

Exhibit F

License, Insurance, and Bonds

January 2003

A. Insurance and License Requirements for Contractors

1. Insurance – Tenants with a Lease Agreement with the Airport: The Airport typically has no direct relationship with the contractors on tenant improvement projects, since the contractor's relationship is with the tenant. The City's insurance requirements are covered by the tenant's lease agreement. It is the responsibility of the tenant to ensure the contractor and any other party involved with the tenant improvement project has sufficient insurance coverage.
2. Insurance – Other Agencies or Unique Projects: The Airport Project Coordinator will establish specific requirements in coordination with the City Attorney and City Risk Management.
3. The following are the license requirements of contractors:
 - a. Contractors State License
 - b. City of San Jose Business Certificate

This information must be in provided before or during the pre-construction meeting. Failure to provide these documents will delay the Notice to Proceed. If a subcontractor is brought on board and is missing these documents, or if the General Contractor's documents expire, then a work stoppage may be given by the City of San Jose.

The above requirements do not apply to certain types of contractors or suppliers, such as a locksmith, window supplier, or carpet installer.

Additional requirements may be applied by the Building Department or the Fire Department.

These requirements are subject to change without notice. In all cases, the Airport Project Coordinator will assist the contractor with any questions.

B. Performance Bonds and Payment Bonds

The Airport does not require performance bonds yet payment bonds may be required. The Airport Project Coordinator with Airport Property review determines the requirement of payment bonds of contractors working for tenants.

The tenant will be notified of the need for a payment bond. The tenant decides if the tenant or the contractor will put up the payment bond. Attached is a payment bond form for use, or the tenant or contractor may provide their own form. In all cases, the City of San Jose will be listed as the beneficiary. The payment bond would be submitted to the Airport Project Coordinator. The bonds are then reviewed by the City Attorney's office.