

APPENDIX A: The ensuing contract for this bid solicitation may be eligible for Federal Funding reimbursement. As such Appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and included in bid submission. Failure to do so will result in bid rejection. [Bid number 50-00123625], PROVIDE SWIFT WATER FLOOD RESCUE TRAINING

programs on the importance of reporting inventions in sufficient time to permit the filing of patent applications prior to U.S. or foreign statutory bars.

(3) The *contractor* will notify the *Federal agency* of any decisions not to continue the prosecution of a patent application, pay maintenance fees, or defend in a reexamination or opposition proceeding on a patent, in any country, not less than thirty days before the expiration of the response period required by the relevant patent office.

(4) The *contractor* agrees to include, within the specification of any United States patent applications and any patent issuing thereon covering a subject invention, the following statement, "This invention was made with government support under (identify the *contract*) awarded by (identify the Federal agency). The government has certain rights in the invention."

(g) Subcontracts

(1) The *contractor* will include this clause, suitably modified to identify the parties, in all subcontracts, regardless of tier, for experimental, developmental or research work. The subcontractor will retain all rights provided for the *contractor* in this clause, and the *contractor* will not, as part of the consideration for awarding the subcontract, obtain rights in the subcontractor's subject inventions.

(2) In the case of subcontracts, at any tier, when the prime award with the Federal agency was a contract (but not a grant or cooperative agreement), the *agency*, subcontractor, and the contractor agree that the mutual obligations of the parties created by this clause constitute a contract between the subcontractor and the Federal agency with respect to the matters covered by the clause; provided, however, that nothing in this paragraph is intended to confer any jurisdiction under the Contract Disputes Act in connection with proceedings under paragraph (j) of this clause.

(h) Reporting on Utilization of Subject Inventions

The *Contractor* agrees to submit on request periodic reports no more frequently than annually on the utilization of a subject invention or on efforts at obtaining such utilization that are being made by the *contractor* or its licensees or assignees. Such reports shall include information regarding the status of development, date of first commercial sale or use, gross royalties received by the contractor, and such other data and information as the *agency* may reasonably specify. The *contractor* also agrees to provide additional reports as may be requested by the *agency* in connection with any march-in proceeding undertaken by the *agency* in accordance with paragraph (j) of this clause. As required by 35 U.S.C. 202(c)(5), the *agency* agrees it will not disclose such information to persons outside the government without permission of the *contractor*.

(i) Preference for United States Industry

Notwithstanding any other provision of this clause, the *contractor* agrees that neither it nor any assignee will grant to any person the exclusive right to use or sell any subject inventions in the United States unless such person agrees that any products embodying the subject invention or produced through the use of the subject invention will be manufactured substantially in the United States. However, in individual cases, the requirement for such an agreement may be waived by the *Federal agency* upon a showing by the *contractor* or its assignee that reasonable but unsuccessful efforts have been made to grant licenses on similar terms to potential licensees that would be likely to



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manufacture substantially in the United States or that under the circumstances domestic manufacture is not commercially feasible.

(j) March-in Rights

The *contractor* agrees that with respect to any subject invention in which it has acquired title, the *Federal agency* has the right in accordance with the procedures in 37 CFR 401.6 and any supplemental regulations of the *agency* to require the *contractor*, an assignee or exclusive licensee of a subject invention to grant a nonexclusive, partially exclusive, or exclusive license in any field of use to a responsible applicant or applicants, upon terms that are reasonable under the circumstances, and if the *contractor*, assignee, or exclusive licensee refuses such a request the *Federal agency* has the right to grant such a license itself if the *Federal agency* determines that:

(1) Such action is necessary because the *contractor* or assignee has not taken, or is not expected to take within a reasonable time, effective steps to achieve practical application of the subject invention in such field of use.

(2) Such action is necessary to alleviate health or safety needs which are not reasonably satisfied by the *contractor*, assignee or their licensees;

(3) Such action is necessary to meet requirements for public use specified by Federal regulations and such requirements are not reasonably satisfied by the *contractor*, assignee or licensees; or

(4) Such action is necessary because the agreement required by paragraph (i) of this clause has not been obtained or waived or because a licensee of the exclusive right to use or sell any subject invention in the United States is in breach of such agreement.

(k) Special Provisions for *Contracts* with Nonprofit Organizations

If the *contractor* is a nonprofit organization, it agrees that:

(1) Rights to a subject invention in the United States may not be assigned without the approval of the *Federal agency*, except where such assignment is made to an organization which has as one of its primary functions the management of inventions, provided that such assignee will be subject to the same provisions as the *contractor*;

(2) The *contractor* will share royalties collected on a subject invention with the inventor, including Federal employee co-inventors (when the agency deems it appropriate) when the subject invention is assigned in accordance with 35 U.S.C. 202(e) and 37 CFR 401.10;

(3) The balance of any royalties or income earned by the *contractor* with respect to subject inventions, after payment of expenses (including payments to inventors) incidental to the administration of subject inventions, will be utilized for the support of scientific research or education; and

(4) It will make efforts that are reasonable under the circumstances to attract licensees of subject invention that are small business firms and that it will give a preference to a small business firm when licensing a subject invention if the *contractor* determines that the small business firm has a plan or proposal for marketing the invention which, if executed, is equally as likely to bring the invention to practical application as any plans or proposals from applicants that are not small business firms; provided, that the *contractor* is also satisfied that the small business firm has the capability and resources to carry out its plan or proposal. The decision whether to give a preference in any specific case will



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be at the discretion of the *contractor*. However, the *contractor* agrees that the Secretary may review the *contractor's* licensing program and decisions regarding small business applicants, and the *contractor* will negotiate changes to its licensing policies, procedures, or practices with the Secretary when the Secretary's review discloses that the *contractor* could take reasonable steps to implement more effectively the requirements of this paragraph (k)(4).

(l) Communication

Any communications to be given hereunder by either party to the other shall be deemed to be duly given if set forth in writing and personally delivered or sent by mail, registered or certified, postage prepaid with return receipt requested, as follows:

Council Chair  
Jefferson Parish Council  
200 Derbigny Street, Suite 6200  
Gretna, Louisiana 70053

Written notices hereunder delivered personally shall be deemed communicated as of actual receipt; mailed notices shall be deemed communicated five (5) days after deposit in the mail, post prepaid, certified, in accordance with this Paragraph.

**CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT**

(for all awarded contracts with a value greater than \$150,000.00)

The Contractor and all subcontractors shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 USC 7401 et seq., and the Federal Water Pollution Control Act, as amended, 33 USC 1251 et seq.

**DEBARMENT AND SUSPENSION**

(Contractor must complete certification and submit with bid submission. Failure to do so will result in bid rejection.)

The Contractor represents and warrants that it and its subcontractors are not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

**BYRD ANTI-LOBBYING AMENDMENT**

(for all awarded contracts with a value greater than \$100,000.00 and contractor must complete certification and submit with bid submission. Failure to do so will result in bid rejection.)

The Contractor certifies, to the best of his or her knowledge and belief that:

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1. No federally appropriated funds have been paid or will be paid, by or on behalf of the contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. Contractor will include language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$150,000.00 shall certify and disclose accordingly.

#### **PROCUREMENT OF RECOVERED MATERIALS**

(for all purchase price of items exceeding \$10,000.00 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000.00)

(1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA designated items unless the product cannot be acquired:

(i) Competitively within a timeframe providing for compliance with the contract performance schedule;

(ii) Meeting contract performance requirements; or

(iii) At a reasonable price.

(2) Information about this requirement is available at EPA's Comprehensive Procurement Guidelines web site, <http://www.epa.gov/cpg/>. The list of EPA-designate items is available at <http://www.epa.gov/cpg/products.htm>.



Debarment/Suspension Form

DEBARMENT/SUSPENSION CERTIFICATION

Debarment:

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: [www.sam.gov](http://www.sam.gov) and <https://acquisition.gov/far/index.html> see section 52.209-6.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

PAUL FRASER, Director of Operations  
(Name and Title of bidder's official)

Gulf STATES DIVE AND RESCUE  
(Name of bidder/company)

1530 LAPALCO BLVD. STE 27  
(Address)

HARVEY LA 70058  
(Address)

PHONE 504 362 5731 FAX 504 393-1232

EMAIL Info@DIVESANDRESCUE.org

 Signature 7/18/18 Date



**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**

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

**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.



DATE: 7/10/2018

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00123625

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: MCamardelle@jeffparish.net

Bids will be received until 11:00 AM, 7/20/2018 via online at [www.jeffparishbids.net](http://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](http://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. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

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 submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office as appropriate and a written response will be provided as soon as possible.

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 guaranty, 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

### 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 encouraged 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>.

### ADDITIONAL REQUIREMENTS FOR THIS BID

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

10, 16

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.
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 envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then 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. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.



**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 stated 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. Prior to contract executions/purchase order issuance, the successful bidder will be required to provide final insurance certificates which shall name Jefferson Parish as an additional insured in accordance with the instructions in the aforementioned "Standard Insurance Requirements" sheet.
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-Collusion 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 Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.



DATE: 7/10/2018

INVITATION TO BID  
THIS IS NOT AN ORDER

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BID NO.: 50-00123625

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: MCamardelle

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 \_\_\_\_\_

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

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 Q

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

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

**\*\*\* ALL BIDDERS MUST COMPLETE SECTION BELOW \*\*\***

FIRM NAME: Gulf States Dive And Rescue

SIGNATURE: [Signature] TITLE: Director of Operations  
(Must be signed here)

PRINT OR TYPE NAME: PAUL V FRASER III

ADDRESS: 1530 LASSICO BLVD STE 27

CITY, STATE: HARVEY LA ZIP: 70058

TELEPHONE: (504) 382-1097 FAX: (504) 393-1232

EMAIL ADDRESS: PAUL@DIVEANDRESCUE.ORG

TOTAL PRICE OF ALL BID ITEMS: \$ 19499.00



DATE: 7/10/2018

Page: 5

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00123625

SEALED BID

| ITEM<br>NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES   | UNIT PRICE<br>QUOTED | TOTALS             |
|----------------|----------|-----|---|----------------------|--------------------|
| 1              | 100.00   | EA  | PROVIDE SWIFT WATER FLOOD RESCUE<br>TRAINING<br><br>0010 - SWIFT WATER FLOOD RESCUE<br>TRAINING: AWARENESS LEVEL AND OPERATIONS<br>LEVEL. *SEE ATTACHED SPECIFICATIONS* | <i>\$19499</i>       | <i>\$19,499.00</i> |





# JEFFERSON PARISH

## Department of Purchasing

Michael S. Yenni  
Parish President

Renny Simno  
Director

July 16, 2018

### ADDENDUM # 1

Bid No.: 50-00123625

Bid Opening Date: July 20, 2018

**For: Provide Swift Water Flood Rescue Training**

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#### CLARIFICATION.

The company providing this training must teach these courses in accordance with: ERDI, DRI, or Rescue 3 International standards.

**Question:** For the Specifications of this opportunity, is the request for 100 students at the Awareness Level Training and 100 students at the Operations Level training?

**Answer:** Yes

**Question:** Does Jefferson Parish have any Swift water Training Equipment or does the vendor need to provide all equipment for the training?

**Answer:** The vendor does not have to supply equipment. The vendor must provide the list of equipment needed and whether the equipment is available for rent or purchase through the vendor.

**Question:** Is there an approximate count for class size per offering?

**Answer:** Awareness will be broken down into two classes of 50. Operations will be 4 classes of 25.

Sincerely,

*Misty A. Camardelle*

---

Misty A. Camardelle, Buyer II  
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.





# Gulf States Dive and Rescue

Fluid Training and Equipment for a Fluid Environment ©

Marine Safety Stand-by Services and Training

Mailing:  
400 Lapalco Blvd  
Ste# H-308  
Gretna, LA 70056  
Ph: 504-382-1097  
Fax: 504-393-1232

Paul Fraser, ERDI Swift Water Rescue Instructor #25236  
Email: [Paul@diveandrescue.org](mailto:Paul@diveandrescue.org)

Bid No: 50-00123625

Date: 7/18/18

Re: \*ADDENDUM #1

**Question:** Does Jefferson Parish have any swift water equipment training equipment or does the vendor need to provide all equipment for the training?

**Answer:** The vendor does not have to supply equipment. The vendor must provide the list of equipment needed and whether the equipment is available for rent or purchase through the vendor.

## **GSDR Required Equipment List**

Required Equipment per person - Rentals and purchases available

PFD: Approved type 5, leash capable or other approved personal floatation device. No inflatable vests

Helmet: CE water rescue helmet.

Carabiner: Aluminum or steel carabiner with screw gate, one per rescuer throw bag

Personal Rope Bags: Minimum 70' x 1/4" rope throw bag

## Exposure Protection per person -

*Duty clothing approved.* No wet suit or dry suit required. No jeans.

*Gloves:* Must have full fingers, wrist enclosure, abrasion resistance – Kevlar Water Rescue gloves available for purchase \$31.00, no rentals.

*Footwear:* Capable of foot protection for 4 days in abusive, rocky and constantly wet environment. No open toe foot wear, "crock" or sandals. NRS Wetshoe Workboot is sold in class at \$69.00. No rentals.

## Field Equipment: rentals and sales available

Fire hose with capped ends, one end with tire inflator valve for inflation.

No less than two 12ft Inflatable rescue boats or other vessel capable of teaching capsized, victim recovery and 2pt skills.

Removeable 15hp or greater outboard motor w fuel

Four paddles per boat for paddling skills

Fresh water wash station.



Date: 7/18/18

Re: Swift Water/Flood Rescue Training

Bid No: 50-00123625

Since 2009 Gulf States Dive and Rescue has provided experience driven, standards compliant, internationally recognized water rescue certification training and services in many disciplines.

Depending on discipline and topic, our courses are compliant with standards and industry guidelines set forth by:

- National Fire Protection Agency (NFPA 1006, 1670)
- Police Officer Standards Training (POST)
- Occupational Safety and Health Administration (OSHA)
- International Organization for Standardization (ISO)
- World Recreational SCUBA Training Council (ISTC)
- Emergency Response Diving International (ERDI)

We work in the field we teach and we only teach water rescue. Our experience includes deployment during dozens of tropical and subtropical storms in multiple states, thousands of hours on production sets and live sporting events providing water rescue stand-by. According to one of our accrediting agencies, thousands of students have participated in our water rescue classes.

The 48hr Swift Water/Flood Rescue course is an internationally recognized, NFPA 1006, 1670 compliant course. It has been vetted, scrutinized and evaluated for completeness and effectiveness by Emergency Response Diving International (ERDI).

The instructor was last required to meet ERDI performance requirements July 2017, demonstrating:

|                             |  |
|-----------------------------|--|
| Practical Skills Evaluation | Watermanship Skills Mastery Demonstration            |
| Teaching Adult Learners     | Demonstrated Knowledge and Understanding of Material |

Instructor Info: Paul Fraser Certified Water Rescue Inst since 2000

The last time this course was taught by this instructor:

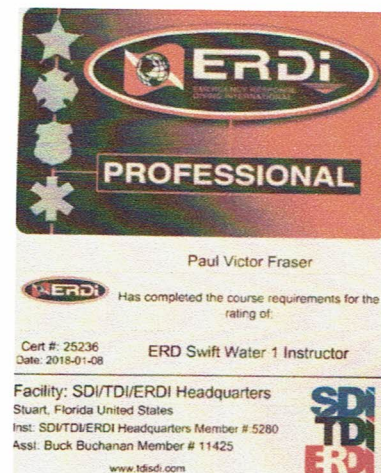
- June 18-22, 2018, Ascension Parish, LA area Fire Departments
- June 2-3 and June 15-17, 2018, Washington Parish, LA.
- May 21-25, 2018, Prairieville Fire Department, Prairieville, LA.
- April 30-May 4, 2018, Caddo Fire District 1, Shreveport, LA.

Next scheduled class for this instructor:

- Aug 6-22, 2018, Baton Rouge area Fire Departments
- August 20-14, 2018 Baton Rouge area Fire Departments

All SCUBA or water rescue certifications are issued by the Professional Association of Dive Instructors (PADI), Scuba Diving International (SDI) or Emergency Response Diving International (ERDI).

Swift Water/Flood Rescue Awareness and Operations training along with the Technician level training, meets and exceeds the requirements for the ERDI Swift Water 1 certification. \*Anyone completing only the Awareness and Operations portion of the course will receive certificates of completion up on satisfactorily meeting course requirements for that level.





Also enclosed, copies of:

Course Curriculum  
Workers Compensation Insurance  
General Liability Insurance  
W-9

Thank you for the opportunity to present this bid to you. We are prepared to begin scheduling as soon as possible.

With all prices, discounts, rebates and applicable reductions and taking into consideration monetary value of incentives, the price below represents all fees for all the classes requested by the Parish.

\*Total cost for 100 people trained in Swift Water/Flood Rescue Awareness and Operations training in 2 classroom sessions and 4 waterborne sessions with 25 people per class:

**\$19,499.00**

Paul V Fraser III, NRP, LEM-T, PDI  
Director of Operations  
Dive and Rescue Educators Inc  
Founder 501(c)(3)  
Gulf States Dive and Rescue  
Emergency Response Diving International  
Office- 504.362.5731  
Deployment- 504.382.1097  
[www.diveandrescue.org](http://www.diveandrescue.org)





NFPA Compliant

**Swift Water / Flood Rescue®**

Written by Paul V Fraser

**Course Description:** This 3 part course is designed to prepare an individual or team with the Swift Water / Flood Rescue skills and knowledge needed to complete a standards compliant 48 hour technical water rescue course. Completion of this course will provide the student knowledge, practical application and training in Awareness, Operations and Technician level Swift Water / Flood Rescue training, meeting the requirements for the ERDI Swift Water 1 certification, capable of performing Homeland Security, law enforcement, fire department or private entity specific water rescue tasks, such as:

Provide rescue support or scene assessment for activities near the water or water related activities that may be designated as high threat targets.

Organize, anticipate, react and implement a rescue plan for single or multi victim incidents in swift water or flood environments.

Gain entry to dangerous scenes that could be better accessed using the cover of moving water.

Comprehend the intricacies of public safety in an aquatic environment. Be able to work side by side with other agencies from other states or countries with minimal orientation time to the specialized procedures and communications of aquatic rescue or recovery.

Respond to vehicular or other accidents or incidents involving moving and static water whether in a flood channel, canal, river, bayou or lake.

Provide competent legal testimony relating to services provided in the course of a recovery or rescue.

Understand basic hydrology and the equipment and skills needed for safe rapid response and rescue in a swift water or flood environment.

Understand , react and implement a plan to either call for additional specialized assistance or to act on a plan in accordance to agency standards and policies.

Understand, react and anticipate the potential complications of a flood environment that may pose a risk to rescuers, by-standers, victims, egress points, BOOs

Understand the dangers moving or static water creates when conducting rescues in such an environment.

Understand limitations of rescuer capabilities as restricted by a lack of training, practice experience, judgment or equipment.



**Course Title:** ERDI Swift Water Rescue 1, Swift Water / Flood Rescue©

**Awareness Level:** Classroom environment. Dress comfortably. Will break for lunch.

**Prerequisite:** No prerequisite.

**Course Objective (continued):** Upon completion of the awareness level *Swift Water / Flood Rescue* portion of this class the student will understand or be able to discuss:

Understanding National Standards  
Flood Types and Phases  
Absolutes of Swift Water / Flood Rescue  
Planning  
Debris Flow and Mudslides  
Hypo / Hyperthermia  
Lower Extremity Injuries

Moving Water Dynamics  
Flood Characteristics / Phenomena  
Low to High Risk Rescue Operations  
Contaminates / Decontamination  
Standard Operating Guidelines  
Drowning physiology  
Equipment complications

**Method of assessing whether course objective was met:**

Each student will have to attend and complete the viewing of a power point presentation, videos, case studies, quizzes and final knowledge assessment.

**Documentation Process and Confirmation**

The student must complete and turn in required paperwork with signatures. (List below)

Medical Questionnaire (Provided by instructor, when applicable)

Liability Release (Provided by instructor, when applicable)

Student Tracking and Emergency Contact

Quizzes & Final Assessment

Quizzes must be turned in with scores of not less than 70% and not less than 80% on the final assessment.

Certificates of completion will be issued upon satisfactory completion of class requirements. The Louisiana Bureau of EMS accepts this class for 8 hrs of CE.

**Instructor:** Paul Fraser – 25 year Critical Care trained paramedic in New Orleans, La. Past 18yr Regional Director of Public Safety Diving Association & Water Rescue Inc. Director of Operations Dive and Rescue Educators Inc., Founder, 501(c)(3) Gulf States Dive and Rescue, ERDI Public Safety Scuba Instructor, SDI/PADI Scuba Instructor, Swift Water / Flood Rescue Instructor, Rescue Boat Operations Instructor, Rescue Swimmer 3 Instructor.

Recognized nationally in Washington D.C. for rescues made after Hurricane Katrina. Missions during eleven named storms, “On-Air” expert for MSNBC during Minnesota MS. Bridge collapse as well as dive rescue attempts in Nashville Tn. National & international periodicals including Technical Rescue Magazine, Divers Alert Magazine, Winston Churchill Water Rescue Assessment (UK). Founder of Gulf States Dive and Rescue. Lead 5 boat rescue team Hurricane Harvey in 2017. Continues to work in TV and movie in Stunts and Marine Safety/Rescue Departments



**Start Date/Time/Day:** 8:30 am – 5:00 pm, 1 hour lunch

**End Date/Time/Day:** One day requirement

**Contact (Instructional) Hours:** 8 hours

**Location:** TBA – Or at your location or training center

**Tools/Instructional Materials Needed:** None.

**Particular Physical Demand(s) on Student:** None.

**Maximum Number of Students:** There is no maximum student limit for in class instruction.

**Minimum Number of Students:** 6 students

**Text:** provided upon reservation

**Tuition:** Discount based on numbers. Discount for hosting an open class. Call Paul Fraser at 504-382-1097 for pricing.

**Note:** Accepted for 8 CE Hrs for EMS professionals by LA State Bureau of EMS and National Registry of EMTs.

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**Course Title:** Swift Water / Flood Rescue©

**Level:** Operations

**Prerequisite:** ERDI Swift Water 1, Swift Water / Flood Rescue Awareness.

**Course Objective (continued):** Upon completion of the awareness level *Swift Water / Flood Rescue- Operations* portion of this class the student will:

- Teach the ideologies of the “Talk, reach, wade, throw, helo, row, go, tow” methods of rescue / recovery.
- Understand basic in water self rescue techniques.
- Have practical hands on training using PFDs, helmets, throw bags, rescue lines, carabineers and inflatable or department rescue boats.
- Understand basic communications in a moving water / flood situation.
- Demonstrate and/or explain safe methods of swift moving, shallow water crossings to evacuate victims and the equipment needed.
- Demonstrate and/or explain proper body position and techniques for swift water / flood swimming including offensive and defensive swimming and ferry angles.
- Understand, demonstrate and/or explain “live bait” drills where the rescuer is tethered to support staff and enters swift moving water too deep and/or too strong to stand in to affect a rescue.
- Understand, demonstrate and/or explain basic small rescue boat operations including recovery of conscious and unconscious victims, paddling, and self righting in the event of capsize.
- Understand, demonstrate and/or explain basic two point manned and unmanned boat rescue operations.

**Method of assessing whether course objective was met:**

Each student will participate in specific skills designed to re-enforce and provide real life examples of swift water / flood rescues. The student must participate in various water rescue skills as described above in front of and under the guidance of an instructor.

**Certification Process and Confirmation**

Certificate of completion will be presented upon completion of requirements.

**Instructor:** Paul Fraser – 25 year Critical Care trained paramedic in New Orleans, La. Regional Director Public Safety Diving Association & Water Rescue Inc. Director of Operations Dive and Rescue Educators Inc., Founder, 501(c)(3) Gulf States Dive and Rescue, Public Safety Scuba Instructor, PADI Scuba Instructor, Swift Water / Flood Rescue Instructor, Rescue Boat Operations Instructor, Rescue Swimmer 3 Instructor.

**Start Date/Time/Day:** 8am – 6pm

**End Date/Time/Day:** One day requirement

**Contact (Instructional) Hours:** 10 hours, performance based skill sets

**Location:** Picayune County, MS on the Pearl River. Maps provided in Awareness class

**Tools/Instructional Materials Needed:** PFDs, helmets, whistles, gloves, throw bags, carabiners. *Can be rented*

STUDENT MUST BE DRESSED APPROPRIATELY –Wet suit recommended but Shirt, long pants, tennis shoes or combat boots or other hard sole durable shoe is acceptable. Students wearing shorts, jeans, open toe shoes or inappropriate clothing will be turned away.

**Particular Physical Demand(s) on Student:** Walking, Swimming.

Note- \*\*\*\*\*Student MUST be comfortable in the water.\*\*\*\*\*

**Maximum Number of Students:** 20

**Minimum Number of Students:** 10

**Text:** Guide to Swift Water / Flood Rescue Operations, *provided*.

**Tuition:**

**Course Schedule:**

**0800-1800 (10hrs): Swift water / Flood Rescue**

Operations level Swift Water / Flood Rescue practical skills

Student must bring lunch and change of clothes

Ropes Bag Deployment Skills

Swimming Offensive/Defensive

Debris / Strainer Negotiation\*

Victim Recovery (Shallow Water Crossings)“Live Bait” Drills

Capsized Rescue Boat, righting

Fire Hose Pendulum and Loop techniques\*

Permitting

Water Entry

Victim Recovery (Boat & Swift Water)

Shallow Water Crossing

Two & Four\* Point Boat Victim Rescue

\* = Operations or Technician level. Time



Student must participate in the following skill sets prior to the completion of the course:

|   |
|---|
|   |
| Absolutes of River and Flood Rescue   |
| Size-up and Hazards. Risk Assessment – moving water   |
| Professional Management and ICS/IAP   |
| Duty and Standard of Care / Negligence / Liability/ Fatal Accident Review   |
| Risk/Benefit and Rescue/Versus Recovery Decisions   |
| Awareness Class lecture   |
| Flood Rescue Structural Triage  |
| Equipment and preparedness  |
| Inflated Fire hose utilizations, bridge; cross-river  |
| Special Rescue Problems: Searches, low head dam, vehicle, floods, hazmat, dark, bridges, culverts, pets, self-rescue, |
| Helicopter Overview   |
| Medical Considerations; Victim Psychology, physiology of drowning, hypothermia  |
| Rope & Technical Gear: Knots, Bends, Hitches  |
| Anchors, Edge Management, Multi point, Load Sharing   |
| Mechanical Advantage. 2:1; 3:1; 4:1 (Technician)  |
| Tensioned Diagonal Line Crossings (Technician)  |
| Throw Bags: Types, Coils, Applications and Use, Belaying Options and Site Selection;                                  |
| Intermediate Offensive & Defensive Swimming   |
| Shallow Water Crossings and Rescues (incl. Litter or LSB operations)  |
| Contact Rescue, Victim Towing (Technician)  |
| Adjunctive Devices: Boards, tubes, fins (Technician)  |
| Tethered Rescue Swimmer (Live bait) (Technician)  |
| Client Victim Profile, Panic and Survival   |
| Strainer Swim Drill   |
| Client specific skills, specify: RIBs; RDCs   |
| Boat Handling Overview and chase/support boats  |
| Boat 2 and 4 Point Boat and Rope System   |
| River/Flood Search Management; ICS and IAPs   |
| Client group-specific, boat rescue drills:  |
| Boat type: IFB Drills: parbuckling; paddling; flips   |

**WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY**

Insurer: LOUISIANA WORKERS' COMPENSATION CORPORATION  
 2237 S. ACADIAN THRUWAY  
 BATON ROUGE, LA 70808  
 Carrier Id: 30120  
 A Mutual Company

INFORMATION PAGE  
 FOR POLICY NUMBER – 151292-D  
**Accepted Risk Program**

**1. Policyholder:**

GULF STATES DIVE & RESCUE  
 2116 TITAN ST  
 Harvey, LA 700582959

**Agency:**

10532  
 SPECIAL RISK INSURANCE, INC.  
 18212 E Petroleum Dr Ste 1-A  
 Baton Rouge, LA 70809

Federal ID: 271074631  
 Entity Type: Limited Liability Company (LLC)  
 NCCI Risk Identification Number:

**2. Policy Period:**

Effective: 12:01 AM 04/15/2018

Expires: 12:01 AM 04/15/2019

**3. Coverage, Limits and Endorsements:**

- A. Workers' Compensation Insurance: Part One of the policy applies only to the Workers' Compensation Law of the state of Louisiana.
- B. Employers Liability Insurance: Part Two of this policy applies to work in the state of Louisiana. The limits of our liability under Part Two are:

|                           |             |               |
|---------------------------|-------------|---------------|
| Bodily Injury by Accident | \$1,000,000 | each accident |
| Bodily Injury by Disease  | \$1,000,000 | policy limit  |
| Bodily Injury by Disease  | \$1,000,000 | each employee |

- C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here: NONE

- D. This policy includes these endorsements and schedules:

|              |   |
|--------------|---|
| WC 00 00 01B | Policy Information Page   |
| WC 00 00 00C | Workers Compensation and Employers Liability Insurance Policy               |
| LWCC 4       | General Endorsement   |
| LWCC 13A     | Limited Other States Endorsement  |
| LWCC 38B     | Premium Obligations Endorsement   |
| WC 00 01 06A | Longshore and Harbor Workers Compensation Act Coverage                      |
| WC 00 03 08  | Partners, Officers, and Others Exclusion Endorsement                        |
| WC 00 04 14  | Notification of Change in Ownership Endorsement                             |
| WC 00 04 21D | Catastrophe (Other Than Certified Acts of Terrorism) Premium Endorsement    |
| WC 00 04 22B | Terrorism Risk Insurance Program Reauthorization Act Disclosure Endorsement |
| WC 17 06 01H | Louisiana Amendatory Endorsement  |
| ply inst sch | Policy Installment Schedule   |
| LWCC 9091    | Standard Notice of Compliance   |
| LS 241       | USL&H Notice of Compliance  |





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/19/2018

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 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).

|  |  |   |  |
|--|--|---|--|
| <b>PRODUCER</b><br>Special Risk Insurance<br>18212 East Petroleum Drive<br>Suite 1-A<br>Baton Rouge LA 70809 |  | <b>CONTACT NAME:</b> Brandon Stogner<br><b>PHONE (A/C No. Ext):</b> (800) 777-5193<br><b>E-MAIL ADDRESS:</b> bstogner@specialriskins.com<br><b>FAX (A/C No):</b> (888) 745-0641           |  |
| <b>INSURED</b><br>GULF STATES DIVE AND RESCUE<br>2116 Titan Street<br>Harvey LA 70058                        |  | <b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> American Alt. Ins Corp<br><b>INSURER B:</b><br><b>INSURER C:</b><br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> |  |
|  |  | <b>NAIC #</b><br>19720G   |  |

**COVERAGES**

CERTIFICATE NUMBER: CL148701981

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 INSR                       | SUBR WVD | POLICY NUMBER   | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|---------------------------------|----------|-----------------|-------------------------|-------------------------|--|
| A        | <b>GENERAL LIABILITY</b><br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC |                                 |          | VFIS-TR-2067995 | 6/12/2018               | 6/12/2019               | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000 |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS<br><input checked="" type="checkbox"/> Fellow Member<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS          |                                 |          | VFIS-TR-2067995 | 6/12/2018               | 6/12/2019               | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$  |
|          | <b>UMBRELLA LIAB</b><br><b>EXCESS LIAB</b><br>DED RETENTION \$   |                                 |          |                 |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$   |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  | Y/N<br><input type="checkbox"/> | N/A      | 151292-D        | 4/15/2018               | 4/15/2019               | WC STATUTORY LIMITS<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000  |

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

Proof of Insurance -Additional Insured in favor of: PADI

Instructor: Paul Fraser, Instructor #170300

**CERTIFICATE HOLDER****CANCELLATION**

Kealy.mclain@padi.com

PADI  
30151 Tomos St.  
RSM, CA 92688

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

Brandon Stogner/BDS



# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

|  |  |
|--|--|
| <b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.   |  |
| <b>2</b> Business name/disregarded entity name, if different from above<br><b>Gulf States Dive and Rescue</b>  |  |
| <b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.<br><br><input type="checkbox"/> Individual/sole proprietor or single-member LLC<br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____<br><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.<br><input checked="" type="checkbox"/> Other (see instructions) ► <b>501(c)(3)</b> | <b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><small>(Applies to accounts maintained outside the U.S.)</small> |
| <b>5</b> Address (number, street, and apt. or suite no.) See instructions.<br><b>1530 Lapalco Blvd Ste 27</b>  | <b>Requester's name and address (optional)</b>   |
| <b>6</b> City, state, and ZIP code<br><b>Harvey, LA 70058</b>  |  |
| <b>7</b> List account number(s) here (optional)  |  |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

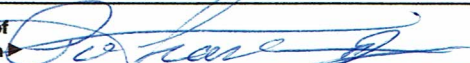
|                                       |   |  |   |   |   |   |   |   |   |
|---------------------------------------|---|--|---|---|---|---|---|---|---|
| <b>Social security number</b>         |   |  |   |   |   |   |   |   |   |
|                                       |   |  | - |   |   |   | - |   |   |
| <b>or</b>                             |   |  |   |   |   |   |   |   |   |
| <b>Employer identification number</b> |   |  |   |   |   |   |   |   |   |
| 2                                     | 7 |  | - | 1 | 0 | 7 | 4 | 6 | 3 |

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |   |                            |
|------------------|---|----------------------------|
| <b>Sign Here</b> | <b>Signature of U.S. person</b>  | <b>Date</b> <b>7/18/18</b> |
|------------------|---|----------------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.





# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Renny Simno  
Director

## JEFFERSON PARISH VENDOR APPLICATION

All vendors interested in submitting bids, or proposals to provide equipment, materials, supplies, services or performing major repairs/construction for Jefferson Parish must complete this form and indicate commodity codes applicable to their business. This application **MUST** be accompanied with vendor's signed W-9 Form (or W-8IMY Form if an international vendor) and a listing of applicable commodity codes. This application will not be processed otherwise. In order to receive payments within 1 day of payment processing, please complete Vendor Direct Deposit Form available online at <http://purchasing.jeffparish.net> and email to [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net). If a direct deposit form is not received then you will received a paper check via the mail. Please note that it may delay payment by up to 5 days due to handling and mail time.

|  |              |   |
|--|--------------|---|
| Name of Business:<br>GULF STATES DIVE AND RESCUE   |              |   |
| Physical Address:<br>1530 Lapalco Blvd   |              | Remittance Address:<br>400 Lapalco Blvd H-308<br>Gretna, LA 70056 |
| City:<br>HAZUEY  | State:<br>LA | Zip:<br>70058   |
| Phone Number ( )<br>(504) 362 5731   |              | Fax Number: ( )<br>(504) 393-1232                                 |
| Email Address (REQUIRED):<br>INFO@DIVEANDRESCUE.ORG  |              | Federal Identification Number (REQUIRED):<br>27-1074631           |
| Nature of Business:<br>WATER RESCUE, SCUBA DIVING, MARINE SAFETY TRAINING<br>AND SERVICE   |              |   |
| Trade, Specialty, or Professional Licenses:<br>Paramedic Level 1, AGENCY BACKUP<br>TRAINING, email PAUL@DIVEANDRESCUE.ORG for<br>further |              |   |

Please check one:

Corporation: ☐ Individual: ☒ Partnership: ☐ Other: ☐ 501(C)(3)

Authorized to do Business in Louisiana: Yes: ☒ No: ☐