

COI Requirement & Answer Guide - ADA Compliant

The Maricopa County Community College District is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities.

Maricopa County Community College District Requirements for External Certificates of Insurance

Before a purchase order is released or a contract signed, vendors / contractors doing business with the Maricopa County Community College District are required to provide a certificate of insurance.

The certificate must contain the following:

1. MCCCCD named as certificate holder:

Maricopa County Community Colleges
Chandler-Gilbert Community College
2626 E Pecos Rd
Chandler, AZ 85225

2. MCCCCD named as an additional insured:

Maricopa County Community College District, its agents, officers, officials, employees, and volunteers are hereby named as additional insureds as their interests may appear.

3. 30-day cancellation notice

4. The certificate must also include, at a minimum, the following insurance coverages:

General Liability (GL) = \$1,000,000
Automobile Liability (AL) = \$1,000,000
Workers' Compensation (WC) = statutory limits

Certain vendors or contractors may be exempt from providing proof of Workers' Compensation insurance. In which case a Sole Proprietor Waiver or an Independent Contractor Agreement should be completed.

Questions?

Please contact Susan Chiara in the Risk Management Department at 480-731-8157.