



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



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Subject: New Insurance Certificate Requirements for Executing Construction Contracts

NOTICE TO CONTRACTORS:

Effective today, the Department's Certificate of Insurance Form (CON-32) that is required prior to executing a contract with the Department, will no longer be used. The insurance industry's standard ACORD – Certificate of Liability Insurance (see attached sample) will replace the CON-32.

All required levels (\$) of insurance coverage governed by the Department's Standard Specifications (Form 816), Section 1.03.07, or as amended by the special provisions, shall be identified on the ACORD Form. The ACORD Form shall also identify the Department of Transportation, 2800 Berlin Tpke, Newington, CT 06111 as a certificate holder.

IMPORTANT – Please include the project number(s) and a description of the project under the "Description of Operations" section of the ACORD Form. This will help us ensure that all ACORD forms received by the Department are filed with the correct project/contract.

Please notify your insurance agents/companies of this change immediately. We will no longer accept any CON-32 Insurance Certificates with the execution of construction contracts.

Revisions to the Contract Bidding and Award Manual deleting any reference to the CON 32 will be forthcoming.

If you have any questions, please feel free to contact Pall Oushana at 860-594-3126 or myself at 860-594-3128.

Thank you.

Gregory D. Straka
Contracts Manager
Division of Contracts Administration