

DATE: 8/03/2021

Page: 6

BID NO.: 50-00135289

**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 X

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 09/16/2022

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

2 weeks

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

55529

**THIS SECTION MUST BE COMPLETED BY BIDDER:**

FIRM NAME: AHG Services, LLC

ADDRESS: 2225 Piedmont Street

CITY, STATE: Kenner, LA ZIP: 70062

TELEPHONE: ( 504 ) 267-3800 FAX: ( 504 ) 267-3801

EMAIL ADDRESS: dguthans@ahgservicesllc.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 by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: #1 dated 08/29/2021

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 11,271.00

AUTHORIZED SIGNATURE: 

Douglas A. Guthans  
Printed Name

TITLE: Principal

**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.**

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00135289

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	JOB	<p>TWO YEAR SPRING &amp; FALL HVAC MAINTENANCE CONTRACT FOR THE WESTBANK DEPARTMENT OF JEFFERSON PROTECTION &amp; ANIMAL WELFARE SERVICES</p> <p>0010 COST FOR SPRING MAINTENANCE OF THE TRANE AIR HANDLERS LOCATED AT THE:</p> <p>WESTBANK ANIMAL SHELTER 2701 LAPALCO BLVD HARVEY, LA 70058</p> <p>CONTRACTOR MUST BE FACTORY TRAINED TO PERFORM WORK ON (TRANE SPLIT SYSTEMS) (DAIKIN EQUIPMENT) (100% OUT DOOR UNIT)</p> <p>*** PLEASE SEE ATTACHED SPECIFICATIONS WHICH INCLUDE ALL AIR HANDLERS ***</p>	\$6,440.00	\$6,440.00
2	1.00	JOB	<p>0020 COST FOR FALL MAINTENANCE OF THE TRANE AIR HANDLERS LOCATED AT THE:</p> <p>WESTBANK ANIMAL SHELTER 2701 LAPALCO BLVD HARVEY, LA 70058</p>	\$4,620.00	\$4,620.00
3	1.00	HR	0030 SERVICE REPAIR LABOR	\$96.00	\$96.00
4	1.00	HR	0040 SERVICE REPAIR LABOR HELPER	\$30.00	\$30.00
5	1.00	LB	0050 REFRIGERANT R-22	\$60.00	\$60.00
6	1.00	LB	0060 REFRIGERANT R410A	\$25.00	\$25.00
7	1.00	EA	<p>0070 PARTS (THIS IS A NON-BIDDABLE ITEM)</p>	XXXXXXXXXXXXXXXXXXXX	



## State Licensing Board for Contractors

AHG SERVICES, L.L.C.  
2225 Piedmont Street  
Kenner, LA 70062

This is to Certify that:

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION; HEAVY CONSTRUCTION; MECHANICAL WORK (STATEWIDE); MUNICIPAL  
AND PUBLIC WORKS CONSTRUCTION; PLUMBING (STATEWIDE); SPECIALTY: STEAM AND HOT WATER  
HEATING IN BUILDINGS OR PLANTS



Expiration Date: June 1, 2022

License No: 55529

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 2nd day of June 2019

*Will S. McCP*

Director

*Lee Madgett*

Chairman

*Andy Duvall*

Treasurer

This License Is Not Transferrable

**Jefferson Parish**  
Inspection and Code Enforcement  
Regulatory Inspection's Division

**Active Mechanical # 60764**

This is to certify that **DOUGLAS GUTHANS**  
having qualified in accordance with Jefferson Parish Ordinances is hereby granted  
authorization to engage in the above field as authorized by law.

Issue Date: 1/1/2021

Expiration Date: 12/31/2021



Mechanical Section Chief

**THIS LICENSE IS NOT TRANSFERABLE**

2021




**RESOLUTIONS ADOPTED BY SOLE  
DIRECTOR, SINGLE MANAGING MEMBER, AND  
SHAREHOLDER  
OF  
AHG SERVICES, LLC**

The undersigned, being the sole Director, Single Managing Member, and Shareholder, hereby adopts the following resolutions:

- 1) RESOLVED, that the following person be, and is hereby authorized to sign any project bid forms and bidding documents on behalf of AHG SERVICES, LLC.
- 2) RESOLVED, that the following person be, and is hereby authorized to sign any building contracts and building contract documents on behalf of AHG SERVICES, LLC.
- 3) Additionally, RESOLVED, that the following person is legally authorized to bind AHG SERVICES, LLC to a contract.

**Douglas A. Guthans**

  
\_\_\_\_\_  
**AHG Services, LLC**  
**Principal**  
**Managing Member**  
**Director and Shareholder**

  
\_\_\_\_\_  
**Date**

**Non-Public Works Bid**

**AFFIDAVIT**

**STATE OF** LOUISIANA

**PARISH/COUNTY OF** JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: DOUGLAS  
GUTHANS, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized MANAGING MEMBER of AH6 SERVICES, LLC (Entity),  
the party who submitted a bid in response to Bid Number \_\_\_\_\_, 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** NO 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 NO 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.

  
Signature of Affiant

DOUGLAS A. GUTHANS  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 5 DAY OF January 2021

  
Notary Public

J.D. Deliberto  
Printed Name of Notary

040587  
Notary/Bar Roll Number

My commission expires is for life



J D DELIBERTO  
Notary Public #040587  
Jefferson-Orleans Parish, La.  
My Commission is for Life





AHGSERV-01

CESTEP

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

8/25/2021

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).

<b>PRODUCER</b> Insurance Underwriters, Ltd. P. O. Box 6738 Metairie, LA 70009	<b>CONTACT NAME:</b> Jonathan Landry, CIC, CRA		
	<b>PHONE (A/C, No, Ext):</b> (504) 620-1795	<b>FAX (A/C, No):</b> (504) 620-1779	
	<b>E-MAIL ADDRESS:</b> jclandry@julins.com		
<b>INSURED</b>  AHG Services, LLC. 2225 Piedmont Street Kenner, LA 70062	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : Travelers Indemnity of America</b>		<b>25666</b>
	<b>INSURER B : Phoenix Insurance Company</b>		<b>25623</b>
	<b>INSURER C : Travelers Property Casualty</b>		<b>25674</b>
	<b>INSURER D : LUBA</b>		<b>12472</b>
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <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:			4TCO8293B742TIA21	4/10/2021	4/10/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA9M063347212SG	4/10/2021	4/10/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP3K417649212S	4/10/2021	4/10/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y N/A			027300452	4/10/2021	4/10/2022	<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

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

Bid: 5000135289

See attached Acord 101 Additional Remarks Schedule for additional information

Bid: 5000135289 - Two Year Spring &amp; Fall Maintenance Contract for the Westbank Department of Jefferson Protection &amp; Animal Welfare Services

**CERTIFICATE HOLDER****CANCELLATION**

Jefferson Purchasing Department  
200 Derbigny Street  
Suite 4400  
Gretna, LA 70053

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



## ADDITIONAL REMARKS SCHEDULE

AGENCY <b>Insurance Underwriters, Ltd.</b>		NAMED INSURED <b>AHG Services, LLC.</b> 2225 Piedmont Street Kenner, LA 70062	
POLICY NUMBER <b>SEE PAGE 1</b>			
CARRIER <b>SEE PAGE 1</b>	NAIC CODE <b>SEE P 1</b>	EFFECTIVE DATE: <b>SEE PAGE 1</b>	

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

## 21-22 Additional Information

Policy forms included but not limited to holders when required by written contract subject to policy terms, conditions, and exclusions prior to any incident that could result in a claim:

General Liability Policy 4T-CO-8293B742-TIA-21, 04/10/21 to 04/10/22:

Designated Project(s) General Aggregate Limit per form CG D2 11 01 04

Blanket Additional Insured per form CG D2 46 04 19 (Includes Products-Completed Operations If Required By Contract)

Blanket Waiver of Subrogation per form CG D3 16 02 19 XTend Endorsement for Contractors

Blanket Additional Insured Governmental Entities - Permits or Authorizations Relating to Operations per form CG D3 16 02 19 XTend Endorsement for Contractors

Blanket Primary and Non-Contributory Insurance if Required by Written Contract per form CG T1 00 02 19

Auto Liability Policy BA-9M063347-21-2S-G, 04/10/21 to 04/10/22

Blanket Additional Insured per form CA F1 06 02 15 Business Auto Extension Endorsement - Louisiana

Blanket Waiver of Subrogation per form CA F1 06 02 15 Business Auto Extension Endorsement - Louisiana

Blanket Additional Insured-Primary and Non-Contributory per form CA T4 99 02 16 & CA T8 02 04 21

Loss Payable Clause per form CA T4 45 04 09 (Loss payee on file for loss to a covered auto, as interest may appear)

Additional Insured (Lessor): Any lessor of a "leased auto" under a leasing or rental agreement of less than 6 months per form CA T4 52 02 16 Short Term Hired Auto - Additional Insured and Loss Payee

Worker's Compensation Policy 027000300452121, 04/10/21-04/10/22

Blanket 30 DNOC as per form WC 99 03 02

Blanket Waiver of Subrogation Where Required by Written Contract as per form WC 00 03 13

Blanket Alternate Employer Endorsement Where Required by Written Contract per forms WC 00 03 01 A

Officers Excluded: Douglas Guthans

Excess Follow-Form and Umbrella Liability Insurance Policy, Policy CUP-3K417649-21-2S, 04/10/21-04/14/22

Underlying Policies:

General Liability Policy 4T-CO-8293B742-TIA-21, 04/10/21 to 04/10/22

Auto Liability Policy BA-9M063347-21-2S-G, 04/10/21 to 04/10/22

Worker's Compensation Policy 027000300452121, 04/10/21-04/10/22



**Bond Number: SLA21766551**

**Contractor Information**

**Principal:** AHG Services, LLC

**Address:** 2225 Piedmont St. Kenner Louisiana 70062 United States

**Owner/Obligee Information**

**Bond Form:** Bid Bond in accordance with Contract Specifications

**Owner/Obligee:** Jefferson Parish

**Address:** 200 Derbigny Street Gretna Louisiana 70053 United States

**Bond Information**

**Surety:** The Gray Insurance Company

**Bid Date:** 9/16/2021

**Estimated Contract Price:** \$12,000.00

**Time For Completion:** 2 years

**Liquidated Damages:**

**Estimated Work On Hand:**

**Amount of Bid Security:** Five Percent of the Amount Bid

**Contract # or IFB #:** 50-00135289

**Description of Job:** Two Year Spring & Fall HVAC Maintenance Contract for the Westbank Department of Jefferson Protection & Animal Welfare Services

**Job Breakdown:**

**Electronic Bidding Information**

**Bid Security Percentage:** 5

**Bid Security Maximum:**

**Owner Assigned Contractor Number:**309081

**Primary Agency:**

Insurance Underwriters, Ltd.

Power of Attorney Limited to: \$10,000,000.00

**Executed**

**Entered By:** Jack Landry - 9/15/2021 10:55:51 AM ET

**Approved & Executed By:**

*Jack Landry*

Jack Landry (Signed: 15-Sep-2021 03:20 PM EDT (UTC-04:00))

[Signature Information](#)

Know all men by these presents that The Gray Insurance Company, a Corporation duly organized under the laws of the State of Louisiana, are held and firmly bound unto the above owner/obligee by this transmission. The surety agrees to waive the Statute of Fraud defense and further agrees that the owner/obligee is a third party beneficiary of the waiver for the purposes of enforcing this bid bond.