



Bid Number 50-131483

**5 year contract to provide termite treatment to various locations
for the Jefferson Parish General Services Department**

July 8, 2020 at 11:00 am

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 in the Purchasing
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053**

**Buyer Name: Rae Lynn Hartman
Buyer Email: rscott@jeffparish.net
Buyer Phone: 504-364-2688**

DATE: 6/30/2020

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00131483

JEFFERSON PARISH

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

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: RSCOTT@jeffparish.net

Bids will be received until 11:00 AM, 6/08/2020 via online at www.jeffparishbids.net or by hand delivery, USPS mail or other courier service to Purchasing Department, 200 Derbigny Street (General Government Building), Suite 4400, Gretna, LA 70053. For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only.

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. A copy of these resolutions 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 purchasing.jeffparish.net and clicking on On-line forms.

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.

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. 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. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

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

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.)

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

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 warranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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.

All formal Addenda require written acknowledgment 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.

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.

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 A1 17.1-1961).

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.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies). If 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.
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.

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.



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

July 8, 2020

ADDENDUM # 1

Bid Number: 50-131483

Original Bid Opening Date: July 8, 2020

New Bid Opening Date: July 14, 2020

**Description of Bid: 5 year contract to provide termite treatment to various locations for the
Jefferson Parish General Services
Department**

Addendum #1 is being issued to clarify questions and extend bid opening date

1. The initial inspection will be done AFTER the bid is awarded.
2. Page 2 of bid packet is for the pricing of the ANNUAL Termite treatment renewal amount for each of the 4 remaining years.

BID OPENING DATE WILL BE CHANGED TO Tuesday July 14, 2020 at 11am

Sincerely, Rae Lynn Hartman

Rae Lynn Hartman
Buyer I
Jefferson Parish Purchasing Department

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of
This addendum on the bid form as indicated. Failure to do so 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.

GENERAL GOVERNMENT BLDG. — 200 DERBIGNY ST., SUITE 4400, GRETN, 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

DATE: 6/30/2020

INVITATION TO BID
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BID NO.: 50-00131483

JEFFERSON PARISH

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

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: RSCOTT

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order 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 at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

5-7 Days

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

5-7 Days

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK

1-3 Days

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 as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: 1

NUMBER: _____

NUMBER: _____

NUMBER: _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***	
FIRM NAME: <u>ORKIN LLC</u>	
SIGNATURE: (Must be signed here) <u>[Signature]</u>	TITLE: <u>MANAGER</u>
PRINT OR TYPE NAME: <u>JOHN CARTER</u>	
ADDRESS: <u>137 CANVASBACK DR</u>	
CITY, STATE: <u>ST. ROSE LA.</u>	ZIP: <u>70087</u>
TELEPHONE: <u>504 273-4681</u>	FAX: <u>()</u>
EMAIL ADDRESS: <u>BRANCH292@ORKIN.COM</u>	

TOTAL PRICE OF ALL BID ITEMS: \$ 10,210 (INCLUDES 5YR RENEWALS)

INITIAL
TREATMENT INCLUDING FIRST YR RENEWAL \$ 4010.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00131483

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>5 year contract to provide termite treatment to various locations for the Jefferson Parish General Services Dept</p> <p>TERMITE TREATMENT-5 YEAR CONTRACT LOCAL HISTORY CENTER & HOPE HAVEN DEPARTMENT OF GENERAL SERVICES</p> <p>***** PLEASE SEND ALL QUESTIONS AND EMAILS TO STEPHANIE BUSH AT SABUSH@JEFFPARISH.NET *****</p> <p>WE EXTEND THIS BID TO PROVIDE LABOR, MATERIALS, DELIVERY, EQUIPMENT AND ALL OTHER INCIDENTALS NECESSARY TO PROVIDE A FIVE (5) YEAR CONTRACT FOR SENTRYCON TERMITE BAITING TREATMENT SYSTEM PER THE ATTACHED SPECIFICATIONS AT THE FOLLOWING LOCATIONS FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES.</p> <p>***BELOW IS THE FIRST ITEM TO BE BID***</p>		
1	1.00	EA	<p>0010 - PROVIDE A PRICE TO PERFORM AN INITIAL TERMITE INSPECTION & TREATMENT (1ST MONTH OF SERVICE)</p> <p>LOCAL HISTORY CENTER 519 HUEY P. LONG AVENUE GRETN, LA</p>	<p>TREATMENT \$ 500.00 STATE 12.00 RENEWAL 14R-300</p>	\$812.00
2	1.00	EA	<p>0020 - PROVIDE A PRICE TO PERFORM AN INITIAL TERMITE INSPECTION & TREATMENT (1ST MONTH OF SERVICE)</p> <p>HOPE HAVEN PROPERTY FEINGOLD CENTER 1116 BARATARIA BLVD. MARRERO, LA</p>	<p>TREATMENT \$500.00 STATE \$12.00 RENEWAL 14R-300</p>	\$812.00
3	1.00	EA	<p>0030 - PROVIDE A PRICE TO PERFORM AN INITIAL TERMITE INSPECTION & TREATMENT (1ST MONTH OF SERVICE)</p> <p>HOPE HAVEN PROPERTY ST. PAT'S COTTAGE 1116 BARATARIA BLVD. MARRERO, LA</p>	<p>TREATMENT \$ 300.00 STATE \$12.00 RENEWAL \$ 225.00</p>	\$537.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00131483

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
4	1.00	EA	0040 - PROVIDE A PRICE TO PERFORM AN INITIAL TERMITE INSPECTION & TREATMENT (1ST MONTH OF SERVICE) HOPE HAVEN PROPERTY ST. JOE'S COTTAGE 1116 BARATARIA BLVD. MARRERO, LA	TREATMENT \$ 300.00 STATE \$ 12.00 RENEWAL \$ 225.00	\$1537.00
5	1.00	EA	0050 - PROVIDE A PRICE TO PERFORM AN INITIAL TERMITE INSPECTION & TREATMENT (1ST MONTH OF SERVICE) HOPE HAVEN PROPERTY MAIN BUILDING 1116 BARATARIA BLVD. MARRERO, LA	TREATMENT \$ 300.00 STATE \$ 12.00 RENEWAL \$ 500.00	\$1312.00
6	1.00	EA	0060 - PROVIDE A PRICE TO PERFORM AN ANNUAL TERMITE TREATMENT LOCAL HISTORY CENTER 519 HUEY P. LONG AVENUE GRETN, LA	RENEWAL 300.00	1200.00
7	1.00	EA	0070 - PROVIDE A PRICE TO PERFORM AN ANNUAL TERMITE TREATMENT HOPE HAVEN PROPERTY FEINGOLD CENTER 1116 BARATARIA BLVD. MARRERO, LA	RENEWAL 300.00	1200.00
8	1.00	EA	0080 - PROVIDE A PRICE TO PERFORM AN ANNUAL TERMITE TREATMENT HOPE HAVEN PROPERTY ST. PAT'S COTTAGE 1116 BARATARIA BLVD. MARRERO, LA	RENEWAL 225.00	900.00
			-Change		
9	1.00	EA	0090 - PROVIDE A PRICE TO PERFORM AN ANNUAL TERMITE TREATMENT		

**FIVE (5) YEAR CONTRACT TO PROVIDE SENTRICON® TERMITE BAITING TREATMENT SYSTEM
FOR SUB-TERRAIN TERMITES FOR THE DEPARTMENT OF GENERAL SERVICES**

Section 1.0 – Site Visits:

All prospective bidders can schedule a site visit by contacting Kraig Kennedy with the Department of General Services at (504)364-2675, between the hours of 8:00 AM to 2:00 PM, Monday thru Friday.

Section 2.0 – Scope:

We extend this bid to provide labor, materials, delivery, equipment, and all other incidentals necessary to provide a five (5) year contract for Sentricon® termite baiting treatment system at the following locations for the Department of General Services:

- Jefferson Parish Local History Building located at 519 Huey P Long Avenue Gretna, LA 70053 See Attachment "A"
- Four Buildings located on the Hope Haven Complex located at 1116 Barataria Boulevard, Marrero, LA 70072 See attachment "B"

Section 3.0 – License Requirements:

A copy of the front and if applicable a copy of the back of all licenses and endorsements listed below shall be submitted with bid submission. Failure to submit this information with bid submission will deem the bid non-responsive.

3.1 Licenses issued by the Louisiana State Department of Agriculture and Forestry:

- ✓ • Structural Place of Business Permit
- ✓ • Structural Pest Control License
- Structural Registration Certification Card for each employee
- ✓ • Termite Control LP3 License

Note:

An updated copy of each license listed above shall be provided to Jefferson Parish Department of General Services every July during the contract period. Failure to provide this information could result in cancelation of the existing contract.

Section 4.0 – Quantities/Inspection:

Bidders shall inspect each location and perform their own measurements in order to determine the proper quantity of labor and materials required to fulfill this contract.

Section 5.0 – Submittals:

If bidder intends to provide materials equal to or better than owner specified materials the following shall be provided with bid submission. Failure to provide the requested information with your bid will result in the bid being deemed non-responsive.

- Manufacturer's catalog data
- Detail sheets
- Specifications of product
- Warranty information

Section 6.0 – Bid Specifications:

- Perform an initial termite inspection of the interior and exterior of the facility.
- Within five (5) working days after the initial termite inspection, the successful bidder shall submit a typed report listing the location of any active termites found to the Department of General Services. A list of e-mail addresses will be provided to the successful bidder at the "Start of Work" conference.
- Within ten (10) working days after the initial termite inspection, the successful bidder shall submit an "Inspection Graph" with the location of each baiting station to the Department of General Services. A list of e-mail addresses will be provided to the successful bidder at the "Start of Work" conference. See Attachment "C" for sample.
- The treatment plan shall be in accordance with all rules and regulations set forth by the Louisiana Department of Agriculture and Forestry Department and the Structural Pest Control Commission.

6.1 In-Ground Bait Station:

- Supply and install Sentricon® termite bait treatment system with Recruit® HD termite bait tubes.
- Sentricon® termite bait treatment system shall be installed ten-feet apart in soil and fifteen-feet apart in concrete/asphalt areas.
- Drilling into concrete or asphalt shall be included in this bid.
- Successful bidder shall perform an inspection and re-baiting (if applicable) every four month for the duration of the contract.
- Within five (5) days of the inspection and re-baiting (if applicable) the successful bidder shall submit a typed report to the requesting department listing all findings at the time of the inspection.

6.2 Above-ground Bait Stations:

- In the event active termites are found inside the facility during the initial treatment and inspection the successful bidder shall supply and install Sentricon® Recruit® AG bait stations in these locations.
- In the event of active termites being found inside the facility the successful bidder shall supply and install at no additional cost to the owner Sentricon® Recruit® AG bait stations at each location within 48 hours of discovery.
- Bidder shall monitor all above ground bait stations on a monthly basis until termites are no longer active.

Section 7.0– Working Hours:

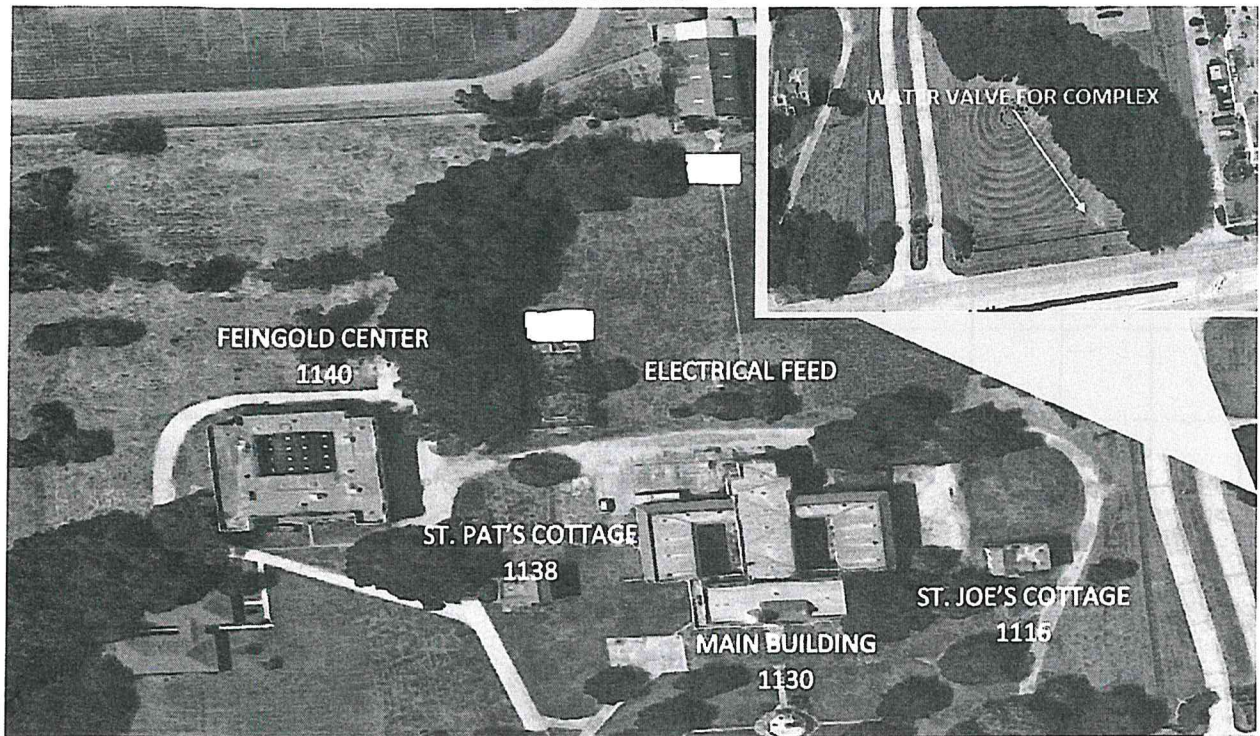
The work that is to be performed can be scheduled during normal working hours Monday thru Friday 7:00 a.m. thru 3:00 p.m. In the event of services needed outside these hours the successful bidder can schedule an appointment with the Department of General Services.

Section 8.0 – Start of Work Conference and Notice to Proceed:

A “Start of Work Conference” shall be held between the successful bidder and the owner prior to any work commencing.

No work shall be performed until the successful bidder receives a written “Notice to Proceed” to begin work, from the Department of General Services.

Attachment "B"



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:

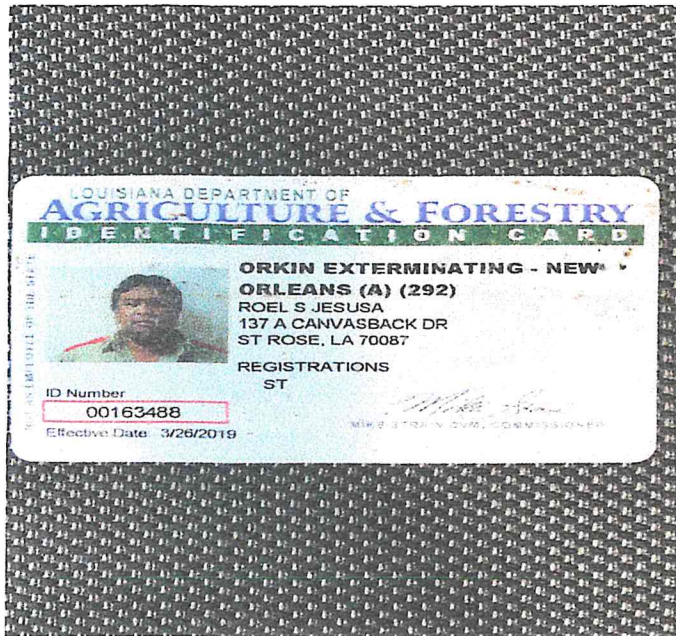
The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

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.





LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578, FAX (225) 925-3760

STRUCTURAL PEST CONTROL PLACE OF BUSINESS PERMIT:

Date: 06/15/2020

ORKIN EXTERMINATING - NEW ORLEANS (A) (292)

Permit No: 00016523

Phone: (504) 464-6681

Primary Licensee(s):

00101617 FRANK CALUDA

Phase(s):

LP1-General Pest Control

LP2-Commercial Vertebrate Control

LP3-Termite Control

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578, FAX (225) 925-3760

Be it known that the entity named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective 07/01/2020 through 06/30/2021 is hereby authorized to engage in STRUCTURAL PEST CONTROL in the phases listed.

Primary Licensee(s):

00101617 FRANK CALUDA

Phase(s):

LP1-General Pest Control

LP2-Commercial Vertebrate Control

LP3-Termite Control

ORKIN EXTERMINATING - NEW ORLEANS (A) (292)

137 A CANVASBACK DR

ST ROSE LA 70087

Mike Strain
Commissioner

DISPLAY IN PLACE OF BUSINESS

Permit No: 00016523



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY
MIKE STRAIN DVM, COMMISSIONER
Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578, FAX (225) 925-3760

STRUCTURAL PEST CONTROL LICENSE:

FRANK P CALUDA
137 A CANVASBACK DR
ST ROSE LA 70087

Date: 01/29/2020

LDAF ID: 00101617

Phone:

Phase(s): LP1-General Pest Control
LP2-Commercial Vertebrate Control
LP3-Termite Control

1

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

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Be it known that the individual named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective 10/24/2019 through the date(s) indicated is hereby authorized to engage in **STRUCTURAL PEST CONTROL** in the phases listed.

	Phase(s): Phase	Recertify By
FRANK P CALUDA (00101617) 137 A CANVASBACK DR ST ROSE LA 70087	LP1-General Pest Control	12/31/2022
	LP2-Commercial Vertebrate Control	12/31/2022
	LP3-Termite Control	12/31/2022

ORKIN EXTERMINATING - NEW ORLEANS (A) (292) (00016523)

Mike Strain
Commissioner

DISPLAY IN PLACE OF BUSINESS



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STRUCTURAL PEST CONTROL LICENSE:

FRANK P CALUDA
137 A CANVASBACK DR
ST ROSE LA 70087

Date: 01/29/2020

LDAF ID: 00101617

Phone:

Phase(s): LP1-General Pest Control
LP2-Commercial Vertebrate Control
LP3-Termite Control

1

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

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Be it known that the individual named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective 10/24/2019 through the date(s) indicated is hereby authorized to engage in **STRUCTURAL PEST CONTROL** in the phases listed.

	Phase(s): Phase	Recertify By
FRANK P CALUDA (00101617) 137 A CANVASBACK DR ST ROSE LA 70087 ORKIN EXTERMINATING - NEW ORLEANS (A) (292) (00016523)	LP1-General Pest Control	12/31/2022
	LP2-Commercial Vertebrate Control	12/31/2022
	LP3-Termite Control	12/31/2022

DISPLAY IN PLACE OF BUSINESS

Mike Strain
Commissioner



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
01/06/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Insurance Services of Georgia, Inc. Five Concourse Corporate Center, 18th Floor Atlanta, GA 30328	CONTACT NAME: Willis Towers Watson Certificate Center	
	PHONE (A/C, No, Ext): 1-877-945-7378	FAX (A/C, No): 1-888-467-2378
	E-MAIL ADDRESS: certificates@willis.com	
INSURED Rollins, Inc. ATTN: Risk Management Department 2170 Piedmont Road, NE Atlanta, GA 30324	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Old Republic Insurance Company	
	INSURER B: ACE Property & Casualty Insurance Company	
	INSURER C: New Hampshire Insurance Company	
	INSURER D: National Union Fire Insurance Company of P	
	INSURER E: Endurance American Specialty Insurance Com	
	INSURER F: Lloyd's	

COVERAGES **CERTIFICATE NUMBER:** W15187882 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			MWZY 312034-20	01/01/2020	01/01/2021	EACH OCCURRENCE
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						\$ 2,000,000
	<input checked="" type="checkbox"/> Pesticide/Herbicide Coverage						DAMAGE TO RENTED PREMISES (Ea occurrence)
	<input checked="" type="checkbox"/> Pest Control Professional						\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC						\$ 10,000
	OTHER:						PERSONAL & ADV INJURY
							\$ 2,000,000
							GENERAL AGGREGATE
							\$ 2,000,000
							PRODUCTS - COMP/OP AGG
							\$ 2,000,000
A	AUTOMOBILE LIABILITY			MWTB 312033-20	01/01/2020	01/01/2021	COMBINED SINGLE LIMIT (Ea accident)
	<input checked="" type="checkbox"/> ANY AUTO						\$ 3,000,000
	<input checked="" type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person)
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					\$
							BODILY INJURY (Per accident)
							\$
							PROPERTY DAMAGE (Per accident)
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		XEU G27927683 005	01/01/2020	01/01/2021	EACH OCCURRENCE
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	\$ 25,000,000				
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 50,000		\$ 25,000,000				
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC 020608757	01/01/2020	01/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> No	N/A				E.L. EACH ACCIDENT
	If yes, describe under DESCRIPTION OF OPERATIONS below						\$ 2,000,000
							E.L. DISEASE - EA EMPLOYEE
							\$ 2,000,000
							E.L. DISEASE - POLICY LIMIT
							\$ 2,000,000
D	Excess Workers Comp			XWC 6559344	01/01/2020	01/01/2021	E.L. Each Accident
							\$2,000,000
							E.L. Disease-EA Emp
							\$2,000,000
							E.L. Disease- Pol Lim
							\$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE ATTACHED

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Insurance Services of Georgia, Inc.		NAMED INSURED Rollins, Inc. ATTN: Risk Management Department 2170 Piedmont Road, NE Atlanta, GA 30324	
POLICY NUMBER See Page 1		NAIC CODE See Page 1	
CARRIER See Page 1		EFFECTIVE DATE: See Page 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

INSURER AFFORDING COVERAGE: Endurance American Specialty Insurance Company NAIC#: 41718
 POLICY NUMBER: ARL30000882201 EFF DATE: 01/01/2020 EXP DATE: 01/01/2021

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Real & Personal Property, Stock,	US Operations	\$5,000,000
B&M and Improvements	Equipment Included	
& Betterments	Business Interruption	\$2,000,000

INSURER AFFORDING COVERAGE: Lloyd's NAIC#: B7874
 POLICY NUMBER: 1118685 EFF DATE: 06/16/2019 EXP DATE: 06/16/2020

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Security and Privacy Liability	\$10,000,000 limit eac	
	\$10,000,000 aggregate	
Retention	\$250,000 each claim	

Rollins, Inc.**Policy Term: 1/1/2020 to 1/1/2021****Workers' Compensation and Employers Liability Policies**

<u>Coverage</u>	<u>Policy Number</u>	<u>Carrier</u>	<u>WC Coverage</u>	<u>EL Limits</u>
Work Comp/EL	WC 020608757	New Hampshire Ins. Co. - covers states of AL,AR,CO,CT,DC,DE,HI,IA,ID,IN,KS,LA,M D,ME,MI,MN,MO,MS,MT,NE,NH,NM,NV,N Y,OK,OR,RI,SC,SD,TN,TX,WV	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	WC 020608754	American Home Assurance Company - covers state of CA	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	WC 020608755	New Hampshire Ins. Co. - covers states of MA and WI - This policy also provides Stop Gap coverage for WA, WY	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease
Work Comp/EL	WC 020608756	New Hampshire Ins. Co. - covers state of AZ,IL,KY,NC,NJ,PA,UT,VA,VT	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease
Excess Work Comp/EL	XWC 6559344	National Union Fire Insurance Company of Pittsburgh, PA and coverage applies to the qualified self insured states: GA & OH	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease
Excess Work Comp/EL	XWC 6559345	National Union Fire Insurance Company of Pittsburgh, PA and coverage applies to the qualified self insured state of FL	Statutory	\$2,000,000 Bodily Injury by Accident - Each Accident/\$2,000,000 Each Employee Bodily Injury by Disease/\$2,000,000 Policy Limit Bodily Injury by Disease