



•POLICE (609)641-3122
•ADMINISTRATIVE BUSINESS
(609)641-2832
FAX (609) 646-9539

NORTHFIELD POLICE DEPARTMENT

1600 SHORE ROAD
NORTHFIELD, NEW JERSEY 08225

REQUEST FOR POLICE SERVICES BY OUTSIDE CONTRACTOR

RATE OF PAY: \$87.07 per hour, per officer. There will be a minimum of four hours per officer, per detail.
\$64.49 for non-profit or government authorities.

PAYMENT: Payment is due in advance of all pre-scheduled details. Payment in full must be established in an escrow account with the City of Northfield based upon the total estimated hours of the detail prior to assignment of any officers.

CANCELLATION POLICY: Minimum of 24 hour cancellation is required to Police Dispatch 609-641-3122. Failure to notify will result in the payment of minimum number of hours (4 per officer) by the contractor.

ORDINANCE 10-2013 Section 11-Insurance for off duty law enforcement officers The person, contractor or utility company shall provide the City of Northfield a certificate of insurance in a form acceptable to the City, naming the City of Northfield as an additional insured on a general liability insurance policy having policy limits not less than \$1,000,000 per occurrence.

Section 12-Indemnification and hold harmless Any person, contractor or utility company shall complete and sign an application for a police traffic director, which said application shall contain an agreement to indemnify and hold harmless the City of Northfield for any claims or actions brought as a result of the use of City of Northfield police officers by said party, including all attorney fees.

Please note that the Ordinance in its entirety can be found on our website www.Cityofnorthfield.org

For questions or concerns regarding this application please contact A/Captain Steinecke at 609-641-2832x121.

Requesting Contractor Information

Name:	
Street Address:	
Mailing Address:	
Telephone Number:	
Fax Number:	
Emergency Contact #1:	
Emergency Contact #2:	

Location of Project _____

Start Date/Time: _____ Finish Date/Time: _____

Number of Officers Requested: _____ Total hours: _____

Type of Detail: Construction: _____ (Must include traffic control plan)

Security: _____

I have read and agree to abide by all terms and conditions of Northfield Ordinance 10-2013 adopted on August 27, 2013 by the council of the City of Northfield.

Signature: _____

Date/Time: _____

Notary: _____

For Office Use Only:

Traffic Plan: _____ Check #: _____ Amount: _____

Cert. of Insurance: _____ Hold Harmless: _____

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND
CITY OF NORTHFIELD

INDEMNIFICATION, HOLD HARMLESS AND DEFEND, AND CONTRACTOR'S
LIABILITY INSURANCE AGREEMENT

I. Indemnification

Contractor shall indemnify, save harmless and defend the City of Northfield, New Jersey, its elected and appointed officials, its employees, agents, volunteers and others working on behalf of the City of Northfield, New Jersey, from and against any and all claims, losses, costs, attorney's fees, damages, or injury including death and/or property loss, expense claims or demands arising out of or caused or alleged to have been caused in any manner by a defect in any equipment or materials supplied under this Contract or by the performance of any work under this Contract, including all suits or actions of every kind or description brought against the City of Northfield, New Jersey, either individually or jointly with Contractor for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by, or on account of, the performance of any work pursuant to or in connection with this Contract, or through any negligence or alleged negligence in safeguarding the work area, or through any act, omission or fault or alleged act, omission or fault or alleged act, omission or fault of the Contractor, its employees, Subcontractors or agents or others under the Contractor's Contract.

II. Insurance

Notwithstanding the indemnification and defense obligations of the Contractor, Contractor shall purchase and maintain such insurance described in the attached schedule and as is appropriate for the work being performed and furnished and as will provide protection from any and all covered claims which may arise out of or caused or alleged to have been caused in any manner from Contractor's performance and furnishing of the Work and Contractor's other obligations under the Contract Documents, whether it is to be performed or furnished by Contractor, by any Subcontractor, by anyone directly or indirectly employed by any of them to perform or furnish any of the Work, or by anyone for whose acts any of them may be liable.

Contractor shall be required to name the City of Northfield, New Jersey as an "Additional Insured" on the Contractor's policy of commercial general liability insurance, and

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INDEMNIFICATION, HOLD HARMLESS AND DEFEND, AND CONTRACTOR'S
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simultaneously with the delivery of the executed Contract Documents, Contractor shall provide the City of Northfield, New Jersey with a Certificate of Insurance indicating that the insurance coverage as described in the attached schedule, and as is appropriate for the work being performed and furnished, has been obtained and that the City of Northfield, New Jersey has been designated as an "Additional Insured" where required. On or before the renewal date of said policy, Contractor shall be required to provide the City of Northfield, New Jersey with a Certificate of Insurance indicating the continuation of insurance coverage and designating the City of Northfield, New Jersey as an "Additional Insured".

The schedule of insurance and the limits of liability for the insurance shall provide coverage for not less than the following amounts or greater where required by law:

Name _____

Title _____

Signature _____

Address _____

City _____ State _____

Telephone _____

Notary _____

Date _____

My Commission Expires _____

SEAL

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND
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INDEMNIFICATION, HOLD HARMLESS AND DEFEND, AND CONTRACTOR'S
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Schedule of Insurance (Sample*)

Notwithstanding the indemnification and defense obligations of the Contractor, the "Contractor" shall provide at its own cost and expense proof of the following insurance to the "City of Northfield, New Jersey":

- A. **Workers' Compensation**
Statutory coverage and limits in compliance with the Workers' Compensation Law of the State of New Jersey.
- B. **General Liability Including Products & Completed Operations**
With a minimum combined single limit of liability per occurrence for bodily injury and property damage of *one million (\$1,000,000) dollars** with a minimum annual aggregate of *two million (\$2,000,000) dollars**.
City of Northfield, New Jersey shall be named as "Additional Insured".
- C. **Automobile Liability Insurance**
With a minimum combined single limit of liability per accident of *one million (\$1,000,000) dollar** for bodily injury and property damage. This insurance must include coverage for owned, hired, and non-owned automobiles.
- D. **Errors and Omissions/Professional Liability**
A minimum limit of liability of *one million (\$1,000,000) dollar** per incident and in the annual aggregate.

Failure by the Contractor to supply such written evidence of required insurance and to maintain same for the duration of this contract shall result in default under this contract. The insurance companies for the above coverages must be licensed by the State of New Jersey and acceptable to the "City of Northfield, New Jersey". The "Contractor" shall take no action to cancel or materially change any of the insurance required under this Contract without the "City of Northfield, New Jersey's" prior approval. The maintenance of insurance under this section shall not relieve the "Contractor" of any liability greater than the limits or scope of the applicable insurance coverage.

- * Above insurance schedule to be prepared in consultation with the City of Northfield's Risk Management Consultant as recommended within the JIF Certificate of Insurance Guidelines.