

SCHINDLER ELEVATOR CORPORATION
BID 50-00133869
BID OPENING 04/13/2021



State Licensing Board for Contractors

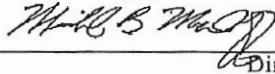
This is to Certify that: SCHINDLER ELEVATOR CORPORATION
ATTN: Tax Dept.
20 Whippany Road
Morristown, NJ 07960

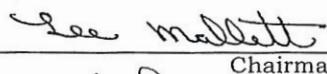
is duly licensed and entitled to practice the following classifications

SPECIALTY: ELEVATORS, DUMBWAITERS AND ESCALATORS



Witness our hand and seal of the Board dated,
Baton Rouge, LA 15th day of August 2019

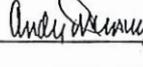

Director


Chairman

Expiration Date: August 14, 2022

License No: 13156

This License Is Not Transferrable


Treasurer

Louisiana State Fire Marshal
Life Safety and Property Protection Licensing & Registration Division
Certificate of Firm Registration

The below named firm is hereby certified by and registered with the Office of State Fire Marshal pursuant to L.R.S. 40:1664 ET SEQ. of Life Safety & Property Protection systems:

License Number: CF23 **VEHICLE REGISTRATION**
Endorsements: **CONVEYANCE DEVICE MECHANICS, INSPECTIONS**

Firm Name: **SCHINDLER ELEVATOR CORPORATION**

Doing Business As: **656 TIME SAVER AVENUE**
Mailing Address: **HARAHAN, LA 70123**

Physical Location: **656 TIME SAVER AVENUE**
 HARAHAN, LA 70123

This license is not transferable and may be revoked or suspended with cause.
This license was issued on 9/17/2020 and will expire on 9/1/2021



Schindler Elevator Corporation
District New Orleans



Schindler

April 13, 2021

Jefferson Parish Purchasing Department
200 Derbigny Street – Suite 4400
Gretna, LA 70053

ATTN: Purchasing Department
Re: Department of Community Justice Bid 50-00133869

To whom it may concern,

We are pleased to submit Schindler Elevator Corporation's response to Bid 50-00133869 for (2) year contract.

If you have any questions or concerns, please feel free to contact me at the information below or via email at Rebecca.Burford@Schindler.com.

Sincerely,

Rebecca Burford
Sales Rep EI
(504) 247-5975



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**5000133869-TWO (2) YEAR CONTRACT FOR ALL LABOR, MATERIALS &
EQUIPMENT NEEDED TO MAINTAIN SERVICE ELEVATORS FOR THE
DEPARTMENT OF COMMUNITY JUSTICE**
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com
25-Mar-2021 07:39:06 AM



Bid Number 50 - 00133869

TWO (2) YEAR CONTRACT FOR ALL LABOR, MATERIALS & EQUIPMENT
NEEDED TO MAINTAIN SERVICE ELEVATORS FOR THE DEPARTMENT OF
COMMUNITY JUSTICE

April 13, 2021 @ 2:00 P.M.

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received on the Purchasing Department's eProcurement site, www.jeffparishbids.net, by the bid due date and time.

**Buyer II: Name: SHANNA FOLSE
Buyer Email: SFOLSE@JEFFPARISH.NET
Buyer Phone: 504-364-2678**



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

September 2020

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

Total Bid Price Must Include the Cost of Naming Jefferson Parish as Additional Insured:

Bidder acknowledges that Bidder recovered the cost of any required insurance in the contract price as required by La.R.S. 9:2780.1 and that Bidder recovered any such cost for the purposes of insuring an obligation to indemnify Jefferson Parish, defend Jefferson Parish, or hold Jefferson Parish harmless and that Bidder's indemnity liability is limited to the amount of the proceeds that are payable under the insurance policy or policies that Bidder has obtained.

Electronic Procurement: Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions; and will only accept bid submissions electronically via our e-Procurement system, Central Bidding. Central Bidding can be accessed by visiting either www.centralbidding.com or www.jeffparishbids.net. All bidders will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link:
<https://www.centrauctionhouse.com/registration.php>.

Probable Construction Cost: Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

Insurance Requirement: All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET

Bid Bond

An Electronic Bid Bond must be submitted with this bid, through one of the respective clearing houses at www.jeffparish.net or www.centralbidding.com. To access the bonding companies on Central Bidding, hover over the "Central Bidding" link at the top of the page and select the "Bid Bonds" link.

The electronic bid bond number is to be placed in the required section listed on the standard envelope. Scanned copies of bid bonds will not be accepted with your submission.



\$41.6 Billion
38,136 Bid
Opportunities
18,123 Vendors
568 Agencies

Browse Thousands of Public Bids today!

Central Bidding, founded in 2007, is one of the largest providers of electronic bidding services to public and private buying entities. Vendors have trusted Central Bidding to securely deliver more than \$31.2 billion worth of electronic bids for more than 430 buying entities since their founding. Central Bidding works under exclusive contract with each of these buying entities and in each instance Central Bidding is the only official electronic location to receive the bid documents, the automated updates and allowance of electronic bids.

[Learn More >](#)

<http://www.centralbidding.com/2016/08/04/bid-bond>

**TWO (2) YEAR CONTRACT FOR ALL LABOR, MATERIALS &
EQUIPMENT NEEDED TO MAINTAIN SERVICE ELEVATORS FOR THE
DEPARTMENT OF COMMUNITY JUSTICE**

BID #50-133869

SECTION 1.0 – SITE VISITS

There will be no mandatory pre-bid conference. It will be the bidder's responsibility to visit the installations to be covered on the proposed agreement, for the purpose of fully informing themselves prior to the submission of bids

Site visits can be set up by contacting Brian Williams @ 504-365-3379 or bwilliams@jeffparish.net between the hours of 8:00 a.m. – 4:00 p.m.

SECTION 2.0 – SCOPE:

We extend this proposal to provide all labor, materials, equipment, tools, testing instruments, software, computer programs and all other incidentals necessary to provide to perform full maintenance, services, and repairs for five (5) Hydraulic passenger elevators and three (3) Traction passenger elevators, at the Jefferson Parish Correctional Center located at 100 Dolhonde Street, Gretna, LA. The contract shall be for a two (2) year contract.

SECTION 3.0 – BONDS

- **Surety Bond:** A 5% Electronic Bid bond is required with bid submission.
- **Performance Bond:** A performance bond in the amount of 100% of the total bid will be required. Performance bond shall be produced upon contract execution.

SECTION 4.0 – LICENSE REQUIREMENT

The following licenses will be required for this bid:

License required for this bid issued by the Louisiana State Licensing Board for Contractors:

- Commercial License with:
 - Specialty license in Elevators, Dumbwaiters, and Escalators.

SECTION 5.0 – QUANTITIES/INSPECTION:

Bidders shall visit the installations to be covered on the proposed agreement, for the purpose of fully informing themselves prior to the submission of bids, of the general operating conditions, number of floors served, type of power units, working conditions, available service manuals, drawings, etc., which might affect the cost and performance of maintenance and repair work.

SECTION 6.0 - SPECIFICATIONS

- Preventative Maintenance, Repairs, Parts Replacement, Inspection, and Testing shall be performed on all five (5) Hydraulic passenger elevators and three (3) Traction passenger elevators, at the Jefferson Parish Correctional Center located at 100 Dolhonde Street, Gretna, LA.
- All supplies, materials, lubricants, cleaning materials, paint, parts, cotton waste, hydraulic fluid, etc. shall be furnished by the successful bidder to make repairs to and service equipment.
- Maintain, inspect, and replace (if necessary) existing batteries for battery lowering devices.

Section 6.1 - Preventative Maintenance, Repairs, and Part Replacement

Preventative Maintenance, Repairs, and Part Replacement shall be performed as per the American Society of Mechanical Engineers (ASME) 17.1.

Section 6.2 - INSPECTION AND TESTING

Inspection and testing shall be performed as per the American Society of Mechanical Engineers (ASME) 17.2.

SECTION 7.0 – ELEVATOR PARTS REPLACEMENT

- Successful Bidder shall provide parts, labor, and incidentals needed to repair five (5) Hydraulic passenger elevators and three (3) Traction passenger elevators, at the Jefferson Parish Correctional Center located at 100 Dolhonde Street, Gretna, LA.
- Replacement parts, components, and materials needed in the maintenance, repair, and alteration of equipment shall be bidder supplied new.
- If the original manufacturer has updated the quality of parts for current production, parts supplied under this contract shall be equal to or exceed the updated quality.

SECTION 8.0 – EXCLUSIONS

The following items of equipment are not included in this contract:

1. Interior Elevator cabs
2. Power switches and feeders to all controllers Shaft way enclosures
3. Shaft way doors, frames, sills, and cab doors Underground piping
4. Underground jacks

SECTION 9.0 – EMERGENCY COMMUNICATION MONITORING:

- The successful bidder shall provide twenty-four (24) hour emergency communications monitoring services for the duration of the maintenance contract.
- No answering machines will be allowed for emergency monitoring. All calls must be answered by a live person.
- These services shall monitor all elevator communication devices covered by this agreement and forward such calls to the owner's representative.
- Owner shall provide a list of contact persons to be notified in the event of an emergency.
- Owner shall provide a dedicated (non-PBX), touch-tone, business telephone line, terminated in the machine room.
- If the existing communication device located in the elevators will not communicate with the successful bidder's service it will be the responsibility of the successful bidder to supply, install, and program a new communication device to provide emergency communication with said elevator(s).

SECTION 10.0 - NUISANCE CALLS

Nuisance calls shall be included in this contract:

- A nuisance call shall be defined as a call where the elevator shutdown was caused by a known or unknown source, and is outside of the scope of the contract, but the call is answered by the elevator personnel not knowing the cause.
- If responding technician spends two (2) hour or less (to be documented by a Jefferson Parish employee), at any location the cost is to be absorbed by the successful bidder.
- No trip charge or travel time shall be billable for this contract.
- Any fraudulent documentation shall be cause for cancellation of the contract.
- No work outside the guidelines of this contract shall be performed without a purchase order issued by the requesting department. If work is performed by successful bidder without a purchase order being issued the successful bidder Will Not Be Paid for Work Performed.

SECTION 11.0 – CLEANING AND SAFETY:

Job sites must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials

SECTION 12.0 – PERMITS:

The successful bidder shall obtain any and all permits required by the Jefferson parish Department of Inspection and Code Enforcement and the City of Gretna (if applicable). The successful bidder shall also be responsible for payment of these permits.

SECTION 13.0 – WORKING HOURS/RESPONSE TIMES:

All preventative maintenance and scheduled repairs are to be performed during normal working hours 7:00 a.m. – 5:00 p.m., Monday through Friday. The successful bidder may choose to work before or after normal building working hours to provide a safe work environment at no extra charge to Jefferson Parish.

Normal response time for trouble calls shall be no more than two (2) hours.

In the event that someone is trapped in an elevator, the successful bidder shall provide an estimated time of arrival (ETA), and make every effort to arrive at the site within one (1) hour.

Service calls or emergency calls shall be responded to at any hour of the day or night, seven (7) days per week, with no additional charges to Jefferson Parish, to restore elevator services or remove entrapped passengers.

SECTION 14.0 – WARRANTY:

All parts furnished and installed by the successful bidder shall be genuine replacement parts made especially for the elevators specified in this bid. All workmanship shall be in accordance with the manufacturer of each elevator, National Electric and/or Safety Code for Elevators, The National Fire Protection Association (N.F.P.A.), and the American National Standards Institute (ANSI) A 17.1 and 17.2

SECTION 15.0 – LIQUIDATED DAMAGES:

If the successful bidder fails to report to the job site with a qualified service technician for a period in excess of two (2) hours from the time of the call of complaint, it is mutually agreed that the Parish may withhold, as liquidated damages for each one (1) hour period, including the initial period thereof, the sum of \$100.00 from the succeeding month's billing, for each failure to report in a timely manner to a request for service. Further, it is mutually agreed that this sum is indicated, or is selected as a liquidated damage because of the impossibilities of determining the amount of actual damages the Parish may suffer as a result of the contractor's failure to comply with this provision.

If an elevator remains out of service for a period in excess of forty-eight (48) hours due to neglect or failure to comply with the provisions of these specifications, or should the successful bidder fail to report with a qualified serviceman within the stated time frame, it is mutually agreed that the Parish may withhold, as liquidated damages for each twenty-four (24) hour period, including the initial period thereof, the sum of \$100.00 (one hundred dollars) from the succeeding month's billing for each failure to report in a timely manner to a request for service. Further, it is mutually agreed that this sum is indicated, or is selected as liquidated damages, because of the impossibilities of determining the amount of actual damages the Parish may suffer as a result of the contractor's failure to comply with this provision.

SECTION 16.0 CONCLUSION OF CONTRACT:

At the completion of the contract all repairs and maintenance to the elevator specified in this bid shall be completed in accordance with the terms set forth in these specifications, and a check list of all completed repairs and maintenance must be submitted to the Department of General Services for approval.

All incomplete work shall be noted on a check list and submitted to the Department of General Services. All incomplete work listed on this check list, and any other repairs or maintenance deemed incomplete by the Department of General Services, must be performed and accomplished within one (1) week after the duration of the contract period. If work is not completed all final payments will be held until all work is completed.

At the termination of this contract, the Department of General Services shall retain all blueprints, wiring diagrams, programs, jump drives, SD cards, software, and any other pertinent data furnished by the Parish, the successful bidder, manufacturer or the maintenance company.

SECTION 17.0 – PRE-CONSTRUCTION CONFERENCE AND NOTICE TO PROCEED:

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences. No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of General Services.

DATE: 3/19/2021
BID NO.: 50-00133869

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETNA, LA. 70054-0009
504-364-2678

BUYER: SFOLSE@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 4/13/2021 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 AND VIA TELECONFERENCE (DIAL-IN AT (504) 323-1800, MEETING ID: 181357) At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)

DATE: 3/19/2021

BID NO.: 50-00133869

Page: 2

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

3, 4, 5, 6, 8, 10, 11, 13, 15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(l), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. PUBLIC WORKS BIDS: All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

See Page 1 for Conflicts of Interest Statement

DATE: 3/19/2021

Page: 6

BID NO.: 50-00133869

BID FORM
Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO X _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE 08/07/2023

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

LOUISIANA CONTRACTOR'S LICENSE NO.: (If applicable)

13156

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: SCHINDLER ELEVATOR CORPORATION

ADDRESS: 656 TIME SAVER AVE

CITY, STATE: HARAHAN LA

ZIP: 70123

TELEPHONE: (504) 613-2311

FAX: (504) 734-0877

EMAIL ADDRESS: VINCENT.HEENEY@SCHINDLER.COM

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: N/A

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 117,600.00

AUTHORIZED SIGNATURE: Vincent Heeny

TITLE: GENERAL MANAGER



Digitally signed by Vincent Heeny
Date: 2021.04.12
08:35:27 -05'00'

VINCENT HEENEY

Printed Name

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00133869

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	24.00	MO	<p>TWO (2) YEAR CONTRACT FOR ALL LABOR, MATERIALS & EQUIPMENT NEEDED TO MAINTAIN SERVICE ELEVATORS FOR THE DEPARTMENT OF COMMUNITY JUSTICE</p> <p>1000 - PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT, TESTING INSTRUMENTS, SOFTWARE, COMPUTER PROGRAMS, AND ALL OTHER INCIDENTALS NECESSARY TO PROVIDE AND PERFORM FULL MAINTENANCE SERVICES AND REPAIRS FOR FIVE (5) HYDRAULIC PASSENGER ELEVATORS AND THREE (3) TRACTION PASSENGER ELEVATORS AT THE:</p> <p>JEFFERSON PARISH CORRECTIONAL CENTER 100 DOLHONDE ST. GRETNA, LA 70053.</p> <p>***PLEASE SEE ATTACHED SPECIFICATIONS***</p>	\$4,900	\$117,600

Non-Public Works Bid

AFFIDAVIT

STATE OF Tennessee

PARISH/COUNTY OF Shelby

BEFORE ME, the undersigned authority, personally came and appeared: Vincent
Hunny, (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized Representative of Schindler Elevator Corporation (Entity),
the party who submitted a bid in response to Bid Number 5000133849, to the Parish of
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B X _____ there are NO campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Vincent W Heeney
Signature of Affiant

Vincent W Heeney
Printed Name of Affiant

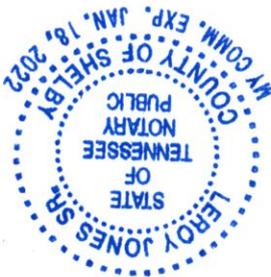
SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 07 DAY OF 04, 2021.

Leroy Jones Sr
Notary Public
Leroy Jones Sr
Printed Name of Notary

Notary/Bar Roll Number

My commission expires Jan 18. 2022



Subscribed and sworn to before me this
07 day of 04, 2021.
Notary Public in and For County
of Shelby, State of Tennessee

Leroy Jones Sr
Leroy Jones Sr.

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT _____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE ABOVE
DATED MEETING OF THE BOARD OF
DIRECTORS OF SAID CORPORATION, AND
THE SAME HAS NOT BEEN REVOKED OR
RESCINDED.

SECRETARY-TREASURER

DATE

* See Attached

Schindler Elevator Corporation Certification

I, Thomas Sparno, Sr. Vice President and Secretary of Schindler Elevator Corporation, do hereby certify that the following elected or appointed officers and managers of Schindler Elevator Corporation hold the positions shown opposite their respective names:

G. Ergenbright	President
S. Viridi	Vice President, Chief Financial Officer and Treasurer
T. Sparno	Sr. Vice President, General Counsel & Secretary

		AREA EAST
A. McFarlane	Sr. Vice President Area Operations	-
M. Chatterton	Vice President Territory Operations	- F-01
E. Lawler	Territory Sales Service Manager	- F-01
M. D'Ambra	Territory Operations Manager	- F-01
M. Botes	Territory Sales & Operations Manager New Equipment	- F-01
A. Stein	Territory Manager Modernization	- F-01
T. Whalen	General Manager Service Major Projects South	- F-01
A. Yawger	General Manager Service Major Projects North	- F-01
S. Virizlay	General Manager Service Manhattan	- F-01
E. Masters	General Manager Service Long Island	- F-01
K. Basile	General Manager Service	- F-01
W. Mensche	Service Operations Manager Manhattan	- F-01
Michael Joseph	Vice President Territory Operations	- F-02
D. Seufert	Territory Sales Manager - NI	- F-02
M. Coughlin	Territory Operations Manager - NI - Boston	- F-02
C. Contento	Territory Operations Manager - NI - Harford/White Plains/Bufalo/Albany/Syracuse	- F-02
Drew Pappo	Territory Manager - MOD	- F-02
S. O'Hare	General Manager - Service - Boston	- F-02
A. Robles	General Manager - Service - Hartford/White Plains	- F-02
J. Metke	General Manager - Service - Buffalo/Albany/Syracuse	- F-02
T. Baker	Service Sales Manager	- F-02
M. Robbins	Service Operations Manager	- F-03
P. Harty	Vice President Territory Operations	- F-03
M. Wachs	Territory Sales Manager - NI	- F-03
T. Marple	Territory Operations Manager - NI - North New Jersey	- F-03
S. Bone	Territory Operations Manager - NI - Philadelphia/Allentown	- F-03
C. Demarco	Territory Manager - Modernization	- F-03
N. Rainwater	General Manager Service - Philadelphia/Allentown	- F-03
A. Sabanos	Service Operations Manager	- F-04
D. Morosky	Vice President Territory Operations	- F-04
C. Wells	Territory Sales Manager - NI	- F-04
B. Pingoa	Territory Operations Manager - NI	- F-04
N. Lopez-Dressel	Territory Manager - MOD	- F-04
P. Mulligan	General Manager - Service - Washington/Richmond	- F-04
J. Zellmann	General Manager - Service - Baltimore	- F-04
R. Walker	Service Sales Manager	- F-04
P. Bloom	Sr. Vice President Area Operations	AREA NORTH
O. Soboleva	Vice President Territory Operations	- F-05
D. DeVault	Territory Sales Manager - NI	- F-05
C. Cuccaro	Territory Operations Manager - NI	- F-05
M. Elter	Territory Manager - MOD	- F-05
W. Czekaj	General Manager - Service - Pittsburgh	- F-05
R. Papp	General Manager - Service - Cleveland	- F-05
L. Haefner	General Manager - Service - Toledo/Columbus	- F-05
J. Aldridge	General Manager - Service - Cincinnati/Indianapolis	- F-05
J. Ritter	General Manager - Service - Cincinnati/Indianapolis	- F-05
B. Cave	Vice President Territory Operations	- F-06
A. Hrydziusko	Territory Sales Manager - NI	- F-06
P. Long	Territory Manager - MOD	- F-06
H. Spielmann	General Manager - Service - Wisconsin	- F-06
M. Sullivan	General Manager - Service - Michigan	- F-06
K. Lahrman	Service Sales Manager	- F-06
P. Parks	Vice President Territory Operations	- F-07
R. Emerson	Territory Sales Manager - NI	- F-07
R. Rape	Territory Operations Manager - NI	- F-07
K. Groll	Territory Manager - MOD	- F-07
J. Best	General Manager - Service - Minneapolis	- F-07
A. Timmons	General Manager - Service - Denver/Kansas City/Wichita	- F-07
J. Ritter	General Manager - Service - St. Louis/Des Moines	- F-07
J. Stolz	Service Operations Manager	- F-07
E. Frysinger	Vice President Territory Operations	- F-08
D. Zarlego	Territory Operations Manager - NI	- F-08
S. Bergman	General Manager - Service - Salt Lake City/Las Vegas/Portland	- F-08
J. Ley	General Manager - Service - Seattle/Boise	- F-08
L. Panaro	Service Sales Manager	- F-08
L. Shelton	Service Operations Manager	- F-08
G. Adams	General Manager Adams Elevator Equip. Co.	- Chicago
C. Galante	Branch Manager	- Chicago
C. Anderson	Branch Manager	- Chicago
B. Boesen	Branch Manager	- Wichita
G. Paredes	Sr. Vice President Area Operations	AREA SOUTH
C. Rodenheiser	Vice President Territory Operations	- F-09
J. Duggan	Territory Sales Manager - NI	- F-09
M. Milley	Territory Operations Manager - NI - Charlotte/Raleigh/Nashville	- F-09
T. Whiteheart	Territory Manager - MOD	- F-09
M. Davis	General Manager - Service - Charlotte/Raleigh	- F-09
V. Heeny	General Manager - Service - Memphis/Nashville/Shreveport/New Orleans/Birmingham	- F-09
K.D. Bailey	General Manager - Service - Atlanta	- F-09
M. Lester	Service Sales Manager	- F-09
K. York	Service Sales Manager	- F-09
D. Hite	Service Operations Manager	- F-09
B. Sullivan	Vice President Territory Operations	- F-10
S. Prachasari	Territory Sales Manager - NI	- F-10
D. Garcia	Territory Operations Manager - NI	- F-10
M. Svendsen	Territory Sales Manager - MOD	- F-10
K. Brenner	Territory Operations Manager - MOD	- F-10
D. Kai	General Manager - Service - Miami	- F-10
P. Narve	General Manager Service - Jacksonville/Orlando	- F-10
L. Hilliard	General Manager - Service - Tampa	- F-10
E. Wilson	Service Operations Manager	- F-10
E. Rivera	Branch Manager - Puerto Rico	- F-10
O. P. Leone	Vice President Territory Operations	- F-11
S. Owens	Territory Sales Manager - NI	- F-11
S. Kippes	Territory Operations Manager - NI - Dallas/Fort Worth/Tulsa	- F-11
J. Johnson	Territory Operations Manager - NI - Houston/San Antonio/Austin/El Paso	- F-11
J. Hyton	Territory Manager - MOD	- F-11
R. Baker	General Manager - Service - Houston	- F-11
B. Burke	General Manager - Service - Dallas/Fort Worth/Tulsa	- F-11
F. Schwager	General Manager - Service - San Antonio/Austin/El Paso	- F-11
K. Bernard	Service Operations Manager	- F-11
M. Lukov	Vice President Territory Operations	- F-12
J. Sanchez	Territory Sales Manager - NI	- F-12
R. Testa	Territory Operations Manager - NI - Los Angeles/Irvine/San Diego/Phoenix	- F-12

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

COMMERCIAL GENERAL LIABILITY

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

COMPREHENSIVE AUTOMOBILE LIABILITY

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.
Property Damage Liability \$1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

2) **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.

AGENCY CUSTOMER ID: _____
LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Willis Towers Watson Northeast, Inc.		NAMED INSURED Schindler Elevator Corporation P.O. Box 1935 20 Whippany Road Morristown, NJ 07962	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Waiver of Subrogation is provided on the referenced policies to the extent required by written contract and where permitted by law.

Jefferson Parish Correctional Center 100 Dolhonde Street Gretna, LA 70053

To the extent required by written contract, the following are named as Additional Insureds: The Jefferson Parish, its districts Departments and Agencies under the direction of the Parish President and the Parish Council

INSURER AFFORDING COVERAGE: Zurich American Insurance Company NAIC#: 16535
POLICY NUMBER: MCP0289419823 EFF DATE: 01/01/2021 EXP DATE: 01/01/2022

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
All Risk	Builder's Risk	\$7,000,000



Notification to Others of Cancellation

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
GLO 6445435-31	01/01/2021	01/01/2022	01/01/2021	18741-822	Included	

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

- Commercial General Liability Coverage Part**
- Liquor Liability Coverage Part**
- Products/Completed Operations Liability Coverage Part**

- A.** If we cancel this Coverage Part(s) by written notice to the first Named Insured for any reason other than nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation:
 1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the cancellation, as advised in our notice to the first Named Insured, or the longer number of days notice if indicated in the Schedule below.
- B.** If we cancel this Coverage Part(s) by written notice to the first Named Insured for nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation to the name and address corresponding to each person or organization shown in the Schedule below at least 10 days prior to the effective date of such cancellation.
- C.** If notice as described in Paragraphs **A.** or **B.** of this endorsement is mailed, proof of mailing will be sufficient proof of such notice.

SCHEDULE	
Name and Address of Other Person(s) / Organization(s):	Number of Days Notice:
Jefferson Parish Correctional Center 100 Dolhonde Street Gretna, LA 70053	30

All other terms and conditions of this policy remain unchanged.



Notification to Others of Cancellation or Nonrenewal

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
BAP 6445436 31	01/01/2021	01/01/2022	01/01/2021	18741-000	N/A	

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial Automobile Coverage Part

- A. If we cancel or non-renew this Coverage Part by written notice to the first Named Insured for any reason other than nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation or non-renewal:
 1. To the name and address corresponding to each person or organization shown in the Schedule below; and
 2. At least 10 days prior to the effective date of the cancellation or non-renewal, as advised in our notice to the first Named Insured, or the longer number of days notice if indicated in the Schedule below.
- B. If we cancel this Coverage Part by written notice to the first Named Insured for nonpayment of premium, we will mail or deliver a copy of such written notice of cancellation to the name and address corresponding to each person or organization shown in the Schedule below at least 10 days prior to the effective date of such cancellation.
- C. If notice as described in Paragraphs A. or B. of this endorsement is mailed, proof of mailing will be sufficient proof of such notice.

SCHEDULE	
Name and Address of Other Person(s) / Organization(s):	Number of Days Notice:
Jefferson Parish Correctional Center See U-GL-1446-A CW (05/10)	30

All other terms and conditions of this policy remain unchanged.

U-CA-810-A CW (05/10)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
As required by Written Contract.	As required by Written Contract.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
1. Your acts or omissions; or
 2. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the Injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the declarations; whichever is less.

This endorsement shall not increase the applicable Limits Of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**PRIMARY AND NONCONTRIBUTORY –
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and
- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

Waiver Of Subrogation (Blanket) Endorsement

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer	Add'l Prem.	Return Prem.
GLO 6445435-31	01/01/2021	01/01/2022		18741822	\$ INCL	\$

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Commercial General Liability Coverage Part

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us Condition**:

If you are required by a written contract or agreement, which is executed before a loss, to waive your rights of recovery from others, we agree to waive our rights of recovery. This waiver of rights shall not be construed to be a waiver with respect to any other operations in which the insured has no contractual interest.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**DESIGNATED INSURED FOR
COVERED AUTOS LIABILITY COVERAGE**

This endorsement modifies insurance provided under the following:

- AUTO DEALERS COVERAGE FORM
- BUSINESS AUTO COVERAGE FORM
- MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

<p>Named Insured: SCHINDLER ELEVATOR CORPORATION</p> <p>Endorsement Effective Date:</p>

SCHEDULE

<p>Name Of Person(s) Or Organization(s): WHERE REQUIRED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS.</p>
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Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph A.1. of Section II – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph D.2. of Section I – Covered Autos Coverages of the Auto Dealers Coverage Form.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured: Schindler Elevator Corporation

Endorsement Effective Date: 01/01/2021

SCHEDULE

Name(s) Of Person(s) Or Organization(s):

Where required by written contract executed prior to loss.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The **Transfer Of Rights Of Recovery Against Others To Us** condition does not apply to the person(s) or organization(s) shown in the Schedule, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

ALL PERSONS AND/OR ORGANIZATIONS THAT ARE REQUIRED BY WRITTEN CONTRACT, OR AGREEMENT WITH THE INSURED, EXECUTED PRIOR TO THE ACCIDENT OR LOSS, THAT WAIVER OF SUBROGATION BE PROVIDED UNDER THIS POLICY FOR WORK PERFORMED BY YOU FOR THAT PERSON AND/OR ORGANIZATION.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

ALL PERSONS AND/OR ORGANIZATIONS THAT ARE REQUIRED BY WRITTEN CONTRACT, OR AGREEMENT WITH THE INSURED, EXECUTED PRIOR TO THE ACCIDENT OR LOSS, THAT WAIVER OF SUBROGATION BE PROVIDED UNDER THIS POLICY FOR WORK PERFORMED BY YOU FOR THAT PERSON AND/OR ORGANIZATION