

December 13, 2021

Re: Bid# 50-00136400

**Two (2) Year Contract for Preventative Maintenance and Repair of Electrical Switchgear and Related Equipment for Jefferson Parish Department of Public Works, Water**

Dear Daphne Nelson,

Electrical Reliability Services (ERS) is pleased to offer the attached proposal for your consideration.

We look forward to working with Jefferson Parish to successfully and safely complete this project.

Should you have any questions regarding this proposal, please do not hesitate to contact me at (985) 273-7655 or email me at [Craig.Fomby@vertiv.com](mailto:Craig.Fomby@vertiv.com).

Sincerely,



Craig Fomby



***Delivering Next Level Reliability***

Craig Fomby  
**Regional Sales Engineer**

36572 Luke Dr., Geismar, LA 70734

○ 985.273.7655

[craig.fomby@vertiv.com](mailto:craig.fomby@vertiv.com) | Connect with us at [ERS.vertiv.com](https://ERS.vertiv.com)

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Ascension

BEFORE ME, the undersigned authority, personally came and appeared: Craig S.  
Form by, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Sales Engineer of Electrical Reliability Services (Entity),  
the party who submitted a bid in response to Bid Number SD-0013<sup>6400</sup>, 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.

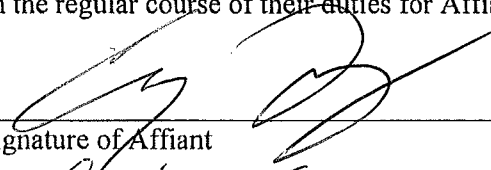
Choice B X There are **NO** debts which would require disclosure under Choice A of this section.

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.

  
Signature of Affiant

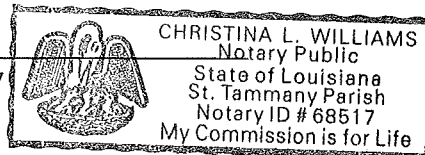
Craig S. Fomby  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 13 DAY OF December, 2021

  
Notary Public

Printed Name of Notary



Notary/Bar Roll Number

My commission expires \_\_\_\_\_.

DATE: 11/16/2021

Page: 6

BID NO.: 50-00136400

**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 N/D

MAXIMUM ESCALATION PERCENTAGE REQUESTED \_\_\_\_\_%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF February 1, 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

JANUARY 1, 2022

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

32920

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

FIRM NAME: Electrical Reliability Services, Inc.

ADDRESS: 36572 Luke Dr

CITY, STATE: Geismar, LA ZIP: 70734

TELEPHONE: (985) 273-7655 FAX: ( )

EMAIL ADDRESS: Craig.Fomby@vertiv.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: 50-00136400

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 328,705.00

AUTHORIZED SIGNATURE: Craig Fomby

TITLE: SALES Engineer

Craig Fomby  
Printed Name

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.: 50-00136400

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PREVENTATIVE MAINTENANCE AND REPAIRS OF ELECTRICAL SWITCHGEAR AND RELATED EQUIPMENT FOR JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS, WATER - TWO (2) YEAR CONTRACT		
1	1.00	ONLY	0010 - MAJOR PREVENTATIVE MAINTENANCE PROGRAM ON EXISTING ELECTRICAL SWITCH-GEAR SYSTEMS AT EAST JEFFERSON WATERWORKS, TO BE APPLIED ONLY AT EAST JEFFERSON WATERWORKS, (AS PER SPECIFICATIONS AND THE RELATED SINGLE LINE DIAGRAM).		\$194,475.00
2	1.00	ONLY	0020 - MAJOR PREVENTATIVE MAINTENANCE PROGRAM ON EXISTING ELECTRICAL SYSTEMS AT WEST JEFFERSON WATERWORKS, TO BE APPLIED ONLY AT WEST JEFFERSON WATERWORKS, (AS PER SPECIFICATIONS AND THE RELATED SINGLE LINE DIAGRAM).		\$109,200
3	8.00	ONLY	0030 - INSPECTION OF GROUNDING SYSTEM AT ELEVATED WATER STORAGE TANKS.  EASTBANK 3 WESTBANK 5	\$750.00	\$6000.00
4	2.00	EA	0035 - INSPECTION OF GROUNDING SYSTEM AT ELEVATED WATER STORAGE TANKS.  (FOR GRAND ISLE ONLY)  GRAND ISLE 2	\$1240.00	\$2480.00
5	30.00	EA	0040 - RELATED MANHOLE WORK AND INSPECTIONS AS DESCRIBED IN  SUB-PARAGRAPHS NOS. 4.7.8 & 4.7.9	\$125.00	\$3750.00
6	40.00	HR	0050 - COST PER ONE (1) MAN-HOUR FOR ENGINEERING SERVICES  (ALL ASSOCIATED COSTS SHALL BE INCLUDED IN THE UNIT PRICE BID)	\$120.00	\$4800.00
7	40.00	HR	0060 - COST PER ONE (1) MAN-HOUR FOR TECHNICIAN SERVICES  (ALL ASSOCIATED COSTS SHALL BE INCLUDED IN THE UNIT PRICE BID)	\$115.00	\$4600.00
8	40.00	HR	0070 - COST PER ONE (1) MAN-HOUR FOR ELECTRICIAN SERVICES	\$85.00	\$3400.00

DATE: 11/16/2021

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00136400

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
9	1.00	ONLY	<p>(ALL ASSOCIATED COSTS SHALL BE INCLUDED IN THE UNIT PRICE BID)</p> <p>9999 - PARTS AND MATERIALS</p> <p>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.</p> <p>INVOICES SHALL BE SUBMITTED AT COST ONLY (WITH NO MARKUP)</p>	NA	NA



NICHOLAS SMITH  
Associate General Counsel  
Services, Americas  
O +614 841 5619  
E [Nicholas.P.Smith@Vertiv.com](mailto:Nicholas.P.Smith@Vertiv.com)

December 8, 2021

Jefferson Parish  
1221 Elmwood Park Blvd.  
Suite 411  
New Orleans, LA 70123

Subject: Electrical Reliability Services, Inc.'s Signature Authorization Letter  
**Bid # 50-00136400**

To Whom It May Concern:

Please be advised, Craig Fomby, *Regional Sales Engineer*, by and through his position, has the authority to act, bind and sign on behalf of Electrical Reliability Services, Inc., a Vertiv company, in all negotiations, concerns and transactions with the Parish of Jefferson, Louisiana, or any of its agencies, departments, employees or agents.

Please contact me if you have any questions or need additional information.

Sincerely,

  
Nicholas Smith  
Associate General Counsel



MARSH USA, INC.(Salt Lake City, UT) - Tina Davis

**Bond Number: SLA21503648****Contractor Information****Principal:** Electrical Reliability Services, Inc. 225-647-0732**Address:** 36572 Luke Drive Geismar Louisiana 70734 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****Bid Date:** 12/16/2021**Surety:** Western Surety Company**Rider Present:** [Click here to view](#)**Estimated Contract Price:** \$328,705.00**Time For Completion:** 2 Years**Liquidated Damages:****Estimated Work On Hand:****Amount of Bid Security:** 5%**Contract ID Number:** 5000136400**Description of Job:** Two (2) Year Contract for Preventative Maintenance and Repair of Electrical Switchgear and Related Equipment for Jefferson Parish Department of Public Works, Water**Job Breakdown:****Electronic Bidding Information****Bid Security Percentage:** 5**Bid Security Maximum:****Contractor's State Vendor ID Number:** 14787**Primary Agency:**

MARSH USA, INC.(Salt Lake City, UT)

Agency Power of Attorney Limited to: Unlimited

Executed

**Bond Entered By:** Tina Davis - 12/10/2021 12:13:36 PM ET**Bond Approved & Executed By:** Tina Davis - 12/10/2021 12:13:52 PM ET

Know all men by these presents that Western Surety Company, a Corporation duly organized under the laws of the State of South Dakota, 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.

© S2000, Inc.

[Privacy Policy](#)

WE'RE HERE TO HELP

# CERTIFICATE OF ACCREDITATION

is hereby granted to

***Electrical Reliability Services***

Gonzales, Louisiana

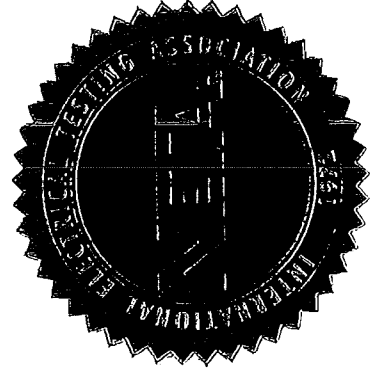
AS RECOGNIZED BY THE

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION

January 1, 2020 – January 31, 2021

Ken Bassett

Ken Bassett  
Membership Chair



INTERNATIONAL ELECTRICAL TESTING ASSOCIATION

3050 OLD CENTRE ROAD ~ SUITE 101 ~ PORTAGE, MI 49024 ~ WWW.NETAWORLD.ORG

NETA

# CERTIFICATE OF ACCREDITATION

is hereby granted to

*Electrical Reliability Services  
Geismar, LA*

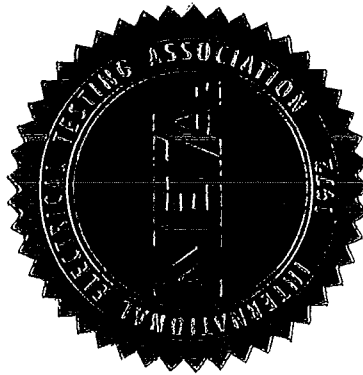
AS RECOGNIZED BY THE

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION

January 1, 2021 – January 31, 2022

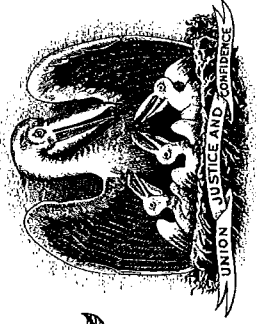
*Ken Bassett*

Ken Bassett  
Membership Chair



INTERNATIONAL ELECTRICAL TESTING ASSOCIATION  
3050 OLD CENTRE - SUITE 102 - PORTAGE, MI 49024 - WWW.NETAWORLD.ORG

# State of Louisiana



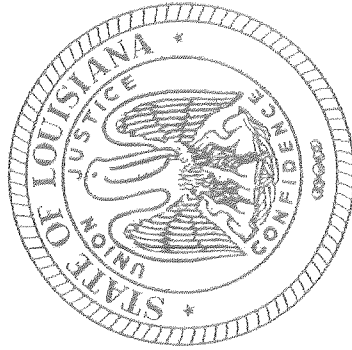
## State Licensing Board for Contractors

This is to Certify that:

ELECTRICAL RELIABILITY SERVICES, INC.  
6900 Koll Center Parkway, Suite 417  
Pleasanton, CA 94566

is duly licensed and entitled to practice the following classifications

ELECTRICAL WORK (STATEWIDE)



Expiration Date: June 19, 2023

License No: 32920

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 20th day of June 2020

*Will B. McCP*

Director

*Lee Mallett*

Chairman

*Andy M. Mallett*

Treasurer

This License Is Not Transferrable



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/29/2020

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> Marsh Risk & Insurance Services CA License #0437153 633 W. Fifth Street, Suite 1200 Los Angeles, CA 90071 Attn: LosAngeles.CertRequest@marsh.com CN115708849-STAND-GAWUL-20-21 ERS GAWUPL XXX1X	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Everest National Insurance Company <b>INSURER B:</b> Everest Premier Insurance Company <b>INSURER C:</b> Midwest Employers Casualty Company <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b> 10120 16045 23612
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**COVERAGES** **CERTIFICATE NUMBER:** LOS-002520851-01 **REVISION NUMBER:** 4

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 checked="" type="checkbox"/> SIR \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		RM1GL00036-201	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> 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		RM1CA00051-201	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 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 <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 25,000		XC8CU00066-201	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	<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 <input checked="" type="checkbox"/> N	RM1WC00062-201 (AOS) RM1WC00063-201 (FL, ME, NJ) RM1WC00064-201 (MA, WI) EMP LIAB ONLY FOR OH,ND,WA&WY	12/31/2020 12/31/2020 12/31/2020	12/31/2021 12/31/2021 12/31/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
C	Ohio Excess Worker's Comp. and Employer's Liability		EWC009384 SIR: \$500K Each Acc./ Each Disease	12/31/2020	12/31/2021	Ohio XSWC Limit Statutory Ohio Employers Liability Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: Business unit- Electrical Reliability Services, Inc., a Vertiv company, is a named insured.

## CERTIFICATE HOLDER

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

## 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  
of Marsh Risk & Insurance Services

*Marsh Risk & Insurance Services*

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AGENCY CUSTOMER ID: CN115708849LOC #: Los Angeles**ADDITIONAL REMARKS SCHEDULE**Page 2 of 2

<b>AGENCY</b> Marsh Risk & Insurance Services		<b>NAMED INSURED</b> Vertiv Holdings Co and all Subsidiary Companies 1050 Dearborn Dr. Columbus, OH 43085
<b>POLICY NUMBER</b>		
<b>CARRIER</b>	<b>NAIC CODE</b>	
<b>EFFECTIVE DATE:</b>		

**ADDITIONAL REMARKS****THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,****FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

## Named Insureds and Business Units

## Named Insureds

Vertiv Holding Corporation

Vertiv Holdings, LLC

Vertiv Intermediate Holding Corporation

Vertiv Intermediate Holding II Corporation

Vertiv Group Corporation (DBA: Vertiv Co.)

## Business Units

Vertiv Corporation, a Vertiv Company is a named insured

Vertiv IT Systems, Inc., a Vertiv Company, is a named insured

Electrical Reliability Services, Inc., a Vertiv Company, is a named insured

High Voltage Maintenance Corporation, a Vertiv Company, is a named insured

Liebert Field Services, Inc., a Vertiv Company, is a named insured

UP Systems Incorporated, a Vertiv Company, is a named insured

Liebert North America, Inc., a Vertiv Company, is a named insured

Energy Labs, Inc. a Vertiv Company is a named insured

Charlotte Properties, LLC, a Vertiv Company is a named insured

Vertiv Canada ULC, a Vertiv Company is a named insured

## Request for Taxpayer Identification Number and Certification

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

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

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Electrical Reliability Services, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

36572 Luke Drive

6 City, state, and ZIP code

Geismar, LA 70734

Requester's name and address (optional)

7 List account number(s) here (optional)

### Part I Taxpayer Identification Number (TIN)

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

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

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

9 4 - 1 7 4 2 8 9 6

### Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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

Sign  
Here

Signature of  
U.S. person ►

*Dicki LeBlanc*

Date ►

*7/2/20*

### General Instructions

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

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

### Purpose of Form

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

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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