



Bid Number 50-00115761

**THREE (3) YEAR CONTRACT FOR TROUBLESHOOTING AD REPAIR OF
(HVAC) HEATING, VENTILATION, AIR CONDITIONING, AND AIR
COOLED CHILLER SYSTEMS FOR THE JEFFERSON PARISH DEPARTMENT
OF GENERAL SERVICES**

BID DUE: THURSDAY, MARCH 31, 2016 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**

**THREE (3) YEAR CONTRACT FOR TROUBLESHOOTING AND REPAIRS OF
(HVAC) HEATING, VENTILATION, AIR CONDITIONING, AND AIR COOLED
CHILLER SYSTEMS FOR THE JEFFERSON PARISH DEPARTMENT OF
GENERAL SERVICES**

Section 1.0 – Pre-Bid Conference:

A Pre-Bid Conference shall be held:

Location: General Government Building
200 Derbigny Street, Suite 4400
Gretna, LA, 70053
Date: Friday, March 18, 2016
Time: 10:00 am

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.

Section 2.0 – Scope:

We extend this bid to cover the following:

- Labor, materials, transportation, supervision, and equipment necessary for a three (3) year labor only contract for the troubleshooting and repairing of various makes and models of (HVAC) Heating, Ventilation, Air Conditioning Systems, and Air Cooled Chiller Equipment for various parish buildings, for the Department of General Services.

Section 3.0 – License:

The following licenses will be required for this bid:

- A Louisiana State Mechanical Licenses
- Class "A" Jefferson Parish Mechanical License
- Class "A" Jefferson Parish Gasfitters License
- Universal EPA Certification

NOTE – Louisiana State Contractors license, Mechanical license, and Gasfitters license numbers shall be on the outside of the bid package envelope. Bidder shall submit a copy of their Universal EPA Certification within ten (10) days of the bid opening date.

Section 4.0 – Performance Bond:

A performance bond in the amount of 50% of the total contract amount will be required. Performance bond shall be produced upon contract execution.

Section 4.1 – Payment Bond:

A payment bond in the amount of 50% of the total contract amount will be required. Payment bond shall be produced upon contract execution.

Section 5.0 – Important Notice to Bidders:

- All work shall be provided on an "as-needed" basis and there shall be no guarantee as to the amount of work given throughout this contract.
- Billing for troubleshooting and repair work shall be made on an hourly basis and shall include all incidental equipment/tools, transportation, travel time, licenses, which are required to perform this work.
- Invoicing shall be for the hourly labor cost for troubleshooting and repair work this cost shall include all incidental equipment/tools, transportation, travel time, licenses, which are required to perform this work
- Bidder must receive a purchase order from the requesting department prior to any work being performed. If the successful bidder proceeds without a purchase order issued by the department the bidder could not be compensated for his labor and parts.
- There shall be no minimum call out time in terms of hours charged under the terms of this contract. Time charged to contract shall be from the time personnel arrive on site to time work is completed.

Section 6.0 – Bid Specifications:

The successful bidder shall perform the following:

- Bidder shall provide a list of the part(s) which need to be replaced and/or repaired to Jefferson Parish. At the request of Jefferson Parish the vendor shall provide the name of supplier(s) where the part(s) can be obtained promptly and a cost for the part(s).
- In case of excessive downtime Jefferson Parish may provide an additional purchase order, not to exceed \$5,000.00, to the vendor to obtain necessary part(s) to complete the repair work. In the event that the contractor is permitted

to purchase necessary part(s), Jefferson Parish will not allow a mark-up of invoice cost.

- Bidder must provide all equipment, tools, programs, and specialized equipment, necessary to complete all work and shall be qualified and trained in the troubleshooting and repair of various makes, models, and tonnage of High and Low Pressure Chiller Equipment

Section 7.0 – Response Time/Work Orders:

Bidder must provide a workforce and necessary equipment/tools to be able to respond to multiple facilities at the same time, if need be.

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

Section 8.0 – Second Opinion:

Jefferson Parish reserves the right to call for a second opinion on all diagnosis of work prior to approving any repairs.

Section 9.0 – Safety Precautions:

Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other City Officials.

Section 10.0 – Permits:

Bidder shall obtain any and all permits required by the Jefferson parish Department of Inspection and Code Enforcement and the City of Gretna (if applicable).

Bidder shall be responsible for payment of these permits. All permits must be obtained prior to the start of any project requiring permits.




Section 11.0 – Warranty:

The successful Bidder shall provide a minimum thirty (30) day warranty on all Labor. All parts purchased by successful bidder shall have full manufacturer warranty.

Attachment A – Advises vendor of the category of work hours.

Attachment A

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

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

DATE: 3/02/2016

INVITATION TO BID
THIS IS NOT AN ORDER

BID NO.: 50-00115761

JEFFERSON PARISH

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

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BUYER: MCamardelle@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053 UNTIL 2:00 PM, 3/31/2016 AND PUBLICLY OPENED THEREAFTER.

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.

All vendors submitting bids must register as a Jefferson Parish vendor if not already yet registered. Bidders may be required to furnish current W-9 Forms and respective Tax Identification Numbers within 10 days after bid opening if such information is not on file or not up to date. Registration forms may be downloaded from www.purchasing.jeffparish.net and clicking on Vendor Information.

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 and fax them to the Purchasing Department at (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. 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.

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.

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.

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

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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.

If the bid exceeds \$30,000.00 and the company is duly authorized to do business in the state of Louisiana, a corporate resolution must be submitted with the bid or the person signing the bid documents must be listed on the Louisiana Secretary of State's website as an officer of the corporation, unless bidder has otherwise complied with LSA-R.S. 38:2212(B)(5). If the bid is in excess of \$30,000 and bidder is registered out of the state of Louisiana, a corporate resolution must be submitted with the bid, unless bidder has otherwise complied with LSA-R.S. 38:2212(B)(5). Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. Bids submitted by Owner or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. Sole proprietors submitting bids for public works projects shall within 10 days after bid opening submit sole proprietorship certification.

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. IN THE EVENT OF SPLIT AWARD, THE PURCHASING DEPARTMENT MAY CONTACT VENDORS TO REQUEST REQUIRED AFFIDAVITS. THOSE VENDORS WILL HAVE 10 DAYS FROM THE DATE OF NOTICE TO SUBMIT COMPLETE, SIGNED AND NOTARIZED AFFIDAVITS IN ORIGINAL FORMATS.

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.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

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

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

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

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and 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).

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INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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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. Please note requirements contained in this bid package for electronic bid submission.

Please visit the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

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, 4, 6, 8, 9, 10, 11, 12, 13, 15

PRE-BID CONFERENCE TO BE HELD AT: PURCHASING DEPARTMENT, 200 DERBIGNY ST., SUITE 4400, GRETN, LA 70053 AT 10:00 AM ON 3/18/2016

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(l), 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.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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.
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. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached sheet. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected. JEFFERSON PARISH reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
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 (In Original Format) required; Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit and E-Verify Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department on all solicitations for construction, alteration or demolition of public building or project, including but not limited to requirements found in LSA-RS 38:2212.9; LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. 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 for the bid to be considered responsive.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits (In Original Format) required; Non-Collusion Affidavit, and Campaign Contribution Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department. See LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1 Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. 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 for the bid to be considered responsive.

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.

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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 3.0%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12-31-2016

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

30 Days

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

33486

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: TRANE U.S. Inc
ADDRESS: 530 Elmwood Park Blvd
CITY, STATE: Houma Louisiana ZIP: 70123
TELEPHONE: 504 434-3838 FAX: 504 731-0839
EMAIL ADDRESS: mbarbot@TRANE.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: ONE (3-22-2016) mab

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 1,344.00

AUTHORIZED SIGNATURE: Erin N. Braggs

Erin N. Braggs

Printed Name

TITLE: Contract Manager

See Attached Certificate.

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: 3/02/2016

INVITATION TO BID FROM JEFFERSON PARISH - continued

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BID NO.: 50-00115761

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	4,658.80 ^{1 MDS}	HR	THREE (3) YEAR CONTRACT FOR TROUBLESHOOTING AND REPAIR OF (HVAC) HEATING, VENTILATION, AIR CONDITIONING, AND AIR COOLED CHILLER SYSTEMS FOR THE JEFFERSON PARISH GENERAL SERVICES DEPT		
			0010 - NORMAL HOURLY RATE PER TECHNICIAN PER HOUR (7:00 AM TO 5:00 PM, MONDAY THRU FRIDAY, EXCLUDING HOLIDAYS)	112.00	112.00
2	659.00 ^{1 MDS}	HR	0020 - NORMAL HOURLY RATE PER HELPER PER HOUR (7:00 AM TO 5:00 PM, MONDAY THRU THRU FRIDAY, EXCLUDING HOLIDAYS)	112.00	112.00
3	1.00	HR	0030 - BEFORE/AFTER HOURS WEEKDAY RATE PER TECHNICIAN PER HOUR (5:00 PM TO 12:00 AM, MONDAY THRU THURSDAY, AND 12:00 AM TO 7:00 AM, TUESDAY THRU FRIDAY)	168.00	168.00
4	1.00	HR	0040 - BEFORE/AFTER HOURS WEEKDAY RATE PER HELPER PER HOUR (5:00 PM TO 12:00 AM, MONDAY THRU THURSDAY, AND 12:00 AM TO 7:00 AM, TUESDAY THRU FRIDAY)	168.00	168.00
5	30.00 ^{1 MDS}	HR	0050 - AFTER HOURS WEEKEND RATE PER TECHNICIAN PER HOUR (AUTHORIZATION REQUIRED) (FRIDAY 5:00 PM THRU 12:00 AM, SATURDAY AND SUNDAY ALL DAY, AND MONDAY 12:00 AM THRU 7:00 AM)	168.00	168.00
6	12.00 ^{1 MDS}	HR	0060 - AFTER HOURS WEEKEND RATE PER HELPER PER HOUR (AUTHORIZATION REQUIRED) (FRIDAY 5:00 PM THRU 12:00 AM, SATURDAY AND SUNDAY ALL DAY, AND MONDAY 12:00 AM THRU 7:00 AM)	168.00	168.00
7	1.00	HR	0070 - HOLIDAY RATES PER TECHNICIAN PER HOUR (12:00 AM TO 11:59 PM) (PROVIDE A LIST OF YOUR COMPANY HOLIDAYS PER CALENDAR YEAR)	224.00	224.00
8	1.00	HR	0080 - HOLIDAY RATES PER HELPER PER HOUR (12:00 AM TO 11:59 PM)	224.00	224.00

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INVITATION TO BID FROM JEFFERSON PARISH - continued

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BID NO.: 50-00115761

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
9	1.00	EA	(PROVIDE A LIST OF YOUR COMPANY HOLIDAYS PER CALENDAR YEAR) 0090 - PARTS THIS IS A NON-BIDABLE ITEM. THIS ITEM IS FOR PARTS NEEDED TO COMPLETE A REPAIR UP TO \$5,000.00 PER JOB, WITH THE APPROVAL FROM THE REQUESTING DEPARTMENT.	1344.00	1,344.00

CORPORATE RESOLUTION

See Attached Certificate.

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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

SECRETARY-TREASURER

DATE




Trane
3600 Pammel Creek Road
La Crosse, WI 54601 USA
T (608) 787-2000
www.irco.com

CERTIFICATE

I, Scott Smillie, Assistant Secretary of Trane U.S. Inc., One Centennial Avenue, Piscataway, NJ 08855, a Delaware Corporation, do hereby certify that Erin N. Braggs who executed the attached document is Contract Manager of Trane U.S. Inc., and that she is duly authorized to execute such documents on behalf of the Corporation.

Corporate
Seal



Signature

03/17/2016

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 WISCONSIN

PARISH/COUNTY OF LACROSSE

BEFORE ME, the undersigned authority, personally came and appeared: Erin N. Braggs, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Contract Manager of Trane U.S. Inc (Entity), the party who submitted a bid in response to Bid Number 50-00115761 to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

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

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

Debt Disclosures

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

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

Choice B X 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.

Erin N. Braggs

Signature of Affiant

Erin N. Braggs

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 17th DAY OF March, 2016.

N. Nelson

Notary Public

N. Nelson

Printed Name of Notary

114515

Notary/Bar Roll Number



My commission expires July 27, 2018

INSURANCE REQUIREMENTS - BIDS

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 or No. 113647. The contractor shall not commence work under this contract until he has obtained all insurance and complied with the requirements of the specifications and said Parish Resolutions. Except as otherwise provided by law, the Parish Attorney's Office with the concurrence of the Director of Risk Management is authorized to omit in whole or part the insurance requirements of this section in connection with contracts. Vendors inquiring about this shall submit his written request to the Purchasing Department prior to the due date of the bid. Contractor must deliver and maintain such insurances as provided; failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

Successful bidder will be required to procure standard insurance policies evidencing Parish mandated insurance requirements indicated below. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected.

1. WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

2. 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.

3. 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.

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.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

CONSTRUCTION AND RENOVATION PROJECTS:

Unless otherwise specified in the bid, these additional insurance is required. Such insurance is due upon contract execution.

OWNER'S PROTECTIVE LIABILITY

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

BUILDER'S RISK INSURANCE

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.

NOTE for CERTIFICATE HOLDER:

All insurance certificates shall list the certificate holder as follows:

"The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council." Additionally, the address on the Certificates should reflect the department which is letting the bid and reference the respective bid number.

Revised 2.10.2014



AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

TRANE U.S. INC.
3600 Pammel Creek Road
LaCrosse, WI 54601

SURETY:

(Name, legal status and principal place of business)

LIBERTY MUTUAL INSURANCE COMPANY
175 Berkeley Street
Boston, MA 02116

OWNER:

(Name, legal status and address)

JEFFERSON PARISH
200 Derbigny, Gretna, LA 70053

BOND AMOUNT: Five percent of amount bid.
(5% of Amount Bid)

PROJECT:

(Name, location or address, and Project number, if any)

Three Year Labor Agreement

Project Number, if any:

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

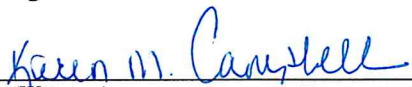
Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 4th day of March, 2016


(Witness)

Karen M. Campbell

(Witness)


Mariya Gugel

TRANE U.S. INC.

(Principal)

(Seal)

(Title)

Erin N. Braggs, Contract Manager

LIBERTY MUTUAL INSURANCE COMPANY

(Surety)

(Seal)

(Title)

Vivian Carti, Attorney in Fact

THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 7208204

American Fire and Casualty Company
The Ohio Casualty Insurance Company

Liberty Mutual Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Annette Leuschner; Cynthia Farrell; Debra A. Deming; Edward Reilly; Evangelina L. Dominick; Glenn J. Pelletiere; Jessica Iannotta; Kelly O'Malley; Robert P. McDonough; Sandra Diaz; Thomas Rhatigan; Valerie Spates; Vivian Carti

all of the city of New York, state of NY each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 15th day of December, 2015.



STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 15th day of December, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA

Notarial Seal
Teresa Pastella, Notary Public
Plymouth Twp., Montgomery County
My Commission Expires March 28, 2017
Member, Pennsylvania Association of Notaries

American Fire and Casualty Company
The Ohio Casualty Insurance Company
Liberty Mutual Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings. Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 4th day of March, 2016.



By: Gregory W. Davenport
Gregory W. Davenport, Assistant Secretary

To confirm the validity of this Power of Attorney call
1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

Not valid for mortgage, note, loan, letter of credit,
currency rate, interest rate or residual value guarantees.



LIBERTY MUTUAL INSURANCE COMPANY
FINANCIAL STATEMENT — DECEMBER 31, 2014

Assets		Liabilities	
Cash and Bank Deposits	\$744,221,142	Unearned Premiums	\$6,288,178,795
*Bonds — U.S Government	1,718,117,704	Reserve for Claims and Claims Expense	16,879,324,618
*Other Bonds	11,205,872,087	Funds Held Under Reinsurance Treaties	211,983,009
*Stocks	9,533,437,819	Reserve for Dividends to Policyholders	1,246,547
Real Estate	277,742,849	Additional Statutory Reserve	40,877,587
Agents' Balances or Uncollected Premiums	4,150,041,316	Reserve for Commissions, Taxes and	
Accrued Interest and Rents	129,261,358	Other Liabilities	<u>2,664,248,124</u>
Other Admitted Assets	<u>14,896,464,393</u>	Total	<u>\$26,085,858,680</u>
Total Admitted Assets	<u>\$42,655,158,668</u>	Special Surplus Funds	\$53,954,363
		Capital Stock	10,000,000
		Paid in Surplus	8,829,117,542
		Unassigned Surplus	7,676,228,083
		Surplus to Policyholders	<u>16,569,299,988</u>
		Total Liabilities and Surplus	<u>\$42,655,158,668</u>



* Bonds are stated at amortized or investment value; Stocks at Association Market Values.
The foregoing financial information is taken from Liberty Mutual Insurance Company's financial statement filed with the state of Massachusetts Department of Insurance.

I, TIM MIKOLAJEWSKI, Assistant Secretary of Liberty Mutual Insurance Company, do hereby certify that the foregoing is a true, and correct statement of the Assets and Liabilities of said Corporation, as of December 31, 2014, to the best of my knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation at Seattle, Washington, this 20th day of March, 2015.

T. Mikolajewski

Assistant Secretary



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

March 23, 2016

ADDENDUM # 1

Bid No.: 50-00115761

Bid Opening Date: March 31, 2016

For: Three (3) Year Contract for Troubleshooting and Repair of (HVAC) Heating, Ventilation, Air Conditioning, and Air Cooled Chiller Systems for the Jefferson Parish Department of General Services

REVISIONS.

This addendum hereby revises the length of the contract from a three (3) year contract to a two (2) year contract with a one (1) year option to renew.

Sincerely,

Misty A. Camardelle

Misty A. Camardelle, Buyer II
Jefferson Parish Purchasing Department

<p>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.</p>
--

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.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/18/2016

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).

PRODUCER MARSH & MCLENNAN COMPANIES 1166 Avenue of the Americas New York NY 10036 ATTN: 212-345-6000	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE COMPANY A: National Union Fire Insurance Company of Pittsburgh, PA 19445 COMPANY B: Travelers Indemnity Co of America 25668 COMPANY C: Travelers Property Casualty Co of Amer 25674 INSURER E: INSURER F:
INSURED Trane U.S. Inc. dba Trane 530 Elmwood Park Blvd. Harahan, LA 70123 United States	

COVERAGES**CERTIFICATE NUMBER:** 378779**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 SUBR INSD 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 <input type="checkbox"/> OWNERS & CONTRACTOR'S PROT GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC OTHER:		GL 9575083	4/17/2015	4/17/2016	EACH OCCURRENCE \$7,500,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000.00 MED EXP (Any one person) \$10,000.00 PERSONAL & ADV INJURY \$7,500,000.00 GENERAL AGGREGATE \$7,500,000.00 PRODUCTS - COMPOP AGG \$7,500,000.00
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> PHYSICAL <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		CA5260808 (AOS) CA5260807 (MA) CA5260806 (VA) APD - Self Insured	4/17/2015 4/17/2015 4/17/2015	4/17/2016 4/17/2016 4/17/2016	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000.00 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$
B B 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 <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A	TC2JUB-7434L10A-15 (AOS) TC2JUB-7434L44B-15 (MN) TRJUB-7434L424-15 (AZ, MA, OR, WI) TWXJUB-7434L45A-15 (Ohio Excess)	4/17/2015 4/17/2015 4/17/2015 4/17/2015	4/17/2016 4/17/2016 4/17/2016 4/17/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$3,000,000.00 E L DISEASE - EA EMPLOYEE \$3,000,000.00 E L DISEASE - POLICY LIMIT \$3,000,000.00

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

Please see page 2 for additional information.

CERTIFICATE HOLDERJefferson Parish General Services
200 Derbigny Street
Gretna, Louisiana 70054
United States**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

Marsh USA, Inc.
BY: Kevin G. Tietjen

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ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
	Trans U.S. Inc. dba Trane 530 Elmwood Park Blvd. Harahan, LA 70123 United States
EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: _____ FORM TITLE: _____

Jefferson Parish General Services . The Jefferson Parish, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council are included as Additional Insured where required by contract with respect to General Liability pursuant to applicable endorsement.

Job Description: Jefferson Parish General Services Bid No. 50-00115427

For questions regarding this certificate of insurance contact: Janice Ferina Email: jferina@trane.com Phone: 504-733-6789

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ENDORSEMENT # MAN 002

This endorsement, effective 12:01 A.M. 04/17/2015 forms a part of

Policy No. GL 957-50-63 issued to INGERSOLL-RAND COMPANY

BY NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA

ADDITIONAL INSURED - WHERE REQUIRED UNDER CONTRACT OR AGREEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION II – WHO IS AN INSURED, is amended to include as an additional insured:

- (1) Any person or organization to whom you become obligated to include as an additional insured under this policy, as a result of any written contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability to the extent caused by you and arising out of your operations or premises owned by or rented to you; or
- (2) Any designated person or organization, designated by you in writing to us, but only with respect to liability to the extent caused by you and arising out of your operations or premises owned by or rented to you and provided the "bodily injury", "property damage" or "personal and advertising injury" occurs subsequent to your written request to designate such person or organization as additional insured.

However, the insurance provided will not exceed the lesser of:

- The coverage and/or limits of this policy, or
- The coverage and/or limits required by said contract or agreement.

All other terms and conditions remain unchanged.



AUTHORIZED REPRESENTATIVE



TRANE

North America Sales Offices

2016 Holiday Schedule

January 1st	Friday	New Year's Day
May 30th	Monday	Memorial Day
July 4th	Monday	Independence Day
September 5th	Monday	Labor Day
November 24th	Thursday	Thanksgiving
November 25th	Friday	Day After Thanksgiving
December 23rd	Friday	Christmas Eve (Observance)
December 26th	Monday	Christmas Day (Observance)



State Licensing Board for Contractors

This is to Certify that:

TRANE U.S. INC.
530 Elmwood Park Blvd.
Harahan, LA 70123

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION; ELECTRICAL WORK (STATEWIDE); MECHANICAL WORK (STATEWIDE)



Expiration Date: April 16, 2018

License No: 33486

Witness our hand and seal of the Board dated,
Baton Rouge, LA 21st day of April 2015

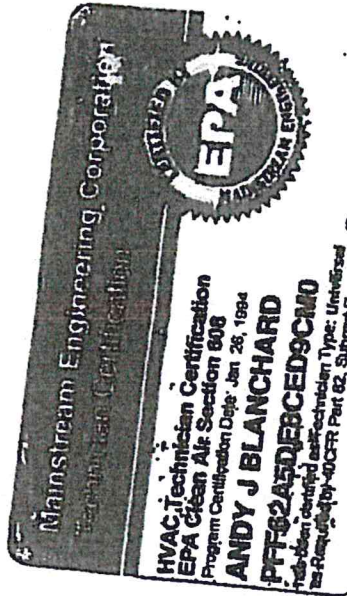
Willis MacP
Director

see m...
Chairman

This License Is Not Transferrable

Andy...
Secretary-Treasurer

EPA CARDS 2016



esco institute

Program EPA Approved
December 28, 1993

CERTIFICATE NO. 0448315516500

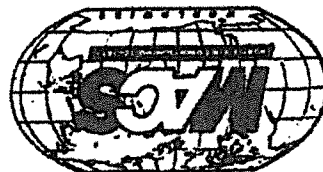
NAME: CORY J. BARRIOS

has been certified as a

UNIVERSAL

technician as required by 40CFR part 82 subpart F





OFFICERS

Nathan Dene
Past Chairman

Andrew Fitch
Chairman

Clas Swenson
Vice-Chairman

Peter Call
Treasurer

Daniel Jack
Secretary

DIRECTORS

Jan Ahlman

Luis Chinea

Michael Dawson

Rene Ferrugia

Phil Jones

Randy Raman

Danny Spitzberg

Sue Sunday

Dear Ronnie Beyer:

8/27/2009

MACS-EIF has advised MACS that a passing score of 96 % was achieved on the test you submitted for MACS Worldwide Refrigerant Recycling & Service Procedures Certification.

Enclosed is a certificate and a laminated, wallet-size card acknowledging your successful participation in this program.

PLEASE NOTE: MACS Worldwide certification does not provide you with MACS Worldwide membership benefits. Join today! You are entitled to a special electronic membership by using the enclosed application form.

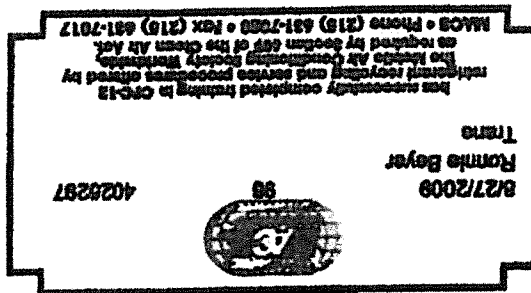
Sincerely,

Elvis Hoffpauir

President

Mobile Air Conditioning Society Worldwide

The Mobile Air Conditioning Society is a non-profit 501 (c) (6) organization dedicated to providing education and communication for the industry.



CHAIRMAN &
CHIEF EXECUTIVE OFFICER
Andrew Fitch
Phone: (215) 631-7020

PRESIDENT &
CHIEF OPERATING OFFICER
Elvis Hoffpauir
elvis@macsworld.org

MACS Worldwide Headquarters
P.O. Box 88
Lansdale, PA 19446
Phone: (215) 631-7020
Fax: (215) 631-7017

MACS WORLDWIDE ON
THE WORLD WIDE WEB
WWW.MACSWORLD.ORG
E-MAIL
info@macsworld.org

Certificate of Completion

THIS is to certify that

Michael Thompson

has been employed as a

COMPTON
TECHNICAL
SALES
REPRESENTATIVE

TECHNICAL TYPE UNIVERSAL

as required by an ORDER BE Subject to

433-04-2847

4/08/84

By

for

APR 8
1984



ESCO INSTITUTE
"Approved Training"

CERTIFICATE NO: 4369407940715

NAME: GLENN J THEOBOLD
has been certified as a

UNIVERSAL
technician as required by
40 CFR part 61 subpart F

03/08/95



United Association
Certificate of CFC Qualification



EPA-408 Technician Certification Program (EPA-Approved 4-99-003)

JOSEPH N. RUNNELS

ID#: 1166962405 LUP: 68

Has been certified as required
by 40 CFR, Part 82, Subpart F

Type II: 08/04/2004
Type III: 10/10/2006

The
Refrigeration Service Engineers Society
Confirms that
IB 069302497
MICHAEL J POCHÉ JR.

Signs up:

has been certified as **UNIVERSAL**
techniques as required by 40 CFR part 82, subpart F through the
PROPER REFRIGERANT PRACTICES
Program approved by the U.S. Environmental Protection Agency (402070)



Manager Education, Training and Testing

eoeco institute
P.O. Box 521 • Mount Prospect, IL • 60054-0521

Enclosed are the results of the test you have taken for E.P.A. certification. A passing score of 70% is required per Test Section taken. All test-takers must achieve a passing score in Section "A" (CORE QUESTIONS) to be certified in any of the other three Sections. Your test results are indicated in the bottom right hand portion of this form. If you have successfully completed Section "A", along with any other of the three sections of the Test, it is reflected on the attached Certification Card. If you wish to retake the Certification Test, you need only complete the Section(s) in which you failed to achieve a score of 70% or better.

DANIEL H. NEHLIG
2017 OLIVIA ST
MERRAUX, LA. 70075

PLEASE REPORT ANY CHANGE OF ADDRESS BY CALLING 1-800-726-9696

eoeco institute
Program EPA Approved
December 20, 1993

CERTIFICATE NO. 0436414516580

NAME: DANIEL H. NEHLIG

has been certified as a
UNIVERSAL

test-taker as required by 40CFR part 82 subpart F

SCORES

Section A	88
Section I	72
Section II	88
Section III	92

for Daniel GARCIA
personal

Certificate of Completion

This is to certify that
Daniel Garcia
has successfully completed
Technical Training
as required by 40 CFR 101.10

[Signature]

Training Officer



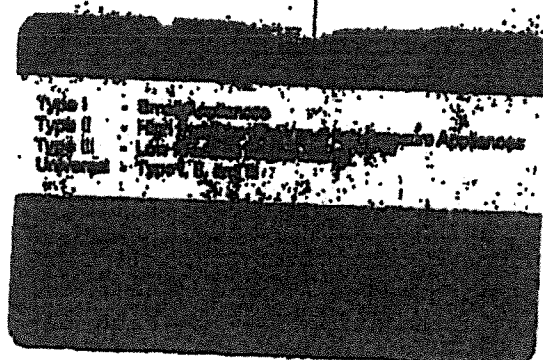
FROM : STENNIS TRANE

PHONE NO. : 2286890288

Mar. 11 2005 03:39AM P1



Toby
Chavvin



V# 34829

W-9
Form
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

Name (as shown on your income tax return)
Trane U.S. Inc.

Business name, if different from above

Check appropriate box: ☐ Individual/sole proprietor ☒ Corporation ☐ Partnership
☐ Limited liability company Enter the tax classification (Disregarded entity, C-corporation, P-partnership) ▶ ☐ Exempt
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)
530 Elmwood Park Blvd.

City, state, and ZIP code
Harahan, LA 70123

List account number(s) here (optional)

Requester's name and address (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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

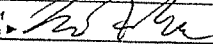
Social security number
or
Employer identification number
25 : 0900465

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).

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 more than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ 	Date ▶ 3/20/03
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General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien.
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States.
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the 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 withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

2525 Quail Drive, Baton Rouge, 70808

(225) 765-2301



Louisiana State Licensing Board for Contractors



Contractor Information

Business Name TRANE U.S. INC.
Mailing Address 530 Elmwood Park Blvd.
 Harahan, LA 70123
Phone Number (504) 733-6789
Fax Number (504) 731-0833
Email Address eric.alphonso@trane.com

Active Licenses

License Number 33486
Type Commercial License
Status LICENSED
Effective 04/21/2015
Expiration 04/16/2018
First Issued 04/16/1998

Classifications

Class	Qualifying Party	Parishes
BUILDING CONSTRUCTION	Eric Patrick Alphonso Sr.	ALL
BUILDING CONSTRUCTION	Eric Sidler Snyder	ALL
BUSINESS AND LAW	Clifford C. Graham	ALL
BUSINESS AND LAW	David Andrew Vienneau	ALL
BUSINESS AND LAW	Eric Patrick Alphonso Sr.	ALL
BUSINESS AND LAW	Eric Sidler Snyder	ALL
BUSINESS AND LAW	Thomas Anthony Mondt	ALL
ELECTRICAL WORK (STATEWIDE)	Troy Viator	ALL
MECHANICAL WORK (STATEWIDE)	Clifford C. Graham	ALL
MECHANICAL WORK (STATEWIDE)	Eric Patrick Alphonso Sr.	ALL

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50-00110161
DATE March 31, 2016
Year Contract for Troubles shooting
NA State license # 33486
son Parish Gas # 60500
son Parish Mechanical # 60440

son Parish Purchasing Dept.

1400

Derbigny St

LA 70053

BID/RFP RECEIPT

Receipt of Bid/RFP Proposal No. 50-115761

From: Yane

Company's Name

Person Received Bid: Pam B. Bailey

Number of Envelopes/Boxes Received: 1

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

RECEIVED

2016 MAR 28 AM 10:41

JEFFERSON PARISH
PURCHASING