

DATE: 8/23/2016

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00117298

**JEFFERSON PARISH**

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

VENDOR:

BUYER: MOVALLE

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 is to be done in a workman-like manner, according to standard practices. Any deviations or alterations from the specifications must be indicated and backup documentation supplied with your quotation.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

2 weeks

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

2 weeks

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:

Addendum #1

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

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

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

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 35350

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

FIRM NAME:

Beacon Air Conditioning Heating & Refrigeration

SIGNATURE:

(Must be signed here)

Eugene Larroux

TITLE:

Pres.

PRINT OR TYPE NAME:

Eugene Larroux

ADDRESS:

317 E 3rd St

CITY, STATE:

Kenner, LA

ZIP:

70062

TELEPHONE:

(504) 467-8698

FAX:

(504) 466-4996

EMAIL ADDRESS:

merrick.beacon@bellsouth.net

TOTAL PRICE OF ALL BID ITEMS: \$ 1,970<sup>00</sup>

DATE: 8/23/2016

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00117298

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>ONE (1) YEAR CONTRACT FOR LABOR, MATERIALS AND EQUIPMENT FOR MAINTENANCE AND REPAIRS FOR AIR CONDITION AND HEATING SYSTEMS FOR THE JEFFERSON PARISH DEPARTMENT OF ENVIRONMENTAL AFFAIRS</p> <p>*****</p> <p>One (1) Year Contract for labor,  maintenance, repairs and supplies for (3) Air Conditions and Heating Systems: (2) 8 ton Trane Units and (1) 3 ton American Standard Unit</p> <p>LOCATION: Environmental Affairs Department 4901 Jefferson Hwy - Suite E Jefferson, LA 70121</p> <p>LOUISIANA CONTRACTOR'S LICENSE: Mechanical Work</p> <p>CONTRACT START DATE: October 1, 2016</p> <p>PRE-BID CONFERENCE: DATE/TIME: August 18, 2016 at 10:00 am LOCATION: Environmental Affairs Dept. 4901 Jefferson Hwy - Suite E Jefferson, LA 70121</p> <p>*****</p>		
1	1.00	JOB	<p>0010 Service all three (3) air condition and heating systems three (3) times per year routine quarterly maintenance and inspection to include labor, materials cleaners and parts in cost for the following, but not limited to:</p> <ul style="list-style-type: none"> <li>- inspect unit for proper refrigerant level and adjust if necessary</li> <li>- clean drain lines and vacuum debris from condensate pans</li> <li>- clean condenser coils inside and outside of unit and cabinet</li> <li>- clean evaporator coils</li> <li>- inspect belts and replace if needed</li> <li>- check ductwork for air leaks and seal if needed</li> <li>- replace all air filters</li> </ul>	415 <sup>00</sup>	1,245 <sup>00</sup>
2	1.00	JOB	<p>0020 Annual maintenance and inspection to include labor, materials, cleaners  and parts in cost on the three (3) air condition and heating systems for the following but not limited to:</p> <ul style="list-style-type: none"> <li>- clean drain lines and vacuum debris from condensate pans</li> <li>- clean condenser coils inside and outside of unit</li> <li>- clean evaporator coils</li> </ul>	595 <sup>00</sup>	595 <sup>00</sup>

DATE: 8/23/2016

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00117298

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<ul style="list-style-type: none"> <li>- lubricate motors</li> <li>- replace belts</li> <li>- inspect belts and replace if needed</li> <li>- check duct work for air leaks and seal if needed</li> <li>- check refrigerant level and adjust if necessary</li> <li>- check heater/AC operation</li> <li>- check safety controls, control box</li> </ul> Annual maintenance and inspection and connections <ul style="list-style-type: none"> <li>- check thermostats</li> <li>- check wiring on electrical components and repair if necessary</li> <li>- replace all air filters</li> </ul>		
3	1.00	LB	0030 Refrigerant per pound	30.00	30.00
4	1.00	HR	0040 Hourly rate per 1st technician service/labor for any work not included in the maintenance	85.00	85.00
5	1.00	HR	0050 Hourly rate for 2nd technician service/labor for any work not included in the maintenance	15.00	15.00
6	1.00	EA	0060 - Purchase of parts and materials for air condition and heating system repairs  This line item is to be used as a reference to process invoices only.  Parts and materials purchased by vendor will be paid at vendor's actual cost with prior approval by the Department of Environmental Affairs  A copy of each third party invoice shall be submitted with respective pay request  Parts and materials are not to exceed \$5,000 PER JOB  NOTE: This line item shall not be included in the total bid price of all items quoted. For bidding purposes vendors are to mark \$0.00 for this item or leave blank. This line item is to be used for billing purposes of parts and materials for repairs.		






# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/26/2016

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>  <b>State Farm</b> 	Hylton S Petit, Jr 2705 Florida Ave. Kenner, La 70062	<b>CONTACT</b> <b>NAME:</b> Hylton S Petit Jr <b>PHONE</b> (A/C, No, Ext): 504-461-0171 <b>FAX</b> (A/C, No): 504-461-0289 <b>E-MAIL</b> <b>ADDRESS:</b> hylton.petit.b27x@statefarm.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> State Farm Mutual Automobile Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
<b>INSURED</b>	Beacon Air Cond Inc 317 E 3 Rd St Kenner, La 70062-7103	<b>NAIC #</b> 25178

**COVERAGES****CERTIFICATE NUMBER:****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.

INGR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	N	N	098-9278-F13-18F	06/13/2016	12/13/2016	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

**CERTIFICATE HOLDER****CANCELLATION**

THE PARISH OF JEFFERSON, ITS DISTRICTS,  
DEPARTMENTS AND AGENCIES UNDER THE DIRECTION  
OF THE PARISH PRESIDENT AND THE PARISH COUNCIL  
Environmental Affairs Dept.  
4901 Jefferson Hwy Suite E Jefferson, La 70121  
Bid# 50-00117298

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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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2016

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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).

PRODUCER Riverlands Insurance Services Inc. 492 West 5th Street  LaPlace LA 70068  INSURED Beacon Air Conditioning, Heating & Refrigeration, 317 E 3rd Street  Kenner LA 70062	CONTACT NAME: Kayla Williams PHONE (A/C, No, Ext): (985) 652-5505 FAX (A/C, No): (985) 652-4039 E-MAIL ADDRESS: kwilliams@rivins.com  INSURER(S) AFFORDING COVERAGE INSURER A: America First INSURER B: Ohio Security Insurance Company INSURER C: Bridgefield Casualty Insurance Co 10335 INSURER D: INSURER E: INSURER F:
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## COVERAGES

CERTIFICATE NUMBER: 16-17 w/excess

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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			BKS558178871	1/31/2016	1/31/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 25,000
	AUTOMOBILE LIABILITY  ANY AUTO ALL OWNED AUTOS HIRED AUTOS  SCHEDULED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ES055818871	3/10/2016	1/31/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	019803840	1/31/2016	1/31/2017	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Employment Practices Liab			BKS558178871	1/31/2016	1/31/2017	Each Claim 12,500 Aggregate 12,500

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

General Aggregate Limit applies per project.

Cert Holder is listed as an additional insured and a Waiver of Subrogation is provided in favor of the certificate holder with respects to the GL policy.

Waiver of Subrogation is provided with respects to the WC as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

merrickbeacon@bellsouth.net

The Parish of Jefferson Its Districts Dep & Agencies Under the Direction of the Par President & the Parish Council Environmen  
Dept. BID # 50-00117298  
4901 Jefferson Hwy Suite E  
Jefferson, LA 70121

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

Kayla Williams/KAYWIL

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# JEFFERSON PARISH

## Department of Purchasing

Michael S. Yenni  
Parish President

Brenda J. Campos  
Director

August 23, 2016

### ADDENDUM # 1

Bid No.: 50-00117298

Bid Opening Date: August 29, 2016 / 11:00 AM

**For: One (1) Year Contract for Labor, Materials and Equipment for Maintenance and Repairs for Air Condition and Heating Systems for the Jefferson Parish Department of Environmental Affairs**

#### ➤ **ADDITIONAL LINE ADDED TO BID FORM**

##### LINE ITEM 0060 ADDED TO BID:

Line item 0060 has been added to the bid form for the purchase of parts and materials for air condition and heating system repairs. This line item is for invoicing purposes only and shall not be included in the total bid price of all items quoted.

Following is a revised bid form.

Bidders are to submit their bid on the revised bid form marked, "REVISED PER ADDENDUM # 1."

Failure to submit your bid submission on the correct form will result in a bid rejection.

Sincerely,

*Melissa Ovalle*

Melissa Ovalle, 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.**