



**Bid Number 50-00142378**

**Two (2) Year Contract for Preventive Maintenance and Repairs on  
Various Makes and Models of HVAC Heating, Ventilation and Air  
Conditioning Systems for the Eastbank Consolidated Fire Department  
Bid Due: June 22, 2023 AT 2:00 PM**

**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](http://www.jeffparishbids.net), by the bid due date  
and time. Late bids will not be accepted.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Mark Buttery  
Buyer Email: [MButtery@jeffparish.net](mailto:MButtery@jeffparish.net)  
Buyer Phone: 504-364-2810**

**MAINTENANCE CONTRACT TO SERVICE VARIOUS TYPES OF (HVAC) HEATING, VENTILATION,  
AND AIR CONDITIONING EQUIPMENT**

**Section 1.0 – Site Visit:**

Site visits shall be offered for this bid. To set up a site visit, please get in touch with Rick Peart between the hours of 8:00 a.m. to 3:00 p.m. Monday-Friday @ 504-736-6036.

**Section 2.0 - Scope:**

We extend this bid to provide all labor, materials, transportation, supervision, and equipment necessary for a two (2) year maintenance contract to service various makes and models of (HVAC) Heating, Ventilation, and Air Conditioning Systems for the East Bank Consolidated Fire Department.

**Section 3.0 – License:**

A Louisiana 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." A copy of the license is not required by law; however, they are required to specify their license number on their bid envelope.

**3.1 License(s) issued by the Louisiana State Licensing Board for Contractors:**

- Mechanical Statewide

**Section 4.0 Specifications:**

- The below maintenance task shall be performed on all facilities listed in section 7.0 of these specifications.
- After each visit, provide the owner with a written report listing all deficiencies found during the visit.
- Provide a typed maintenance report to the owner listing all work performed no later than three days after the equipment has been serviced.

**The below task shall be performed monthly:**

- Inspect the unit casing for corrosion.
- Clean all fan wheels and shafts.
- Inspect and clean drain pans.
- Check damper linkages, set screws, and blade adjustment.
- Clean damper operators.
- Inspect electrical components and insulation.
- Inspect wiring for damage.
- Rotate the fan wheel and check for obstructions. The wheel should not rub. Adjust if necessary.
- Permanent filters located in outdoor air intake hoods shall be cleaned monthly.
- **Replace UV light bulbs on air handlers where applicable.**

**Section 4.0 Specifications Continued:****The below task shall be performed monthly:**

- Belt-drive fans - lubricate fan bearings
- Belt-drive fans - check and adjust fan belt tension.
- Lubricate motor bearings in accordance with the motor manufacturer's recommendations
- Check the condition of gaskets and insulation around the unit, door, and dampers.
- Examine flex connections for cracks or leaks.

**The below task shall be performed semi-annually:**

- All applicable air filters shall be changed semi-annually (March and September).
- All air filters shall have a minimum Merv 8 rating.
- Check unit pressures.

**The below task shall be performed annually:**

- Clean all applicable evaporator and condenser coils using an environmentally friendly OEM coil cleaner annually.
- Air conditioning equipment cleaning and inspections shall be performed in April of each year.
- Inspect and clean all gas and electric heating equipment, including all apparatus bay heaters.
- Heating equipment cleaning and inspections shall be performed in September of each year.
- Successful bidder shall supply any equipment or means necessary to complete maintenance to apparatus bay heater(s) and all other HVAC equipment
- All Ice makers shall be deep cleaned using an OEM cleaner each year in April.
- Ice bins on all ice makers shall be cleaned each year in April.
- All water filters on ice makers shall be changed each year in April.
- No work shall be performed outside of these specifications without approval by a Jefferson Parish representative.

**SPACE INTENTIONALLY LEFT BLANK**

**Section 5.0 - Labor Only Price**

- Hourly pricing for an HVAC Technician and, if needed and approved, a helper shall include the following:
  - Labor for troubleshooting
  - Labor for repair work
  - Labor for software programming
  - Tools needed to perform troubleshooting and repairs
  - Software and computer equipment needed
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
- Hourly pricing for a Refrigeration Technician and, if needed and approved, a helper shall include the following:
  - Labor for troubleshooting
  - Labor for repair work
  - Labor for software programming
  - Tools needed to perform troubleshooting and repairs
  - Software and computer equipment needed
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
- Technician and helper arriving at the worksite to perform services shall verify start time by meeting with an owner's representative and sign in (If available) on an owner-provided log book.

NOTE- Failure to sign in with a parish representative may cause non-payment of an invoice for services.
- Technician and helper departing from the work site shall verify departure time by meeting with an owner's representative and sign out (If available) on an owner-provided log book.

NOTE- Failure to sign out with a parish representative may cause non-payment of an invoice for services.
- In case of excessive downtime Jefferson Parish may provide an additional purchase order, not to exceed \$10,000.00, to the successful bidder to obtain the necessary part(s) to complete the repair work. Jefferson Parish will not allow any markup of the dealer's invoice cost.

**Section 6.0 – Facilities List:**

Fire Station 11 – Temporary Trailer  
3600 Jefferson Highway – Building E  
Jefferson, La. 70121

Fire Station 12  
968 Jefferson Highway  
Jefferson, La. 70121

Fire Station 13  
4642 Calumet Street  
Metairie, La. 70001

Fire Station 14  
1714 Edinburgh Street  
Metairie, La. 70001

Fire Station 15  
1101 N. I-10 Service Road  
Metairie, La. 70005

Fire Station 16  
5200 Lafreniere Street  
Metairie, La. 70001

Fire Station 17  
6616 Kawanee Street  
Metairie, La. 70003

Fire Station 18  
3430 N. Causeway Blvd.  
Metairie, La. 70002

Fire Station 19  
455 Edwards Avenue  
Harahan, La. 70123

Fire Station 20  
4110 Hudson St.  
Metairie, La. 70006

**Section 6.0 – Facilities List Continued:**

East Bank Consolidated Fire Department Headquarters  
834 S. Clearview Pkwy.  
Harahan, La. 70123

Lambert Street Warehouse  
5112 S. Lambert Street  
Harahan, LA 70123

**Section 7.0 – Response Time:**

Bidder must provide a workforce and the necessary equipment and tools to respond to multiple facilities simultaneously if needed.

Bidder must respond within four (4) hours after receiving a reference number on non-emergency calls and within two (2) hours for emergency calls. Jefferson Parish shall reserve the right to cancel this contract if the bidder fails to respond to the site/location.

**Section 8.0 – Warranty:**

In the event, Jefferson Parish approves the use of materials. The successful Bidder shall provide a minimum thirty (30) day warranty on all Labor and give a warranty letter from the manufacturer listing the material warranty.

**Section 9.0 – Start of Work Conference and Notice to Proceed:**

A “Start of Work 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.

**Section 10.0 Times work is to be performed:**

The below chart indicates typical, weekend, and before/after hours. These times are to be used for pricing according to the times identified.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
12:00 AM							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							
8:00							
9:00							
10:00							
11:00							
12:00 PM							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							
8:00							
9:00							
10:00							
11:00							

	WEEK END WORK HOURS
	BEFORE/AFTER WORK HOURS
	NORMAL WORK HOURS

**ICE MACHINE INFO FOR JPFD**

**Station 11** – Not in service at this time

**Station 12** – Make- Manitowoc, Model UDF0140A-161B, Ser# 310566094

**Station 13** – Make-Manitowoc, Model IDT0450A-161, Ser# 1220443781

**Station 14** – Make-Manitowoc, Model UD0140A-161B, Ser# 310407932

**Station 15** – Make-Ice Maker (Welbilt Foodservice, Model KDF0150A-161B, Serial #310569952

Make-Indigo NX, Model IDT0450A-161, Ser# 1120958370, Capacity-358

**Station 16** – Make-Manitowoc, Model D400, Ser# 1120949761, Dice Cube 0450 Air

**Station 17** – Make-Manitowoc, Model ID0302A-161 B400, Ser #1120170673

**Station 18** – Make-Ice Maker, Model UY0140A-161B, Ser# 310347444

**Station 19** – Make-Manitowoc, Model IDT0450A, Ser# 1120943358

**Station 20** – Make-Manitowoc, Model B400, Ser# 1101061689



**ATTACHMENT "A"**  
**Equipment List**

Station 11 – Temporary Trailer		
Make	Model	Serial
<b>Condensing Unit</b>		
Nortek	RSA1BE4M1SN48K	RSG2204069903
<b>Air Handler Unit</b>		
Nortek	E7EM-017H1	E7G2111016275
<b>Ice Maker</b>		
N/A	N/A	N/A
Station 12		
Make	Model	Serial
<b>Condensing Units</b>		
Trane	4TTR4036L10008A	221745003F
American Standard	4A7A7048B1000AA	212463XD5F
<b>Air Handler Units</b>		
Trane	4TXCB006DS3HCAA	21145MGC5G
Trane	4TXCB004DS3HCBV	2233454DCV
<b>Ice Maker</b>		
Manitowoc	UDF0140A-161B	310566094
Station 13		
Make	Model	Serial
<b>Condensing Units</b>		
American Standard	4A7A7048B1000AA	202744YS2F
American Standard	4A7A7060A1000BA	161328XU2F
Carrier	38BRC018310	0803E06367
Carrier	24ANB760A300	2411E22255
<b>Air Handler Units</b>		
Trane	LPCAD03D1F0E6000000105DA4A000000000000	T08F40566
Carrier	58CTA070-16	0503A31000
<b>Ice Maker</b>		
Manitowoc	IDT0450A-161	1220443781



Station 14		
Make	Model	Serial
<b>Condensing Units</b>		
Trane	TTA090300GA	1520115YYA
American Standard	4A7A4030L1000AA	17232XXG3F
American Standard	4A7A6048J1000AA	172422G32F
<b>Air Handler Units</b>		
American Standard	2TEC3F36B1000AA	7231THT6V
Trane	TWE090D300AB	152042S4BA
<b>Ice Maker</b>		
Manitowoc	UD0140A-161B	310407932
Station 15		
Make	Model	Serial
<b>Condensing Units</b>		
Trane	2TTA0048A3000AA	4442XSK3F
Trane	2TTA0042A3000AA	44426833F
Trane	2TTA0060A3000AA	444357N3F
Trane	2TTA0030A3000AA	5034WYB3F
<b>Air Handler Units</b>		
Magic Aire	48/60	W050235036
Magic Aire	90-BMW-6	W050440991
<b>Ice Makers</b>		
Welbilt Foodservice	KDF0150A-161B	310569952
Indigo NX	IDT0450A-161 (Capacity-358)	1120958370
Station 16		
Make	Model	Serial
<b>Condensing Units</b>		
American Standard	2TTA0042A3000AA	7341N9W3F
Trane	2TTA0072A3000AA	83345L72F
<b>Air Handler Units</b>		
Trane	2TEC3F42C1000AA	8195J541V
Trane	LPCAD03D1F0E6000000105DA4A000000000000	T08F40566
Trane	2TEC3F3DB1000AA	8031TXA1V
Trane	MCCB006UA0B0UA	K08F68152
Carrier	58CTA090 10120	1003A41782
<b>Mini Split Systems</b>		
TRANE	TTA12043DAB00AE000000000000000000000000	19322704YA
<b>Ice Maker</b>		
Manitowoc	D400 (Dice Cube 0450 Air)	1120949761

Station 17		
Make	Model	Serial
<b>Condensing Units</b>		
Dakin	RZQ18PVJU8	A005898
Trane	TTA120	161911D5YA
Trane	4TTA3042D3000CA	16413WU43F
Trane	4TTA3030A3000CA	16325RCJ3F
Trane	4TTA3060D3000CA	16314TFR5F
Trane	4TTA3060D3000CA	163125DA5F
<b>Air Handler Units</b>		
Trane	GAM5B0B30M21EAA	162411GCBV
Daikin	FTQ18PBVJU	A000367
Trane	TWE090E300AA	16031R8HBA
Trane	GAM5B0C60M51EAA	16205KL7AV
Trane	GAM5B0C60M51EAA	16225J4EAV
<b>Ice Maker</b>		
Manitowoc	ID0302A-161 B400	1120170673
Station 18		
Make	Model	Serial
<b>Condensing Units</b>		
American Standard	4A7C4036A3000AA	18123G333F
Lennox	13ACX-060-230-17	1913A16875
<b>Air Handler Units</b>		
American Standard	B004DS3HCAA	1940451G5G
Lennox	C33-50/60C-2F-6	6013A24807
<b>Ice Maker</b>		
Ice Maker	UY0140A-161B	310347444
Station 19		
<b>Condensing Units</b>		
Trane	TTA120E3000AA	15105MMCYA
Trane	TTA120E3000AA	15105NFJYA
Trane	4TTR7024A1000AA	14072KEE2F
Trane	4TTR7024A1000AA	14136TCA2F
<b>Air Handler Units</b>		
Trane	TWE090E300AA	14274PS6BA
Trane	CSAA008UAL00	K15B07445
Trane	TAM7A0B30H21SDB	1506344EBV
<b>Ice Maker</b>		
Manitowoc	IDT0450A	1120943358

Station 20		
Condensing Units		
Trane	4TTA3042A3000BA	10072U915F
Trane	4TTA3042A3000BA	10072W405F
Trane	4TTA3042A3000BA	10113WRY5F
Air Handler Units		
Trane	MCCB006UA0B0UB000	K10C27640
Trane	MCCB006UA0B0UA000	K10C27635
Trane	MCCB003UA0B0UA000	K10C27645
Trane	MCCB003UA0B0UB000	K10C2769
Ice Makers		
Manitowoc	B400	1101061689
Lambert Street Warehouse		
Mini Split		
Comfort Maker	DCLERAH24AAK	V211056147
Trane	4TTB3042D1000AA	11134X2M5F
Trane	4TTB3030D1000AA	110627U03F
Air Handler Units		
Trane	4TEC3F42C1000AA	11044R9B1V
Ice Maker		
N/A	N/A	N/A



Fire Headquarters		
Condensing Units		
Lennox	TPA090S4SN1G	5615L03237
Lennox	TPA036S4N45G	5816M06129
Lennox	TPA090S4SN1G	5615L03238
Lennox	TPA090S4SN1G	5615M08053
Lennox	TPA060S4N44G	5815L02505
Lennox	TPA060S4M44G	5815 KOS732
Lennox	TPA090S4SN1G	5615M02948
Lennox	TPA090S4SN1G	5615L07307
Lennox	TPA090S4SN1G	201602-BNGT50287
Lennox	TPA090S4SN1G	5615L05192
Lennox	TPA090S4SN1G	5616A10184
Lennox	MAP036S4S	N/A
Lennox	TPA042H4N43G	5816E00527
Air Handler Units		
Lennox	TAA090S4D-1G	5616B02697
Lennox	TAA090S4D-1G	5615C05589
Lennox	TAA090S4D-1G	5616A02548
Lennox	TAA090S4D-1G	5515811237
Lennox	TAA090S4D-1G	5616B05015
Lennox	TAA090S4D-1G	5616A02550
Lennox	CBX27UH-060-460-6-02	1615D0340
Lennox	CBX27UH-060-460-6-02	1615J01614
Lennox	CBX32M-036-460-6-02	1616L09268
Lennox	CBX27UH-048-460-6-02	1617A21104
Package System		
AAON	RN-030-3-0-EBD9-344	201602-BNGT50287
Ice Maker		
Manitowoc	UD0310A-161B	310326629

DATE: 5/24/2023

INVITATION TO BID  
THIS IS NOT AN ORDER

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BID NO.: 50-00142378

**JEFFERSON PARISH**

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

BUYER: MBUTTERY@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 6/22/2023 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://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)

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).

DATE: 5/24/2023

BID NO.: 50-00142378

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## 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](http://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

3,4,5,6,10,12,13,15

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(I), 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.

DATE: 5/24/2023

Page: 6

BID NO.: 50-00142378

**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 0 % 7/1/25

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF \_\_\_\_\_

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) 70020

**THIS SECTION MUST BE COMPLETED BY BIDDER:**

FIRM NAME: Harold Mabile

ADDRESS: 250 Edwards Ave

CITY, STATE: New Orleans, LA ZIP: 70123

TELEPHONE: (504) 734-8864 FAX: ( ) NA

EMAIL ADDRESS: service-neworleans@heritageservicegroup.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: 1  
NUMBER: 2  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ 259250.00

AUTHORIZED SIGNATURE: [Signature]

Harold Mabile

Printed Name

TITLE: Regional Sales Manager

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.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Two (2) Year Contract for Preventive Maintenance and Repairs on Various Makes and Models of HVAC Heating, Ventilation and Air Conditioning Systems for the Eastbank Consolidated Fire Department		
1	24.00	MO	0001 - MONTHLY MAINTENANCE	\$ 220.00	\$ 5280.00
			FIRE STATION 11 TEMPORARY TRAILER 3600 JEFFERSON HIGHWAY BUILDING E JEFFERSON, LA 70121		
2	24.00	MO	0002 - MONTHLY MAINTENANCE	\$ 345.00	\$ 8280.00
			LAMBERT STREET WAREHOUSE 5112 S. LAMBERT STREET HARAHAN, LA 70123		
3	24.00	MO	0003 - MONTHLY MAINTENANCE	\$ 345.00	\$ 8280.00
			FIRE STATION 12 968 JEFFERSON HIGHWAY JEFFERSON, LA 70121		
4	24.00	MO	0004 - MONTHLY MAINTENANCE	\$ 345.00	\$ 8280.00
			FIRE STATION 13 4642 CALUMET STREET METAIRIE, LA 70001		
5	24.00	MO	0005 - MONTHLY MAINTENANCE	\$ 345.00	\$ 8280.00
			FIRE STATION 14 1714 EDINBURGH STREET METAIRIE, LA 70001		
6	24.00	MO	0006 - MONTHLY MAINTENANCE	\$ 345.00	\$ 8280.00
			FIRE STATION 15 1101 N. I-10 SERVICE ROAD METAIRIE, LA 70005		
7	24.00	MO	0007 - MONTHLY MAINTENANCE	\$ 450.00	\$ 10800.00
			FIRE STATION 16 5200 LAFRENIERE STREET METAIRIE, LA 70001		

DATE: 5/24/2023

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
8	24.00	MO	0008 - MONTHLY MAINTENANCE  FIRE STATION 17 6616 KAWANEE STREET METAIRIE, LA 70003	\$ 450.00	\$ 10800.00
9	24.00	MO	0009 - MONTHLY MAINTENANCE  FIRE STATION 18 3430 N. CAUSEWAY BLVD. METAIRIE, LA 70002	\$ 345.00	\$ 8280.00
10	24.00	MO	0010 - MONTHLY MAINTENANCE  FIRE STATION 19 455 EDWARDS AVENUE HARAHAN, LA 70123	\$ 450.00	\$ 10800.00
11	24.00	MO	0011 - MONTHLY MAINTENANCE  FIRE STATION 20 4110 HUDSON STREET METAIRIE, LA 70006	\$ 345.00	\$ 8280.00
12	24.00	MO	0012 - MONTHLY MAINTENANCE  EAST BANK CONSOLIDATED FIRE DEPARTMENT HEADQUARTERS 834 S. CLEARVIEW PARKWAY HARAHAN, LA 70123	\$ 1400.00	\$ 33600.00
13	4.00	EA	0013 - SEMI-ANNUAL MAINTENANCE (DUE IN MARCH & SEPTEMBER)  FIRE STATION 11 TEMPORARY TRAILER 3600 JEFFERSON HIGHWAY BUILDING E JEFFERSON, LA 70121	\$ 845.00	\$ 3380.00
14	4.00	EA	0014 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)  LAMBERT STREET WAREHOUSE 5112 S. LAMBERT STREET HARAHAN, LA 70123	\$ 2400.00	\$ 9600.00
15	4.00	EA	0015 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 1500.00	\$ 6000.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
16	4.00	EA	FIRE STATION 12 968 JEFFERSON HIGHWAY JEFFERSON, LA 70121  0016 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2400.00	\$ 9600.00
17	4.00	EA	FIRE STATION 13 4642 CALUMET STREET METAIRIE, LA 70001  0017 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 1500.00	\$ 6000.00
18	4.00	EA	FIRE STATION 14 1714 EDINBURGH STREET METAIRIE, LA 70001  0018 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2400.00	\$ 9600.00
19	4.00	EA	FIRE STATION 15 1101 N. I-10 SERVICE ROAD METAIRIE, LA 70005  0019 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2400.00	\$ 9600.00
20	4.00	EA	FIRE STATION 16 5200 LAFRENIERE STREET METAIRIE, LA 70001  0020 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2600.00	\$ 10400.00
21	4.00	EA	FIRE STATION 17 6616 KAWANEE STREET METAIRIE, LA 70003  0021 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 1500.00	\$ 6000.00
22	4.00	EA	FIRE STATION 18 3430 N. CAUSEWAY BLVD. METAIRIE, LA 70002  0022 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2400.00	\$ 9600.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			FIRE STATION 19 455 EDWARDS AVENUE HARAHAN, LA 70123		
23	4.00	EA	0023 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 2400.00	\$ 9600.00
			FIRE STATION 20 4110 HUDSON STREET METAIRIE, LA 70006		
24	4.00	EA	0024 - SEMI-ANNUAL MAINTENANCE (DUE MARCH & SEPTEMBER)	\$ 6500.00	\$ 26000.00
			EAST BANK CONSOLIDATED FIRE DEPARTMENT HEADQUARTERS 834 S. CLEARVIEW PARKWAY HARAHAN, LA 70123		
25	2.00	EA	0025 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ NA	\$ NA
			LAMBERT STREET WAREHOUSE 5112 S. LAMBERT STREET HARAHAN, LA 70123		
26	2.00	EA	0026 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ NA	\$ NA
			FIRE STATION 11 TEMPORARY TRAILER 3600 JEFFERSON HIGHWAY BUILDING E JEFFERSON, LA 70121		
27	2.00	EA	0027 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 12 968 JEFFERSON HIGHWAY JEFFERSON, LA 70121		
28	2.00	EA	0028 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 13 4642 CALUMET STREET METAIRIE, LA 70001		
29	2.00	EA	0029 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 14		



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			1714 EDINBURGH STREET METAIRIE, LA 70001		
30	2.00	EA	0030 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 1330.00	\$ 2660.00
			FIRE STATION 15 1101 N.I-10 SERVICE ROAD METAIRIE, LA 70005		
31	2.00	EA	0031 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 16 6200 LAFRENIERE STREET METAIRIE, LA 70001		
32	2.00	EA	0032 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 17 6616 KAWANNEE STREET METAIRIE, LA 70003		
33	2.00	EA	0033 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 18 3430 N. CAUSEWAY BLVD. METAIRIE, LA 70002		
34	2.00	EA	0034 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 19 455 EDWARDS AVENUE HARAHAN, LA 70123		
35	2.00	EA	0035 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			FIRE STATION 20 4110 HUDSON STREET METAIRIE, LA 70006		
36	2.00	EA	0036 - ANNUAL MAINTENANCE (DUE IN APRIL)	\$ 665.00	\$ 1330.00
			EAST BANK CONSOLIDATED FIRE DEPARTMENT HEADQUARTERS 834 S. CLEARVIEW PARKWAY HARAHAN, LA 70123		
37	1.00	HR	0037 - TECHNICIAN NORMAL HOURLY RATE	\$ 119.00	\$ per hour

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00142378

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
38	1.00	HR	7:00 AM TO 5:00 PM, MONDAY THRU FRIDAY 0038 - HELPER NORMAL HOURLY RATE	\$ 60.00	\$ per hour
39	1.00	HR	7:00 AM TO 5:00 PM, MONDAY THRU FRIDAY 0039 - TECHNICIAN BEFORE/AFTER HOURS WEEKDAY RATE	\$ 179.00	\$ per hour
40	1.00	HR	5:00 PM TO 12:00 AM MONDAY THRU THURSDAY & 12:00 AM TO 7:00 AM MONDAY THRU FRIDAY 0040 - HELPER BEFORE/AFTER HOURS WEEKDAY RATE	\$ 90.00	\$ per hour
41	1.00	HR	5:00 PM TO 12:00 AM MONDAY THRU THURSDAY & 12:00 AM THRU 7:00 AM TUESDAY THRU FRIDAY 0041 - TECHNICIAN AFTER HOURS WEEKEND RATE	\$ 179.00	\$ per hour
42	1.00	HR	FRIDAY 5:00 PM TO 12:00 AM SATURDAY, SUNDAY ALL DAY, MONDAY 12:00 AM TO 7:00 AM (AUTHORIZATION REQUIRED) 0042 - HELPER AFTER HOURS WEEKEND RATE	\$ 90.00	\$ per hour
43	1.00	HR	FRIDAY 5:00 PM TO 12:00 AM SATURDAY, SUNDAY ALL DAY, MONDAY 12:00 AM TO 7:00 AM (AUTHORIZATION REQUIRED) 0043 - TECHNICIAN - HOLIDAY RATE 12:00 AM TO 11:59 PM	\$ 238.00	\$ per hour
44	1.00	HR	0044 - HELPER - HOLIDAY RATE 12:00 AM TO 11:59 PM	\$ 120.00	\$ per hour

## **Non-Public Works Bid Affidavit Instructions**

- Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.
- Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.
- Affidavit must be notarized or the affidavit will not be accepted.
- Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.
- Affiant **MUST** select either A or B when required or the affidavit will not be accepted.
- Affiants who select choice A must include an attachment or the affidavit will not be accepted.
- If both choice A and B are selected, the affidavit will not be accepted.
- Affidavit marked N/A will not be accepted.
- It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.

*Instruction sheet may be omitted when submitting the affidavit*

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Harold  
Mabile, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Regional Sales Manager of Whaley Foodservice, dba. Heritage Service Group (Entity),  
the party who submitted a bid in response to Bid Number 50-00142378, 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.

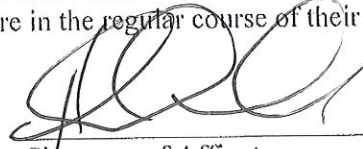
Choice B <sup>x</sup>\_\_\_\_\_ There are **NO** debts which would require disclosure under Choice A of this section.

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.



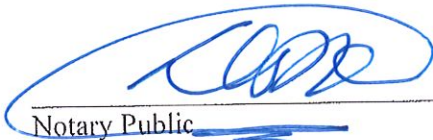
Signature of Affiant

Harold Mabile

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 15 DAY OF June, 2023



Notary Public

Donald A. DiMaggio

Printed Name of Notary

33195

Notary/Bar Roll Number

My commission expires on my death

## 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:

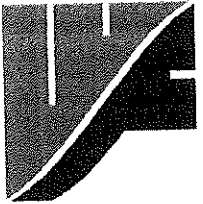
RESOLVED THAT \_\_\_\_\_, BE AND IS HEREBY  
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-  
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON  
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS  
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF 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





**WHALEY  
FOODSERVICE**

— Part Smart. Service Savvy. —

137 Cedar Road (29073)

PO Box 615

Lexington, SC 29071

P: (803) 996-9900

F: (803) 996-9989

whaleyfoodservice.com

6/15/2023

To whom it may concern, I Woody Adkins, Vice President of Whaley Foodservice LLC dba Heritage Foodservice hereby authorize Harold Mabile to sign all bids or contracts for Jefferson Parish in LA.

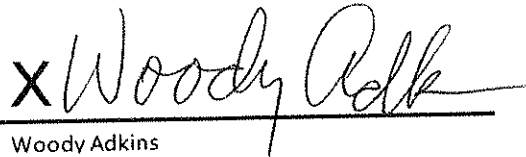
Sincerely

Woody Adkins

Vice President

Whaley Foodservice LLC

803-996-9900 EXT 7130

X 

Woody Adkins  
Vice President

## **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.

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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.

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## **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 if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **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.



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

June 5, 2023

### ADDENDUM #1

Bid Number: 50-00142378

Bid Opening Date: June 22, 2023

For: Two (2) Year Contract for Preventive Maintenance and Repairs on Various Makes and Models of HVAC Heating, Ventilation and Air Conditioning Systems for the Eastbank Consolidated Fire Department

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**CLARIFICATION:** In response to vendor questions.


#### Questions:

1. Are we required to provide & replace all water filters during annual ice machine maintenance?
2. Are we required to replace all UV lightbulbs on air handlers where applicable?
3. Are we required to provide lift to perform annual maintenance on apparatus unit heaters, or do stations have lift/ladders?
4. Existing unit heaters are interlocked with bay doors. Are we required to troubleshoot and maintenance these additional controls?
5. What is the protocol for return air filters that are dirty prior to semi-annual maintenance? We recommend filters should be inspected monthly and replaced if necessary prior to semi-annual maintenance.
6. Does this bid include splitting the coils on the condensers if applicable?

#### Answers:

1. Yes.
2. Yes.
3. Successful bidder to provide their own lift.
4. If controls are not working a separate P.O. will be issued for troubleshoot and repair.
5. Monthly filter inspections to be provided by owner.
6. No.

Sincerely,

  
\_\_\_\_\_  
Mark Buttery  
Buyer II

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242  
OFFICE 504.364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054  
OFFICE 504.364.2678

EMAIL: [PURCHASING@JEFFPARISH.NET](mailto:PURCHASING@JEFFPARISH.NET)

WEBSITE: [WWW.JEFFPARISH.NET](http://WWW.JEFFPARISH.NET)



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

June 8, 2023

### ADDENDUM #2

Bid Number: 50-00142378

Bid Opening Date: June 22, 2023

For: Two (2) Year Contract for Preventive Maintenance and Repairs on Various Makes and Models of HVAC Heating, Ventilation and Air Conditioning Systems for the Eastbank Consolidated Fire Department

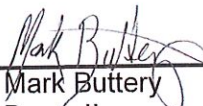
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ADDITION: In response to vendor questions.

Remove the specifications in their entirety.

Replace with the specifications attached to this addendum labeled:  
"Revised 6.8.23 as per Addendum #2"

Sincerely,

  
Mark Buttery  
Buyer II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

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**MAINTENANCE CONTRACT TO SERVICE VARIOUS TYPES OF (HVAC) HEATING, VENTILATION,  
AND AIR CONDITIONING EQUIPMENT**

**Section 1.0 – Site Visit:**

Site visits shall be offered for this bid. To set up a site visit, please get in touch with Rick Peart between the hours of 8:00 a.m. to 3:00 p.m. Monday-Friday @ 504-736-6036.

**Section 2.0 - Scope:**

We extend this bid to provide all labor, materials, transportation, supervision, and equipment necessary for a two (2) year maintenance contract to service various makes and models of (HVAC) Heating, Ventilation, and Air Conditioning Systems for the East Bank Consolidated Fire Department.

**Section 3.0 – License:**

A Louisiana 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." A copy of the license is not required by law; however, they are required to specify their license number on their bid envelope.

**3.1 License(s) issued by the Louisiana State Licensing Board for Contractors:**

- Mechanical Statewide

**SPACE INTENTIONALLY LEFT BLANK**



**Section 4.0 Specifications:**

- The below maintenance task shall be performed on all facilities listed in section 7.0 of these specifications.
- After each visit, provide the owner with a written report listing all deficiencies found during the visit.
- Provide a typed maintenance report to the owner listing all work performed no later than three days after the equipment has been serviced.

**The below task shall be performed monthly:**

- Inspect the unit casing for corrosion.
- Clean all fan wheels and shafts.
- Inspect and clean drain pans.
- Check damper linkages, set screws, and blade adjustment.
- Clean damper operators.
- Inspect electrical components and insulation.
- Inspect wiring for damage.
- Rotate the fan wheel and check for obstructions. The wheel should not rub. Adjust if necessary.
- Permanent filters located in outdoor air intake hoods shall be cleaned monthly.
- Belt-drive fans - lubricate fan bearings
- Belt-drive fans - check and adjust fan belt tension.
- Lubricate motor bearings in accordance with the motor manufacturer's recommendations
- Check the condition of gaskets and insulation around the unit, door, and dampers.
- Examine flex connections for cracks or leaks.

**The below task shall be performed semi-annually:**

- All applicable air filters shall be changed semi-annually (March and September).
- All air filters shall have a minimum Merv 8 rating.

**The below task shall be performed annually:**

- Clean all applicable evaporator and condenser coils using an environmentally friendly OEM coil cleaner annually.
- Air conditioning equipment cleaning and inspections shall be performed in April of each year.
- Inspect and clean all gas and electric heating equipment, including all apparatus bay heaters.
- Heating equipment cleaning and inspections shall be performed in September of each year.
- All Ice makers shall be cleaned using an OEM cleaner each year in April.
- No work shall be performed outside of these specifications without approval by a Jefferson Parish representative.

**Section 5.0 - Labor Only Price**

- Hourly pricing for an HVAC Technician and, if needed and approved, a helper shall include the following:
  - Labor for troubleshooting
  - Labor for repair work
  - Labor for software programming
  - Tools needed to perform troubleshooting and repairs
  - Software and computer equipment needed
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
- Hourly pricing for a Refrigeration Technician and, if needed and approved, a helper shall include the following:
  - Labor for troubleshooting
  - Labor for repair work
  - Labor for software programming
  - Tools needed to perform troubleshooting and repairs
  - Software and computer equipment needed
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
  - Transportation/Travel time to and from the worksite and picking up parts, tools, equipment, etc.
- Technician and helper arriving at the worksite to perform services shall verify start time by meeting with an owner's representative and sign in (If available) on an owner-provided log book.

NOTE- Failure to sign in with a parish representative may cause non-payment of an invoice for services.
- Technician and helper departing from the work site shall verify departure time by meeting with an owner's representative and sign out (If available) on an owner-provided log book.

NOTE- Failure to sign out with a parish representative may cause non-payment of an invoice for services.
- In case of excessive downtime Jefferson Parish may provide an additional purchase order, not to exceed \$10,000.00, to the successful bidder to obtain the necessary part(s) to complete the repair work. Jefferson Parish will not allow any markup of the dealer's invoice cost.

**Section 6.0 – Facilities List:**

Fire Station 11 – Temporary Trailer  
3600 Jefferson Highway – Building E  
Jefferson, La. 70121

Fire Station 12  
968 Jefferson Highway  
Jefferson, La. 70121

Fire Station 13  
4642 Calumet Street  
Metairie, La. 70001

Fire Station 14  
1714 Edinburgh Street  
Metairie, La. 70001

Fire Station 15  
1101 N. I-10 Service Road  
Metairie, La. 70005

Fire Station 16  
5200 Lafreniere Street  
Metairie, La. 70001

Fire Station 17  
6616 Kawanee Street  
Metairie, La. 70003

Fire Station 18  
3430 N. Causeway Blvd.  
Metairie, La. 70002

Fire Station 19  
455 Edwards Avenue  
Harahan, La. 70123

Fire Station 20  
4110 Hudson St.  
Metairie, La. 70006

**Section 6.0 – Facilities List Continued:**

East Bank Consolidated Fire Department Headquarters  
834 S. Clearview Pkwy.  
Harahan, La. 70123

Lambert Street Warehouse  
5112 S. Lambert Street  
Harahan, LA 70123

**Section 7.0 – Response Time:**

Bidder must provide a workforce and the necessary equipment and tools to respond to multiple facilities simultaneously if needed.

Bidder must respond within four (4) hours after receiving a reference number on non-emergency calls and within two (2) hours for emergency calls. Jefferson Parish shall reserve the right to cancel this contract if the bidder fails to respond to the site/location.

**Section 8.0 – Warranty:**

In the event, Jefferson Parish approves the use of materials. The successful Bidder shall provide a minimum thirty (30) day warranty on all Labor and give a warranty letter from the manufacturer listing the material warranty.

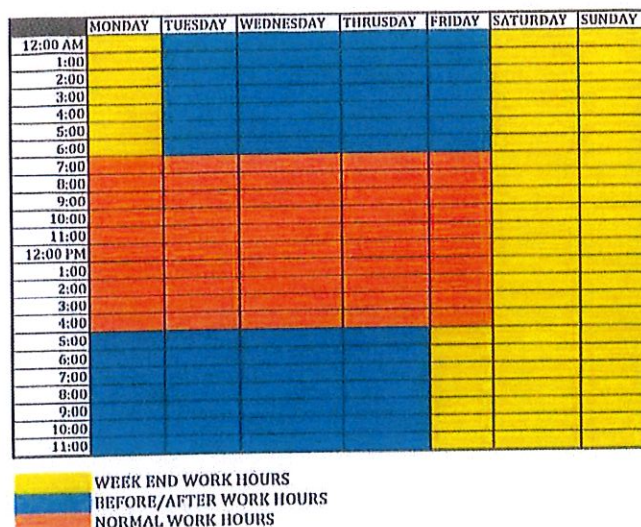
**Section 9.0 – Start of Work Conference and Notice to Proceed:**

A "Start of Work 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.

**Section 10.0 Times work is to be performed:**

The below chart indicates typical, weekend, and before/after hours. These times are to be used for pricing according to the times identified.



**ATTACHMENT "A"**  
**Equipment List**

Station 11 – Temporary Trailer		
Make	Model	Serial
Condensing Unit		
Nortek	RSA1BE4M1SN48K	RSG2204069903
Air Handler Unit		
Nortek	E7EM-017H1	E7G2111016275
Station 12		
Make	Model	Serial
Condensing Units		
Trane	4TTR4036L10008A	221745003F
American Standard	4A7A7048B1000AA	212463XD5F
Air Handler Units		
Trane	4TXCB006DS3HCAA	21145MGC5G
Trane	4TXCB004DS3HCBV	2233454DCV
Station 13		
Make	Model	Serial
Condensing Units		
American Standard	4A7A7048B1000AA	202744YS2F
American Standard	4A7A7060A1000BA	161328XU2F
Carrier	38BRC018310	0803E06367
Carrier	24ANB760A300	2411E22255
Air Handler Units		
Trane	LPCAD03D1F0E6000000105DA4A000000000000	T08F40566
Carrier	58CTA070-16	0503A31000
Station 14		
Make	Model	Serial
Condensing Units		
Trane	TTA090300GA	1520115YYA
American Standard	4A7A4030L1000AA	17232XXG3F
American Standard	4A7A6048J1000AA	172422G32F
Air Handler Units		
American Standard	2TEC3F36B1000AA	7231THT6V
Trane	TWE090D300AB	152042S4BA



Station 15		
Make	Model	Serial
Condensing Units		
Trane	2TTA0048A3000AA	4442XSK3F
Trane	2TTA0042A3000AA	44426833F
Trane	2TTA0060A3000AA	444357N3F
Trane	2TTA0030A3000AA	5034WYB3F
Air Handler Units		
Magic Aire	48/60	W050235036
Magic Aire	90-BMW-6	W050440991
Station 16		
Make	Model	Serial
Condensing Units		
American Standard	2TTA0042A3000AA	7341N9W3F
Trane	2TTA0072A3000AA	83345L72F
Air Handler Units		
Trane	2TEC3F42C1000AA	8195J541V
Trane	LPCAD03D1F0E6000000105DA4A000000000000	T08F40566
Trane	2TEC3F3DB1000AA	8031TXA1V
Trane	MCCB006UA0B0UA	KO8F68152
Carrier	58CTA090 10120	1003A41782
Mini Split Systems		
TRANE	TTA12043DAB00AE000000000000000000000000	19322704YA
Station 17		
Make	Model	Serial
Condensing Units		
Dakin	RZQ18PVJU8	A005898
Trane	TTA120	161911D5YA
Trane	4TTA3042D3000CA	16413WU43F
Trane	4TTA3030A3000CA	16325RCJ3F
Trane	4TTA3060D3000CA	16314TFR5F
Trane	4TTA3060D3000CA	163125DA5F
Air Handler Units		
Trane	GAM5B0B30M21EAA	162411GCBV
Daikin	FTQ18PBVJU	A000367
Trane	TWE090E300AA	16031R8HBA
Trane	GAM5B0C60M51EAA	16205KL7AV
Trane	GAM5B0C60M51EAA	16225J4EAV

Station 18		
Make	Model	Serial
Condensing Units		
American Standard	4A7C4036A3000AA	18123G333F
Lennox	13ACX-060-230-17	1913A16875
Air Handler Units		
American Standard	B004DS3HCAA	1940451G5G
Lennox	C33-50/60C-2F-6	6013A24807
Station 19		
Condensing Units		
Trane	TTA120E3000AA	15105MMCYA
Trane	TTA120E3000AA	15105NFJYA
Trane	4TTR7024A1000AA	14072KEE2F
Trane	4TTR7024A1000AA	14136TCA2F
Air Handler Units		
Trane	TWE090E300AA	14274PS6BA
Trane	CSAA008UAL00	K15B07445
Trane	TAM7A0B30H21SDB	1506344EBV
Station 20		
Condensing Units		
Trane	4TTA3042A3000BA	10072U915F
Trane	4TTA3042A3000BA	10072W405F
Trane	4TTA3042A3000BA	10113WRY5F
Air Handler Units		
Trane	MCCB006UA0B0UB000	K10C27640
Trane	MCCB006UA0B0UA000	K10C27635
Trane	MCCB003UA0B0UA000	K10C27645
Trane	MCCB003UA0B0UB000	K10C2769



Fire Headquarters		
Condensing Units		
Lennox	TPA090S4SN1G	5615L03237
Lennox	TPA036S4N45G	5816M06129
Lennox	TPA090S4SN1G	5615L03238
Lennox	TPA090S4SN1G	5615M08053
Lennox	TPA060S4N44G	5815L02505
Lennox	TPA060S4M44G	5815 KOS732
Lennox	TPA090S4SN1G	5615M02948
Lennox	TPA090S4SN1G	5615L07307
Lennox	TPA090S4SN1G	201602-BNGT50287
Lennox	TPA090S4SN1G	5615L05192
Lennox	TPA090S4SN1G	5616A10184
Lennox	MAP036S4S	N/A
Lennox	TPA042H4N43G	5816E00527
Air Handler Units		
Lennox	TAA090S4D-1G	5616B02697
Lennox	TAA090S4D-1G	5615C05589
Lennox	TAA090S4D-1G	5616A02548
Lennox	TAA090S4D-1G	5515811237
Lennox	TAA090S4D-1G	5616B05015
Lennox	TAA090S4D-1G	5616A02550
Lennox	CBX27UH-060-460-6-02	1615D0340
Lennox	CBX27UH-060-460-6-02	1615J01614
Lennox	CBX32M-036-460-6-02	1616L09268
Lennox	CBX27UH-048-460-6-02	1617A21104
Package System		
AAON	RN-030-3-0-EBD9-344	201602-BNGT50287
Lambert Street Warehouse		
Mini Split		
Comfort Maker	DCLERAH24AAK	V211056147
Trane	4TTB3042D1000AA	11134X2M5F
Trane	4TTB3030D1000AA	110627U03F
Air Handler Units		
Trane	4TEC3F42C1000AA	11044R9B1V