

CITY OF OLATHE AGREEMENT

THIS AGREEMENT is made in Johnson County, Kansas, by and between the City of Olathe, Kansas, hereinafter "City," and Allegiant Networks, LLC, hereinafter "Vendor" (each individually a "Party" and collectively, the "Parties"). City needs certain professional services in the field of Installation, Implementation and Maintenance of a phone system, along with certain upgrades, and contracts with Vendor for the work described in Vendor's proposal in **Exhibit A**.

1. FEES, EXPENSES, AND TERM. City agrees to pay Vendor at the prices listed in **Exhibit A** to supply the goods or services described in **Exhibit A**, as needed and as authorized by City. The maximum amount authorized for payment for all work that may be authorized under this agreement is \$2,900,000.00. If provided for in **Exhibit A**, Vendor will be reimbursed at the actual cost of the specified expenses. All one-time implementation work identified in **Exhibit A** must be completed on or before June 30th, 2026, and time is of the essence for completion of the work. This contract will be a ten (10)-year contract with the option to renew for up to one (1) additional five (5)-year period upon the written agreement of both parties.

2. ADDITIONAL SERVICES. Vendor may provide services in addition to those listed **Exhibit A** when authorized in writing by City.

3. BILLING. Vendor may bill City monthly for all completed work and reimbursable expenses. Vendor must submit a bill which itemizes the work and reimbursable expenses.

4. PAYMENT. City agrees to pay Vendor within thirty (30) days of approval by the Governing Body or other agent of City in accordance with the City's Procurement Policy. If City becomes credibly informed that any representations of Vendor provided in its billing are wholly or partially inaccurate, City may withhold payment of sums then or in the future due to Vendor until the inaccuracy and the cause thereof is corrected to City's reasonable satisfaction.

5. STANDARD OF CARE. Vendor will exercise the same degree of care, skill, and diligence in the performance of the work as is ordinarily possessed and exercised by a professional under similar circumstances. If Vendor fails to meet the foregoing standard, Vendor will perform at its own cost, and without reimbursement, any work necessary to correct errors and omissions which are caused by Vendor's negligence.

6. TERMINATION FOR CONVENIENCE. City may terminate this Agreement for convenience by providing fifteen (15) days' written notice to Vendor. City will compensate Vendor for all work completed and accepted and reimbursable expenses incurred to the date of its receipt of the termination notice. Compensation will not include anticipatory profit or consequential damages, neither of which will be allowed.

7. TERMINATION FOR LACK OF FUNDS. If, for whatever reason, adequate funding is not made available by City to support or justify continuation of the level of work to be provided by Vendor under this Agreement, City may terminate or reduce the amount of work to be provided by Vendor under this Agreement. In such event, City will notify Vendor in writing at least thirty (30) days in advance of such termination or reduction of work for lack of funds.

8. DISPUTE RESOLUTION. The Parties agree that disputes regarding the work will first be addressed by negotiations between the Parties. If negotiations fail to resolve the dispute, the Party initiating the claim that is the basis for the dispute may take such steps as it deems

necessary to protect its interests. Notwithstanding any such dispute, Vendor will proceed with undisputed work as if no dispute existed, and City will continue to pay for Vendor's completed undisputed work. No dispute will be submitted to arbitration without both Parties' written approval.

9. SUBCONTRACTING. Vendor may not subcontract or assign any of the work to be performed under this Agreement without first obtaining the written approval of City. Unless stated in the written approval to an assignment, no assignment will release or discharge Vendor from any obligation under this Agreement. Any person or entity providing subcontracted work under this Agreement must comply with **Section 11 (Insurance)**.

10. OWNERSHIP OF DOCUMENTS. All final documents provided to City as part of the work provided under this Agreement, including but not limited to reports, plans, and related documents, will become City's property except that Vendor's copyrighted documents will remain owned by Vendor. Such documents must be clearly marked and identified as copyrighted by Vendor.

11. INSURANCE. Vendor and any subcontractor will maintain for the term of this Agreement insurance as provided in **Exhibit B**.

12. INDEMNIFICATION AND HOLD HARMLESS. For purposes of this Agreement, Vendor agrees to indemnify, defend, and hold harmless City, its officers, appointees, employees, and agents from any and all loss, damage, liability or expense, of any nature whatsoever caused or incurred as a result of the intentional misconduct, recklessness, negligence or other actionable fault of Vendor, its affiliates, subsidiaries, employees, agents, assignees, and subcontractors and their respective employees and agents. Vendor is not required hereunder to defend City, its officers, appointees, employees, or agents from assertions that they were negligent, nor to indemnify and hold them harmless from liability based on City's negligence. City does not indemnify Vendor.

13. LIMITATION OF LIABILITY FOR BREACH OF CONTRACT OR NEGLIGENT PERFORMANCE. Any attempt to limit liability for breach of contract or negligent performance to the amount of the payment to Vendor by City is void. Any attempt to limit Vendor's liability to City for consequential or any other measure of damages permitted by law, in any action against Vendor for breach of contract is void.

14. KANSAS ACT AGAINST DISCRIMINATION. *Unless* Vendor employs fewer than four (4) employees during the term of this Agreement, or *unless* the total of all agreements (including this Agreement) between Vendor and City during a calendar year are cumulatively less than \$5,000, *then* during the performance of this Agreement, Vendor agrees that:

- a. Vendor will observe the provisions of the Kansas Act Against Discrimination (K.S.A. 44-1001 *et seq.*) and will not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, national origin, or ancestry;
- b. in all solicitations or advertisements for employees, Vendor will include the phrase, "equal opportunity employer," or a similar phrase to be approved by the Kansas Human Rights Commission ("commission");
- c. if Vendor fails to comply with the way Vendor reports to the commission in

accordance with the provisions of K.S.A. 44-1031 and amendments thereto, Vendor will be deemed to have breached the present contract and it may be canceled, terminated, or suspended, in whole or in part, by City without penalty; and

- d. if Vendor is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the commission which has become final, Vendor will be deemed to have breached the present contract and it may be canceled, terminated, or suspended, in whole or in part, by the contracting agency.

15. ENTIRE AGREEMENT. This Agreement, including all documents and exhibits included by reference herein, constitutes the entire Agreement between the Parties and supersedes all prior agreements, whether oral or written, covering the same subject matter. This Agreement may not be modified or amended except in writing mutually agreed to by both Parties.

16. NO THIRD-PARTY BENEFICIARIES. Nothing contained herein will create a contractual relationship with, or any rights in favor of, any Third Party.

17. INDEPENDENT CONTRACTOR STATUS. Vendor is an independent contractor and not an agent or employee of City.

18. COMPLIANCE WITH LAWS. Vendor will abide by all applicable federal, state, and local laws, ordinances, and regulations.

19. FORCE MAJEURE CLAUSE. Neither Party will be considered in default under this Contract because of any delays in performance of obligations hereunder due to causes beyond the control and without fault or negligence on the part of the delayed Party, including but not restricted to, an act of God or of a public enemy, civil unrest, volcano, earthquake, fire, flood, tornado, epidemic, quarantine restrictions, area-wide strike, freight embargo, unusually severe weather or delay of subcontractor or supplies due to such cause; provided that the delayed Party must notify the other Party in writing of the cause of delay and its probable extent within ten (10) days from the beginning of such delay. Such notification will not be the basis for a claim for additional compensation. The delayed Party must make all reasonable efforts to remove or eliminate the cause of delay and must, upon cessation of the cause, diligently pursue performance of its obligation under the Agreement.

20. APPLICABLE LAW, JURISDICTION, VENUE. Interpretation of this Agreement and disputes arising out of or related to this Agreement will be subject to and governed by the laws of the State of Kansas, excluding Kansas' choice-of-law principles. Jurisdiction and venue for any suit arising out of or related to this Agreement will be in the District Court of Johnson County, Kansas.

21. SEVERABILITY. If any provision of this Agreement is determined to be void, invalid, unenforceable, or illegal for whatever reason, such provision(s) will be null and void; provided, however, that the remaining provisions of this Agreement will be unaffected and will continue to be valid and enforceable.

22. ORDER OF PRECEDENCE. If there is any conflict between the terms of this Agreement, excluding exhibits, and anything contained in the exhibits referenced herein or attached hereto, the terms and provisions of this Agreement, excluding exhibits, shall control.

The Parties hereto have caused this Agreement to be executed this _____ day of _____ 20____.

CITY OF OLATHE, KANSAS

By: _____
(Mayor OR City Manager OR Dept Head)

ATTEST:

City Clerk

(SEAL)

APPROVED AS TO FORM:

City Attorney or Deputy/Assistant City Attorney

Allegiant Networks, LLC

By: 
Signed by:
3D9E67653DB7487...
Jon Brinton, Chief Revenue Officer
1225 W Washington St, Unit 213,
Tempe, AZ 85288

Exhibit A Vendor’s Proposal

User quantities will be reviewed and adjusted monthly based on actual active users. After implementation, a minimum billing threshold of 600 user licenses will be maintained. This minimum may be met through any combination of any of the line items under the “Persona Connect Licensing” section, below. There will be no minimum for the quantity of any other items defined in the table below. The platform has no restrictions as far as maximum quantity of users. Subject to the above minimum, billing will be based on actual active users. It is estimated that the initial monthly recurring charge will be approximately \$22,000.

System management is included with the Persona Connect solution and covers standard moves, adds, changes, and support. The labor rates listed in the Additional Items section apply only to project-based work that requires Allegiant Project Manager involvement. Routine tasks—such as adding or updating a user or making basic auto-attendant adjustments—do not require a Project Manager. More complex efforts, like implementing a voice gateway or advanced call routing, will involve Project Management and fall under those project rates.

MONTHLY RECURRING CHARGES – PRICE LIST

Manufacturer Part #	Description	Qty	Monthly Ea
Persona Connect Licensing (Minimum 600)			
PER-CON-ADV-G100	Persona Connect Advanced UC User (Government Pricing)	TBD	\$16.57
UCAAS-MVNR-RCRDG	Persona Connect Cloud Archive Storage, Per TB	TBD	\$39.99
PER-CON-SHD-G100	Persona Connect Shared Device (Government Pricing)	TBD	\$7.90
PER-CON-STD-G100	Persona Connect Standard User (Government Pricing)	TBD	\$11.47
PER-CON-OPR-G100	Persona Connect Operator/Customer Service User (Government Pricing)	TBD	\$25.92
PER-CON-RSA-G100	Persona Connect Call Recording with Sentiment Analysis per Agent (Government Pricing)	TBD	\$9.99
PER-CON-AIR-G100	Persona Connect Artificial Intelligence Receptionist (Government Pricing)	TBD	\$129.99
Trunking			
BW-US-T0-DID-MRC-NC	US Domestic DID Telephone Number per Month (Non-Chargeable to Client)	TBD	\$0.00
BW-US-T0-DID-MRC	US Domestic DID Telephone Number per Month	TBD	\$0.55
BW-911-SITE	E911 Emergency Services Registration per Site	TBD	\$2.00
Cloud Fax			
SCLOUDFAX-500	Allegiant CloudFAX Basic per Network Subscription with 500 pages per month	TBD	\$39.99
SCLOUDFAX-2500	Allegiant CloudFAX Basic per Network Subscription with 2,500 pages per month	TBD	\$139.99

ONE-TIME CHARGES

Manufacturer Part #	Description	Qty	One-Time Ea	One-Time Ext
Implementation				
PS-PM-FF	Project Coordination & Training	57	\$149.00	\$8,493.00
PS-NETVOIP-FF	Implementation Labor (Onsite & Remote - Fixed Fee)	106	\$189.00	\$20,034.00
TOTAL				\$28,527.00

Exhibit A (Continued)
Vendor's Proposal

ADDITIONAL ITEMS

Manufacturer Part #	Description	Qty	Price Ea	Price Ext
Reply Cloud Monitoring & Management				
MNGDT-REPLYCLOUD-MONITORING	Reply Cloud VoIP Monitoring and Management per Site (Monthly)	TBD	\$69.99	\$0.00
MNGDT-REPLYCLOUD-SIDEKICK2	Reply Cloud Sidekick 2 Appliance (One-Time)	TBD	\$150.00	\$0.00
SIP Adapters (Purchase & Rental Options)				
IAAS-HT802-36	IAAS Grandstream HT802 VoIP Gateway - 1 x RJ-45 - 2 x FXS - PoE Ports - Fast Ethernet (Monthly)	TBD	\$1.99	\$0.00
HT802	Grandstream HT802 VoIP Gateway - 1 x RJ-45 - 2 x FXS - PoE Ports - Fast Ethernet (One-Time)	TBD	\$54.59	\$0.00
IAAS-HT813-36	IAAS Grandstream HT813 VoIP Gateway - Hybrid ATA with FXS and FXO ports (Monthly)	TBD	\$3.09	\$0.00
HT813	Grandstream HT813 VoIP Gateway - Hybrid ATA with FXS and FXO ports (One-Time)	TBD	\$86.63	\$0.00
IAAS-8180-36	IAAS Algo 8180 SIP Page Adapter, Loud Ringer, SIP Speaker and Voice (Monthly)	TBD	\$14.59	\$0.00
8180	Algo 8180 IP Loud Ringer, SIP Speaker and Voice (One-Time)	TBD	\$409.08	\$0.00
IAAS-GXW4224-36	IAAS Grandstream 24-Port Analog Gateway (Monthly)	TBD	\$19.81	\$0.00
GXW4224	Grandstream 24-Port Analog Gateway (One-Time)	TBD	\$557.94	\$0.00
Telephones				
YEA-SIP-T34W-CH103	HaaS Yealink T34W IP Telephone (Monthly)	TBD	\$3.69	\$0.00
SIP-T34W-Z	Yealink T34W IP Telephone (One-Time)	TBD	\$102.99	\$0.00
YEA-SIP-T73W-CH103	HaaS Yealink T73W IP Telephone (Monthly)	TBD	\$5.09	\$0.00
SIP-T73W-Z	Yealink T73W IP Telephone (One-Time)	TBD	\$142.99	\$0.00
YEA-SIP-T85W-CH103	HaaS Yealink T85W IP Telephone (Monthly)	TBD	\$7.59	\$0.00
SIP-T85W-Z	Yealink T85W IP Telephone (One-Time)	TBD	\$212.99	\$0.00
Labor Rates for Additional Items & Projects				
PS-PM-FF	Project Coordination & Training (Fixed Fee)	TBD	\$149.00	\$0.00
PS-PM-T&M	Project Coordination & Training (Time & Materials)	TBD	\$149.00	\$0.00
PS-INFRA-T&M	Cabling Infrastructure Support Labor (Onsite & Remote – Time & Materials)	TBD	\$95.00	\$0.00
PS-FIBER-T&M	Fiber Splicing Support Labor (Onsite & Remote – Time & Materials)	TBD	\$149.00	\$0.00
PS-NETVOIP-FF	Implementation Labor (Onsite & Remote – Fixed Fee – During Normal Business Hours Monday-Friday 8:00AM-5:00PM)	TBD	\$189.00	\$0.00
PS-NETVOIP-T&M	Implementation Labor (Onsite & Remote – Time & Materials – During Normal Business Hours Monday-Friday 8:00AM-5:00PM)	TBD	\$189.00	\$0.00
PS-NETVOIPOT-FF	Implementation Labor – Overtime (Onsite & Remote – Fixed Fee – Outside of Normal Business Hours Monday-Friday 8:00AM-5:00PM)	TBD	\$283.50	\$0.00
PS-NETVOIPOT-T&M	Implementation Labor – Overtime (Onsite & Remote – Time & Materials – Outside of Normal Business Hours Monday-Friday 8:00AM-5:00PM)	TBD	\$283.50	\$0.00



Statement of Work

Persona Connect

Prepared for City of Olathe

Sales Executive: Jim Walker
SOW Generated on 12/1/2025

Client Contact Information

Client Name	City of Olathe
Project Name	Persona Connect
Client Contact	Barrett Baumgartner
Client Contact Email	BRBaumgartner@OLATHEKS.ORG

Purpose of Scope

The scope of work and the corresponding labor requirements provided are carefully estimated based on the information collected during the pre-sales process. Should your project's needs evolve, we are happy to accommodate additional modifications, when able. Please note, these adjustments may affect both the project budget and timeline.

Locations in Scope

Location Address: 100 W. Santa Fe, Olathe, KS 66061

Requested Cutover Date

TBD

Executive Summary

After several years of excellent service from the Hosted Avaya IP Office solution, Allegiant recommends that the City of Olathe migrate to the Persona Connect solution. It is Allegiant's experience that Avaya's issues are affecting their ability to improve and support the IP Office solution. While there is no published exit from Avaya on IP Office, there is also NO development going on with the product, and support continues to dwindle, leaving Avaya users in an uncertain position. Avaya is also implementing price increases.

A significant benefit for the City here is that we can reuse the Avaya sets currently on the desk. Saving thousands as we advance. Connect is a true 2025 Hosted solution with over 6 million users in place and shows no signs of slowing down. To date, Allegiant has successfully migrated many Avaya Customers to the Connect solution, offering significantly improved scalability and usability.

Completion Criteria

- Retire the Avaya IP Office platform being used by Olathe.
- All users are configured and deployed in Persona Connect.
- All the softphones are deployed and working for their respective user.
- E911 is properly configured for all users.

- Migrate the Customers' existing numbers into the Persona System.
- Provide auto attendants that replicate somewhat the current environment.
- If customer chooses to add the optional Grandstream GXW4224 Gateway in replacement of the IP 500 chassis, the labor will be included.

Client Responsibilities

- Provide a single point of contact for Allegiant to work with through the project that provides timely and accurate information.
- Provide any site specific details that Allegiant will need to be aware of and comply with during the project, for example, Safety Glasses, Osha Certifications, etc.
- Pay project down-payment before work on the project begins.
- Communicate any timeline expectations or conflicts to project manager.
- Review and confirm project timeline.
- Complete installation template.
- Engage with project manager and engineer as any clarifying questions or concerns come up about the installation template or the solution.
- Provide recent carrier invoice(s) and signed LOA(s).
- Participate in planning and testing to confirm desired functionality.
- Communicate any training schedule and requirements with end users.
- Monitor any user training activity.
- Participate in creating a "Day 1 test plan" to confirm desired functionality.
- Collaborate with the engineer to test functionality and make any necessary changes.
- Communicate any issues found with the project manager.
- Approve closure of project.
- Remaining balance due upon receipt of the final invoice.
- Customer to flash all Avaya phones for use on the new platform.

Allegiant Responsibilities

- Schedule client meetings for the project status & updates.
- Assist in setting up lab environment to flash the Avaya phone software.
- Provide guidance in filling out the provided system template.
- Configure auto-attendants, call queues, phones, users, etc.
- Migrate all numbers as required, currently in place.
- Assist in providing training materials for end users.
- Support customer on first day of service - making moves, adds, or changes throughout the day to support their business requirements.
- Review the executive summary to ensure that any special features or functionalities are addressed.

Out of Scope

- Programming on any network devices is not included unless stated on the quote.
- No new cabling will be installed unless stated on the quote. Additional cabling may be required if the demarc is not near the network closet.
- Any modifications or changes to the client's existing infrastructure or network unless stated in quote and/or SOW; this includes additional cabling for end devices such as desk phones, ATAs, paging equipment, etc.
- Any hardware upgrades or replacements required for Persona Connect to be deployed.
- Any additional third-party software, hardware or applications required to be integrated with Persona Connect that is not specifically stated in this Statement of Work.
- All alterations or adjustments not previously addressed and approved during the solution planning and design phase will be considered. However, if further changes or modifications are proposed, the decision to postpone them until after the cutover rests with the project manager to ensure adherence to timelines and budget.

Allegiant is responsible to perform only the Services described in this Statement of Work Agreement. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW as detailed above will require a "Change Order" before any services are performed. "Change Order" must be agreed upon by all parties and signed. Change orders may require more hours, a separate or delayed timeline, and a new statement of work.

Assumptions

- That the deployment and cutover will be setup as a flash cut for the Persona Connect phone service. The Persona Connect cutover would be the porting of numbers. The Persona Connect system should be active, tested and functional in advance of the cut.
- Customer will be engaged and prepared on every weekly check-in call - if a conflict occurs, customer will proactively suggest a reschedule date and time (project delays may occur if the client does not meet this expectation).
- The customer's point of contact is knowledgeable about daily call flow and the impact a new phone system will have on business. If the point of contact is not fully informed, he/she will pull in the necessary parties for collaboration during project planning and implementation.
- Customer's existing firewall will meet all Persona Connect network requirements - these will be shared with the customer on the kick-off call.
- The customer point of contact will inform end users of the phone system change and the required training that will precede First Day of Service. Any training requested or denied by the point of contact will be in line with end user requests. Any training required after First Day of Service will be billable.



Have Fun
Earn Trust
Help Others

- Customer point of contact will communicate any changes in phone assignments to end users (extensions, DIDs, etc), as well as a reminder of Go Live date/time.
- If a circuit is being ordered through Allegiant, a site survey will be required to ensure that no buildout charges are required to bring fiber to the building. If buildout charges are required, the customer may cancel the circuit order if they chose to do so. Customer is responsible for any copper or fiber cabling required from the MDF to the demarcation point.

Additional Information

- This quote is to create a baseline of user counts for the migration to the updated software solution.
- The counts will be adjusted to meet the individual department's requirements as the project progresses.
- We recognize that there are existing gate controllers currently in place and we have included the labor to migrate these in our proposal.
- There is a project outline that has been provided that spells out more specifics as it relates to the implementation of the project.

Professional Services

The Professional Services labor that we included is estimated based on the known Scope of Work. Work outside the scope would be considered billable.

QTY	DESCRIPTION
57	Project Coordination & Training
106	Implementation Labor (Onsite & Remote - Fixed Fee)

Exhibit B

CITY OF OLATHE INSURANCE REQUIREMENTS

These requirements apply to the vendor or contractor ("Vendor") entering into an Agreement with the City of Olathe ("City").

A. Insurance. Secure and maintain for the term of the Agreement insurance of such types and in at least such amounts as set forth below from a Kansas authorized insurance company which carries a Best's Policyholder rating of "A-" or better and carries at least a Class "VII" financial rating or better, unless otherwise agreed to by City:

1. Commercial General Liability: City must be listed by ISO endorsement or its equivalent as an additional insured on a primary and noncontributory basis on any commercial general liability policy of insurance. The insurance must apply separately to each insured against whom claim is made or suit is brought, subject to the limits of liability.

Limits: Per Occurrence, including Personal & Advertising Injury and Products/Completed Operations: \$1,000,000; General Aggregate: \$2,000,000.

2. Business Auto Insurance: City must be listed by ISO endorsement or its equivalent as an additional insured on a primary and noncontributory basis on any automobile policy of insurance. Insurance must apply separately to each insured against whom claim is made or suit is brought, subject to liability limits.

Limits: All Owned Autos; Hired Autos; and Non-Owned Autos: Per occurrence, combined single limit: \$500,000.

Notwithstanding the foregoing, if Vendor does not own any automobiles, then Vendor must maintain Hired and Non-Owned Auto insurance.

3. Worker's Compensation and Employer's Liability: Workers compensation insurance must protect Vendor against all claims under applicable state Worker's Compensation laws at the statutory limits, and employer's liability with the following limits.

Limits: \$500,000 Each Accident/\$500,000 Policy Limit/\$500,000 Each Employee

4. Professional Liability (if applicable): **Unless excused by the Agreement with the City**, Vendor must maintain for the term of this Agreement and for a period of three (3) years after the termination of this Agreement, Professional Liability Insurance.

Limits: Each Claim: \$1,000,000; General Aggregate: \$1,000,000.

5. Cyber Insurance (if applicable): **IF** accessing the City's network or City's data, **THEN** maintain the following coverages throughout for the term of this Agreement and for a period of three (3) years after the termination of this

Agreement: Cyber Incident/Breach Response and Remediation Expenses, Digital Data Recovery, Privacy and Network Security Liability, and Notification Expense.

Limits: Per claim, each insuring agreement: \$1,000,000; Aggregate: \$1,000,000.

B. Exposure Limits. Above are minimum acceptable coverage limits and do not imply or place a liability limit nor imply that the City has assessed the risk that may be applicable to Vendor. Vendor must assess its own risks and if it deems appropriate and/or prudent maintain higher limits and/or broader coverage. The Vendor's insurance must be primary, and any insurance or self-insurance maintained by the City will not contribute to, or substitute for, the coverage maintained by Vendor.

C. Costs. Insurance costs must be at Vendor's expense and accounted for in Vendor's bid or proposal. Any deductibles or self-insurance in the above-described coverages will be the responsibility and at the sole risk of the Vendor.

D. Verification of Coverage

1. Must provide certificate of insurance on ISO form or equivalent, listing the City as certificate holder, and additional insured endorsements for requested coverages.
2. Any self-insurance must be approved in advance by the City and specified on the certificate of insurance. Additionally, when self-insured, the name, address, and telephone number of the claim's office must be noted on the certificate or attached in a separate document.
3. When any of the insurance coverages are required to remain in force after final payment, additional certificates with appropriate endorsements evidencing continuation of such coverage must be submitted along with the application for final payment.
4. For cyber insurance, the certificate of insurance confirming the required protection must confirm the required coverages in the "Additional Comments" section or provide a copy of the declarations page confirming the details of the cyber insurance policy.

E. Cancellation. No required coverage may be suspended, voided, or canceled, except after Vendor has provided thirty (30) days' advance written notice to the City.

F. Subcontractor's Insurance: If a part of this Agreement is to be sublet, Vendor must either cover all subcontractors under its insurance policies; **OR** require each subcontractor not so covered to meet the standards stated herein.