

## State Licensing Board for Contractors

This is to Certify that:

SATELLITE SHELTERS, INC.  
2530 Xenium Ln N, Suite 150  
Plymouth, MN 55441

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION



Expiration Date: August 16, 2026

License No: 47934

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 17th day of August 2023

*Willis May*  
Director

*See Mallett*  
Chairman

This License Is Not Transferrable

*Andy Dumas*  
Treasurer



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
03/16/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA	CONTACT NAME:		
	PHONE (A/C. No. Exl): (866) 283-7122	FAX (A/C. No.): (800) 363-0105	
	E-MAIL ADDRESS:		
INSURED Satellite Shelters, Inc. 2530 Xenium Lane Minneapolis MN 55441 USA	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Zurich American Ins Co		16535
	INSURER B: American Zurich Ins Co		40142
	INSURER C: Westchester Fire Insurance Company		10030
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES CERTIFICATE NUMBER: 570098344723 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. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			GL0651006233	04/01/2023	04/01/2024	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 \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> Hired AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP 6510063-33	04/01/2023	04/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION			G71505996005	04/01/2023	04/01/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC106083005	04/01/2023	04/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER 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)  
Evidence of Insurance. WC 10608301 Does Not Apply to The Monopolistic Sates (ND, OH, WA, and WY) Puerto Rico Or The Virgin Islands.

## CERTIFICATE HOLDER

## CANCELLATION

Satellite Shelters, Inc. 2530 Xenium Lane North Minneapolis MN 55441 USA	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  <i>Aon Risk Services Central, Inc.</i>

Holder Identifier :

Certificate No : 570098344723



3700 US Hwy 51  
Laplace, LA 70068-5997

**Satellite Shelters, Inc.**  
Remittance Address  
PO Box 860700  
Minneapolis, MN 55486-0700

Phone: 985-651-4275  
Mobile: (985) 379-6569

Your Satellite Sales Representative:  
**Christopher Nicolay**  
Email: christophern@satelliteco.com  
**Contract Date:** 12/19/2023  
**Contract No.:** RQ264725  
Page: 1

**Company: C32257**

Jefferson Parish  
834 Clearview Pkwy  
New Orleans, LA 70123

**Contact:**

Brenda Bellow  
504-364-2678  
bbellow@jeffparish.net

**Ship-To Address:**

Jefferson Parish  
Jefferson Parish Citizen Trash Drop Off  
400 David Drive  
Metairie, LA 70003

**Pymt Terms:** 35%BAL N30

**Substantial Completion Date (On or About):** 01/19/2024

Description	Qty	Unit Price	Total Price
8' x 8' x 7' Guard Shack *Pre-Assembled Welded Steel*	1	92,528.00	92,528.00
The following price above includes: The Guard Shack, Gable Roof, PE Stamped Structural Drawings, Offload and Anchor (w/ equipment), Shipping and Handling to LA 70003			

\*Lead time upon receipt of order would be about 18 weeks. Liquidated Damages will start on the 19th week after receipt of order. Included in separates papers are the specifications on the Guard Shack w/ floorplan.\*

**Pre-Tax Total Contract 92,528.00**

Acceptance of this quote by signature constitutes a Sale Agreement and acceptance of Satellite Shelters, Inc. (Seller) New Sale Agreement Terms and Conditions which can be viewed on the following pages of this document. Applicable taxes will be added to Contract Sum unless a proper form of exemption is provided.

Buyer Signature:

Title:

Date:

PO #:

Seller Signature:

Title:

Date:



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Email: christophern@satelliteco.com

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**Page:** 2

#### New Sale Agreement

This Sale Agreement ("Agreement") is entered into on December 19, 2023, ("Effective Date") by and between Satellite Shelters, Inc., a Minnesota corporation with offices located at 2530 Xenium Lane North, Suite 150, Minneapolis, MN 55441, ("Seller") and Jefferson Parish ("Buyer"), with offices located at 834 Clearview Pkwy New Orleans, LA 70123, . Seller and Buyer are periodically referred to as the "Parties."

#### 1. Attachments

Expressly incorporated in and made part of this Agreement by reference are the following documents relating to this Equipment sale:

- a. Pricing Summary dated ("Pricing Summary").
- b. Floor Plan dated ("Floor Plan").
- c. Specifications dated ("Specification").
- d. Delineation of Responsibilities dated ("DOR").

Further, this Agreement may contain schedules and/or amendments which are specifically incorporated into this Agreement.

#### 2. Equipment

"Equipment" as used in this Agreement is that equipment specifically set forth and identified in the Specifications.

#### 3. Schedule

Unless detailed by an attached schedule, the date by which the Equipment must be substantially completed ("Substantial Completion") is set as **1/19/2024** after delivery of Equipment to Seller from final plan approval by Buyer (and/or local authorities as applicable), and receipt of applicable permits. This Agreement's start date is when: (1) Seller receives all deposits; (2) the Agreement is executed; and (3) drawings are approved.

#### 4. Payment

In consideration of Seller furnishing the Equipment, Buyer will pay to Seller the sum of **\$92,528.00**, subject to such additions or deductions relative to changes which may be agreed upon between the Parties in writing.

Payment must be made to Seller at:

PO Box 860700  
Minneapolis, MN 55486-0700

Buyer must pay to Seller the full sales price within thirty (30) days after the invoice date.

In the event delivery of Equipment for the project requires more than one shipment, Seller, may, at its option, render separate invoices for each shipment. If shipment of any part of the project is delayed, Buyer's obligation for the remainder of the Equipment will not be affected.

#### 5. Taxes

In addition to the invoice payments, Buyer must pay all costs, expenses, fees, and charges incurred in connection with the Equipment and the use and operation of the Equipment; servicing costs, sales taxes, personal property, and other ad valorem taxes; and all assessments and other governmental charges whatsoever and by whomsoever payable on the Equipment, or on the use, ownership, possession, rental, shipment, transportation, delivery, or operation of the Equipment.

#### 6. Delivery

Seller's delivery of the Equipment may be subject to delays in manufacture or delivery due to fire, flood, windstorm, riot, civil disobedience, strike, freight embargoes, failure to secure materials from the usual source of supply, Act of God, delays by regulatory authorities, delays caused by COVID-19 or any epidemic/pandemic, or any other circumstances beyond Seller's control which prevents the manufacture of the Equipment or of deliveries in the normal course of business.

Seller will not be liable to Buyer for any damages, failure, or delay in obtaining the Equipment or delivering the Equipment. By taking delivery of the Equipment, Buyer acknowledges that the Equipment is in good operating order, repair, working condition and is fit for the purpose for which it is purchased.

#### 7. Site Preparation

Buyer is solely responsible for any and all materials, labor, and site preparation, including any third-party professional review of the site. The site selection and suitability are solely the responsibility of Buyer. The site must be level (1' in 70') and clear of obstructions above and below the ground. Seller is not responsible for subsurface or concealed conditions, or settling of the Equipment for improper foundation, drainage, or soil bearing.

Buyer warrants that it owns, or has the right to construct buildings on, or the right to place Equipment on, the property upon which the Equipment as described in this Agreement is to be delivered. Seller is not responsible for encroachments of any type. Buyer warrants that said Equipment will not violate any zoning restrictions or other laws, and Buyer agrees to indemnify and hold Seller harmless from all loss or damage or liability which may result by reason of site selection or site preparation.



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Email: christophern@satelliteco.com

**Contract Date:** 12/19/2023  
**Contract No.:** RQ264725  
**Page:** 3

#### **8. Local Laws**

Buyer is solely responsible for compliance with applicable local building codes, for obtaining any type of building permits, zoning approvals, and licenses that may be required on the project, and for payment of state and local taxes, which may be applicable to the sale covered by this Agreement. Seller assumes no responsibility for compliance with local codes.

#### **9. Indemnification**

Except for any damages caused by the negligent or willful actions of Seller, its agents or employees, Buyer indemnifies Seller and holds Seller, its agents, and employees, harmless of and from any and all losses, damages, claims, demands, or liability of any kind or nature whatsoever, including legal expenses and attorney's fees arising from or related to the installation, use, condition, or operation of the Equipment, and by whomsoever used or operated.

#### **10. Assignment**

Buyer agrees that it may not assign or transfer this Agreement or any amount payable under the Agreement without the prior written consent of Seller. Buyer agrees that nothing contained in this Agreement will prohibit Seller, its assigns, and/or successors from selling, assigning, and/or transferring all of its right, title, and interest in and to this Agreement, the property described in this Agreement, and all monies to become due under this Agreement.

#### **11. Cross-Default**

Seller and Buyer may supplement this Agreement with schedules and amendments. In addition, Seller and Buyer may enter into additional lease agreements or sale agreements with each other. A default under this Agreement also constitutes a default under every other agreement the Parties may have with each other. Further, a default under any agreement between Seller and Buyer constitutes a default under this Agreement.

#### **12. Buyer's Obligations**

Buyer agrees not to interfere with the progress of the work, and not to occupy any portion of the Equipment until all terms and conditions of this Agreement are fulfilled by both Parties. Buyer further agrees not to permit any workers, other than those of Seller, to work at or in the immediate vicinity of the Equipment, without Seller's written consent, until Seller's work on the Equipment is completed. Should any workmen, or contractors or sub-contractors of Buyer perform any such work, Buyer will furnish to Seller, in writing, their names before such work is recommended. Buyer agrees to pay Seller for any damage that may be caused by anyone other than workers or sub-contractors of Seller, by reason of disturbing or damaging concrete forms, grade finishing, or any construction work or installation in progress whatsoever.

#### **13. Buyer Supplied Materials and Labor**

No charge for labor or material furnished by Buyer will be allowed as a credit under this Agreement, unless authorized in writing by Seller before such labor or materials being furnished.

#### **14. Purchase Money Security Interest**

To secure payment by Buyer to Seller of the purchase price of goods sold, or to be sold, from time to time, to Buyer by Seller, together with all other charges and liabilities arising from time to time due to Seller from Buyer in connection with any such sale and under this Agreement (collectively "Indebtedness"), Buyer grants to Seller a continuing security interest and purchase money security interest in all the following property ("Collateral") wheresoever the same may be from time to time located:

All Buyer's Equipment of or from Seller, including any equipment after-acquired or received by Buyer from Seller, as well as products and proceeds arising from the sale or similar disposition by Buyer of any such Equipment, including but not limited to cash, accounts receivable, notes, contract rights, chattel paper, documents of title, and any other obligation due to Buyer as payment for the sale or similar disposition of any of the above-described items and insurance proceeds.

#### **15. Insurance**

Buyer, at Buyer's cost and expense, must immediately procure and keep in full force the insurance described in this section naming Seller as the certificate holder until such time as Buyer has paid to Seller all sums due and owing under this Agreement and Seller completes all work contemplated or required under this Agreement or the DOR.

Buyer must procure all-risks insurance covering Seller, as an additional insured and loss payee, for loss of or damage to the Equipment and all of Seller's property located on, at or adjacent to the building site or while in transit to the building site (including, at a minimum, materials in place or to be used as part of the permanent construction, surplus materials, temporary structures, scaffolding and staging, protective fencing, bridging, forms, and miscellaneous materials and supplies) on a full replacement cost basis. At a minimum, such insurance must cover, and shall not exclude, loss or damage caused by fire, lightning, explosion, windstorm, hail, riot, civil commotion, vandalism, sprinkler leakage, volcanic action, falling objects, weight of snow, ice or sleet, water damage, flood, earthquake or other earth movement, and collapse. The limits of such insurance, if any, applicable to the Equipment and Seller's property must be no less than the full contract payment price stated herein.

Buyer must procure liability insurance covering Seller, as an additional insured, for sums Seller becomes obligated to pay because of bodily



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Page: 4

injury, property damage, or personal and advertising injury to third parties, and for medical expenses to third parties, arising out of, in whole or part, the construction, use or condition of Seller's Equipment, or any portion thereof, or out of any act or omission of Seller in performing any work contemplated or required under this Agreement or the DOR. The limits of such insurance must be, at a minimum, \$1,000,000 per occurrence.

The insurance policies required under this section must each have a maximum deductible or self-insured retention of \$5,000, for which Buyer is responsible, must be primary over any policies of Seller, must contain provisions stating Buyer, and its insurer, waive all subrogation rights against Seller, and must contain provisions stating that the policies cannot be cancelled or allowed to expire until at least 30 days' prior written notice to Seller. Prior to delivery of the Equipment, Buyer must provide Seller with Certificates of Insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

#### **16. Default**

In the event any act or thing required of Buyer under this Agreement is not done and performed in the manner and at the times required by this Agreement, Buyer will be held in default, and all amounts due under the terms and conditions of this Agreement will be payable immediately by Buyer to Seller, without demand by Seller. Seller may take possession of the Equipment and is authorized by Buyer to enter upon any premises of Buyer without notice for the purpose of taking possession of the Equipment. Repossession by Seller or the surrender of the Equipment to Seller will not affect the right of Seller to recover from Buyer any and all damages which Seller may have sustained by reason of the breach of any of the covenants, terms, or conditions of this Agreement.

#### **17. Repossession**

BUYER ACKNOWLEDGES THAT SELLER HAS BEEN GIVEN THE RIGHT TO REPOSSESS THE EQUIPMENT SHOULD BUYER BE IN DEFAULT OF ITS OBLIGATIONS UNDER THIS AGREEMENT. BUYER WAIVES ANY RIGHT TO REQUIRE SELLER TO GIVE BUYER NOTICE AND A JUDICIAL HEARING BEFORE EXERCISING SUCH RIGHT OF REPOSSESSION.

#### **18. Warranty**

The Equipment is warranted for a period of one year from date of occupancy or Substantial Completion, whichever is earlier, against defects in material and workmanship under normal use and service, unless otherwise stated by warranties of Seller's supplier or purchased components. Buyer will deal directly with Seller if a claim arises, and any such claim must be in writing. This warranty does not cover items such as heater, air conditioner, water heater, tires, and other components which may carry their own warranty, nor does it cover any Equipment that has been subjected to misuse, neglect, or accident.

Should any failure to comply with the foregoing warranty appear within such one-year period, Seller will, at its option, either repair or replace the defective part. The remedy provided in this paragraph 19 is Seller's only obligation and the sole exclusive remedy for failure by Seller to conform to the foregoing warranty. In no event will Seller be liable for incidental or consequential damages, including by way of illustration and not limitation, loss of profits and loss of other property or equipment.

Seller will assume no expense or responsibility for the cost of any repairs if Seller is not notified in advance in writing of the need for such repairs and if Seller is not given the opportunity to perform such repairs with its own forces or to otherwise manage complete correction of the problem.

THE FOREGOING WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty no longer remains in effect if the Equipment is exported from the continental United States, anytime during the one-year warranty period.

The warranty is limited to "normal" usage and exposure. The following non-exclusive list is not "normal" and therefore excluded from this warranty:

- a. Improper installation affecting the structural design of the Equipment (if installed by anyone other than Seller) or failure to provide the proper drainage of water from all surfaces without internal penetration of the Equipment.
  - b. Improper maintenance.
  - c. Damages caused by work not performed by Seller or Seller's agents.
  - d. Installation in an area subject to heavy fall-out or exposure to corrosive chemicals, ash, or fumes from chemical plants, foundries, plating works, kilns, fertilizing manufacturers, paper plants, and the like.
  - e. Acts of God, vandalism, falling objects, external forces, explosion, fire, riot, acts of war, and radiation.
- In the event that any defect is discovered by Buyer, notice of the defect must be given to Seller in writing, and such notice must be sent within the warranty period by certified registered mail. The warranty is tendered for the sole benefit of the original Buyer and is not transferable or assignable and further is void in the event the product is removed from its original location of installation.



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Page: 5

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#### **19. Disclaimer; Limitation of Liability**

Seller has no liability whatsoever to Buyer for any indirect, consequential, incidental, or punitive damages, costs, or expenses, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, LOSS OF USE, OR BUSINESS INTERRUPTION, WHETHER FOR BREACH OF CONTRACT, TORT, OR UNDER ANY OTHER LEGAL THEORY, WHETHER FORESEEABLE OR NOT AND WHETHER OR NOT EITHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE, AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. IN NO EVENT MAY SELLER'S LIABILITY TO BUYER UNDER THIS AGREEMENT EXCEED THE ACTUAL AMOUNTS PAID BY BUYER TO SELLER UNDER THIS AGREEMENT FOR THE EQUIPMENT.

#### **20. Attorney's Fees and Costs**

In the event Buyer defaults under this Agreement, Seller will be entitled to recover from Buyer, in addition to all other items of damages, all costs and expenses, including court costs and reasonable attorney's fees incurred by Seller to enforce its rights and remedies under this Agreement.

#### **21. Financing Statement**

Seller is authorized by Buyer to cause this Agreement or other instruments, including Uniform Commercial Code Financing Statements, to be filed or recorded for the purposes of showing Seller's interest in the Equipment. Buyer agrees to execute any such instruments as Seller may request from time to time.

#### **22. Interest and Late Charges**

If payment is not received on the due date indicated on an invoice, to compensate Seller for damages caused by Buyer's failure to pay on time, Buyer must pay interest on all late payments in an amount equal to the lesser of: (a) one and one-half percent (1½%) per month, or (b) the maximum percentage allowed by law, calculated daily and compounded monthly.

#### **23. Miscellaneous**

Time is of the essence regarding this Agreement. This Agreement may be signed in any number of counterparts, and each constitutes a duplicate original. The Parties agree to execute, or if required, acknowledge such further counterparts of this Agreement or any other documents as may be necessary to comply with the provisions of any applicable law at any time in force which requires the recording of filing of this Agreement or a copy of this Agreement in any public office of the United States or any state or political subdivision, and agrees to pay the fees or charges imposed by law for any such mandatory filing or recording as well as the amount of any stamps or documentary taxes, federal or state, levied or assessed on this Agreement.

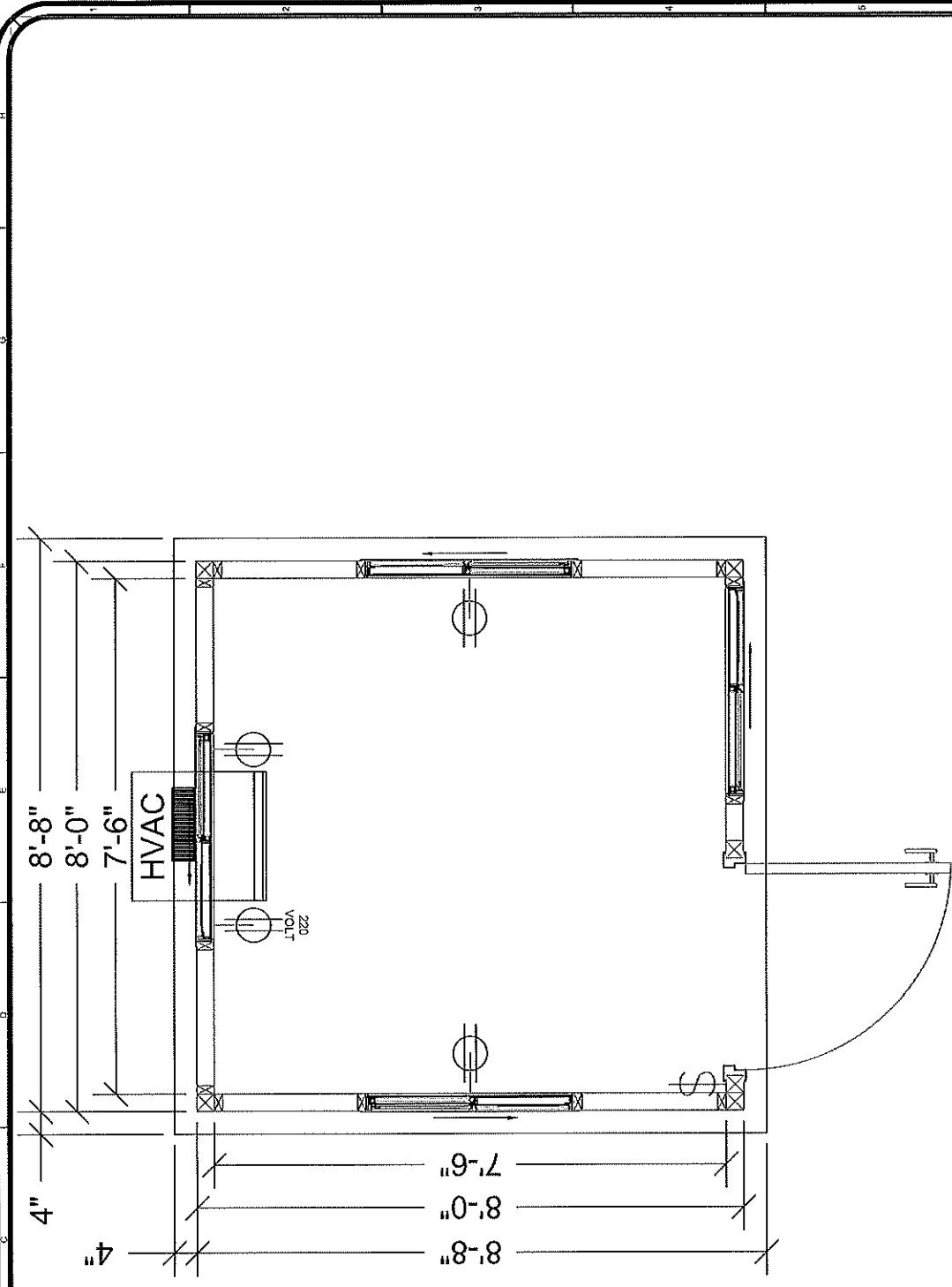
This Agreement was jointly drafted by the Parties, and the Parties agree that neither should be favored in the construction, interpretation or application of any provision or any ambiguity. There are no unwritten or oral agreements between the Parties. This Agreement, those documents specifically set forth in section 1, and any schedules or amendments, constitute the entire understanding and agreement between Seller and Buyer with respect to the sale of the Equipment superseding all prior agreements, understandings, negotiations, discussions, proposals, representations, promises, commitments, and offers between the Parties, whether oral or written. No provision of this Agreement may be deemed waived, amended, discharged, or modified orally or by custom, usage, or course of conduct unless such waiver, amendment or modification is in writing and signed by an officer of each of the Parties. Provisions of this Agreement are severable, and the invalidity of any provision does not affect the validity of any other provision. This Agreement is primary over any other terms or purchase order issued by Buyer.

This Agreement, any proposal, schedule(s), attached riders, and any documents or instruments issued or executed under this Agreement will have been made, executed, and delivered in, and governed by the internal laws (as opposed to conflicts of law provisions) and decisions of, the State of Minnesota. Seller and Buyer consent to the exclusive jurisdiction of any local, state, or federal court located within Minnesota. Venue must be in Minnesota, and Buyer waives local venue and any objection relating to being an improper venue to conduct any proceeding relating to this Agreement. Provisions of this Agreement are severable, and the invalidity of any provision will not affect the validity of any other provision.

It is the policy of Satellite Shelters, Inc. not to discriminate against any employee or applicant for employment because he or she is an individual with a disability or a protected veteran. We encourage you to do the same.

#### **24. Cancellation Penalty**

It is expressly understood and agreed that if Buyer should terminate this Agreement at any time before delivery of the Equipment, Buyer must pay to Seller 100 percent of the purchase price as set forth in Section 4 ("Cancellation Fee"). This Cancellation Fee is required because Seller will incur damages that are difficult to ascertain as a result of such termination.



QUOTE DRAWING  
DATE: 10/1/80  
BY: [Signature]  
CONSTRUCTION  
DATE: 10/1/80  
BY: [Signature]

**DESIGN CRITERIA**  
MAXIMUM ALLOWABLE LIVE LOAD DEFLECTION:  
L/360  
MAXIMUM ALLOWABLE TOTAL LOAD DEFLECTION:  
L/240  
TYPE OF CONSTRUCTION:  
PARTITION LATERAL LOAD:  
TYPE OF USE:  
WELDED

LEGEND			
DOUBLE DOOR	WELDED WINDOW	DUPLICATE	DATA
DOOR	SLIDING WINDOW	SWITCH	GFCI
	LIGHT	QUAD	

**GENERAL NOTES**  
1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
2. ALL MATERIALS AND FINISHES ARE TO BE AS SHOWN ON THE DRAWING.  
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.  
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING LANDSCAPE AND PLANTING.  
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING ROADS AND DRIVEWAYS.  
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.  
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING LANDSCAPE AND PLANTING.  
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING ROADS AND DRIVEWAYS.  
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

**PANEL BUILT INCORPORATED**  
138204 A  
DEALER: Satellite Shelters, Inc.  
END USER: Guard Booth  
DRAWN BY: Steven W.



## Steel Booth

The quote may not conform to all the materials specified. The quote will conform to our standard construction methods as specified in the proposal and shall meet the intended functionality and purpose. Any items that are of high priority concern and cannot be substituted should be brought to my attention for revision.

## Exclusions: **Provided on Site by Others**

### Fork Lifiable Floor-Steel: 64 SF

The Steel fork liftable floor shall consist of welded steel tubes, channels, and/or structural "I" beams. A weather shield consisting of the .040 aluminum sheet attached to the underside shall be insulated with Foam it Green™ or equal to create a Class 3 vapor retarder that controls airflow and creates a tight building envelope.\* R-Value of approximately 7 per inch to a minimum R-value of 16 between the perimeter frame and floor joists. The deck shall be a 3/4" tongue and groove (T&G) Advantech substrate floor.

The floor shall have all required cutouts for electrical and communication conduits. Structures shall be equipped with storm-rated provisions for anchoring to the concrete slab.

## Floors

### High-Performance Luxury Vinyl Tile: Square Feet – 64 SF

LVT flooring shall be 3/16" X 12" X 24" and available in various colors. Four-inch black vinyl cove molding shall be included.

### Steel Walls: 32 LF @ 7 High

The walls shall be 3" thick; Framing shall be 14 gauge (1.78 mm) or heavier mechanical tube. All joints shall be MIG welded with 16 ga. Galvannealed steel panel / 7/16" Huber Zip OSB Wall Sheathing and 26 ga PBR type metal exterior wall panel with exposed fasteners exterior and 16 ga galvannealed steel / 030" Smooth or pebbled White HDPE laminated to 3/4" plywood interior panel.

## Finish

The walls shall be painted using a prime-to-paint system manufacturer's epoxy primer with a urethane finish. Standard is 4-6 mils DFT. Color selected from the manufacturer's standard colors. The standard sheen shall be a Satin finish. The exterior and the interior shall be the same color.

**Standard paint:** Paint System: Corlar Primer 2.8 PR - 3-5 mils DFT Imron Topcoat 3.5 HG - 1.5 – 2 mils DFT

## Insulation

All wall panels shall be insulated with Foam it Green™ or equal to create a Class 3 vapor retarder that controls airflow and creates a tight building envelope.\* R-Value of approximately 7 per inch to a minimum R-value of 16.

## Roof

### 1/2-12 Pitch Panelized Roof with 4" Overhang

#### Polystyrene Roof -3", 3-Ply: 75 SF

The roof shall be 3" thick composite sandwich panels. Both sides shall be 16 GA steel pre-painted white. The core shall be of 1 lb. density polystyrene foam. The entire panel shall be laminated together using a solvent-free two-part polyurethane adhesive and pressure. The panels shall have formed edge connectors that are capable of being friction locked without mechanical fasteners using a full-length joint without through metal connectors. The joint shall allow lateral expansion and contraction. Drip Edge shall be provided. EPDM shall be adhered to roof panel for added weather protection.

#### Standing Seam Metal Roof System with a 4" Overhang: 75 SF –

The roof shall be a standing seam metal roof system in the gable roof design. Metal shall be 22/24 gauge and come in standard colors installed on OSB or Advantech substrate. The framework shall be made from steel. Drip Edge shall be provided.

#### Metal ceiling panels – 64 SF –

Prefinished white 20-gauge steel painted with an embossed interior.

## Doors

### 20 Gauge Insulated Steel Flush Door: 1 Each

The door(s) shall be 36" w X 84" h X 1 3/4" thick and shall be constructed of painted 20-gauge hot dipped galvanized steel, mill treated for proper paint adherence. The door shall have a top and bottom channel of 16-gauge steel projection welded to door skins on no less than 2" centers. The top channel is to be flush while the bottom channel is to be inverted. The hinge preparations are to be 9-gauge steel reinforcements projection welded to the door skins in six places each. Hinge preparation is to be cut through the doors and provided with reversible filler plates to allow building site handling. Standard hinge preparation is to be 4-1/2" regular weight .134" hinge, conforming to ANSI A1567, three preparations. The door frame shall be 16 gauge single "rabbet" commercial quality steel. The frame shall be pre-mortised for application of matching hinges and striker set of the door. The door shall be supplied with all necessary hardware to meet local and state code requirements. Each door includes a closer, sweep, threshold, satin chrome leverset & weather-stripping. Leversets are keyed alike.

## Windows

### Vertical Sliding Vinyl Window: 4 Each

Horizontal sliding windows shall be a nominal 3' wide x 3' high. They shall be installed 42" off the floor, glazed with 3/4" insulated clear tempered glass. One side shall be stationary; the other half shall slide to the side. The window shall have an integral locking mechanism with a cam latch

## Electrical Package:

The electrical package shall consist of #12 Ga. Min copper wiring in 1/2" EMT surface mounted and attached to surface-mounted 2x4 boxes at receptacle and switch locations. Some branch circuits may use copper wiring #12 minimum MC cable and be concealed in ceiling or walls.

There shall be (1) wall switch, (3) duplex receptacles, (1) Single 240V receptacle, and (1) LED fixture.

### **125 AMP SINGLE PHASE 120/240 Volt 8 SPACE MAIN LUG LOAD CENTER GE TLM812SCUDP or equal.**

The electrical service shall include an indoor load center of sufficient amperage and circuit capacity to handle all lighting loads, receptacles, and HVAC systems.

NOTE: The entire electrical system for the modular building shall utilize only UL/CSA listed components and shall be by the National Electrical Code N.E.C requirements.

**PBI WILL PRE-WIRE THE RECEPTACLES, LIGHTS, SWITCH, HVAC, AND PBI-SUPPLIED LOAD CENTER ATTACHED TO THE BUILDING. THE FINAL TIE-IN AND DATA/COMMUNICATIONS ARE BY OTHERS.**

## HVAC

### HVAC - Cooling & Heating-Through the Wall Unit: Each

The air conditioner shall be 9,000/8,700 BTU AC with 10,700 / 8,500 Electric Heat. The unit shall be a through-the-wall type with panel preparation included. The unit shall be 230/208V, 60HZ, and 20 AMP. Panel Built will prep & trim out the wall but the unit must be installed in the field.

## INSTALLATION:

Installation to include only materials provided by Panel Built. The installation option assumes reasonable access to the work area and typical working hours (8-5 M-F). Work area and lay down areas shall be broom cleaned daily so as not to interfere with ongoing work in and around the warehouse facility. The onsite work area is to be free & clear of any existing obstructions so that the crew can work quickly & efficiently. Panel Built will utilize either in-house installation crews or one of our regionally approved subcontractors to perform installations, as distance, timing, and other circumstances dictate. Forklift and/ or Heavy Equipment (if needed for the installation) and Unloading of materials are not included. **EQUIPMENT MUST BE PROVIDED BY THE CUSTOMER (PLEASE ASK PANEL BUILT WHAT EQUIPMENT WILL BE NECESSARY). DUMPSTER RENTAL / DISPOSAL MUST BE PROVIDED BY THE CUSTOMER.**

**\*IF THIS IS A PRE-ASSEMBLED EXTERIOR BUILDING:** IT IS NOTED IN OUR BUILDING WARRANTY THAT A BUILDING SUPPLIED WITH A STEEL BASE FRAME MUST BE INSTALLED AND SEALED ON A LEVEL PAD OF MINIMUM 6" BEYOND ANCHOR BOLT CENTERLINE IN BOTH DIRECTIONS UNLESS OTHERWISE NOTED ON PROJECT DRAWINGS. BUILDING SHALL BE ANCHORED USING (4) FOUR ANCHORS 1/2' X 4" MINIMUM LENGTH HILTI OR EQUAL EXPANSION ANCHORS. A CONCRETE PAD EXTENDING PAST THE BASE FRAME SHALL BE SLOPED AWAY FROM THE BUILDING.

## **SHIPPING AND HANDLING ARE NOT INCLUDED.**

All the above, including all connectors, installation/shop drawings, and bill of materials shall be shipped. The shipping method shall be determined by Panel Built and is dependent on the type, size, and weight of the material.

### **High, Wide, and Heavy Loads**

*The maximum legal load width is 8.5 feet (102 inches), and the maximum height limit is also 102 inches. Legal length is typically 48 to 53 feet, and the maximum weight is about 46,000 pounds.*

*Anything over 8.5 feet wide is considered an oversized load; shipments exceeding 12 feet wide may require one to two pilot vehicles in the front and/or back of the flatbed truck. In many states, shipments over 12 feet wide require travel escorts (or "pilot vehicles").*

#### Factors that will impact your schedule

*In most states, oversized loads with travel escorts may only be on the road from 30 minutes before sunrise to 30 minutes after sunset, Monday through Friday. Many states restrict or prohibit driving over holidays or weekends.*

*Before a load hits the road, drivers need permits for each state traveled with exact travel routes specified. All of these factors—especially the drive time restrictions—present unique challenges.*

*Shipping oversize loads can be challenging since there are many laws and restrictions surrounding the shipment of wide loads. Our shipping department will assist in coordinating the final delivery details.*



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000144181 - Furnish Labor, Materials and Equipment to Provide and  
Install an 8x8 Guard House with Electrical Package for Environmental  
Affairs**

Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

20-Dec-2023 09:18:03 AM



+

**Bid Number 5000144181**

**Furnish Labor, Materials And Equipment To Provide And Install An 8x8 Guard House With Electrical Package For Environmental Affairs**

**BID DUE: December 20, 2023 AT 11:00 A.M.**

**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 on the Purchasing Department's eProcurement site, [www.jeffparishbids.net](http://www.jeffparishbids.net), by the bid due date and time. Late bids will not be accepted.**

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

**Purchasing Specialist I: BRENDA BELLOW  
Purchasing Specialist Email: [bbellow@jeffparish.net](mailto:bbellow@jeffparish.net)  
Purchasing Specialist Phone: 504-364-2683**

DATE: 12/15/2023

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00144181

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
BBELLOW@jeffparish.net

Bids will be received until 11:00 AM, 12/20/2023 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net).

LATE BIDS WILL NOT BE ACCEPTED

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. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2602(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

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. 136353 and/or Resolution No. 141125 as amended. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretn, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at [purchasing.jeffparish.net](http://purchasing.jeffparish.net) and clicking on On-line forms.

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

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 local 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. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. 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. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail

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

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

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

JEFFERSON PARISH 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 alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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.

All formal Addenda require written acknowledgment on the bid form by the bidder by the bidder placing the Addendum number in the appropriate section. 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.

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.

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

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

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

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

**This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.**

**Please visit our E-Procurement Page at [www.jeffparishbids.net](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.**

**ADDITIONAL REQUIREMENTS FOR THIS BID**

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

3, 4, 5, 6, 10, 13

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, 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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution 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 state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
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. All sureties must be in original format (no copies). When 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 an as needed basis contract. 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 Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. **NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required** in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.



DATE: 12/15/2023

BID NO.: 50-00144181

Page: 4

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted as per the appendix instructions. Failure to submit applicable certifications as per the appendix instructions will result in bid rejection.

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

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.

DATE: 12/15/2023

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 5

BID NO.: 50-00144181

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
BBELLOW

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

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

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK

18 weeks upon receipt  
of order

onsite

3 Days After 10 weeks

19 weeks custom new built

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: \_\_\_\_\_

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

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

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

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 47934

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

FIRM NAME:

Satellite Shelters, Inc.

SIGNATURE:

(Must be signed here)

Christopher Nicolay

TITLE:

Sales Rep.

PRINT OR TYPE NAME:

Christopher Nicolay

ADDRESS:

3700 Highway-51

CITY, STATE:

Laplace, LA

ZIP:

70068

TELEPHONE:

( ) 985-651-4275

FAX:

( )

EMAIL ADDRESS:

christophern@satelliteco.com

TOTAL PRICE OF ALL BID ITEMS: \$ \$92,528.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144181

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	EA	<p>FURNISH LABOR, MATERIALS AND EQUIPMENT TO PROVIDE AND INSTALL AN 8X8 GUARD HOUSE WITH ELECTRICAL PACKAGE FOR ENVIRONMENTAL AFFAIRS</p> <p>0001 8x8 Guard house with electrical package (Light fixture/switch, (3) outlets, HVAC) and storm anchoring Baked on Enamel Steel Roof 7'-0"Studs 3 vertical sliding Windows 1 Vertical slider window Steel Clad Door Installation and Delivery included</p> <p>Guard house to be delivered and installed at the: Jefferson Parish Citizen Trash Drop Off 400 David Drive Metairie, LA 70003</p> <p>***AS PER BID SPECIFICATIONS***</p>	\$92,528. <sup>00</sup>	\$92,528. <sup>00</sup>

## **FABRICATE AND INSTALL ONE (1) 8' X 8' GUARD HOUSE**

### **Section 1.0 Site Visits:**

All prospective bidders can schedule a site visit through Michael Desoto with the Department of Environmental Affairs between 8:00 a.m. and 3:00 p.m. Monday through Friday. Mr. Desoto can be reached at 504-731-4621

### **Section 2.0 - Scope:**

We extend this proposal to provide labor, materials, equipment, tools, and other incidentals necessary to fabricate and install one (1) 8' x 8' Guard House at 400 David Dr. Metairie, La.

### **Section 3.0 – License:**

A copy of the front and if applicable the back of all licenses listed below shall be submitted with bid submission. Failure to submit this information with bid submission will deem the bid non-responsive.

#### **3.1 License(s) issued by the Louisiana State Licensing Board for Contractors:**

- Commercial Contractor
- Electrical Statewide

### **Section 3.0 – Quantities/Inspection:**

Bidders must inspect the site and perform their measurements to determine the proper quantity of materials and equipment required to complete this project.

### **Section 4.0 – Bid Specifications:**

- Design, fabricate, engineer, supply, and install one (1) 8' x 8' Guard House. See Attachment "A" as a reference.
- Exterior walls shall be 2" x 4" x 7' 24" o.c.
- Double stud headers at exterior openings and interior load bearing walls
- Flooring shall be 2" x 4" 16" o.c., 5/8" plywood glued and nailed to floor joists, sheet vinyl roll goods.
- Exterior siding pre-painted steel .0149" thick over water resistant barrier. Color to be determined.
- Roof baked on enamel steel .25" pitch for every 12" TPO over ½" O.S.B. 2" x 4" 24" o.c.
- Interior ½" vinyl gypsum
- Insulation: Roof R-11, Exterior walls R-11, Floor R-11.
- Windows: Three (3) 4030 vertical slide one (1) 3030 vertical slide
- One (1) Exterior steel-clad door 36" x 6'8" installed
- One (1) 6' LED light installed
- One (1) 120-amp single phase panel box installed
- Three (3) 120v outlets installed

## **BID SPECIFICATIONS FOR BID #5000144181**

### **Section 5.0 – Liquidated Damages:**

Commencing on the 7th day (seventh) following the notice to proceed until work is complete, liquidated damages will be assessed in the amount of \$300.00 dollars per day.

### **Section 6.0 – Start of Work Conference and Notice to Order Materials and Notice to Proceed:**

- A "Start of Work Conference" shall be held between the successful bidder and the owner before any work commences.
- No Materials shall be ordered until the successful bidder receives a written "Notice to Order Materials" from the Department of General Services.
- No work shall be performed until the successful bidder receives a written "Notice to Proceed" from the Department of General Services to begin work.

### **Attachment "A"**



## **STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES**

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

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### **JEFFERSON PARISH REQUIRED STANDARD INSURANCE**

#### **☒ 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.

**Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being**

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ **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.

☒ **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.

**Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.**

**DEDUCTIBLES** - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

**UMBRELLA LIABILITY COVERAGE**

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

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required if selected below. 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.