

DATE: 3/15/2017

Page: 5

BID NO.: 50-00119149

BID FORM
Non Public Works

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

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

Are you requesting an escalation provision?

YES _____ NO ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

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

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

30 Days ARO

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

48159

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Arcco Company Services Inc
ADDRESS: 9424 N Interstate Dr
CITY, STATE: Baton Rouge, LA ZIP: 70809
TELEPHONE: (225) 275-2722 FAX: (225) 275-1198
EMAIL ADDRESS: TSANDERS@Arcco.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____
NUMBER: _____
NUMBER: _____
NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 111,696.52

AUTHORIZED SIGNATURE: _____

TITLE: Secretary Treasurer

Tom Sanders
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.: 50-00119149

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			THREE (3) YEAR CONTRACT TO PERFORM LOAD BANK TESTS AND PREVENTATIVE MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES		
			WE EXTEND THIS BID TO PROVIDE LABOR, MATERIALS, SOFTWARE, TRANSPORTATION, SHIPPING, AND ALL NECESSARY ESSENTIALS TO PROVIDE A THREE (3) YEAR CONTRACT TO PERFORM A THREE HOUR LOAD BANK TEST AND PREVENTATIVE MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES. AS PER THE ATTACHED SPECS.		

1	3.00	EA	0010 - 500 KW CUMMINS NATURAL GAS, 1ST PARISH COURT 924 DAVID DRIVE METAIRIE, LA 70003	\$1523.53	\$4570.59
2	3.00	EA	0020 - 250 KW DETROIT DIESEL NATURAL GAS 2ND PARISH COURT 100 HUEY P. LONG AVE GRETN, LA 70053	\$1405.88	\$4217.65
3	3.00	EA	0030 - 2000 KW BALDOR DIESEL, CENTRAL PLANT 960 1ST STREET GRETN, LA 70053	\$4,229.41	\$12,688.24
4	3.00	EA	0040 - 250 KW ONAN NATURAL GAS, DA BUILDING 200 DERBIGNY STREET GRETN, LA 70053	\$1464.71	\$4394.12
5	3.00	EA	0050 - 240 KW CATERPILLAR NATURAL GAS, EB HEALTH UNIT 111 NORTH CAUSEWAY BLVD. METAIRIE, LA 70001	\$1523.53	\$4570.59
6	3.00	EA	0060 - 1250 KW BALDOR DIESEL, JPCC 100 DOLHONDE STREET GRETN, LA 70053	\$3994.12	\$11,982.35
7	6.00	EA	0070 - 1000 KW CUMMINS DIESEL, EOCC	\$5784.21	\$34,705.26

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119149

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
8	6.00	EA	910 3RD STEET GRETN, LA 70053 0080 - 1000 KW CATERPILLAR DIESEL, YENNI BUILDING	\$5598.12	\$33,588.72
9	1.00	HR	1221 ELMWOOD PARK BLVD. JEFFERSON, LA 70123 0090 - NORMAL HOURLY RATE, (7:00 AM TO 5:00 PM MONDAY THRU FRIDAY) PER TECHNICIAN HELPER	89.00	89.00
10	1.00	HR	0100 - NORMAL HOURLY RATE, (7:00 AM TO 5:00 PM MONDAY THRU FRIDAY) PER TECHNICIAN	89.00	89.00
11	1.00	HR	0110 - NON-NORMAL HOURLY RATE, (5:00 PM TO 7:00 AM MONDAY THRU THURSDAY AND 5:00 PM FRIDAY TO 7:00 AM MONDAY) WHEN AUTHORIZED, SHALL BE PER HOUR PER TECHNICIAN	133.50	133.50
12	1.00	HR	0120 - NON-NORMAL HOURLY RATE, (5:00 PM TO 7:00 AM MONDAY THRU THURSDAY AND 5:00 PM FRIDAY TO 7:00 AM MONDAY) WHEN AUTHORIZED, SHALL BE PER HOUR PER HELPER	133.50	133.50
13	1.00	HR	0130 - TRAVEL TIME CHARGES, NO EMERGENCY	89.00	89.00
14	1.00	HR	0140 - TRAVEL TIME CHARGES, EMERGENCY	89.00	89.00
15	1.00	HR	0150 - HOLIDAY RATES, PER TECHNICIAN (A LIST OF COMPANY HOLIDAYS PER CALENDAR YEAR WILL BE REQUIRED UPON REQUEST)	178.00	178.00
16	1.00	HR	0160 - HOLIDAY RATES, PER HELPER (A LIST OF COMPANY HOLIDAYS PER CALENDAR YEAR WILL BE REQUIRED UPON REQUEST)	178.00	178.00
17	1.00	EA	0170 - MATERIAL FOR REPAIRS/SERVICE OUTSIDE OF PREVENTATIVE MAINTENANCE	N/A	
				per note - it is a bid itself	

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119149

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>AND LOAD BANK TESTING.</p> <p>(THIS IS A NON-BIDABLE ITEM)</p> <p>IF REPAIRS ARE NEEDED OUTSIDE OF THE LOAD BANK TESTING AND PREVENTATIVE MAINTENANCE, THE LABOR IS BILLABLE UNDER LINES 0090, 0100, 0110, 0120, 0150, OR 0160 WHICHEVER APPLIES. TRAVEL TIME IS BILLABLE UNDER 0130 OR 0140 WHICHEVER APPLIES. ANY MATERIALS WILL BE PAID AT VENDORS COST ONLY. DEPARTMENT OF GENERAL SERVICES MUST APPROVE ANY REPAIRS, SERVICES, AND MATERIALS CHARGE PRIOR TO STARTING THAT WORK. IF GENERAL SERVICES DEEMS THE QUOTE FOR THE MATERIAL IS HIGH, GENERAL SERVICES CAN PURCHASE OR PROVIDE THE MATERIAL FOR THE JOB THEMSELVES. IF THE CONTRACT VENDOR PROVIDES THE MATERIAL- THEY MUST FURNISH WITH THE INVOICE TO J.P. A COPY OF THEIR MATERIAL INVOICE REFLECTING THE COST J.P. WILL ONLY PAY AT COST FOR REPAIRS OUTSIDE OF THE PREVENTATIVE MAINTENANCE AND LOAD BANK TESTING. THE INVOICE MUST BE BROKEN DOWN BY LABOR FOR TECHNICIAN, LABOR FOR HELPER, TRAVEL TIME, AND MATERIAL.</p>		



Louisiana State Licensing Board for Contractors



Contractor Information

Business Name ARCCO COMPANY SERVICES INCORPORATED ✓
Mailing Address 9424 North Interstate Drive
Baton Rouge, LA 70809
Phone Number (225) 275-2722
Fax Number (225) 275-1198
Email Address tsanders@arcco.com
Website www.arcco.com

Active Licenses

License Number 48159 ✓
Type Commercial License
Status LICENSED
Effective 09/21/2015
Expiration 09/20/2018
First Issued 09/20/2007

Classifications

Class	Qualifying Party	Parishes
BUSINESS AND LAW	Kim Castleberry Andrews	ALL
BUSINESS AND LAW	Thomas Norton Sanders	ALL
✓ ELECTRICAL WORK (STATEWIDE)	Dennis Anthony Bourg Jr.	ALL
• ELECTRICAL WORK (STATEWIDE)	Nathan Paul Quebodeaux	ALL
✓ SPECIALTY: INSTALLATION OF EQUIPMENT, MACHINERY AND ENGINES	Kim Castleberry Andrews	ALL
SPECIALTY: INSTALLATION OF EQUIPMENT, MACHINERY AND ENGINES	Thomas Norton Sanders	ALL

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Ancco Company Services
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Ancco Company Services
INCORPORATED, DULY NOTICED AND HELD ON April 17th 2017
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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



SECRETARY-TREASURER

4/17/2017

DATE

Tom Schedler
Secretary of State

**State of
Louisiana
Secretary of
State**



COMMERCIAL DIVISION
225.925.4704

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

Name	Type	City	Status
ARCCO COMPANY SERVICES INCORPORATED	Business Corporation	BATON ROUGE	Active

Previous Names

Business: ARCCO COMPANY SERVICES INCORPORATED

Charter Number: 34380477D

Registration Date: 5/15/1991

Domicile Address

9424 N.INTERSTATE DR
BATON ROUGE, LA 70809

Mailing Address

C/O BRUCE PAUL SMITH
9424 N. INTERSTATE DR
BATON ROUGE, LA 70809

Principal Office Address

9424 N.INTERSTATE DR
BATON ROUGE, LA 70809

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 5/15/1991

Last Report Filed: 4/17/2017

Type: Business Corporation

Registered Agent(s)

Agent:	BRUCE PAUL SMITH
Address 1:	9424 N. INTERSTATE DR
City, State, Zip:	BATON ROUGE, LA 70809
Appointment Date:	5/15/1991

Agent:	PAUL E. O'NEILL
Address 1:	9424 N. INTERSTATE DR.
City, State, Zip:	BATON ROUGE, LA 70809
	2/26/2010

**Appointment
Date:**

Officer(s)**Additional Officers: No**

Officer: BRUCE PAUL SMITH
Title: President
Address 1: 9424 N. INTERSTATE DR
City, State, Zip: BATON ROUGE, LA 70809

Officer: PAUL E. O'NEILL
Title: Officer
Address 1: 9424 N. INTERSTATE DR
City, State, Zip: BATON ROUGE, LA 70809

Officer: THOMAS SANDERS
Title: Secretary/Treasurer
Address 1: 9424 NORTH INTERSTATE DR.
City, State, Zip: BATON ROUGE, LA 70809

Officer: GEORGE BEVAN
Title: Director
Address 1: 9424 NORTH INTERSTATE DR.
City, State, Zip: BATON ROUGE, LA 70809

Amendments on File (3)

Description	Date
Amendment	5/17/2005
Domicile, Agent Change or Resign of Agent	2/26/2010
Disclosure of Ownership	10/16/2012

Print

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF EBRP

BEFORE ME, the undersigned authority, personally came and appeared: Tom
Spanos, (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized Secretary Treasurer of Arcco Company Services Inc (Entity),
the party who submitted a bid in response to Bid Number 50-00119149, to the Parish of
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

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

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

Debt Disclosures

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

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

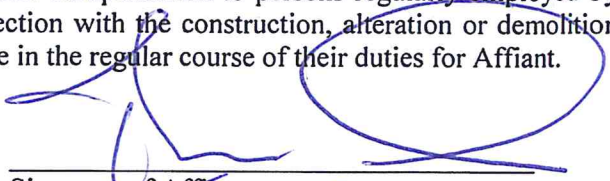
Choice B ✓ _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

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

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

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


Signature of Affiant

Tom Sanders
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 17th DAY OF March, 2017.


Notary Public

Printed Name of Notary



Judy H. Foster
Notary Public #81895
State of Louisiana
Commissioned for Life

Notary/Bar Roll Number

Official Seal

My commission expires _____.

[Print](#)

Notary Search - Detail

Name: MS. JUDY H. FOSTER
Address: 34558 PERKINS ROAD
DENHAM SPRINGS, LA 70706

Phone: (225) 939-8161
Phone 2: (225) 939-8161

Notary ID Number: 81895
Parish: LIVINGSTON with STATEWIDE JURISDICTION
Agency: N/A
Notary Type: Non Attorney
Status: Active

Commission Date: 08/18/2005
Oath Date: 08/05/2005
Surety Expiration Date: 07/22/2020
Annual Report Current: Yes

Notary Events

Suspension From: 07/23/2015 To: 08/11/2015
Suspension From: 10/18/2013 To: 10/22/2013

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/28/2016

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

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

PRODUCER Arthur J. Gallagher Risk Management Services, Inc. 235 Highlandia Drive, Suite 200 Baton Rouge LA 70810		CONTACT NAME: Tomi Kinney PHONE (A/C, No, Ext): 225-906-1217 FAX (A/C, No): 866-828-1408 E-MAIL ADDRESS: tomi_kinney@ajg.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Great American E&S Insurance Compan	
		INSURER B: National Trust Insurance Company	
		INSURER C: Allianz Global Corporate & Specialt	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 2101779199

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PL443344804	5/1/2016	5/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$
	<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"/> PRO-JECT <input checked="" type="checkbox"/> LOC						
B	AUTOMOBILE LIABILITY			CA0032642	5/1/2016	5/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> ANY AUTO						
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					
A	UMBRELLA LIAB	<input checked="" type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR	UM443344904	5/1/2016	5/1/2017	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC00003813	5/1/2016	5/1/2017	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N					
	If yes, describe under DESCRIPTION OF OPERATIONS below						
C	Leased/Rented Equipment			MXI93058345	5/1/2016	5/1/2017	Per Item 500,000 Aggregate 1,000,000

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

See Attached...

CERTIFICATE HOLDER**CANCELLATION**

Jefferson Parish Purchasing Dept.
200 Derbigny St. Ste 3300
Gretna LA 70053
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

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Arthur J. Gallagher Risk Management Services, Inc.		NAMED INSURED Arcco Company Services, Inc. 9424 North Interstate Dr. Baton Rouge, LA 70809	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Blanket Additional Insured provided if required by written contract as respect General Liability - Primary and Non Contributory (AES 3206 05/10 & CG2037 04/13); Auto Liability (CAU0710113); Excess Umbrella (Follow Form)

Blanket Waiver of Subrogation provided if required by written contract as respect General Liability; Auto Liability; and Workers Compensation, if required by written contract.

BID BOND

FOR

BID NO.: 50-00119149; THREE (3) YEAR CONTRACT TO PERFORM ANNUAL LOAD BANK TESTING AND MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR THE DEPARTMENT OF GENERAL SERVICES

Date: 4/20/2017

KNOW ALL MEN BY THESE PRESENTS:

That ARCCO Company Services, Inc. of Baton Rouge, Louisiana, as Principal, and Developers Surety and Indemnity Company, as Surety, are held and firmly bound unto the Jefferson Parish Government (Obligee), in the full and just sum of five (5%) percent of the total amount of this bid, including all alternates, lawful money of the United States, for payment of which sum, well and truly be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally firmly by these presents.

Surety represents that it is listed on the current U. S. Department of the Treasury Financial Management Service list of approved bonding companies as approved for an amount equal to or greater than the amount for which it obligates itself in this instrument or that it is a Louisiana domiciled insurance company with at least an A - rating in the latest printing of the A. M. Best's Key Rating Guide. If surety qualifies by virtue of its Best's listing, the Bond amount may not exceed ten percent of policyholders' surplus as shown in the latest A. M. Best's Key Rating Guide.

Surety further represents that it is licensed to do business in the State of Louisiana and that this Bond is signed by surety's agent or attorney-in-fact. This Bid Bond is accompanied by appropriate power of attorney.

THE CONDITION OF THIS OBLIGATION IS SUCH that, whereas said Principal is herewith submitting its proposal to the Obligee on a Contract for:

BID NO.: 50-00119149; THREE (3) YEAR CONTRACT TO PERFORM ANNUAL LOAD BANK TESTING AND MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR THE DEPARTMENT OF GENERAL SERVICES

NOW, THEREFORE, if the said Contract be awarded to the Principal and the Principal shall, within such time as may be specified, enter into the Contract in writing and give a good and sufficient bond to secure the performance of the terms and conditions of the Contract with surety acceptable to the Obligee, then this obligation shall be void; otherwise this obligation shall become due and payable.

ARCCO Company Services, Inc.
PRINCIPAL (BIDDER)

BY: 
AUTHORIZED OFFICER-OWNER-PARTNER

Developers Surety and Indemnity Company
SURETY

BY: 
AGENT OR ATTORNEY-IN-FACT (SEAL)

Mary C. Turner, Attorney-in-Fact

Whereas, the Obligee has agreed to accept this Bond, this Bond shall be effective for the definite period of 2017 to 2018. The Bond may be extended, at the sole option of the Surety, by continuation certificate, for additional periods from the expiry date hereof. However, neither: (a) the surety's decision not to issue a continuation certificate, nor (b) the failure or inability of the Principal to file a replacement bond or other security in the event the surety exercises its right to not renew this Bond, shall itself constitute a loss to the Obligee recoverable under this Bond

January 2009

**POWER OF ATTORNEY FOR
DEVELOPERS SURETY AND INDEMNITY COMPANY
INDEMNITY COMPANY OF CALIFORNIA
PO Box 19725, IRVINE, CA 92623 (949) 263-3300**

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, do each hereby make, constitute and appoint:

Mary C. Turner, Meghann Turner, Garrett Turner, jointly or severally

as their true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporations, as sureties, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporations could do, but reserving to each of said corporations full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolutions adopted by the respective Boards of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, Executive Vice-President, Senior Vice-President or any Vice President of the corporations be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporations, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of either of the corporations be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporations when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY and INDEMNITY COMPANY OF CALIFORNIA have severally caused these presents to be signed by their respective officers and attested by their respective Secretary or Assistant Secretary this 6th day of February, 2017.

By: *Daniel Young*
Daniel Young, Senior Vice-President

By: *Mark Lansdon*
Mark Lansdon, Vice-President



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

On February 6, 2017 before me, Lucille Raymond, Notary Public
Data Here Insert Name and Title of the Officer
personally appeared Daniel Young and Mark Lansdon
Name(s) of Signor(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature *Lucille Raymond*
Lucille Raymond, Notary Public



Place Notary Seal Above

CERTIFICATE

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY or INDEMNITY COMPANY OF CALIFORNIA, does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 20th day of April, 2017.

By: *Cassie J. Bernisford*
Cassie J. Bernisford, Assistant Secretary

ATS-1002 (02/17)



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

**Request for Taxpayer
Identification Number and Certification**

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

Name (as shown on your income tax return)
ARCCO COMPANY SERVICES, INC.

Business name, if different from above

Check appropriate box: ☐ Individual/sole proprietor ☒ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (0=disregarded entity, 1=corporation, 2=partnership) ☐ Exempt payee
☐ Other (see instructions)

Address (number, street, and apt. or suite no.)
9918 SOUTH PERDUE

City, state, and ZIP code
BAYON ROUGE, LA 70814

Requester's name and address (optional)

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

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

Social security number

OR

Employer identification number
72 1188889

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person *James O. Jones* Date **10-22-10**

General Instructions

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

Purpose of Form

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

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

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

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

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

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

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

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

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



ARCCO
POWER SYSTEMS

GENERAC®

**INDUSTRIAL
POWER**

9424 N. Interstate Dr.
Baton Rouge, La 70809
(225)275-2722 (225)275-1198 Fax

www.arcco.com

1(877)706-2722

4704 Viking Drive
Bossier City, La 71111
1(318)746-1914

601 Bark Drive
Harvey, La 70058
1(504)539-4037

Holiday Schedule

New Year's Eve
New Year's day
Good Friday
Easter
Independence Day
Labor Day
Memorial Day
Thanksgiving
Day after Thanksgiving
Christmas Eve
Christmas Day
Day after Christmas



State Licensing Board for Contractors

This is to Certify that:

ARCCO COMPANY SERVICES INCORPORATED
9424 North Interstate Drive
Baton Rouge, LA 70809

is duly licensed and entitled to practice the following classifications

ELECTRICAL WORK (STATEWIDE); SPECIALTY: INSTALLATION OF EQUIPMENT, MACHINERY AND ENGINES



Expiration Date: September 20, 2018

License No: 48159

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

Will B. McCoy
Director

Lee Mallett
Chairman

Andy Denny
Secretary-Treasurer

This License Is Not Transferrable

Attachment "A"

CONTRACTOR'S REFERENCE LIST

Company Name: JEFFERSON Parish General Serv	Size of Area Served: JEFFERSON Parish
Address: 200 Derbigny Rd	
City/State/Zip: Gretna LA 70053	Current or Past Client: Current
Contact Person: Shane	Title: Facilities Maintenance
Telephone/Fax: (504) 364-2675 / (504) 365-3312	E-Mail: Spere2@jeffparish.net
Company Name: JEFFERSON Parish Sheriff's Office	Size of Area Served: JEFFERSON Parish
Address: 1233 Westbank Expy	
City/State/Zip: Harvey LA 70058	Current or Past Client: Current
Contact Person: Craig Cimo	Title: Commander, General Services
Telephone/Fax: (504) 598-5120 / (504) 598-5121	E-Mail: Cimo-cj@jpsa.com
Company Name: East Baton Rouge Parish	Size of Area Served: East Baton Rouge Parish
Address: 700 Main Street, Suite 400	
City/State/Zip: Baton Rouge LA	Current or Past Client: Current
Contact Person: JARETT	Title: Project Manager
Telephone/Fax: (225) 663-5233	E-Mail: Jarett.Riesling@ctzm.com
Company Name: ROUSE Grocery	Size of Area Served: LA, MS, AL
Address: 1301 St Mary St	
City/State/Zip: Thibodaux, LA 70302	Current or Past Client: Current
Contact Person: FARRELL	Title: Director of Retail Services
Telephone/Fax: (985) 447-5558 / (985) 447-5555	E-Mail: Farrell.Allen@rouse.com
Company Name: LA Dept of Child Family Ser	Size of Area Served: Louisiana
Address: 627 N Fourth St	
City/State/Zip: Baton Rouge, LA 70802	Current or Past Client: Current
Contact Person: Rickay	Title: Director
Telephone/Fax: (225) 342-1306	E-Mail: Rickay.Manket@dcfs.la.gov

SEE OTHER ATTACHED
DETAILS AS WELL

CONFIDENTIAL

ARCCO COMPANY SERVICES INC: CONTRACTOR REFERENCE LIST



Tom Sanders

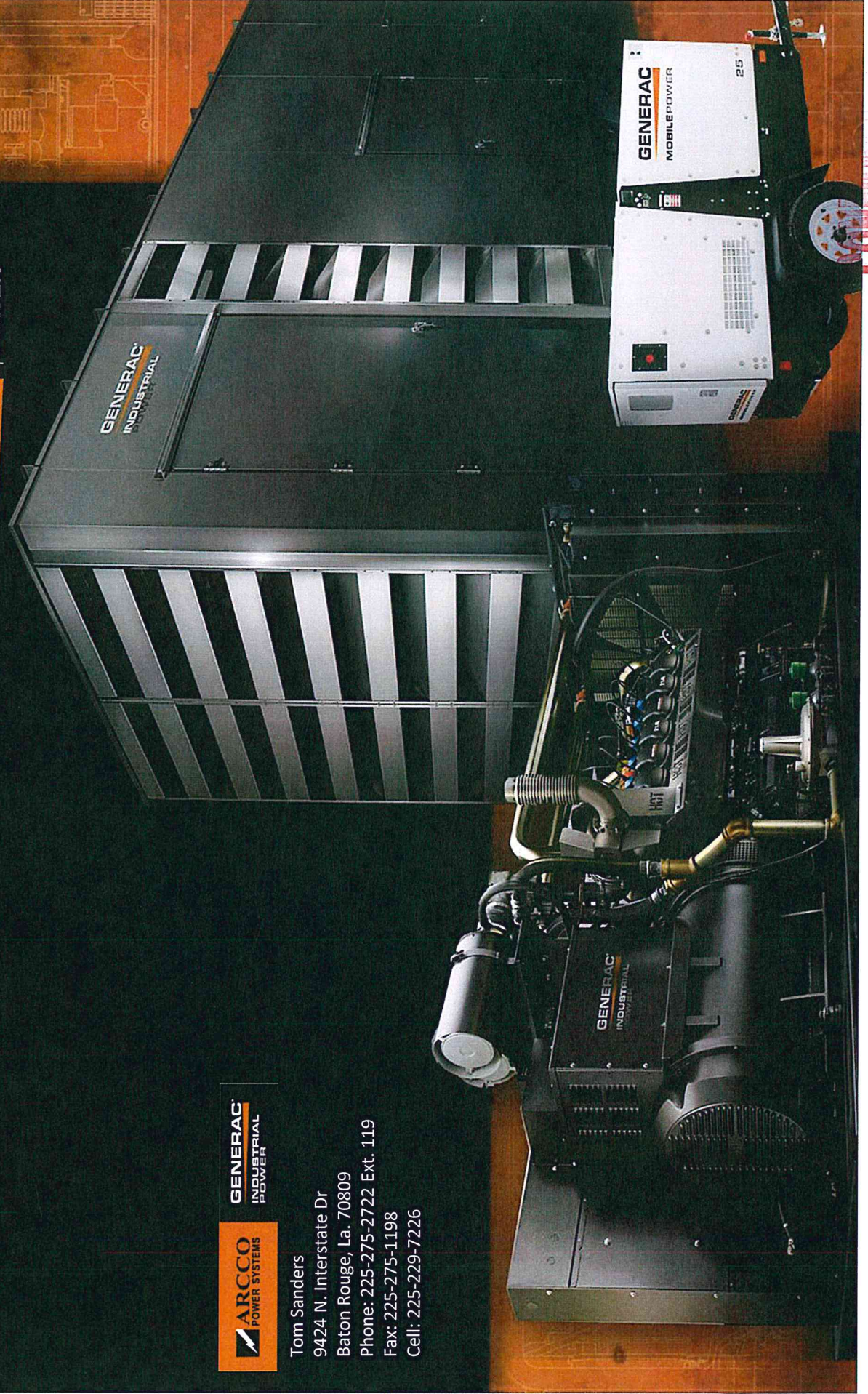
9424 N. Interstate Dr

Baton Rouge, La. 70809

Phone: 225-275-2722 Ext. 119

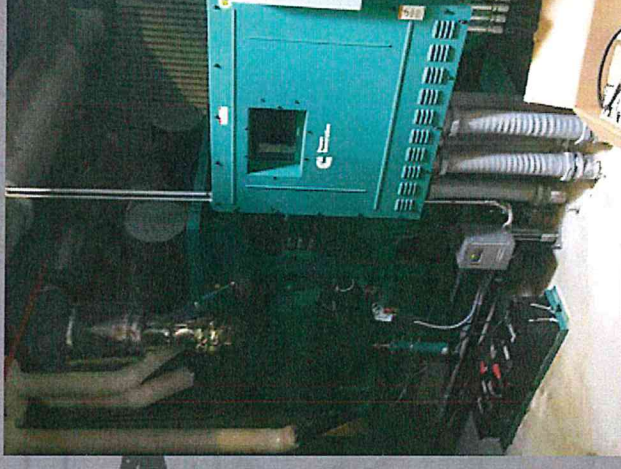
Fax: 225-275-1198

Cell: 225-229-7226



CONFIDENTIAL

JEFFERSON PARISH GENERAL SERVICES



Proprietary & Confidential

CONFIDENTIAL

JEFFERSON PARISH GENERAL SERVICES

Project/Contract Profile

Company Name :
Address:
City/St, Zip:
Contact Person:
Telephone/Fax

Jefferson Parish General Services
200 Derbigny Rd
Gretna, LA 70053
Shane
(504) 364-2675 / (504) 365-3312

Area Serviced :

Current or Past Client
Title
Email

Jefferson Parish
200 Derbigny Rd
Current
Facilities Maintenance mgr
SPerez@jeffparish.net

Project/ Contract Scope:

Project Value: Approx: \$ 125,000 over 3 yr

3 YR CONTRACT FOR FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE GENERATOR PREVENTATIVE MAINTENANCE, LOAD BANK TEST, AND SERVICES AT LOCATIONS THROUGHOUT THE PARISH

LOCATIONS SERVICED:

LAST SERVICED

ADDRESS	LAST SERVICED
SECOND PARISH COURT DISTRICT ATT	Sep-16
100 Huey P Long Ave 960 1st Street	Oct-16
JEFFERSON PARISH CORRECTION EOCC UNIT 1	Feb-17
910 3rd St	Oct-16
EOCC UNIT 2	Oct-16
910 3rd St	Oct-16
YENNI BUILDING 1	Sep-16
1221 Elmwood Park Blvd	Sep-16
YENNI BUILDING 2	Sep-16
1221 Elmwood Park Blvd	Sep-16

JEFFERSON PARISH SHERIFFS OFFICE



Proprietary

CONFIDENTIAL

JEFFERSON PARISH SHERIFFS OFFICE

Project/Contract Profile

Company Name :
Address:
City/St, Zip:
Contact Person:
Telephone/Fax

Jefferson Parish Sheriff's Office
1233 Westbank Expy
Harvey, LA 70058
Craig
504-598-5120/ (504) 598-5121

Area Serviced :

Current or Past Client
Title
Email

Jefferson Parish

Current
Commander, General Services
Cimo_cj@jpsa.com

Project/ Contract Scope:

Project Value: Approx: \$ 35,000 annually

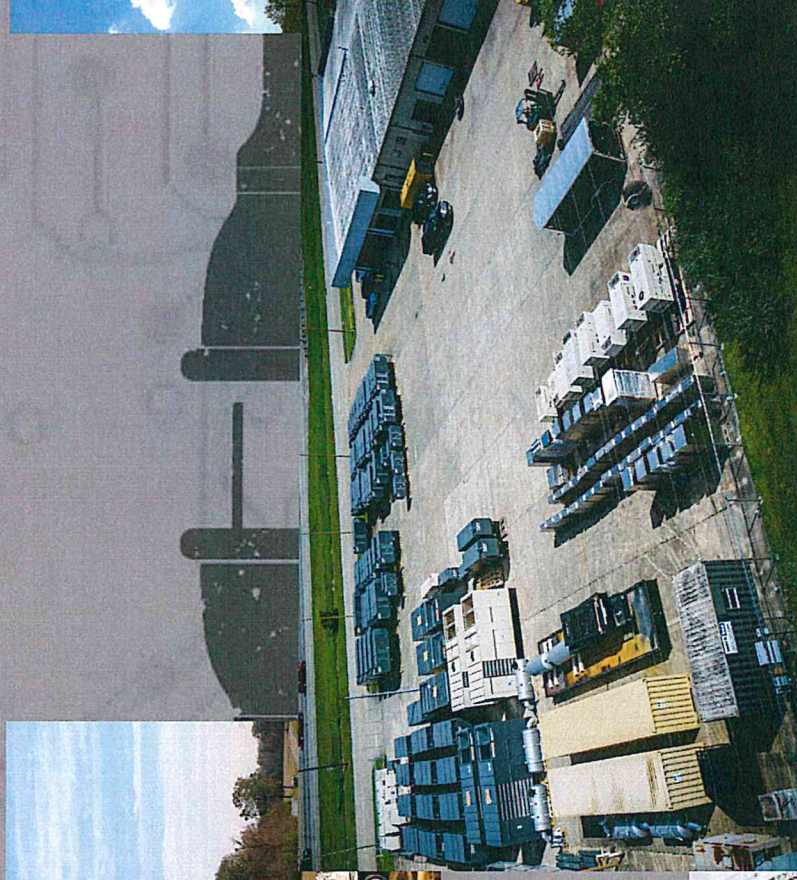
AGREEMENT FOR FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE GENERATOR PREVENTATIVE MAINTENANCE, LOAD BANK TEST, AND SERVICES AT LOCATIONS THROUGHOUT THE PARISH ON AN AS NEEDED BASIS

LOCATIONS SERVICED:

LOCATIONS SERVICED:	ADDRESS	LAST SERVICED
Gretna Tower	240 Dolhonde St	Mar-17
Gretna Backup	240 Dolhonde St	Mar-17
WB Admin.	1233 Westbank Expressway	Mar-17
Crime Lab	1233 Westbank Expressway	Mar-17
Lafitte Tower	4642 Privateer Blvd	Mar-17
Galleria Tower	1 Galleria Blvd	Mar-17
EB Admin	3300 Metairie Rd	Mar-17
EB Motor Pool	3300 Metairie Rd	Mar-17
LASER	1801 Westbank Exp	Mar-17
WB Motor Pool	1537 Whitney St	Mar-17
2nd District	1551 Central Park Blvd	Mar-17
3rd District	6001 Leo Kerner Blvd	Mar-17
4th District	6228 Airline Drive	Mar-17
Uniform Shop	1201 11th St	Mar-17
Uniform Shop	1201 11th St	Mar-17
Bonnabel Boat	1604 Bonnabel Blvd	Mar-17
Property & Evidence	1801 Westbank Exp	Mar-17
Detective Bureau	725 Maple St	Mar-17
F666 Warehouse	1233 Westbank Expressway	Mar-17
F667 Warehouse	1233 Westbank Expressway	Mar-17
F668 Warehouse	1233 Westbank Expressway	Mar-17

Project Confidential
CONFIDENTIAL

EAST BATON ROUGE PARISH



Proprietary & Confidential

CONFIDENTIAL

EAST BATON ROUGE PARISH

Project/Contract Profile

Company Name :
Address:
City/St, Zip:
Contact Person:
Telephone/Fax

East Baton Rouge Parish
700 Main Street, Suite 400
Baton Rouge La 70802
Jarett
225-663-5233

Area Served :
Current or Past Client
Title
Email

East Baton Rouge Parish
Current
Project Manager
Jarett.Riegling@CH2M.com

Project/ Contract Scope:

Project Value: Approx: \$ 2,000,000 annually

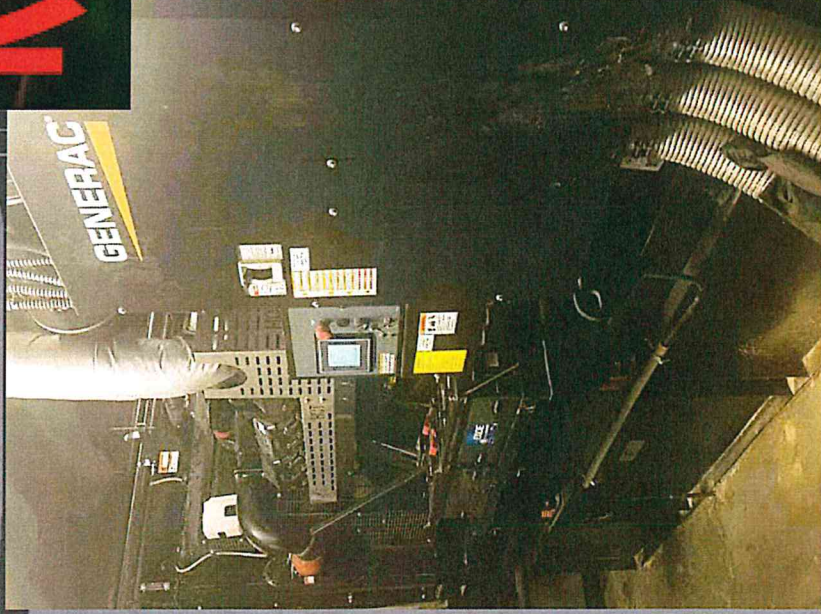
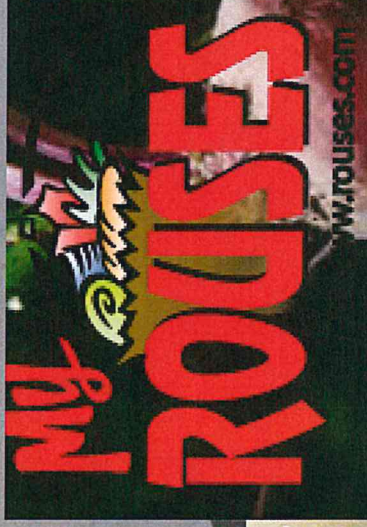
5YR CONTRACT TO FURNISH ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE GENERATOR PREVENTATIVE MAINTENANCE, LOAD BANK TEST,FUELING AND SERVICES AT LOCATIONS THROUGHOUT THE PARISH. 350 sites currently being serviced

LOCATIONS SERVICED:	ADDRESS	LAST SERVICED
Pump Station		
16	10200 Great Smokey Drive	Mar-17
160	15921 Chaumont Dr	Mar-17
406	10974 Joor Rd	Mar-17
476	801 West Irene Road	Mar-17
1	355 West Roosevelt Street	Mar-17
10	2092 East Lakeshore Drive	Mar-17
100	11445 Bard Avenue	Mar-17
100A	1550 O'Neal Lane	Mar-17
101	13800 Goodwood	Mar-17
101A	334 Bonnie Drive	Mar-17
102	8600 GSRI Blvd	Mar-17
103	11100 Lazy Lakes	Mar-17
104	14700 Breton Blvd @ Sarah	Mar-17
105	7428 Jupiter Drive	Mar-17
106	16202 Paint Avenue	Mar-17
107	4543 Earl Gros Avenue	Mar-17
108	13331 Meadowmere Drive	Mar-17
109	Zoo- Thomas Road	Mar-17
11	5200 Dickens Drive	Mar-17
111	15411 Tigerbend Road	Mar-17
112	6300 Antioch Road	Mar-17
113	13308 Triple B Road	Mar-17
114	809 North Sabine	Mar-17
115	12000 Park Meadow	Mar-17
116	9500 Dancy Drive	Mar-17
117	1800 Rue LaRouge Drive	Mar-17
118	1235 Rue Desiree	Mar-17
119	5672 Hilton Avenue	Mar-17
119N	4320 Sarasota Drive	Mar-17
12	1684 Denver Street	Mar-17
120	5273 Glenburnie Drive	Mar-17
121	13604 East Shamrock	Mar-17
122	5189 Lanier Drive	Mar-17
330 other sites available upon request		

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CONFIDENTIAL

ROUSE'S GROCERY



Proprietary & Confidential

CONFIDENTIAL

ROUSE'S GROCERY

Project/Contract Profile

Company Name :
Address:
City/St, Zip:
Contact Person:
Telephone/Fax

Rouse's Grocery
1301 St. Mary St
Thibodeaux La 70302
Farrell
985-447-5998 / 985-447-5999

Area Serviced :
Current or Past Client
Title
Email

Louisiana, Mississippi and Alabama
Current
Director of Retail Services
Farrell.Alleman@rouses.com

Project/ Contract Scope:

Project Value: Approx: \$ 75,000 annually

CONTRACT TO FURNISH ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE GENERATOR PREVENTATIVE MAINTENANCE, LOAD BANK TEST, FUELING AND SERVICES AT LOCATIONS THROUGHOUT THE PARISH.

LOCATIONS SERVICED:

	ADDRESS	LAST SERVICED
Gretna	91 West Bank Expressway	Mar-17
Gretna	91 West Bank Expressway	Mar-17
Algiers	4001 General Degaulle	Mar-17
#36 Bayou Boys XI	4001 General Degaulle	Mar-17
Gretna	2851 Belle Chase Hwy	Mar-17
Gretna	1117 Behrman Hwy	Mar-17
Metairie	5245 Veterans Memorial Blvd	Mar-17
Metairie	2900 Veterans Memorial Blvd	Mar-17
#25 Bayou Boys X	2900 Veterans Memorial Blvd	Mar-17
Metairie	2701 Airline Dr	Mar-17
#27 Bayou Boys IV		Mar-17
Metairie	717 Clearview Pky	Mar-17
#28 Bayou Boys XIII	717 Clearview Pky	Mar-17
#56 Kenner, La.	#56 Kenner, La.	Mar-17
Metairie	3711 Power Blvd	Mar-17
Metairie	3711 Power Blvd	Mar-17
#33 Metairie, La.	3711 Power Blvd	Mar-17
New Orleans	4500 Tchoupitoulas St	Mar-17
New Orleans	4500 Tchoupitoulas St	Mar-17
New Orleans	400 N Carrollton Ave	Mar-17
New Orleans	400 N Carrollton Ave	Mar-17
New Orleans	400 N Carrollton Ave	Mar-17
New Orleans	6600 Franklin Ave	Mar-17
New Orleans	701 Baronne St	Mar-17
New Orleans	701 Baronne St	Mar-17

40 other sites available upon request

Louisiana Dept Of Child and Family Services



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Louisiana Dept Of Child and Family Services

Project/Contract Profile

Company Name :
Address:
City/St, Zip:
Contact Person:
Telephone/Fax

Louisiana Dept of Child and Family Ser
627 N. Fourth St.
Baton Rouge, LA 70802
Rickey Montet
225-342-1306 /

Area Serviced :

Current or Past Client
Title
Email

All Parishes of Louisiana

Current
Director
Ricky.Montet.DCFS@la.gov

Project/ Contract Scope:

Project Value: Approx: \$ 25,000 annually

3 yr CONTRACT TO FURNISH ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE GENERATOR PREVENTATIVE MAINTENANCE, LOAD BANK TEST AND SERVICES AT LOCATIONS THROUGHOUT THE PARISH.

LOCATIONS SERVICED:

	ADDRESS	LAST SERVICED
Bossier City Civic Ctr.	620 Benton Road	Feb-17
Fant-Ewing UL Monroe	308 Stadium Dr	Feb-17
McNeese St. Univ. Rec	4125 Allen Dr	Feb-17
Heymann Ctr - Lafayette	1373 College Rd	Feb-17
LSU Pete maravich Ctr -BR	North Stadium Rd	Feb-17
LSU Field House -BR	Lsu Campus	Feb-17
Southeastern La Unit-Hammond	400 Tennessee Ave	Feb-17
Nicholls State Univ -thibodaux	200 Ardoyne Nicholls State	Feb-17
LSU AG Ctr Mega Shelter - Alexandria	8125 Hwy 71 South	Feb-17
LSU AG Ctr Mega Shelter - Alexandria	8125 Hwy 71 South	Feb-17
LSU A FITNESS CTR -Alexandria	8125 Hwy 71 South	Feb-17

Non-Public Works Bid Affidavit Instructions

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

Instruction sheet may be omitted when submitting the affidavit

STANDARD INSURANCE REQUIREMENTS – PUBLICLY ADVERTISED BIDS

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 advertised 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.

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, Workmen's Compensation Insurance 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.

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

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

UMBRELLA LIABILITY COVERAGE

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

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) OWNER'S PROTECTIVE LIABILITY

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

2) 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.



Bid Number 50 - 00119149

**THREE (3) YEAR CONTRACT TO PERFORM LOAD BANK TESTS AND
PREVENTATIVE MAINTENANCE ON VARIOUS EXISTING GENERATORS
FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES**

BID DUE: April 20, 2017, 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received in the Purchasing
Department by the bid due date and time.**

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

**Buyer Name: Melissa Ovalle
Buyer Email: movalle@jeffparish.net
Buyer Phone: (504) 364-2687**



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES

The East bank Office of Purchasing is now open! We are located in the Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123. Bidders may submit bid responses at this location, pending authorization in each bid package. **Bidders should carefully read and must respond accordingly per the requirements of the bid packages. NOTE: Bidders submitting bids on the day of bid opening, bidders must submit at the West Bank location only.**

Other Changes Continued:

- Effective June 1, 2017, bidders may no longer send bid responses via facsimile, as some bid solicitations may provide. Vendors responding to bid solicitations may only submit via USPS, courier service, hand delivery or via online by registering free of charge at www.jeffparishbids.net. For more information, please contact the Purchasing Department or visit jeffparish.net.
- Affidavits (Non-Public Works Affidavit or Public Works Affidavit) – as you are aware, bidders are required to submit affidavits pursuant to LA public bid law and Jefferson Parish Code of Ordinances. Bidders must read each bid package to ensure compliance. Effective August 1, 2016, ***affidavits are required with bid submission***. While copies are acceptable to include with bid submission, original affidavits are required upon contract execution. Original affidavits are encouraged with bid submission.
- Current W9 Forms and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- Upon contract execution, successful bidder must continue producing final insurance certificates per standard Jefferson Parish insurance requirements. Proof of insurance is required for bidding purposes. Bidders must read the insurance requirements attachment included in each bid package for specific instructions.

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

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

Three (3) Year Contract to Perform Annual Load Bank Testing and Maintenance on Various Existing Generators for the Department of General Services

Specifications for Bid Number 50-00119149

Section 1.0 – Pre-Bid Conference:

A Non-Mandatory Pre-Bid Conference and inspection of the site shall be held:

Date: April 4, 2017
Time: 10:00 AM
Location: General Government Building
200 Derbigny Street, Suite 4400
Gretna, LA 70053

All prospective bidders are invited to attend this non-mandatory pre-bid conference which will be held at 10:00 AM on April 4, 2017 at the location listed above. However, failure to attend the non-mandatory pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the non-mandatory 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. This conference is held to allow questions to be answered and to inspect the site with the owner's representative.

Section 2.0 - Scope:

We extend this bid to supply all labor, materials, software, transportation, shipping, and all other necessary essentials to provide a three (3) year contract to perform a three hour load bank test and preventative maintenance on various existing generators for the Jefferson Parish Department of General Services.

Section 3.0 – Performance and Payment Bond:

A performance and payment bond in the amount of 100% of the total contract amount will be required. Performance and payment bond shall be produced upon contract execution.

Section 4.0 – Quantities/Inspections:

Bidders are invited to inspect the sites listed in section 7.0 and perform their own measurements and surveys to determine the proper quantities of labor hours, equipment, supplies, materials, etc. required for this contract. All information regarding the generators given in these specifications are informational only. All sizes and quantities shall be verified by bidder.

To schedule a site visit, of any of the locations listed in section 7.0, please contact:

Chris Frazier or Shayne Perez at Phone # (504) 364-2675

(Please note the above contacts are only to schedule site visits. All questions regarding this bid must be directed to the Purchasing Department at (504) 364-2678.)

Section 5.0 – License:

The following licenses will be required for this bid:

- Louisiana State Commercial Contractor Licenses
- Louisiana State Electrical License
- Louisiana State Specialty License in Installation of Equipment, Machinery, and Engines.

Section 6.0 – Submittals:

Provide the below submittal(s) and other information listed below for owner review and approval with bid proposal. **Failure to provide the requested information with bid submission will result in the bid being deemed non-responsive.**

- Five (5) references concerning projects of similar size, scope, and dollar value as described in these specifications. Include building names, addresses, telephone numbers, contact person(s), and dates of completion. Use the attached form titled "Contractor's Reference List". See Attachment "A"

Provide the below submittal(s) upon owner request:

- A list of company holidays per calendar year.

Section 7.0 Generator Locations/Information:

2017 Generator List			
Building	Manufacturer	Size	Fuel Source
1 st Parish Court 924 David Dr. Metairie, LA	Cummins	500 KW	Natural Gas
2 nd Parish Court 100 Huey P. Long Ave. Gretna, LA	Detroit Diesel	250 KW	Natural Gas
Central Plant 960 1st Street Gretna, LA	Baldor	2000 KW	Diesel
DA Building 200 Derbigny St. Gretna, LA	Onan	250 KW	Natural Gas
EB Health Unit 111 North Causeway Blvd. Metairie, LA	Caterpillar	240 KW	Natural Gas
EOCC 910 3rd St. Gretna, LA	Cummins	1000 KW	Diesel
EOCC 910 3rd St. Gretna, LA	Cummins	1000 KW	Diesel
JPCC 100 Dolhonde St. Gretna, LA	Baldor	1250 KW	Diesel
Yenni Building 1221 Elmwood Park Blvd. Jefferson, LA	Caterpillar	1000 KW	Diesel
Yenni Building 1221 Elmwood Park Blvd. Jefferson, LA	Caterpillar	1000 KW	Diesel

Section 8.0 Specifications:

The successful bidder shall provide all labor, materials, equipment, and all necessary essentials to perform a three (3) hour load test and perform preventative maintenance as outlined in these specifications on the existing generators listed in section 7.0 of these specifications.

- No work outside this contract is to be performed without a purchase order being issued. Without a purchase no invoices will be paid.

Section 8.1 Load Bank Test:

The three hour load bank test shall be performed as followed:

See Attachment B for Load Test Log Sheet.

- Half load for the first hour
- Full load for the remaining two hours.
- All manufacturers' recommended and procedures for the cool down period after the load test is complete shall be followed.
- The load test is to be performed without any disruption or disconnecting of the building load from the generator.
- All negative findings shall be reported to the owners representative immediately

Section 8.2 Preventative Maintenance:

Perform a full service maintenance and inspection check on all generators which will include but is not limited to the following items. See Attachment "C" Level 3 Generator Maintenance Report Form.

- Replace all belts.
- Inspect all engine supports.
- Inspect all hoses and clamps.
- Inspect coolant system for correct anti-freeze content and for leaks Add if necessary with Manufacturer recommended and approved coolant.
- Inspect and tighten fan shroud, fan guard, brackets, and blades.
- Inspect radiator supports.
- Inspect block heaters.
- Inspect batteries for proper water level, corrosion and condition. Correct and clean as needed.
- Perform battery load test. Indicate readings on report.
- Inspect battery chargers and adjust as needed.
- Inspect external radiators if applicable.
- Drain and inspect exhaust lines.
- Inspect exhaust system for leaks.
- Inspect silencer and plumbing lines
- Inspect manifolds, fuel tanks, day tanks, and diesel lines for leaks.
- Inspect all fuel transfer pumps.
- Inspect fuel fill sites for proper operation and leaks.
- Inspect and adjust engine timing.
- Inspect all gauges. Make adjustments as needed.
- Replace Antifreeze (if analysis comes back bad)
- Replace all oil filters.
- Replace all fuel filters.

Section 8.3 Preventative Maintenance Continued:

- Replace all water filters.
- Inspect and lubricate governor actuator to rack and ball joint.
- Inspect louvers for proper operation.
- Inspect exhaust fans for proper operation.
- Inspect turbo outlet hoses and pipes.
- Inspect air dampers and lubricate same.
- Inspect blower by-pass actuators
- Inspect and service crankcase breathers and air box drain as required
- Replace all fluids, oil, antifreeze, etc with manufacturer approved fluids. Proper disposal of such fluids is the responsibility of the Contractor at no extra charge to the owner.
- Check the operation and function of all safety shut downs, alarms, and all other operating functions including the remote enunciator panel.
- Twenty One (21) days prior to the annual load bank/preventative maintenance test the successful bidder shall perform a full spectrum oil analysis and provide owner with a typed written report of the test results. Contractor representative shall discuss findings with the owner.
- Twenty One (21) days prior to the annual load bank/preventative maintenance test the successful bidder shall perform a full spectrum fuel analysis and provide owner with a typed written report of the test results. Contractor representative shall discuss findings with the owner.
- After completion of the load bank test and preventative maintenance work on diesel generators the successful bidder shall perform a fuel maintenance, cleaning, and polishing of diesel fuel in all fuel day tanks and external storage fuel tanks.
- Calibrate fuel level sensors (if applicable).
- Twenty One (21) days prior to the annual load bank test and preventative maintenance on the generators the successful bidder shall perform a full spectrum coolant analysis and provide owner with a typed written report of the test results. Bidder representative shall discuss findings with the owner.

Section 9.0 Reports:

Successful bidder shall provide a company furnished report to indicate all work performed and readings as a result of the load bank test and the preventive maintenance work performed. The report shall include but not limited to the following:

- 1) Load bank readings are to be recorded at a minimum of every fifteen minutes. See Attachment B for Log Sheet.
- 2) A hand written copy of the recorded data is to be handed over to the building operating engineer on duty at the completion of the load test and preventive maintenance.
- 3) A typed written copy of the recorded data shall be sent to the Department of General Services within 5 working days of all test performed. No payments will be made until all reports are received.
- 4) Indicate all parts which need to be replaced. Provide a description of the replacement part and part number.
- 5) Indicate if the condition of all items inspected as being acceptable for use or unacceptable and needs to be repaired or replaced as per the Level 3 Generator Maintenance Report Form See attachment "C".
- 6) All adjustments made.
- 7) Indicate block heaters amperage draw.
- 8) Automatic transfer switch operation.
- 9) Indicate if fuel cleaning was performed and if any irregularities were found. .
- 10) Indicate all pertinent information of work performed.
- 11) Indicate if full spectrum analysis of fuel, oil, and coolant was performed (Provide Reports).

Section 10.0 – Scheduling:

Listed below is a Schedule of times when load bank testing can be performed on each generator.

All work is to be scheduled no less than seven days before work is to be performed.

Location:	First test shall be performed on date listed below then repeated every twelve months for the remainder of this contract	Working Hours:
1st Parish Court 924 David Dr. Metairie, LA	Jul-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
2nd Parish Court 100 Huey P. Long Avenue Gretna, LA	Oct-17	After working hours: 5:00 p.m. on Friday thru 6:00 a.m. on Monday
Central Plant 960 1st Street Gretna, LA 70053	Oct-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
District Attorneys Building 200 Derbigny St. Gretna, LA	Oct-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
East Bank Health Unit 111 N. Causeway Blvd. Metairie, LA 70001	Dec-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
EOCC Building 910 3rd St. Gretna, LA	Nov-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Jefferson Parish Correctional Center 100 Dolhonde Street Gretna, LA 70053	Jul-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.
Joseph S. Yenni Building 1221 Elmwood Park Blvd. Jefferson, LA	Dec-17	Normal working hours Monday thru Friday, 7:00 a.m. to 5:00 p.m.

Section 11.0 Pricing

From time to time the Jefferson Parish Department of General Services may require repairs, services, and materials beyond the load bank/preventive maintenance part of this contract. Provide a cost for each item listed below on the Jefferson Parish bid form items 0090 through 0160.

- A. Normal hourly rate (7:00 AM to 5:00 PM, Monday thru Friday)
per generator technician helper.
- B. Normal hourly rate (7:00 AM to 5:00 PM, Monday thru Friday)
per generator technician.
- C. After hour rate (5:00 PM to 7:00 AM, Monday thru Thursday and Friday 5:00 PM to Monday 7:00 AM) per hour, when authorized, shall be per hour per generator technician
- D. After hour rate (5:00 PM to 7:00 AM, Monday thru Thursday and Friday 5:00 PM to Monday 7:00 AM) per hour, when authorized, shall be per hour per generator helper.
- E. Travel time charges - no emergency
- F. Travel time charge - emergency call
- G. Holiday Rates per Technician
- H. Holiday Rates per Helper

Section 12.0 – Cleaning Area and Safety:

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. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

There must be a fire watch present when any cutting, burning, or welding is taking place; and 2 (two) hours thereafter. The fire watch and his equipment will be the sole responsibility of the contractor.

Section 13.0 – Existing Structure:

Should any cutting, patching, alteration, addition, or repairs to the existing structure, wall, floor, ceiling, or part of building be required of this project, the contractor shall restore the alteration to its original condition, with the same type of materials, finish, and workmanship.

Section 14.0 – Warranty:

All workmanship and materials must have at least one (1) year guaranty, in writing, from the date of acceptance of the project, against defects. The contractor must agree, upon written notice from the owner, promptly and without charge, and to the satisfaction of the owner, to make changes, replacement, and corrections which may be required to make good all defects in materials and/or equipment under its intended use, within the warranty period.

The contractor will also guaranty that he will hold the Parish of Jefferson harmless from any damage arising from faulty workmanship or materials performed and/or installed within the duration of the warranty.

Section 15.0 – Permits:

The contractor shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement and the City of Gretna (if applicable). The contractor shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to the Department of General Services before final payment is rendered.

Section 16.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction 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" to begin work, from the Department of General Services.

Attachment "C"
(3 Pages Follow)

Level 3 Generator Maintenance Report									
Building:			Address:			Generator Number:			
SERVICE PERFORMED									
ENGINE MAKE/MODEL:		GENERATOR MAKE:		GENERATOR MODEL #:		GENERATOR S/N:			
HR METER:		TRANSFER SWITCH MAKE:		TRANSFER SWITCH MODEL #:		TRANSFER SWITCH S/N:			
KW:			VOLTAGE:			# PHASES:			
IMMEDIATE ATTENTION REQUIRED									
OK									
1. TRANSFER SWITCH									
A.	CONTACTS / WIRING								
B.	CONNECTIONS CONDITIONS & TORQUE								
C.	NEUTRAL TO GROUND RESISTANCE								
D.	MANUAL TRANSFER INTERLOCKS								
E.	CORROSION YES () NO ()								
F.	INFRARED TEMPERATURE *F								
G.	Inspect Battery Backup System								
	NORMAL	A	B	C					
	EMERGENCY	A	B	C					
	LOAD	A	B	C					
2. TRANSFER TEST									
A.	TRANSFER TEST PERFORMED YES () NO ()								
B.	VOLTAGE, NO LOAD VAC								
C.	VOLTAGE, LOAD VAC								
D.	FREQUENCY, NO LOAD								
E.	FREQUENCY, LOAD								
F.	AMPERAGE, LOAD								
G.	TIMER OPERATIONS								
3. ENGINE ELECTRICAL / MECHANICAL									
A.	BATTERIES	D1	D2	D3	D4				
B.	WATER LEVEL								
C.	AGE								
D.	SIZE								
E.	LOAD TEST	GOOD	GOOD	GOOD	GOOD				
		FAIR	FAIR	FAIR	FAIR				
		WEAK	WEAK	WEAK	WEAK				
F.	CLEANLINESS								
G.	CABLES AND POSTS / RETIGHTEN								
H.	GROUNDING								
I.	OPERATION OF CLOW PLUGS								
J.	ALTERNATOR OUTPUT			VOC					
K.	TEST ENGINE SHUT-DOWN DEVICES								
L.	BAT. CHARGER OUTPUT								
M.	STARTING MOTOR(S)			VOC					
N.	ENGINE NOISE								
O.	LOAD BANK OPERATION								
4. OIL									
DESCRIPTION		PART NO.							
Fuel Filter									
Fuel Filter									
Oil Filter									
Oil									
FOLLOW UP NEEDED (see comments)									
YES <input type="checkbox"/> NO <input type="checkbox"/>									
CONTRACTOR SIGNATURE:									
CONTRACTOR PRINTED NAME:									
POC - NAME:									
ALARMS CLEARED									
YES <input type="checkbox"/> NO <input type="checkbox"/>									
GENERATOR LEFT IN AUTO									
YES <input type="checkbox"/> NO <input type="checkbox"/>									
WORK COMPLETE									
YES <input type="checkbox"/> NO <input type="checkbox"/>									
COMMENTS:									

Level 3 Generator Maintenance Report									
Building:			Address:			Generator Number:			
SERVICE PERFORMED									
ENGINE MAKE/MODEL:		GENERATOR MAKE:		GENERATOR MODEL #:		GENERATOR S/N:			
HR METER:		TRANSFER SWITCH MAKE:		TRANSFER SWITCH MODEL #:		TRANSFER SWITCH S/N:			
KW:		VOLTAGE:		# PHASES:					
IMMEDIATE ATTENTION REQUIRED									
OK									
4. GENERATOR									
A. WINDINGS									
B. MEGGER TEST				A _____		B _____		C _____	
SERVICE VOLTAGE				208 - 240 VOLT		480 VOLT			
TEST VOLTAGE				250 VOLT		500 VOLT			
C. LEADS / CONNECTIONS / CONDUITS									
D. CIRCUIT BREAKER ON				YES		<input type="checkbox"/>		NO <input type="checkbox"/>	
E. MOUNTS/BOLTS									
F. BEARINGS / NOISE									
G. RODENT PROTECTION									
5. INSTRUMENTATION									
A. OIL PRESSURE						PSI			
B. WATER TEMP						°F			
C. AMMETER						AMPS			
6. AIR INDUCTION & EXHAUST									
A. CONDITION OF PRECLEANER									
B. AIR FILTER CONDITION									
C. AIR FILTER CHANGED				YES		<input type="checkbox"/>		NO <input type="checkbox"/>	
D. INLET PIPING, GASKETS, ETC.									
E. BREATHER AND BLOW-BY TUBE									
F. CONDITION / SOUND OF TURBO									
G. TURBO OIL LEAKS									
H. EXHAUST TEMP				LEFT _____ °F		RT _____ °F			
I. EXHAUST PIPES									
J. SILENCER DRAIN COND. TRAP									
K. INLET PIPING, GASKETS, ETC.									
L. RAINCAP									
M. EXHAUST MANIFOLD									
N. EXHAUST SMOKE / WET STACKING									
7. IGNITION SYSTEM (IF EQUIPPED)									
A. SPARK PLUG WIRES									
B. SPARK PLUGS									
C. COIL									
D. OTHER IGNITION COMPONENTS									
FOLLOW UP NEEDED (see comments)						YES		<input type="checkbox"/>	
						NO		<input type="checkbox"/>	
CONTRACTOR SIGNATURE:									
CONTRACTOR PRINTED NAME:									
POC - NAME:									
ALARMS CLEARED						YES		<input type="checkbox"/>	
						NO		<input type="checkbox"/>	
GENERATOR LEFT IN AUTO						YES		<input type="checkbox"/>	
						NO		<input type="checkbox"/>	
WORK COMPLETE						YES		<input type="checkbox"/>	
						NO		<input type="checkbox"/>	
COMMENTS:									

Level 3 Generator Maintenance Report

Building:		Address:		Generator Number:	
SERVICE PERFORMED					
ENGINE MAKE/MODEL:	GENERATOR MAKE:	GENERATOR MODEL #:		GENERATOR S/N:	
HR METER:	TRANSFER SWITCH MAKE:	TRANSFER SWITCH MODEL #:		TRANSFER SWITCH S/N:	
KV:	VOLTAGE:	# PHASES:			
IMMEDIATE ATTENTION REQUIRED					
OK					
8. ENGINE LUBRICATION SYSTEM					
A.	OIL CHANGED	YES	<input checked="" type="checkbox"/>		
B.	OIL FILTER CHANGED	YES	<input checked="" type="checkbox"/>		
C.	OIL SAMPLE TAKEN	YES	<input checked="" type="checkbox"/>		
D.	TUBES, LINES, SEALS, AND LEAKS				
E.	GASKETS				
9. ENGINE COOLANT SYSTEM					
A.	RADIATOR CORE CONDITION				
B.	RADIATOR CAP				
C.	COOLANT LEVEL				
D.	ANTIFREEZE-FREEZE PT.				
E.	PH LEVEL				
F.	COOLANT CHANGED	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
G.	HOSES, CLAMPS AND LEAKS				
H.	GASKETS AND CONNECTIONS				
I.	PRESSURIZED (FOR 10 MIN.)				
J.	DELTS / PULLEYS / TENSION				
K.	COOLANT SAMPLE	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
L.	FAN BEARINGS / BLADES				
M.	WATER PUMP				
N.	WATER FILTER CHANGED YES		<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
O.	BLOCK COOLANT HEATER				
P.	BLOCK HEATER THERMOSTAT				
10. FUEL SYSTEM					
A.	PRIMARY FILTER(S) CHANGED	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
B.	SECONDARY FILTER CHANGED	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
C.	LINES / CONNECTIONS / LEAKS				
D.	CLEAN & CHECK REMOTE PUMP OPERATION				
E.	FUEL SOLENOID / REGULATORS				
F.	OPERATION OF GOVERNOR / CONTROLS				
G.	FUEL TANK LEVEL		FULL	3/4	1/2 1/4
H.	LEAKS / OPERATION / ALARMS / SIGNS				
I.	FUEL SAMPLE	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
J.	WATER IN TANK	YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
FOLLOW UP NEEDED (see comments)		YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
CONTRACTOR SIGNATURE:					
CONTRACTOR PRINTED NAME:					
POC - NAME:					
ALARMS CLEARED		YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
GENERATOR LEFT IN AUTO		YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
WORK COMPLETE		YES	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>
COMMENTS:					

DATE: 3/15/2017

BID NO.: 50-00119149

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

JEFFERSON PARISH

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

BUYER: MOVALLE@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 4/20/2017 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

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

LATE BIDS WILL NOT BE ACCEPTED

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

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

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

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

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

Bidders should submit all questions in writing and fax them to the Purchasing Department at (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

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

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

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

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

DATE: 3/15/2017

BID NO.: 50-00119149

Page: 2

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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

PROTESTS: Only those vendors that submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office which will then respond in writing as soon as possible.

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

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

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

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

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

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

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

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.

DATE: 3/15/2017

BID NO.: 50-00119149

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Page: 3

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

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

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

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

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

ADDITIONAL REQUIREMENTS FOR THIS BID

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

2,3,4,5,6,8,9,10,11,12,13,15

PRE-BID CONFERENCE TO BE HELD AT: GENERAL GOVERNMENT BLDG 200 DERBIGNY ST.
STE. 4400, GRETN, LA 70053 AT 10:00 AM
ON 4/04/2017

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

7. PUBLIC WORKS BIDS: All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise 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. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached "insurance requirements" sheet. All bidders must comply with the instructions in this sheet. Failure to comply will cause bid to be rejected.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA - RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.
17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owned on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.

DATE: 3/15/2017

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BID NO.: 50-00119149

BID FORM
Non Public Works

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

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

Are you requesting an escalation provision?

YES _____ NO ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF end of contract 2019

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

July 2017

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

31590

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Precision Mechanical Services, Inc.

ADDRESS: P O Box 12357

CITY, STATE: Bossier City, LA ZIP: 71172-2357

TELEPHONE: (318) 746-8147 FAX: (318) 746-8184

EMAIL ADDRESS: chase@precision24.net

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

REJECTED
ALL BID REQUIREMENTS NOT MET

TOTAL PRICE OF ALL BID ITEMS: \$ 81,171.00

AUTHORIZED SIGNATURE: [Signature]

Chase Hamilton

Printed Name

TITLE: Co-owner

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.: 50-00119149

SEALED BID

ITEM NUMBER	QUANTITY	UIM	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>THREE (3) YEAR CONTRACT TO PERFORM LOAD BANK TESTS AND PREVENTATIVE MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES</p> <p>WE EXTEND THIS BID TO PROVIDE LABOR, MATERIALS, SOFTWARE, TRANSPORTATION, SHIPPING, AND ALL NECESSARY ESSENTIALS TO PROVIDE A THREE (3) YEAR CONTRACT TO PERFORM A THREE HOUR LOAD BANK TEST AND PREVENTATIVE MAINTENANCE ON VARIOUS EXISTING GENERATORS FOR JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES. AS PER THE ATTACHED SPECS,</p> <p>*****</p>		
1	3.00	EA	0010 - 500 KW CUMMINS NATURAL GAS, 1ST PARISH COURT 924 DAVID DRIVE METAIRIE, LA 70003	\$ 1,850.00	\$ 5,550.00
2	3.00	EA	0020 - 250 KW DETROIT DIESEL NATURAL GAS 2ND PARISH COURT 100 HUEY P. LONG AVE GRETN, LA 70053	\$ 1,587.00	\$ 4,761.00
3	3.00	EA	0030 - 2000 KW BALDOR DIESEL, CENTRAL PLANT 960 1ST STREET GRETN, LA 70053	\$ 3,900.00	\$11,700.00
4	3.00	EA	0040 - 250 KW ONAN NATURAL GAS, DA BUILDING 200 DERBIGNY STREET GRETN, LA 70053	\$ 1,530.00	\$4,590.00
5	3.00	EA	0050 - 240 KW CATERPILLAR NATURAL GAS, EB HEALTH UNIT 111 NORTH CAUSEWAY BLVD. METAIRIE, LA 70001	\$ 1,400.00	\$ 4,200.00
6	3.00	EA	0060 - 1250 KW BALDOR DIESEL, JPCC 100 DOLHONDE STREET GRETN, LA 70053	\$ 2,750.00	\$ 8,250.00
7	6.00	EA	0070 -1000 KW CUMMINS DIESEL, 910 3RD STEET GRETN, LA 70053 EOCC	\$ 3,525.00	\$21,150.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119 149

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
8	6.00	E A	0080 -1000 KW CATERPILLAR DIESEL, YENNI BUILDING 1221 ELMWOOD PARK BLVD. JEFFERSON, LA 70123	\$3,495.00	\$20,970.00
9	1.00	HR	0090 • NORMAL HOURLY RATE, (7:00 AM TO 5:00 PM MONDAY THRU FRIDAY) PER TECHNICIAN HELPER	\$ 57.50	\$ 57.50
10	1.00	HR	0100 • NORMAL HOURLY RATE, (7:00 AM TO 5:00 PM MONDAY THRU FRIDAY) PER TECHNICIAN	\$ 115.00	\$ 115.00
11	1.00	HR	0110 • NON-NORMAL HOURLY RATE, (5:00 PM TO 7:00 AM MONDAY THRU THURSDAY AND 5:00 PM FRIDAY TO 7:00 AM MONDAY) WHEN AUTHORIZED, SHALL BE PER HOUR PER TECHNICIAN	\$ 172.50	\$ 172.50
12	1.00	HR	0120 • NON-NORMAL HOURLY RATE, (5:00 PM TO 7:00 AM MONDAY THRU THURSDAY AND 5:00 PM FRIDAY TO 7:00 AM MONDAY) WHEN AUTHORIZED, SHALL BE PER HOUR PER HELPER	\$ 86.25	\$ 86.25
13	1.00	HR	0130 • TRAVEL TIME CHARGES, NO EMERGENCY	\$.55 per mile	\$.55 per mile
14	1.00	HR	0140 • TRAVEL TIME CHARGES, EMERGENCY	\$.55 per mile	\$.55 per mile
15	1.00	HR	0150 • HOLIDAY RATES, PER TECHNICIAN (A LIST OF COMPANY HOLIDAYS PER CALENDAR YEAR WILL BE REQUIRED UPON REQUEST)	\$ 230.00	\$ 230.00
16	1.00	HR	0160 • HOLIDAY RATES, PER HELPER (A LIST OF COMPANY HOLIDAYS PER CALENDAR YEAR WILL BE REQUIRED UPON REQUEST)	\$ 115.00	\$ 115.00
17	1.00	EA	0170 • MATERIAL FOR REPAIRS/SERVICE OUTSIDE OF PREVENTATIVE MAINTENANCE		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119149

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>AND LOAD BANK TESTING.</p> <p>(THIS IS A NON-BIDABLE ITEM)</p> <p>IF REPAIRS ARE NEEDED OUTSIDE OF THE LOAD BANK TESTING AND PREVENTATIVE MAINTENANCE, THE LABOR IS BILLABLE UNDER LINES 0090, 0100, 0110, 0120, 0150, OR 0160 WHICHEVER APPLIES. TRAVEL TIME IS BILLABLE UNDER 0130 OR 0140 WHICHEVER APPLIES. ANY MATERIALS WILL BE PAID AT VENDORS COST ONLY. DEPARTMENT OF GENERAL SERVICES MUST APPROVE ANY REPAIRS, SERVICES, AND MATERIALS CHARGE PRIOR TO STARTING THAT WORK. IF GENERAL SERVICES DEEMS THE QUOTE FOR THE MATERIAL IS HIGH, GENERAL SERVICES CAN PURCHASE OR PROVIDE THE MATERIAL FOR THE JOB THEMSELVES. IF THE CONTRACT VENDOR PROVIDES THE MATERIAL-THEY MUST FURNISH WITH THE INVOICE TO J.P. A COPY OF THEIR MATERIAL INVOICE REFLECTING THE COST J.P. WILL ONLY PAY AT COST FOR REPAIRS OUTSIDE OF THE PREVENTATIVE MAINTENANCE AND LOAD BANK TESTING. THE INVOICE MUST BE BROKEN DOWN BY LABOR FOR TECHNICIAN, LABOR FOR HELPER, TRAVEL TIME, AND MATERIAL.</p>		

2525 Quail Drive, Baton Rouge, 70808 (225) 765-2301



Louisiana State Licensing Board for Contractors



Contractor Information

Business Name PRECISION MECHANICAL SERVICES, INC. ✓
Mailing Address P. O. Box 72357
Bossie City, LA 71172-2357
Phone Number (318) 746-8184
Fax Number (000) 000-0000
Email Address kathy@precision24.net
Website www.precision24.net

Active Licenses

License Number 31590 ✓
Type Commercial License
Status LICENSED
Effective 09/20/2015
Expiration 09/19/2018
First Issued 09/19/1996

Classifications

Class	Qualifying Party	Parishes
BUSINESS AND LAW	Robert Lewis Hamilton Jr	ALL
MECHANICAL WORK (STATEWIDE)	Robert Lewis Hamilton Jr	ALL


CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Precision Mechanical
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Precision Mechanical
INCORPORATED, DULY NOTICED AND HELD ON 3-31-17,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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



SECRETARY-TREASURER

3/31/17

DATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/7/2017

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Arthur J. Gallagher Risk Management Services, Inc. 470 Ashley Ridge Blvd Shreveport LA 71106	CONTACT NAME: Megan K. Pleasants
	PHONE (A/C, No, Ext): 318-629-8180 FAX (A/C, No): 318-798-5507
	E-MAIL ADDRESS: megan_pleasants@ajg.com
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Employers Mutual Casualty Company 21415
	INSURER B: Technology Insurance Company, Inc 42376
	INSURER C: Travelers Property Casualty Co of A 25674
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES

CERTIFICATE NUMBER: 1808184831

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			5D42474	2/5/2017	2/5/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Emp Ben. \$1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			5E42474	2/5/2017	2/5/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input 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 \$10,000			5J42474	2/5/2017	2/5/2018	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 <input type="checkbox"/> N/A	TWC3530465	2/5/2017	2/5/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Inland Marine			QT 660 8490L420 TIL-17	2/5/2017	2/5/2018	Generators 80,000/100,000 Rented/Leased 250,000 Skytrack 75,000

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

Certificate holder is included as Additional Insured on the General Liability policy including products/completed operations, on a primary non-contributory basis, as per GL extension endorsement # CG7578.2, edition 05 15, when required to add as an additional insured in a written contract. Certificate holder is included as Additional Insured on the Auto Liability policy, as per Auto extension endorsement #CA 7450.2 edition 11 15, if agreed to add as an additional insured in a written contract. Waiver of Subrogation applies to certificate holder, as respects to General Liability, Auto Liability and Workers' Compensation policies, pursuant to and subject to the policy's terms, definitions, conditions and exclusions, when agreed to by written contract. Umbrella follows form over underlying.

CERTIFICATE HOLDER

CANCELLATION

FYI	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

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Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF Bossier

BEFORE ME, the undersigned authority, personally came and appeared: Chase Hamilton, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Chase Hamilton of Precision Mechanical (Entity), the party who submitted a bid in response to Bid Number 50-00119149 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

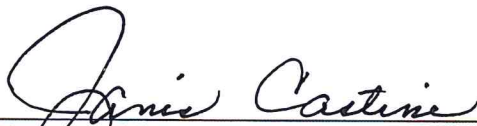
[The remainder of this page is intentionally left blank.]

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

Chase Hamilton
Printed Name of Affiant

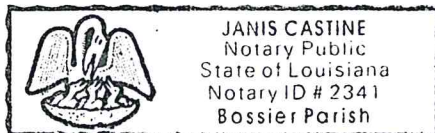
SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 19 DAY OF April, 2017.


Notary Public

JANIS CASTINE
Printed Name of Notary

2341
Notary/Bar Roll Number

My commission expires Life.



[Print](#)

Notary Search - Detail

Name: MS. JANIS CASTINE
Address: 1518 DEBRA ST
BOSSIER CITY, LA 71111-3320

Phone: (318) 746-3660
Phone 2: (318) 426-2302

Notary ID Number: 2341

Parish: BOSSIER with authority in the following parishes:
BIENVILLE, CADDO, CLAIBORNE, DESOTO, WEBSTER

Agency: N/A

Notary Type: Non Attorney

Status: Active

Commission Date: 01/06/1983

Oath Date: 01/04/1983

Surety Expiration Date: 01/13/2019

Annual Report Current: Yes

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

Attachment "A"

CONTRACTOR'S REFERENCE LIST

Company Name: Enable Midstream Partners	Size of Area Serviced: TX & LA
Address: P O Box 258853	
City/State/Zip: Oklahoma City, OK 73125	Current or Past Client: Current
Contact Person: Chris Chance	Title: Communications
Telephone/ Fax: 318-453-5279	E-Mail: Christopher.chance@enablemidstream.com
Company Name: Townsquare Media	Size of Area Serviced: TX & LA
Address: 1216 S. First St.	
City / State/ Zip : Lufkin, TX 75901	Current or Past Client : Current
Contact Person: Chris Cobb	Title: IT/Engineering
Telephone/Fax: 903-405-5239	E-Mail : chris.cobb@townsquaremedia.com
Company Name: Network USA	Size of Area Serviced: TX & LA
Address: 914 Francois St.	
City/ State/ Zip: Lafayette, LA 70507	Current or Past Client : Current
Contact Person: Beau Griffin	Title: Project Manager
Telephone/Fax: 337-205-6326	E-Mail: bgriffin@networkusa.com
Company Name: Christus Highland Medical Center	Size of Area Serviced: LA
Address: 1453 East Bert Kouns	
City/ State/ Zip: Shreveport, LA 71105	Current or Past Client: Current
Contact Person: Robert Hall	Title: Manager
Telephone/ Fax: 318-658-4500	E-Mail: robert.hall@christushealth.org
Company Name: Verizon Wireless	Size of Area Serviced: TX & LA
Address: 1301 Solana Blvd., Bldg. 2, Ste. 2400	
City/ State/ Zip: Westlake, TX 76262	Current or Past Client: Current
Contact Person: Loran Eason	Title: Manager
Telephone/Fax#: 817-961-4996	E-Mail: loran.eason@verizonwireless.com

Request for Taxpayer Identification Number and Certification

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

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

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

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member 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.)
P O BOX 72357

6 City, state, and ZIP code
BOSSIER CITY, LA 71172

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-				-	

or

Employer identification number								
7	2		-	1	3	0	4	1
								9
								6

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 on page 3.

Sign Here Signature of U.S. person ▶ *Kathy Cole* Date ▶ *4/12/17*

General Instructions

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

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

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)

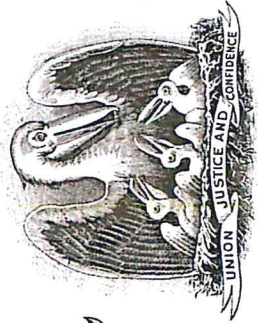
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

State of Louisiana



State Licensing Board for Contractors

This is to Certify that:

PRECISION MECHANICAL SERVICES, INC.
P. O. Box 72357
Bossier City, LA 71172-2357

is duly licensed and entitled to practice the following classifications

MECHANICAL WORK (STATEWIDE)



Expiration Date: September 19, 2018

License No: 31590

Witness our hand and seal of the Board dated,
Baton Rouge, LA 20th day of September 2015

Will S. McCoy Director

Lee M. Delt Chairman

Andy Denny Secretary-Treasurer

This License Is Not Transferrable