Cape Fear Public Transportation Authority (dba Wave Transit)
Website Redesign, Development, Hosting, Integration, Training, Maintenance, and Support - Request for Proposals
Addendum 2 – Corrections to Notarization Requirements & Clarifications Regarding Insurance
Published October 21, 2026

Clarifications Regarding Insurance Requirements

Several potential proposers asked for more information regarding the insurance required. Insurance requirements are as applicable to the final contract terms. Detailed information is listed below:

Contractor shall maintain the following types of insurance, as applicable to this Agreement and Contractor's performance of the Services:

a) Workers' Compensation and Employers' Liability: Workers' Compensation coverage as required by North Carolina law, including Employers' Liability coverage with limits of not less than $500,000 bodily injury by accident (each accident), $500,000 bodily injury by disease (policy limit), and $500,000 bodily injury by disease (each employee). The policy shall include a Waiver of Subrogation in favor of the Agency. Contractors exempt from Workers' Compensation requirements under applicable law shall provide documentation of such exemption upon request and may be required to maintain equivalent commercial occupational accident insurance at the Agency's discretion.

b) Commercial General Liability: Commercial General Liability insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 general aggregate, including premises and operations, products and completed operations, independent contractors, contractual liability, and personal and advertising injury. Cape Fear Public Transportation Authority, doing business as Wave Transit, shall be named as an additional insured for liability arising out of Contractor's performance of the Services under this Contract. This coverage shall be primary and non-contributory to any insurance maintained by the Authority.

c) Automobile Liability: Automobile Liability insurance covering owned, hired, and non-owned vehicles with a combined single limit of not less than $1,000,000 per accident. In the event the Contractor does not own automobiles, the Contractor agrees to maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or a separate Auto Liability policy. Automobile coverage is required if vehicles are used in the performance of the Services

under this Contract and/or are brought onto any Cape Fear Public Transportation Authority (dba Wave Transit) site.

d) Cyber Liability: If the Services include website hosting, processing, transmission, or storage of personal, financial, or sensitive information (including credit card data or PII), direct access to Agency networks or internal systems, or other material cybersecurity exposure, Contractor shall maintain Cyber Liability insurance with limits of not less than $1,000,000 per claim and in the aggregate. This coverage shall include network security liability, privacy liability, data breach response and notification expenses, regulatory defense and penalties, and digital asset restoration. Coverage shall be maintained throughout the term of this Agreement.

e) Insurance Companies and Evidence of Coverage: All insurance shall be placed with insurers authorized to provide the applicable coverage in North Carolina, or with eligible surplus-lines insurers where permitted by North Carolina law. Prior to commencing work, Contractor shall provide certificates of insurance or other evidence of required coverage acceptable to the Agency. Contractor shall provide updated evidence of coverage upon request.

<u>Corrections to Notarization Requirements</u>

The excerpt below should be substituted for the original content under Attachment E.

Attachment E – Proposer Legal Status and Signatory Authority

The proposer certifies that the information provided below is accurate and that the individual signing the proposal is authorized to bind the proposer. The successful proposer shall obtain and maintain all registrations, licenses, permits, and other authorizations required by applicable federal, state, and local law to perform the resulting contract.

Legal Name of Firm: _____

Type of Entity: _____

State or Country of Organization: _____

NC Secretary of State Registration No. (if applicable): _____

Authorized Signatory: _____

Title: _____

Signature: _____

Date: _____

Corrections to Attachment G: This attachment does not require its own separate line for notarization. The signatures in the submission must be notarized but that can be done once. Space for the Notary Public to write their information and stamp the document has been added at the end of the document. The signature line on Attachment G has been removed.

An updated version of the RFP reflecting these pages is linked on the Wave Transit website alongside the other RFP materials.