

Exhibit E

Insurance Tracking with myCOI

Broaddus Construction has partnered with **myCOI** to assist in tracking and verifying its subcontractors' insurance. Utilizing myCOI is **mandatory** for all parties under contract with Broaddus Construction.

myCOI will work directly with your insurance agent to obtain a compliant Certificate of Insurance and associated documentation but cannot dictate policy terms. It is your insurance agent's responsibility to talk to you if your policy(ies) do not meet your contractual requirements and need to be amended.

How does this affect you?

1. You will not submit your insurance directly to Broaddus Construction. Your agent will submit your insurance documentation directly to **myCOI** through its "myCOI Agent Portal".
2. When a renewal certificate is needed, **myCOI** will reach out directly to your insurance agent to request an updated certificate.
3. Any insurance cancellation notices, past due premium notices, etc. will be sent to Broaddus Construction and you will be required to update your information accordingly and provide myCOI with the necessary information for compliance. If you change insurance agents, you are required to contact myCOI with the new agent information.

How do you begin the process?

The contact we have on file with your company, or whichever person you choose, will be receiving a registration email from registration@mycoitracking.com. The recipient will need to follow the instructions in the email to complete your company's registration with myCOI.

Please add certificaterequest@mycoisolution.com to your safe senders list to be sure you receive all email communication from myCOI.

You may contact myCOI directly at 317-759-9426 x 105 or at support@mycoitracking.com if you have any questions. They are extremely helpful and knowledgeable about the system and process

Additional Insurance Requirements

General Liability

- Broaddus Construction, LLC is named Additional Insured for Ongoing and Completed Operations per forms CG 2010 (04/13) and CG 2037 (04/13), respectively.
- GL coverage is on a Primary and Non-Contributory basis
- Waiver of Subrogation in favor of Broaddus Construction, LLC
- Confirm there are no exclusions for "action over" claims.
- Confirm there are no exclusions for bodily injury or property damage resulting from work performed by a lower tier, subcontractor, or independent contractor.
- Confirm there are no residential exclusions
- Confirm there is no amendment to the definition of Insured Contract
- Provide physical copies of: Schedule of Forms and Endorsements, Additional Insured for Ongoing and Completed Operations, Primary Non-Contributory endorsement, Waiver of Subrogation (Transfer of Rights of Recovery)

Auto Liability

- Broaddus Construction, LLC is named Additional Insured
- Waiver of Subrogation in favor of Broaddus Construction, LLC
- Provide physical copies of Additional Insured, Primary Non-Contributory, and Waiver of Subrogation

Workers Compensation

- Waiver of Subrogation in favor of Broaddus Construction, LLC
- Provide physical copy of Waiver of Subrogation
- If employees are leased, Alternate Employer Endorsement in favor of Broaddus Construction, LLC and Subcontractor
- If employees are leased, provide physical copy of Alternate Employer Endorsements