

MONROE COUNTY BOARD OF COMMISSIONERS

Date to be heard: 4/29/2020

Item for Formal Meeting? [checked] (Ex: Routine items, continuing grants)

OR

Item for Work Session / Discussion [] (Ex: Public interest items, Ordinance changes, new grants and grants that add personnel)

Title of item to appear on the agenda: Include VENDOR's Name in title if appropriate

Agreement with Ken's Westside Services for the maintenance and repair of the MCG non heavy duty Fleet vehicles.

Vendor # [] If new vendor, enter 'NEW'

All Grants must complete the following

Is this a grant request? Yes []

New Grant to the County? Yes []

Grant Type:

Reimbursement/Drawdown []

Up Front Payment []

County IS Pass Through []

Federal Agency: []

Federal Program: []

CFDA # []

Federal Award Number and Year: []

Or other identifying number

Pass Through Entity []

Amount Received

Federal: []

State: []

Local Match: []

Total Received: []

Contracts/Agreements/MOU- Interlocal/Ordinance/Resolution/Grant item:

Fund Name: County General

Fund Number: 1000-0161

Amount: As budgeted in FLEET FUND

If there is a monetary number in the Amount Box, you HAVE to include the Fund Name & Number. IF this is a grant waiting on the creation of a Fund Name & Number, indicate that in the boxes.

Executive Summary:

While trying to improve the maintenance of our non heavy duty county fleet vehicles it was brought to our attention the use of highway department staff, materials, and supplies did not meet the requirements of IC 8-14-1-4. MVH Permissible use of Funds: requirement which states the use of MVH funds "Shall be used for construction, reconstruction, preservation, and maintenance of the highways of the respective counties....." Although we were paying for services and parts we were not accounting for overhead and personnel expenses. After considering the costs associated with the use of our Hwy staff versus contracting out the service and the increased maintenance expectations for the Non heavy duty fleet vehicles, it was determined contracting out the service of these vehicles was a better solution for the County as a whole. The Highway Department can focus solely on their own vehicles thus ensuring they are safe and ready for use by Highway personnel. After reviewing some local vendors who expressed an interest in providing these services, it was determined Ken's Westside was going to be able to provide the service and vehicle inspection reports necessitated by outsourcing this service.

Person Presenting: Angie Purdie

Department: BOC

Attorney who reviewed: Jeff Cockerill

County Legal Review required prior to submission of this form for all contracts

Submitted by: Angie Purdie

Date: 4/27/20

Ken's Westside Services
Agreement for Vehicle Maintenance, Repair, Inspection and Towing Services

This Agreement made and entered into this 27th day of April, 2020, by and between Monroe County Government; the Monroe County Board of Commissioners (hereafter "Board of Commissioners") and Ken's Westside Services & Towing, LLC, (hereafter "Ken's Westside") a private enterprise in the business of providing motor vehicle maintenance and towing services (hereafter "Maintenance and Towing Service").

The Monroe County Board of Commissioners maintain an extensive and diverse fleet of motor vehicles necessary for the operation of Monroe County Government. These vehicles are used by multiple Monroe County Government departments; including but not limited to, the Monroe County Sheriff's Department. It is essential our law enforcement and other departmental vehicles are maintained properly, repaired and inspected on a regular bases to ensure their functionality and the safety of the drivers and the citizens of Monroe County.

The Monroe County Highway Department has been providing the maintenance and general repair of the non-heavy duty, fleet vehicles until it was brought to the County's attention this is not the proper use of the Highway Department staff. After looking at a cost benefit of continuing to use the highway department staff, reimbursing them for their work, the increased paperwork that would be involved, the required separate parts inventory, the need for better service for both Highway and the non-heavy duty vehicles, it was determined it would be more efficient and allow for improved service to both departments by outsourcing the maintenance, repair, and inspection of the non-heavy duty fleet.

The Monroe County Board of Commissioners along with the Highway Director and Highway Supervisor reviewed local agencies to provide maintenance, repair, and inspection services.

Based upon a more robust and documented inspection process, equitable fee proposal, and a clearly defined communication process between the vendor and the County, the Monroe County Board of Commissioners have elected to engage Ken's Westside Services for the maintenance, repair and inspection of the non-heavy duty Monroe County Fleet vehicles.

Article 1

Terms of Engagement

1. The Monroe County Board of Commissioners now elects to engage Ken's Westside Services to perform vehicle maintenance, repair, inspection and towing services, on an as needed basis, for the non-heavy duty Monroe County Fleet vehicles.
2. Ken's Westside shall provide all maintenance, inspections, and those repairs within their capacity. Any repair outside their capacity will be referred to the appropriate provider after communicating with Monroe County.
3. All towing services will be done in a manner that conforms to all applicable local, state, and federal law, rules and regulations.
4. This Agreement shall become effective upon the signature of both parties and shall remain in full force and effect until terminated by either party upon thirty days (30) days written notice to the other party.

Article 2

Terms of Maintenance and Towing Services

Maintenance and towing services shall be available from 8:00 a.m. through 5:00 p.m., five (5) days a week. Ken's Westside must have equipment with wheel-lift capability, which is sufficient to recover an off-road vehicle, and to transport at least one (1) motorcycle.

Ken's Westside shall respond promptly and reasonably to all requests for maintenance services and towing requests, and if incapable of prompt response or repair, shall communicate such to the authorized requester.

Ken's Westside shall perform mechanical repairs based upon an hourly labor rate of Seventy-Five Dollars (\$75.00). Parts mark-up shall not exceed Thirty Percent (30%) on any single part and shall not exceed Five Hundred Dollars (\$500.00) in total, per part.

Ken's Westside shall provide routine maintenance which shall be documented on the attached Monroe County Government Maintenance I Safety Inspection form based upon a service fee in the amount of Thirty-Seven Dollars Fifty Cents (\$37.50) per half hour. An inspection report will be provided to Monroe County Government for each vehicle. Inspection cycles will be established based upon the use of the vehicle and as agreed in writing by the Commissioners.

Ken's Westside shall provide general repairs (those within their capacity) at the labor rate of seventy-five dollars (\$75.00) per hour. Repairs that are under manufacturer warranty or are better served by a dealership or an auto body specialist will be referred to the appropriate entity after communication and approval from Monroe County.

Ken's Westside shall work with the vendors already under contract with and providing services to Monroe County Government for tire and fleet parts thus ensuring the best tire and part rates for Monroe County.

Ken's Westside shall provide light duty towing and winch retrieval of County Government vehicles within Monroe County, Indiana at the flat rate of Eighty-Five Dollars (\$85.00) and roadside services at a flat rate of Fifty Dollars (\$50.00). Vehicles outside of Monroe County that require towing will be assessed an additional \$3.00/mile for ½ of the total trip.

A recovery fee may apply in the event of logistical difficulties or complications associated with the retrieval of a vehicle that requires the use of specialized equipment. This recovery fee will not exceed \$1000.00

Ken's Westside recognizes the security issues associated with law enforcement vehicles and will provide such secured parking for vehicles that must remain overnight.

Article 3

Warranty, Indemnification and Insurance

Ken's Westside shall provide an in-house warranty of one (1) year or twelve thousand (12,000) miles on parts and labor unless an extended warranty is provided by the manufacturer. Ken's Westside shall comply with applicable manufacturer's parts and labor warranties. All warranties exclude abuse, negligent operation and ordinary wear and tear.

Ken's Westside shall provide proof of General Commercial and Garage Keepers liability insurance and worker's compensation insurance and identify the Monroe County Commissioners as a certificate holder or additional insured.

Ken's Westside assumes all risks and responsibilities for accident, injuries or damages to person or property related to performance of its duties and obligations and agrees to indemnify and save harmless the Commissioners from all claims, costs or suits of whatever nature, including attorneys' fees, related to performance of its duties and obligations required by this Agreement, except such claims, costs or suits arising out of the fault of the Commissioners, its representatives and of its employees.

Article 4

Employment Related Matters

In the performance of services pursuant to this Agreement, it is agreed that Ken's Westside, any of its subcontractors, or any person acting on its behalf shall not, in any manner prohibited by law, discriminate against or intimidate any employee or job applicant with respect to a person's, hire, tenure, terms, conditions or privileges of employment, or any unlawful matter directly or indirectly related to employment, because of the person's race, religion, color, sex, disability, national origin or ancestry or discriminate by reason of such factors, against any citizen of the State of Indiana who is qualified and available to perform the duties and responsibilities of the position.

It is further agreed that upon demonstrative evidence and objective proof of discrimination by Ken's Westside, a reasonable penalty may be imposed by the Commissioners, for each incidence of discrimination against or intimidation in violation of this Agreement. If a second or subsequent violation occurs, this Agreement may be terminated. It is further agreed that a breach of this covenant may be considered a material breach of this Agreement.

Ken's Westside shall enroll in and verify the work eligibility status of all newly hired employees through the E-Verify program, however is not required to verify the work eligibility status of all newly hired employees through the E-Verify program, if the E-Verify program no longer exists. Ken's Westside must sign an affidavit affirming that it does not knowingly employ any undocumented aliens.

The Monroe County Board of Commissioners and Monroe County Government does not tolerate sexual harassment by or of its officials, employees, agents, and independent contractors. The parties are aware of this policy/practice and agree to abide by it. If any officer, employee, agent, or independent contractor (including employees, etc.) experience any treatment or action they believe constitutes sexual harassment, they agree to immediately report the treatment or action to both the Monroe County Human Resources Administrator and the Monroe County Commissioners' Administrator.

It is understood and agreed that Ken's Westside executes this Agreement as an independent contractor and shall not be considered an employee or agent of the Commissioners, Boards or Departments of Monroe County government for any purpose. Ken's Westside shall have exclusive control over the means, methods and details of fulfilling its obligations under this Agreement. Ken's Westside shall pay all taxes, withholdings and contributions required by Social Security (FICA) laws, Indiana and federal income tax laws, and Indiana unemployment insurance laws.

IN WITNESS WHEREOF, the parties execute this Agreement for Maintenance, Repair, Inspection and Towing Services this 27th date of April, 2020.

**Ken's Westside Service
& Towing LLC**


Kenneth Parrish, Member

Monroe County Board of Commissioners

Julie Thomas 4-29-2020

Julie Thomas, President

**MONROE COUNTY GOVERNMENT
MAINTENANCE/SAFETY INSPECTION**

KEN'S WESTSIDE SERVICE & TOWING, LLC.
3111 W. VENTURE BLVD.
BLOOMINGTON, IN 47404
(812)336-9050

NAME _____

DATE _____

R.O.# _____

VEH. _____

TECH. _____

UNDER-HOOD

Fluid Levels

OK	Needs Service	Remarks
<input type="checkbox"/>	<input type="checkbox"/> Engine crankcase	_____
<input type="checkbox"/>	<input type="checkbox"/> Transmission	_____
<input type="checkbox"/>	<input type="checkbox"/> Brake master cylinder	_____
<input type="checkbox"/>	<input type="checkbox"/> Power steering	_____
<input type="checkbox"/>	<input type="checkbox"/> Cooling system	_____
<input type="checkbox"/>	<input type="checkbox"/> Windshield washer	_____
<input type="checkbox"/>	<input type="checkbox"/> Clutch master cylinder	_____

Belts/Hoses

<input type="checkbox"/>	<input type="checkbox"/> Belts (frn. A/C, alternator, other)	_____
<input type="checkbox"/>	<input type="checkbox"/> Hoses (radiator, heater, PCV, vacuum, fuel line, power steering)	_____

Cooling System

<input type="checkbox"/>	<input type="checkbox"/> Pressure test	_____
<input type="checkbox"/>	<input type="checkbox"/> Coolant condition	_____
<input type="checkbox"/>	<input type="checkbox"/> Fan	_____

Battery

<input type="checkbox"/>	<input type="checkbox"/> State of charge	_____
<input type="checkbox"/>	<input type="checkbox"/> General condition (dirty, damaged, bad cables/terminals, etc.)	_____

Emission

<input type="checkbox"/>	<input type="checkbox"/> PCV valve and system	_____
<input type="checkbox"/>	<input type="checkbox"/> Vapor canister	_____
<input type="checkbox"/>	<input type="checkbox"/> EGR valve	_____

Filters

<input type="checkbox"/>	<input type="checkbox"/> Air	_____
<input type="checkbox"/>	<input type="checkbox"/> Fuel (check service sticker for last change if available)	_____
<input type="checkbox"/>	<input type="checkbox"/> Oil (check lube sticker for last change)	_____

Air Conditioner

<input type="checkbox"/>	<input type="checkbox"/> Output	_____
<input type="checkbox"/>	<input type="checkbox"/> Clutch	_____
<input type="checkbox"/>	<input type="checkbox"/> Controls	_____

Other

<input type="checkbox"/>	<input type="checkbox"/> Valve cover gasket	_____
<input type="checkbox"/>	<input type="checkbox"/> Windshield wiper/motor	_____
<input type="checkbox"/>	<input type="checkbox"/> Horn	_____

ROUND-THE-CAR

Vision

OK	Needs Service	Remarks
<input type="checkbox"/>	<input type="checkbox"/> Headlights	_____
<input type="checkbox"/>	<input type="checkbox"/> Other exterior lights	_____
<input type="checkbox"/>	<input type="checkbox"/> Wiper blades (front/rear)	_____
<input type="checkbox"/>	<input type="checkbox"/> Mirrors	_____

Tires

<input type="checkbox"/>	<input type="checkbox"/> Inflation	_____
<input type="checkbox"/>	<input type="checkbox"/> Wear and general condition	_____

UNDER-CAR

Steering

OK	Needs Service	Remarks
<input type="checkbox"/>	<input type="checkbox"/> Worn, loose or bent parts	_____
<input type="checkbox"/>	<input type="checkbox"/> Lube seals	_____
<input type="checkbox"/>	<input type="checkbox"/> Adjustments	_____

Suspension

<input type="checkbox"/>	<input type="checkbox"/> Shock absorbers/struts	_____
<input type="checkbox"/>	<input type="checkbox"/> Springs	_____
<input type="checkbox"/>	<input type="checkbox"/> Stabilizers	_____

Brakes

<input type="checkbox"/>	<input type="checkbox"/> Lining	_____
<input type="checkbox"/>	<input type="checkbox"/> Hydraulics	_____
<input type="checkbox"/>	<input type="checkbox"/> Parking	_____

Exhaust System

<input type="checkbox"/>	<input type="checkbox"/> Muffler pipes, clamps, hangers	_____
<input type="checkbox"/>	<input type="checkbox"/> Catalytic converter, heat shields	_____

Fluid Leakage

<input type="checkbox"/>	<input type="checkbox"/> Engine, transmission, other components	_____
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Additional Comments: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/24/2020

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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER First Insurance Group 1405 N. College Avenue Bloomington IN 47404		CONTACT NAME: Mindy Teach PHONE (A/C, No, Ext): (812) 355-2598 FAX (A/C, No): (812) 512-1774 E-MAIL ADDRESS: MindyT@figprotects.com	
INSURED Ken's Westside Service and Towing, LLC 3111 W Venture Blvd Bloomington IN 47404		INSURER(S) AFFORDING COVERAGE INSURER A: Auto-Owners Insurance Co NAIC # 18988 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL1911403174 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 INSD	SUBR WVG	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Garage Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		4736232803	11/25/2019	11/25/2020	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> GARAGE <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							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"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			4736232804	11/25/2019	11/25/2020	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
A	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	09240868	11/25/2019	11/25/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	On Hook Liability Garagekeepers			4736232803	11/25/2019	11/25/2020	Limit	650,000
							Limit	650,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

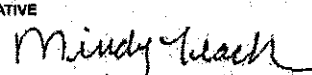
Monroe County Government is additional insured with regards to the garage liability.

CERTIFICATE HOLDER

Monroe County Government
 100 W Kirkwood Ave Rm 322
 Bloomington IN 47404

CANCELLATION

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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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/24/2020

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PRODUCER Pence Brooks Bolander & Shepherd Insurance 802 East Main Street PO Box 825 Greenfield IN 46140-0825	CONTACT NAME: Emily Tevebaugh PHONE (A/C, No, Ext): (317) 462-9204 FAX (A/C, No): (317) 462-7284 E-MAIL ADDRESS: etevebaugh@shepherdins.com
	INSURER(S) AFFORDING COVERAGE INSURER A: Central Mutual Ins NAIC # 20230 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Ken's Westside Service & Towing LLC 3111 W Venture Blvd. Bloomington IN 47404	

COVERAGES

CERTIFICATE NUMBER: CL1982390536

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CLP9924668	08/21/2019	08/21/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTH \$ 250,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP9924667	08/21/2019	08/21/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Garagekeepers/OnHook & Cargo Legal Liability			CLP9924668	08/21/2019	08/21/2020	Amount \$700,000 Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Monroe County Government is listed as additional insured for general liability.

CERTIFICATE HOLDER**CANCELLATION**
 Monroe County Government
 100 W Kirkwood Ave Rm 322

Bloomington

IN 47404

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

Emily Tevebaugh

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