

BID REJECTION FORM

Bid number: 50-00124679

Vendor Name: Louisiana Fire Extinguisher Inc.

Reasons for

Rejections: Did not provide Fire Marshal License in the Category of Kitchen
Suppression; Insurance was not valid, it expired 10/31/2018; and did not provide
the correct bid form in its entirety, incorrect signature page provided.

REVIEWED BY:

Buyer Name: Misty A Camardelle Date: 12/13/2018

Chief Buyer: Nicole Whitney Date: 12/13/18



Bid Number 50-00124679

**TWO (2) YEAR CONTRACT FOR LIFE SAFETY INSPECTIONS FOR
VARIOUS FIRE STATIONS UNDER THE JURISDICTION OF JEFFERSON
PARISH DEPARTMENT OF FIRE SERVICES**

BID DUE: DECEMBER 13, 2018 AT 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received 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: Misty A. Camardelle
Buyer Email: mcamardelle@jeffparish.net
Buyer Phone: 504-364-2683**



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Renny Simno
Director

November 2018

CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES

- **As of November 13, 2018, for all advertised (2:00 pm) bids, the bid tabulation will be released to the vendors 14 days from the bid opening date.**

Other continued changes:

- Bid submissions can be delivered to the Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123 or General Government Building, 200 Derbigny St., Suite 4400, Gretna, LA 70053. Bidders may submit bid submission to the East Bank location, pending authorization in each bid package. **Bidders should carefully read and must respond accordingly per the requirements of the bid packages. NOTE: Bidders submitting bids on the day of bid opening, bidders must submit at the West Bank location only.**
- For all advertised sealed bids, written evidence of signature authority must be included with bid submission.
- Current W9 Forms 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, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- **Proof of insurance in the form of a current certificate evidencing coverages is required with bid submission from all bidders.** Bidders must read the insurance requirement attachment included in each bid package for specific instructions. Upon contract execution, successful bidder must produce final insurance certificates in accordance with Jefferson Parish insurance requirements.

Bidders should reference the "Additional Requirements" section of the bid instructions and/or the "Important Notice to Bidders" included in the bid package for specific requirements to respond accordingly.

For more information, please call Jefferson Parish Purchasing at 504-364-2678.

Joseph S. Yenni Building – 1221 Elmwood Park Blvd., Ste. 404, Jefferson, LA 70123
Office 504.364.2678
General Government Bldg. – 200 Derbigny St – Suite 4400 - Gretna, LA 70053
Office 504.364.2678
Email: Purchasing@jeffparish.net Website: www.jeffparish.net

TWO (2) YEAR CONTRACT FOR LIFE SAFETY INSPECTIONS FOR VARIOUS FIRE STATIONS UNDER THE JURISDICTION OF THE JEFFERSON PARISH DEPARTMENT OF FIRE SERVICES

1.0 PRE BID CONFERENCE:

All prospective bidders are invited to attend the non-mandatory pre-bid conference which will be held at 10:00 am on November 29, 2018 at the Office of Fire Services located in the Emergency Operations Center at 910 3rd St., Gretna, LA 70053. 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.

A pre-bid conference will be held to allow for questions concerning this bid and bid procedures. Failure to attend the Pre-Bid Conference shall not relieve the bidder of responsibility for information discussed at the conference.

2.0 SCOPE:

The contractor shall provide all labor, materials and equipment to perform life safety tests inspections as indicated below.

This shall be a two (2) year contract.

3.0 LICENSES:

The following licenses from Louisiana State Fire Marshal will be required for this bid:

- DOT Hydrostatic Testing
- Fire Alarm
- Fire Alarm Owner
- Fire Sprinkler
- Fixed Fire Suppression
- Kitchen Suppression
- Pre-Engineered

NOTE: A copy of the Louisiana State Fire Marshal License shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.

3.0 LOCATIONS:

- A. Fire Headquarters: 834 S. Clearview Pkwy., Jefferson, LA 70123**
1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
 2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
 3. Sprinkler system inspection: annually, as per NFPA 25.
 4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
 5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.
- B. Fire Station 11: 3525 Jefferson Hwy., Jefferson, LA 70121**
1. Stove vent hood suppression system: semi-annually as per NFPA 17A.
 2. Fire alarm system: annually, as per NFPA 72, sensitivity testing 50% annually.
- C. Fire Station 13: 4642 Calumet St., Metairie, LA 70001**
1. Stove vent hood suppression system: semi-annually as per, NFPA 17A
 2. Sprinkler system inspection: annually, as per NFPA 25.
 3. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed once with in this contract.
 4. Sprinkler system alarm devices testing: quarterly as per NFPA 25.
- D. Fire Station 14: 1714 Edinburgh St., Metairie, LA 70001**
1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
 2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
 3. Sprinkler system inspection: annually, as per NFPA 25.
 4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
 5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.
- E. Fire Station 15: 1101 N. I-10 Service Rd., Metairie, LA 70005**
1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
 2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
 3. Sprinkler system inspection: annually, as per NFPA 25.
 4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
 5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.

F. Fire Station 16: 5200 Lafreniere St., Metairie, LA 70001

1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
3. Sprinkler system inspection: annually, as per NFPA 25.
4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.

G. Fire Station 17: 6616 Kawanee St., Metairie, LA 70003

1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
3. Sprinkler system inspection: annually, as per NFPA 25.
4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.

H. Fire Station 18: 3430 N. Causeway Blvd., Metairie, LA 70002

1. Stove vent hood suppression system: semi-annually as per NFPA 17A.

I. Fire Station 19: 455 Edwards Ave., Jefferson, LA 70123

1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
3. Sprinkler system inspection: annually, as per NFPA 25.
4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.

J. Fire Station 20: 4110 Hudson St., Metairie, LA 70006

1. Stove vent hood suppression system: semi-annually, as per NFPA 17A
2. Fire alarm system: annually as per NFPA 72, Sensitivity testing of detectors 50% annually.
3. Sprinkler system inspection: annually, as per NFPA 25.
4. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed as needed within this contract, as per NFPA 25.
5. Sprinkler system alarm devices testing: quarterly as per NFPA 25.

K. Fire Maintenance/Warehouse: 5512 S. Lambert St., Jefferson, LA 70123

1. Residential type stove hood suppression system: semi-annually as per NFPA 17.
2. Sprinkler system inspection: annually, as per NFPA 25.
3. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed once with in this contract

L. Jefferson Parish Training Center: 3231 River Rd., Bridge City, LA 70094

1. Residential type stove hood suppression system: semi-annually as per NFPA 17.
2. Sprinkler system inspection: annually, as per NFPA 25.
3. Sprinkler system flow test (internal pipe obstruction test) and stand pipe test: shall be performed once with in this contract.

4.0 QUANTITIES:

Contractor shall visit each job site to determine exact quantities. Contractors shall check tags to see if flow, obstruction, or hydrostatic testing is needed within this contract and include it in the contract bid price. All parts and materials that need to be changed out at time of inspection required by NFPA shall be included in the bid price, I.E. NFPA 17 requires the fire links be changed in the vent hoods at time of inspection; these links shall be included in the contract bid price. Nozzle caps shall also be included in the contract bid price.

5.0 BID INFORMATION

The contractor shall give unit prices for each test and or inspection as it pertains to each Fire station.

6.0 COMMUNICATION:

Immediately after conducting any test or inspection, the contractor shall inform the owner in writing the results of test or inspection. This report shall list all deficiencies and costs to make necessary repairs.

Contact Fire Services Director Joseph Greco at (504) 736-6201.

7.0 OMITTING AND ADDITION OF FIRE STATIONS:

The owner reserves the right to omit any fire station from contract due to it being demolished. The owner shall add new Fire stations to the two (2) year contract as they come on line.

DATE: 11/14/2018
BID NO.: 50-00124679

INVITATION TO BID
THIS IS NOT AN ORDER

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JEFFERSON PARISH

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

BUYER: MCamardelle@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 12/13/2018 AND PUBLICLY OPENED THEREAFTER.

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 will be publicly opened at the West Bank location.

At no charge, bidders may also submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

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

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

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

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

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

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

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

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

DATE: 11/14/2018

BID NO.: 50-00124679

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

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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

PROTESTS: Only those vendors that 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 which will then respond in writing as soon as possible.

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

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

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

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

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

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

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

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

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

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

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

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online.

This is a secure site and authorized personnel have limited read access only. Bidders are 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 to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

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

2, 3, 5, 6, 8, 9, 10, 11, 12, 13, 15

**PRE-BID CONFERENCE TO BE HELD AT: FIRE SERVICES OFFICE, EOCC, 910 3RD ST.
GRETN, LA 70053 AT 10:00 AM
ON 11/29/2018**

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

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.

See Page 1 for Conflicts of Interest Statement

DATE: 11/14/2018

Page: 5

BID NO.: 50-00124679

BID FORM
Non Public Works

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

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

Are you requesting an escalation provision?

YES _____ NO ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____ %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12/13/2020

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

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

12-14-18

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

49892

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Louisiana Fire Extinguisher Inc.

ADDRESS: 8339 Athens Ave.

CITY, STATE: Baton Rouge, LA ZIP: 70814

TELEPHONE: (225) 924.2421 FAX: (225) 924.2420

EMAIL ADDRESS: emallary@louisiana-fire.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form 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: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 61,450.00

AUTHORIZED SIGNATURE: Sarah Grace Brooks

Sarah Grace Brooks

Printed Name

TITLE: VP

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

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

DATE: 12/07/2018

REVISED PER ADDENDUM NO. 1

Page 6

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO (2) YEAR CONTRACT FOR LIFE SAFETY INSPECTIONS FOR VARIOUS FIRE STATIONS UNDER THE JURISDICTION OF JEFFERSON PARISH DEPARTMENT OF FIRE SERVICES		
1	4.00	EA	0001 HEADQUARTERS - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A.	100. ⁰⁰	400. ⁰⁰
2	2.00	EA	0002 HEADQUARTERS - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
3	2.00	EA	0003 HEADQUARTERS - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
4	1.00	EA	0004 HEADQUARTERS - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
5	8.00	EA	0005 HEADQUARTERS - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
6	4.00	EA	0006 STATION 11 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 11: 3525 JEFFERSON HWY. JEFFERSON, LA 70121	100. ⁰⁰	400. ⁰⁰
7	2.00	EA	0007 STATION 11 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
8	4.00	EA	0008 STATION 13 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 13: 4642 CALUMET ST. METAIRIE, LA 70001	100. ⁰⁰	400. ⁰⁰
9	2.00	EA	0009 STATION 13 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰

DATE: 12/07/2018

REVISED PER ADDENDUM NO. 1

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
10	1.00	EA	0010 STATION 13 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
11	8.00	EA	0011 STATION 13 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	100. ⁰⁰	800. ⁰⁰
12	4.00	EA	0012 STATION 14 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 14: 1714 EDINBURGH ST. METAIRIE, LA 70001	100. ⁰⁰	400. ⁰⁰
13	2.00	EA	0013 STATION 14 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
14	2.00	EA	0014 STATION 14 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
15	1.00	EA	0015 STATION 14 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
16	8.00	EA	0016 STATION 14 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
17	4.00	EA	0017 STATION 15 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 15: 1101 N. CAUSEWAY BLVD. METAIRIE, LA 70005	100. ⁰⁰	400. ⁰⁰
18	2.00	EA	0018 STATION 15 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY	150. ⁰⁰	300. ⁰⁰

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
19	2.00	EA	TESTING OF DETECTORS 50% ANNUALLY. 0019 STATION 15 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
20	1.00	EA	0020 STATION 15 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
21	8.00	EA	0021 STATION 15 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
22	4.00	EA	0022 STATION 16 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 16: 5200 LAFRENIERE ST. METAIRIE, LA 70001	100. ⁰⁰	400. ⁰⁰
23	2.00	EA	0023 STATION 16 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
24	2.00	EA	0024 STATION 16 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
25	1.00	EA	0025 STATION 16 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
26	8.00	EA	0026 STATION 16 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
27	4.00	EA	0027 STATION 17 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A.	100. ⁰⁰	400. ⁰⁰

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			LOCATION OF STATION 17: 6616 KAWANEE ST. METAIRIE, LA 70003		
28	2.00	EA	0028 STATION 17 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
29	2.00	EA	0029 STATION 17 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
30	1.00	EA	0030 STATION 17 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
31	8.00	EA	0031 STATION 17 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
32	4.00	EA	0032 STATION 18 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 18: 3430 N. CAUSEWAY BLVD. METAIRIE, LA 70002	100. ⁰⁰	400. ⁰⁰
33	4.00	EA	0033 STATION 19 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 19: 455 EDWARDS AVE. JEFFERSON, LA 70123	100. ⁰⁰	400. ⁰⁰
34	2.00	EA	0034 STATION 19 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
35	2.00	EA	0035 STATION 19 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
36	1.00	EA	0036 STATION 19 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW	800. ⁰⁰	800. ⁰⁰

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
37	8.00	EA	TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25. 0037 STATION 19 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
38	4.00	EA	0038 STATION 20 - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF STATION 20: 4110 HUDSON ST. METAIRIE, LA 70006	100. ⁰⁰	400. ⁰⁰
39	2.00	EA	0039 STATION 20 - FIRE ALARM SYSTEM, ANNUALLY AS PER NFPA 72. SENSITIVITY TESTING OF DETECTORS 50% ANNUALLY.	150. ⁰⁰	300. ⁰⁰
40	2.00	EA	0040 STATION 20 - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
41	1.00	EA	0041 STATION 20 - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE TEST ON AN AS NEEDED BASIS AS PER NFPA 25.	800. ⁰⁰	800. ⁰⁰
42	8.00	EA	0042 STATION 20 - SPRINKLER SYSTEM ALARM DEVICES TESTING, QUARTERLY AS PER NFPA 25.	175. ⁰⁰	1400. ⁰⁰
43	4.00	EA	0043 MAINTENANCE/WAREHOUSE - STOVE VENT HOOD SUPPRESSION SYSTEM, SEMI-ANNUALLY AS PER NFPA 17A. LOCATION OF MAINTENANCE/WAREHOUSE: 5512 S. LAMBERT ST. JEFFERSON, LA 70123	100. ⁰⁰	400. ⁰⁰
44	2.00	EA	0044 MAINTENANCE/WAREHOUSE - SPRINKLER SYSTEM INSPECTION, ANNUALLY AS PER NFPA 25.	275. ⁰⁰	550. ⁰⁰
45	1.00	EA	0045 MAINTENANCE/WAREHOUSE - SPRINKLER SYSTEM FIRST INSPECTION SHALL INCLUDE	800. ⁰⁰	800. ⁰⁰

DATE: 12/07/2018

REVISED PER ADDENDUM NO. 1

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00124679

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
46	58.00	EA	<p>FLOW TEST (INTERNAL PIPE OBSTRUCTION TEST) AND STAND PIPE ON AN AS NEEDED BASIS AS PER NFPA 25.</p> <p>0046 CLEANING STOVE VENT HOOD SYSTEM BEFORE SEMI-ANNUAL INSPECTIONS, ALL STOVE VENT HOODS SYSTEMS SHALL BE CLEANED IN ACCORDANCE WITH NFPA 96. THE ENTIRE EXHAUST SYSTEM SHALL BE CLEANED BY A PROPERLY TRAINED, QUALIFIED AND CERTIFIED COMPANY OR PERSON(S).</p>	550. ⁰⁰	31,900. ⁰⁰

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Louisiana Fire Extinguisher
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Louisiana Fire Extinguisher
INCORPORATED, DULY NOTICED AND HELD ON 12-6-2018,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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

Sarah Grace Brooks

SECRETARY-TREASURER

12/11/2018

DATE

Non-Public Works Bid Affidavit Instructions

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

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF LouisianaPARISH/COUNTY OF East Baton Rouge

BEFORE ME, the undersigned authority, personally came and appeared: Sarah Grace Brooks, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Vice President of Louisiana Fire Extinguishers (Entity), the party who submitted a bid in response to Bid Number 50-00124679, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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


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

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

Debt Disclosures

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

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

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

Affiant further said:

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

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

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

Sarah Grace Brooks

Signature of Affiant

Sarah Grace Brooks

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 11th DAY OF Dec, 2018

Lori T Sneed

Notary Public

Lori T Sneed

Printed Name of Notary

136352

Notary/Bar Roll Number

My commission expires upon my death

LORI T SNEAD #136352
PARISH OF EAST BATON ROUGE
MY COMMISSION IS FOR LIFE

[Print](#)

Notary Search - Detail

Name: MS. LORI T. SNEAD
Address: 138 LA MAISON BELLE DRIVE
DENHAM SPRINGS, LA 70726
Phone: (225) 229-1609
Phone 2: (225) 229-1609
Notary ID Number: 136352
Parish: LIVINGSTON with STATEWIDE JURISDICTION
Agency: N/A
Notary Type: Non Attorney
Status: Active
Commission Date: 01/19/2016
Oath Date: 01/14/2016
Surety Expiration Date: 01/14/2021
Annual Report Current: Yes

Notary Events

Name Change	Previous Name: LORI TORRANCE	Previous Commission Date: Unknown
Pre-Assessment Registration	Date: 04/06/2015 -	
Pre-Assessment Registration	Date: 10/13/2014 -	

Deceased, Inactivated, Leave of Absence, Pre-Assessment Registration, Pre-Assessment Taken, Resigned, Retirement, and Revoked events are not available prior to February 11, 2012.

[Back to Search Results](#)[New Search](#)



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Renny Simno
Director

December 7, 2018

ADDENDUM # 1

Bid No.: 50-00124679

Bid Opening Date: December 13, 2018

For: Two (2) Year Contract for Life Safety Inspections for Various Fire Stations under the
Jurisdiction of the Jefferson Parish Department of Fire Services

REVISION AND ADDITION.

✓ Omit Section 3.0 – License on page SP-1, in its entirety and replace with the following:

“3.0 LICENSES:

The following licenses from Louisiana State Fire Marshal will be required for this bid:

- Fire Alarm
- Fire Sprinkler
- Kitchen Suppression

NOTE: A copy of the Louisiana State Fire Marshal License shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.”

✓ Omit the Bid Form in its entirety and replace with the attached Bid Form per Addendum No. 1. The revised bid form adds line item “0046 - Cleaning Stove Vent Hood System. Before semi-annual inspections, all stove vent hoods systems shall be cleaned in accordance with NFPA 96. The entire exhaust system shall be cleaned by a properly trained, qualified and certified company or person(s).”



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Renny Simno
Director

CLARIFICATION.

Question: In regards to the licensing requirements, is the bidder required to hold all the licenses or can the bidder subcontract portions of the work to a licensed contractor? We would submit a copy of their State Fire Marshall license with our bid.

Answer: Subcontractor license will be accepted and must be submitted with bid packet. Bidder must also provide affiliation with the licenses submitted from subcontractor.

Question: In regards to the licensing requirements, please confirm that holding a Fire Alarm license supersedes the requirement to hold a Fire Alarm Owner license.

Answer: Correct. See above revision to Section 3.0.

Question: In regards to the licensing requirements, please confirm that holding a Fixed Fire Suppression license supersedes the requirements to hold Kitchen Suppression and Pre-Engineered licenses.

Answer: Only Fire Alarm, Fire Sprinkler and Kitchen Suppression licenses from Louisiana State Fire Marshal will be required. See above revision to Section 3.0.

Question: As per section 3.0 Licenses, will the prospective bidder need to provide all licenses listed or just licenses as to the bid they are providing. If partnering with other companies can that specific companies' license be submitted with the prime's license packet?

Answer: Yes, bidding company can partner with other companies, but partnering companies' license must be submitted with the prospective bidder packet and vendor must show affiliation to the companies.



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Renny Simno
Director

Question: As it pertains to the bid sheets, I ask that hood cleaning be added as a line item or have some way of requesting hood cleanings prior to the semi-annual hood inspections. These hoods are very heavily used and will require cleaning prior to inspection to ensure a proper inspection of the systems.

Answer: See the attached revised Bid Form per Addendum No. 1.

Question: As for the scope, is it the intent of this bid to be a whole or nothing bid? Will bids be allowed for portions of work or will only bids be accepted for all work as described in this entire bid package?

Answer: This bid will be awarded as all or nothing; subs may be used to cover all licenses listed.

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.

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

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

License Number: F935

Endorsements: Fire Sprinkler, Fire Alarm, Fixed Fire Suppression, Fire Extinguishers & Hoses, DOT Hydrostatic Testing, Security

Firm Name: LOUISIANA FIRE EXTINGUISHER, INC.

Doing Business As:

Mailing Address: 8339 ATHENS AVENUE

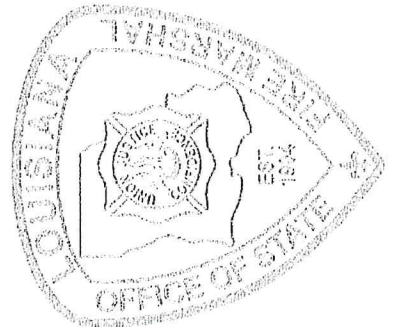
BATON ROUGE, LA 70814

Physical Location: 8339 ATHENS AVENUE

BATON ROUGE, LA 70814

This license is not transferable and may be revoked or suspended with cause.

This License was issued on 12/1/2016 and will expire on 12/1/2019



Business name/disregarded entity name, if different from above

☐ Other (see instructions) ▶

Exempt payee code (if any)

Exemption from FATCA reporting code (if any)	
--	--

City, state, and ZIP code

Requester's name and address (optional)

List account number(s) here (optional)

Social security number

[illegible]

Employer identification number

7	2	-	0	3	9	8	7	1	4
---	---	---	---	---	---	---	---	---	---

Signature of
U.S. person ▶

Date ▶

1/23/14

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

State of Louisiana



State Licensing Board for Contractors

This is to Certify that:

LOUISIANA FIRE EXTINGUISHER INCORPORATED
8339 Athens Avenue
Baton Rouge, LA 70814

is duly licensed and entitled to practice the following classifications

SPECIALTY: CARPENTRY; SPECIALTY: DETENTION LOCKS; SPECIALTY: FIRE ALARMS; SPECIALTY:
FIRE SPRINKLER WORK; SPECIALTY: FIRE SUPPRESSION; SPECIALTY: FURNITURE, FIXTURES, AND
INSTITUTIONAL & KITCHEN EQUIPMENT; SPECIALTY: KITCHEN FIRE SUPPRESSION; SPECIALTY:
PRE-ENGINEERED FIRE SUPPRESSION SYSTEMS; SPECIALTY: SECURITY; SPECIALTY:
TELECOMMUNICATIONS; SPECIALTY: TOWER CONSTRUCTION



Expiration Date: August 07, 2018

License No: 49892

Witness our hand and seal of the Board dated,
Baton Rouge, LA 8th day of August 2016

Will B. McCP
Director

Lee M. Mott
Chairman

Andy D. D...
Treasurer

This License Is Not Transferrable



LOUIFIR-01

AWILLIAMS2

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/23/2017

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 License # 231432

Hub International Gulf South
11100 Mead Road, Suite 300
Baton Rouge, LA 70816

CONTACT

NAME:

PHONE (A/C, No, Ext): (800) 789-7365

FAX (A/C, No): (225) 218-2401

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Admiral Insurance Company

24856

INSURER B: The Phoenix Insurance Company

25623

INSURER C: LUBA Casualty Insurance Company

12472

INSURER D: Westchester Surplus Lines Insurance Co.

10172

INSURER E:

INSURER F:

INSURED

Louisiana Fire Extinguisher Inc and C & I Supply
8339 Athens Ave.
Baton Rouge, LA 70814

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.

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:			CA00002031204	10/31/2017	10/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA8291B46017CAG	10/31/2017	10/31/2018	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			GX00000016702	10/31/2017	10/31/2018	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		028000017156117	10/31/2017	10/31/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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
D	Pollution Liability			G2791424A003	10/31/2017	10/31/2018	\$ 1,000,000

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

CERTIFICATE HOLDER

Louisiana Fire Extinguisher, Inc.
8339 Athens Ave.
Baton Rouge, LA 70814

CANCELLATION

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

R. Kyle Ardoin
Secretary of State

State of Louisiana
Secretary of State

COMMERCIAL DIVISION
225.925.4704



Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
LOUISIANA FIRE EXTINGUISHER, INCORPORATED	Business Corporation	BATON ROUGE	Active

Previous Names

Business: LOUISIANA FIRE EXTINGUISHER, INCORPORATED

Charter Number: 20800460D

Registration Date: 10/10/1949

Domicile Address

8339 ATHENS AVE.

BATON ROUGE, LA 708142302

Mailing Address

5366 WILDERNESS

BATON ROUGE, LA 708172473

Principal Office Address

8339 ATHENS AVE.

BATON ROUGE, LA 708142302

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 10/10/1949

Last Report Filed: 9/17/2018

Type: Business Corporation

Registered Agent(s)

Agent:	JAMES HENRY GRACE, SR.
Address 1:	8339 ATHENS AVENUE
City, State, Zip:	BATON ROUGE, LA 70814-2302
Appointment Date:	4/6/2015

Agent:	JOHN MALLORY GRACE, JR
Address 1:	8339 ATHENS AVENUE
City, State, Zip:	BATON ROUGE, LA 70814-2302
Appointment Date:	4/6/2015

Officer(s)

Additional Officers: No

Officer:	JAMES HENRY GRACE, SR
Title:	Treasurer, President
Address 1:	5366 WILDERNESS DRIVE
City, State, Zip:	BATON ROUGE, LA 70817

Officer:	JOHN MALLORY GRACE, JR
Title:	Executive Vice-President
Address 1:	25041 JOE MAY ROAD
City, State, Zip:	DENHAM SPRINGS, LA 70726

Officer:	SARAH GRACE BROOKS
Title:	Vice-President, Secretary
Address 1:	19263 CHARDONNAY AVENUE
City, State, Zip:	BATON ROUGE, LA 70817

Officer:	JAMES HENRY GRACE, JR
Title:	Vice-President
Address 1:	5949 NATURE TRAIL DRIVE
City, State, Zip:	BATON ROUGE, LA 70817

Amendments on File (2)

Description	Date
Amendment	1/24/1985
Domicile, Agent Change or Resign of Agent	4/6/2015

Print

BID BOND
(Specified Amount)

Bond Number: 72106284

KNOW ALL PERSONS BY THESE PRESENTS, That we _____
Louisiana Fire Extinguisher, Inc. _____ of
8339 Athens Ave., Baton Rouge, LA 70814 _____, hereinafter
referred to as the Principal, and Western Surety Company _____,
as Surety, are held and firmly bound unto Jefferson Parish _____
of 200 Derbigny Street, Suite 4400 Gretna, LA 70053 _____, hereinafter
referred to as the Oblige, in the sum of Three Thousand seventy two dollars and fifty cents
Dollars (\$ 3,072.50 _____), for the payment of which we bind ourselves, our legal representatives, successors
and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Oblige on a contract for _____
Life Safety Inspections for Various Fire Stations Under the Jurisdiction of Jefferson Parish Department of Fire
Services _____

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be
specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or
contract documents with surety acceptable to Oblige; or if Principal shall fail to do so, pay to Oblige the
damages which Oblige may suffer by reason of such failure not exceeding the penalty of this bond, then this
obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 11th day of December, 2018.

Louisiana Fire Extinguisher, Inc. _____
(Principal)
By Sarah Grace Brooks _____ (Seal)
Sarah Grace

Western Surety Company _____
(Surety)
By James J. Tassin _____ (Seal)
James J. Tassin Attorney-in-Fact

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Henry Luckett Marye Jr, Brenda Ann Riddle, David W Alligood, Thomas A LaPorte Jr, James J Tassin, Individually

of Baton Rouge, LA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 23rd day of February, 2016.



WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 23rd day of February, 2016, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr
J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 11th day of December, 2018.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

Authorizing By-Law

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.