date	Date	EACH OCCURRENCE	\$1,00	
		CLAIMS-MADE X OCCUR							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,	
									MED EXP (Any one person)	\$10,0	
									PERSONAL & ADV INJURY	\$1,00	
	GEN	N'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO- JECT LOC						GENERAL AGGREGATE	\$2,00		
		POLICY X JECT LOC							PRODUCTS - COMP/OP AGG	\$ <b>2,00</b>	0,000
Α	AUT		Х	Х	Policy Number		Date	Date	COMBINED SINGLE LIMIT	° 1,00	000
~	Х	ANY AUTO	~	~			Duto	Duto	(Ea accident) BODILY INJURY (Per person)	\$	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
		OWNED SCHEDULED AUTOS							BODILY INJURY (Per accident	) \$	
	X								PROPERTY DAMAGE (Per accident)	\$ \$	
Α	х	UMBRELLA LIAB X OCCUR	Х	Х	Policy Number		Date	Date	EACH OCCURRENCE	\$1,00	000
	~	EXCESS LIAB CLAIMS-MADE				Date	Duto	Date	AGGREGATE	\$1,000,000	
		DED X RETENTION \$0								\$	.,
Α		RKERS COMPENSATION DEMPLOYERS' LIABILITY		Х	Policy Number		Date	Date	X PER OTH	-	
	ANY	PROPRIETOR/PARTNER/EXECUTIVE	N/A						E.L. EACH ACCIDENT	\$ <b>500</b> ,	000
	(Mar	ndatory in NH)	11/ 4					E.L. DISEASE - EA EMPLOYEE \$5		000	
	If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - POLICY LIMIT	т \$ <b>500,000</b>	
		TION OF OPERATIONS / LOCATIONS / VEHIC						• •	-		
	Titan Construction and Engineering Services, Inc. is to be listed as an Additional Insured as respect to										
	General Liability, Automobile Liability, and Umbrella Liability on a primary and non contributory basis for both ongoing and completed operations as required by written contract. General Liability, Automobile										
	Liability, Umbrella Liability, and Workers Compensation Waivers of Subrogation apply when required by										
	written contract to the Additional Insured. Umbrella coverage is Follow Form coverage. A 30-day notice of										
	(See Attached Descriptions)										
· · · ·							ELLATION				
Titan Construction and Engineering Services, Inc. P.O. Box 203						SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.					

	REPRESENTATIVE
AUTHORIZED	REPRESENTATIVE

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Rensselaer, IN 47978

## **DESCRIPTIONS (Continued from Page 1)**

Cancellation applies.

**Additional Provisions:** 

Commercial General Liability coverage shall include:

+ Written on an occurrence basis with limits not less than what is shown on this sample certificate

+ Coverage for Ongoing Operations and Completed Operations

+ Additional Insured coverage for all upstream parties, on a primary & non-contributory basis (see below

for additional information on this topic)

+ General Aggregate limit endorsed to apply on per project basis

+ Coverage for (no exclusion of) explosion, collapse and underground (XCU) hazards

+ Standard ISO CG0001 contractual liability and property damage coverages

- + Standard ISO CG0001 exception to the Your Work exclusion (L) for subcontracted work
- + Waiver of subrogation endorsement in your favor (where permitted by law)

Commercial Automobile Liability coverage shall include:

+ Limits not less than what is shown on this sample certificate

+ Shall include all owned, non-owned, and hired autos as covered autos for liability

Workers Compensation and Employer's Liability coverage shall include:

+ Limits not less than what is shown on this sample certificate

+ Shall include a waiver of subrogation endorsement in the insured Contractors favor (where permitted by law)

Umbrella and/or Excess Liability coverage shall include:

+ Written on an occurrence basis with limits not less than what is shown on this sample certificate

- + Providing umbrella or excess coverage over the underlying General Liability, Auto Liability and Employers
- Liability policies described above
- + Be at least as broad as the underlying policies

+ Include Additional Insured coverage for all upstream parties on a primary and noncontributory basis(see below for additional information on this topic)

### ADDITIONAL INSURED COVERAGE REQUIREMENTS:

The Subcontractors Commercial General Liability and Umbrella/Excess Liability policies must be endorsed to name the Contractor, Project Owner, Construction Manager, Architect and any other upstream parties required in the contract documents as an Additional Insured on a primary and non-contributory basis. This should be accomplished using ISO form CG 20 10 11 85 or CG 20 10 10 01, and CG 20 37 10 01 or equivalent forms that contain "arising out of" causation language, and prove "Your Work" coverage (i.e. work in progress or Ongoing Operations; and completed work or Products/Completed Operations) for damages "arising out of work" performed for the Contractor by the Subcontractor. Such Additional Insured coverage must provide completed operations coverage to the Additional Insured through the applicable statute of repose for the state where the project is located. The Additional Insured coverage shall be primary without right of contribution from any other insurance available to the Additional Insured, and the amount of the carriers liability under the Subcontractors policy shall not be reduced by the existence of such other insurance. A copy of the Additional Insured for the Certificate of Insurance.

### **CERTIFICATES OF INSURANCE:**

A certificate of insurance form outlining the required insurance coverages and limits above must be filed with the Contractor prior to the commencement of any work by the Subcontractor and must state coverage will not be altered, cancelled or allowed to expire without thirty (30) days advanced written notice by certified mail to the Contractor. If any of the above coverages are subject to or are in excess of any deductibles or self-retention, these amounts must be stated on the certificate, and said deductibles and self-retention will be the sole responsibility of the Subcontractor. A duplicate certificate of insurance, along with the Additional Insured endorsement, shall be sent to the Contractor.

### WORKERS COMPENSATION:

Workers Compensation coverage should be carried by all Subcontractors performing work on the Contractors behalf. Be sure none of the Subcontractors have excluded employees that are or will be actively involved

# **DESCRIPTIONS (Continued from Page 1)**

in the work at the jobsite. If an injury occurs to a person the Subcontractor has excluded from Workers Compensation coverage, the Contractor loses the benefit of the sole remedy provision of the Workers Compensation Act and could face a costly civil lawsuit. If Subcontractors do not carry Workers Compensation as required by law, the upstream Contractor will be charged premium at audit as if these workers were the Contractors own employees. Contractors must be sure to require a Certificate of Insurance from all Subcontractors evidencing Workers Compensation coverage is in force before letting them start work on the project.

#### SUGGESTED WAIVER OF SUBROGATION WORDING FOR WORKERS COMPENSATION:

Waiver of Workers Compensation Lien, Rights of Subrogation or Recovery of Workers Compensation Benefits To the fullest extent permitted by law, Subcontractor for itself and on behalf of it workers compensation insurer who may be obligated to pay workers compensation benefits to Subcontractors employee, hereby waives and releases any and all rights and/or claims for subrogation, workers compensation statutory lien or other rights and/or claims of recovery for workers compensation benefits against Owner, General Contractor, Construction Manager, Contractor, Architect and Engineer, who are liable or alleged to be liable for work related injury to Subcontractors employee, arising out of Subcontractors contract with Contractor. Subcontractor will obtain a waiver of any subrogation rights or Workers Compensation lien that its insurers may acquire against Owner, General Contractor, Construction Manager, Contractor, Architect and Engineer by virtue of payment of any Workers Compensation benefits.