



OIL CONDITION MONITORING – TECHNICAL PROPOSAL

BID #50-00131970

SGS NORTH AMERICA, INC.

OIL, GAS & CHEMICALS

OIL CONDITION MONITORING

ANALYTICAL SERVICES

FOR

JEFFERSON PARISH GOVERNMENT

TWO (2) YEAR CONTRACT FOR LUBE OIL ANALYSIS FOR THE JEFFERSON PARISH
DEPARTMENT OF PUBLIC WORKS – DRAINAGE PUMPING STATION OPERATIONS AND
ALL JEFFERSON PARISH AGENCIES

17TH SEPTEMBER 2020

WHEN YOU NEED TO BE SURE

SGS



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17th September 2020

Melissa Ovalle
 West Bank Purchasing Department, Suite 4400
 Jefferson Parish General Government Building
 200 Derbigny Street
 Gretna, LA 70053

Dear Ms. Ovalle:

SGS North America, Inc. is pleased to confirm our interest to the Jefferson Parish Government in providing a laboratory analysis program to the Jefferson Parish Department of Public Works and hereby submit our technical proposal.


SGS is recognized as the global authority regarding equipment condition monitoring through used oil analysis. We rely on competence from our unique network of laboratories to provide you with the best suited solutions. Highlights of our company and proposal include:

- A long history of providing high quality oil condition monitoring (OCM) services as well as a variety of other testing, inspection, verification and certification services
- Convenient Chicago-Area laboratory location (Naperville, Illinois)
- Global support resources from our network of 36 OCM laboratories
- History of providing oil condition monitoring services in the United States since 1981 (Herguth Laboratories was acquired by SGS in 2012)
- Availability of an SGS web portal and mobile app for quick sample submission, data lookup and management reporting
- Strong core values and commitment to health, safety and the environment
- Unparalleled support and service to our clients

SGS prides itself on the quality of our service and the expertise of our staff. We look forward to the opportunity to work with the Jefferson Parish Government for these services. In the meantime, if you require any additional information please let me know.

Sincerely,

Gabriel Ferrel
 U.S., Business Development Manager – OCM
 SGS North America, Inc.

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1. EXECUTIVE SUMMARY

SGS welcomes the opportunity to present our company and capabilities to Jefferson Parish Department of Public Works. A properly managed oil analysis program can provide Jefferson Parish Department of Public Works a valuable predictive maintenance tool. The following are just some of the benefits an SGS program can deliver:

- Planned versus reactive maintenance
- Increased asset uptime
- Reduced costs associated to maintenance actions, labor, parts, lost time, etc.
- Optimized oil drain intervals
- Reduced waste costs
- Improved asset lifetime
- Less capital expenditure to replace assets
- Profitability
- Health and Safety benefits
- Cost reduction (measurable return on investment)

The background information below includes information about SGS, our values and capabilities. We look forward to working with the Jefferson Parish Department of Public Works stakeholders to develop and implement a world-class fluid analysis program.


2. SGS COMPANY OVERVIEW

GROUP PROFILE

SGS is the world's leading inspection, verification, testing and certification company. We are recognized as the global benchmark for quality and integrity. With more than 89,000 employees, we operate a network of more than 2,600 offices and laboratories around the world.

Our core services can be divided into four categories:

- **Testing:** our global network of testing facilities, staffed by knowledgeable and experienced personnel, enable you to reduce risks, shorten time to market and test the quality, safety and performance of your products against relevant health, safety and regulatory standards

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- **Inspection:** our comprehensive range of world-leading inspection and verification services, such as checking the condition and weight of traded goods at transshipment, help you to control quantity and quality, and meet all relevant regulatory requirements across different regions and markets;
- **Certification:** we enable you to demonstrate that your products, processes, systems or services are compliant with either national or international standards and regulations or customer defined standards, through certification
- **Verification:** we ensure that products and services comply with global standards and local regulations. Combining global coverage with local knowledge, unrivalled experience and expertise in virtually every industry, SGS covers the entire supply chain from raw materials to final consumption.


We are constantly looking beyond customers' and society's expectations in order to deliver market leading services wherever they are needed. As the leader in providing specialized business solutions that improve quality, safety and productivity and reduce risk, we help customers navigate an increasingly regulated world. Our independent services add significant value to our customers' operations and ensure business sustainability.

As well as delivering services that promote sustainable development, our values also show a commitment to corporate sustainability. For us, sustainability is about managing a long-term profitable business while taking into account all the positive and negative environmental, social and economic effects we have on society. You can find out more about our sustainability policies and program in our Corporate Sustainability section.

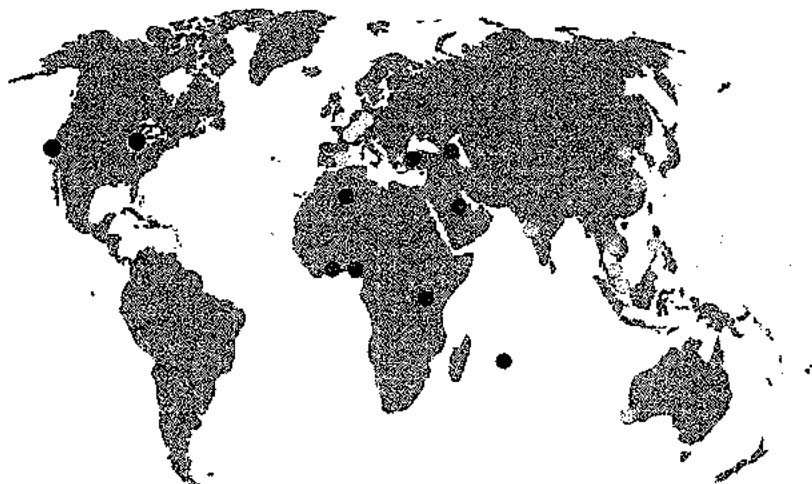
3. ABOUT SGS OIL CONDITION MONITORING (OCM)

SGS Oil, Gas and Chemicals OCM (Oil Condition Monitoring) laboratories deliver high quality, full-service analysis of oil, fuel, coolant, grease and other in-service fluids. Our lubrication testing, diagnostics and reporting provide early and actionable data to extend fluid and asset life. SGS operates 36 OCM facilities including two full-service operations in the United States located in Naperville, Illinois and Vallejo, California. In addition to our commercial laboratory operations, SGS has extensive experience with the operation and staffing of laboratories for clients including major oil companies and mining operations.

The following is a listing of SGS OCM laboratory network locations:


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<u>North America</u>	<u>South America</u>	<u>Europe</u>	<u>Middle East</u>	<u>Africa</u>	<u>Asia/Oceania</u>
USA (2 labs)	Argentina	Belgium	Azerbaijan	Algeria	Australia
	Chile	France	Dubai, UAE	Ivory Coast	China (3 labs)
	Colombia	Germany	Saudi Arabia	Mauritius	India
	Peru (2 labs)	Great-Britain	Turkey	Morocco (2 labs)	Malaysia
		Spain	Qatar	Nigeria	Philippines
		Russia		Tanzania (2 labs)	Singapore
					Thailand
					Vietnam



SGS entered the OCM market in 1977 with the acquisition of Vernolab in France and have expanded every year thereafter. In 2012, SGS acquired Herguth Laboratories, a highly regarded provider of fluid analysis solutions in the United States. SGS is known for delivering superior commitment to service and sophistication of analysis and expertise. Focused on delivering accurate results on time and on budget, SGS makes a tremendous impact on their clients' businesses and has set a new standard for lubrication analysis, consulting and technology delivery. SGS has developed world-class methods and techniques to provide solutions to lubrication, tribology and related mechanical problems.

SGS OCM is committed to continuously developing innovative solutions that help our clients navigate the ever-changing landscape of lubrication and machine design in the 21st Century.

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4. QUALITY ASSURANCE

Dedication to providing our clientele with reliable, high quality data is a primary objective of the entire SGS team. SGS believes that quality assurance is not just a management function, but that every individual in the company is responsible for assuring the quality of SGS products. Satisfying customer needs and expectations while fostering teamwork is at the core of our quality system.

SGS North America has documented QA/QC processes. For General Industry (Commercial Grade) applications, SGS uses many of the same processes incorporated in our Nuclear Industry quality assurance program which meets the requirements of 10 CFR 50 Appendix B and ANSI N45.2 for safety related applications. Some of the major elements of this program are utilized throughout all of SGS including Procurement and Inspection of Materials, Calibration, Preventative Maintenance of Equipment and Employee Training.


SGS has a formal procedure for maintenance and calibration of laboratory equipment and provides a method by which out-of-tolerance or damaged equipment is reported and/or controlled. It is directed towards items which have been calibrated and found to be out-of-tolerance and/or equipment which is found to be damaged and may have influenced the results of previous test determinations.

SGS OCM Labs conducts a program of positive actions (equipment cleaning, lubricating, reconditioning, adjusting, and/or testing) to prevent instruments or equipment from failure during use. The purpose of this preventive maintenance program is to increase measurement system reliability and thus increase data validity.

Both our U.S. laboratories are ISO17025 accredited. SGS participates in numerous outside performance evaluation programs (Round Robins) with ASTM, Exxon Research and Engineering, and Chevron Research and Technology.

5. PROJECT OVERVIEW

This proposal has been prepared in response to a request for bid from Jefferson Parish Government – Department of Public Works (hereinafter referred to as "client") to SGS North America, Inc. (hereinafter referred to as "SGS") for the provision of Analytical Services including sampling supplies, testing, analysis, and reporting of data.

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5.1 KEY PERSONNEL

SGS will assign a corporate level contact for general oversight of the agreement and as a high-level liaison between the laboratory staff and client. A program/operations manager will manage the day-to-day laboratory operations and staff to ensure service quality and consistency.

Our Naperville, Illinois laboratory has highly qualified and experienced chemists and technicians on staff. Below is background information for key staff that would be supporting the Jefferson Parish Department of Public Works program.

William Mason - Branch Manager, SGS NA OCM, Naperville, IL 2017- Current

Mr. Mason is responsible for all laboratory operations at the Naperville OCM facility, including safety, testing and procedures, equipment purchases, staffing, and financial results.

Previous Positions

William was employed by Yancey Brothers Caterpillar for 10 years, where he was responsible for all Oil Condition Monitoring activities, including S-O-S oil sampling, for Caterpillar in the state of Georgia. Prior to that he was employed by ALS Tribology (formerly Staveley Services Fluids Analysis), an oil and fluids analysis laboratory in Atlanta, Georgia for 5 years.

Professional Certifications


William holds ICML MLA Level I and is in the recertification process for levels II and III.

Education

William has a master's degree from Kennesaw State University in Kennesaw, Georgia.

Bobby Licu - Evaluations Manager, SGS NA OCM, 2003- Current

Mr. Licu is responsible for the evaluation of samples from the laboratory. Other responsibilities include, but are not limited to, quality checking, client satisfaction, and sales support. He assists in the activities of engineers, technicians, and data processing clerks to achieve maximum productivity and maintain on-time performance as stated in SGS company objectives. He provides data evaluation for clientele on all types of lubricated equipment, requiring an extensive knowledge of tribology, laboratory testing, equipment application, and predictive/proactive maintenance programs.

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Previous Positions

Bobby worked at Analysts, Inc., an oil analysis laboratory, for 15 years as Senior Data Analyst and Quality Assurance Administrator, doing similar job functions as this current position. He was also employed for more than 11 years at Caltex (Philippines) as a Lubrication Engineer, performing lubrication surveys, lube recommendations, seminars and lubricant analysis and interpretation.

Professional Certifications

Bobby is an STLE Certified Lubrication Specialist (CLS), since 1997, with Certificate Number 30954 and a current member of the Society of Tribologists and Lubrication Engineers (STLE).

Professional Associations and Societies (Positions Held)

He was a former Chairman of STLE Northern California Section.

Education

Bobby has a BSME degree from De La Salle University in Manila, Philippines.

Greg Nazarian - Senior Technician, SGS NA OCM, Naperville, IL 2010- Current


Mr. Nazarian is a primary responsible person for ensuring that the testing of samples sent to the SGS Naperville laboratory is completed in a timely and accurate manner. Other responsibilities include, but are not limited to, instrument calibration, instrument trouble shooting, and instrument method development. He assists the site manager in implementing new programs and test regimes required by new and existing clients. He assists in the daily activities required to keep the lab functioning as trouble free as possible.

Previous Positions

Greg worked at British Petroleum, in the Castrol Lubricants laboratory, for 8 years as a Technical Support Chemist. There he performed lab analysis of oils, greases, and residues, evaluated the results, and collaborated with other lab personnel and field personnel to generate recommendations to solve lube related issues. Prior to that, he was employed by Castrol Industrial North America as a Senior Technician for 4 years performing similar job functions as his current position.

Education


Greg has a BS in Industrial Management Engineering degree from California State University at Long Beach.

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5.2 EQUIPMENT AND TESTING PROCEDURES

SGS has the equipment, capacity, expertise and facilities to deliver the testing as indicated in the Invitation to Bid. SGS will maintain all equipment and keep an adequate inventory of expendables to deliver consistent, uninterrupted service.

Test	Method	Instrument
TAN, TBN	In House FTIR	Perkin Elmer FTIR with Janus Autosampler
Spectrochemical Analysis	ASTM D1158	Spectro Arcos ICP Spectrometer with Acaros Auto Dilutor
Kinematic Viscosity @ 100C, 40C	ASTM D445	Canon CAV/Mini Qvx Automated Viscometers
Viscosity Index	ASTM D2270	Calculation
Fuel Dilution	ASTM D7593	Falcon GC with Talon Autosampler
Soot, Oxidation, Nitration, Sulfation	FTIR E2412	Perkin Elmer FTIR with Janus Autosampler
Water	ASTM D6304	Metrohm Karl Fischer Automated Titrator
Flash Point	ASTM D93	Tanka apm-8 Automated Flash Point Tester
Pour Point	ASTM D97	King CP610 Cloud and Pour Point Bath
Distillation	ASTM D86	Anton Parr ADU 5 Automated Distillation Unit
Cetane Index	ASTM D976	Calculation
API Gravity	ASTM D4052	Anton Parr DMA 48 Density Meter
Sulfur	ASTM D4294	Horiba SLFA-2800
Sulphated Ash	ASTM D874	Evaporating Dish, Crucible
Total Solids	ASTM D893 or D4055	Calculation

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5.3 FACILITY AND SHIPPING

SGS is proposing our Naperville, Illinois facility. A significant capital expenditure of over \$700,000 USD was completed in 2018 which included: upgrading to the global LIMS system, facility upgrades and automated equipment to increase efficiency, redundancy and laboratory capacity.

SGS recommends utilizing FedEx or UPS services for transporting samples back to our Naperville lab. A padded mailer or a FedEx shipping label will be provided for your shipping convenience to the below address:

SGS North America, Inc.
 1600 Shore Rd, Suite G
 Naperville, IL 60563
 Phone: +1 (630) 548-3921

6. DATA AND REPORTING


SGS recently launched a major upgrade to their Customer Web Portal named SOFIA which enhances the ability to use and manage valuable analytical data for predictive maintenance programs. This platform is simple to use, employs the latest technology and is available on any internet connected device.

This platform allows for future enhancements and customization that can be rapidly deployed based on customer needs and industry changes. While we introduce this new software, we are already in development for the next generation portal that incorporates Power BI functionality for flexibility in the display of data, so customers can better pinpoint information valuable to their organization and end users.

SOFIA is unique in the industry because all data from anywhere in the world is stored in a single database with one portal accessing all information. It doesn't matter where samples originate, which laboratory or country tests and diagnoses the sample or where a customer is located when accessing the information. It is ALWAYS available in their language of choice and is available 24 hours a day, seven days a week. At SGS, we are working diligently to simplify the customer experience by improving data access and display of information to make better and faster decisions.

Features and Benefits:

- Customer data is available 24/7

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- The Web Portal is a single database servicing all SGS locations, in 30 countries, in multiple languages
- Easy access to sample reports and historical sample data
- Ability to consolidate customers, distributors and sub groups upon user login
- Ability to submit samples electronically and **produce barcoded labels** for increased efficiency and data integrity
- Preschedule sampling by component type and generate sample labels with bar codes
- Simple extraction of a variety of data with ability to export into Excel
- Efficiently order sample bottles and supplies online
- View, edit, and extract customer equipment information
- Generate reports and allows users to create a custom library of management reports
- Keep up to date with news and announcements
- Compliments functionality of the SOFIA Smartphone App
- Access to web portal and mobile app is Free to all customers


In addition to online data access, SGS can provide test results data in a variety of export formats including .XML and CSV for upload into the Jefferson Parish Department of Public Works site. Monthly management reports are available based on client's requirements.

7. CLIENT REFERENCES AND EXPERIENCE

The following are a variety of current and active clients with a similar scope of service:

Arthur Seals - Engineering Specialist
Dallas Area Rapid Transit
 P.O Box 660163
 Dallas TX 75266
 214-828-6705
aseals@dart.org

SGS currently provides routine oil and coolant analysis services for DART rail cars. SGS supplies all sample kits and accessories and replenishes stock upon request. DART does not request collection containers, but all other components are the same as SC. DART also requests samplzyer probes which are supplied by SGS.

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Dan Kerg - Manager Fleet Eng. & QA

Greater Cleveland RTA

2500 Woodhill Rd

Cleveland, OH 44104

(216) 356-3362

dkerg@gcrrta.org

SGS serviced Greater Cleveland RTA up until April 2020 (lost new contract to lower bidder). Testing included engines and transmissions on buses. SGS provided all sampling supplies including return shipping. Components are the same as those requested by SC including return shipping.

David Myers

Vestas Wind Systems

Mechanical Engineer

Turbine Engineering

Portland, OR


(503) 265-6898

Email: damer@vestas.com

SGS has serviced Vestas Wind Systems for many years. Although testing is primarily on wind turbine gearboxes, SGS does receive 10s of thousands of samples from their sites each year. SGS provides all sampling supplies, including barcoded bottles to simplify the sample gathering process. This allows the client to have a paperless system with the laboratory using our smartphone app.

SGS can supply all the sampling kit components requested including suction pumps and tubing. We have the ability to resupply automatically based on volume usage.

SGS North America also provides fluid analysis services to transportation fleets such as Transit Authority of River City and Gold Gate Transit. In addition to municipalities, Greyhound and First Group have also been clients. Our major market segments serviced include general transportation, on and off-highway, power generation (wind and nuclear), and manufacturing. SGS services thousands of clients each year.

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8. CONCLUSION

Thank you for your interest in our company and services. We are confident that you will experience outstanding communication and overall service levels and support as an SGS client. We look forward to meeting the team and planning the next steps.

For questions about this proposal, please contact:

Gabe Ferrel, CLS, MLT I, MLA I

U.S., Business Development Manager, OCM

SGS North America Inc.

900 Georgia Avenue, Suite 1000

Deer Park, Texas USA 77536

Cell: +1 832 452 2297

Email : gabriel.ferrel@sgs.com

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INVITATION TO BID
THIS IS NOT AN ORDER

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JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETN, LA. 70064-0009
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, GRETN, LA 70053 UNTIL 2:00 PM, 9/22/2020 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.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

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

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 via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. 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.

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

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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.

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.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners 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 submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

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: 9/02/2020

BID NO.: 50-00131970

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Page: 3

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.

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.

10,12,13,15

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. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. 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-Collusion 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 JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

DATE: 9/02/2020

Page: 5

BID NO.: 50-00131970

BID FORM
Non Public Works

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

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

Are you requesting an escalation provision?

YES _____ NO X

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____% 12/31/2022

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

Two Working Days

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

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

THIS SECTION MUST BE COMPLETED BY BIDDER:

SGS North America, Inc.

FIRM NAME: _____

ADDRESS: 900 Georgia Avenue, Suite 1000

CITY, STATE: Deer Park, TX ZIP: 77536

TELEPHONE: (281) 479-7170 FAX: (281) 479-2734

EMAIL ADDRESS: gabriel.ferrel@sgs.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: 1

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 12,691.50

AUTHORIZED SIGNATURE: Fran Christopher

Fran Christopher

TITLE: U.S. Director, Business Development

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.

DATE: 9/02/2020

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page 6

BID NO.: 50-00131970

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1,813.00	EA	<p>TWO (2) YEAR CONTRACT FOR LUBE OIL ANALYSIS FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS - DRAINAGE PUMPING STATION OPERATIONS AND ALL JEFFERSON PARISH AGENCIES</p> <p>0010 - Sample oil analysis for existing in-service diesel engines consisting of the following:</p> <p>1) Viscosity SSU @ 210 Degrees F 2) Fuel Dilution - Value derived from physical characteristics and confirmed by flash point or gas chromatography 3) Total Solids (ASTM D893 or D4055) 4) Water 5) SAE Weight 6) T.B.N. (By ASTM D2896) 7) Spectrochemical Analysis 20 Elements</p>	\$6.75	\$12,237.75
2	45.00	EA	<p>0020 - Sample lube oil analysis for existing gear drives and/or existing bearings consisting of the following:</p> <p>1) Viscosity SSU @ 100 Degrees F 2) Viscosity SSU @ 210 Degrees F 3) Water - Parts per million 4) Total Solids (ASTM D893 or D4055) 5) T.A.N. (By ASTM D664) 6) Spectrochemical Analysis 20 Elements</p>	\$6.75	\$303.75
3	4.00	EA	<p>0030 - Sample lube oil analysis for stock oil consisting of the following:</p> <p>1) Viscosity @ 100 Degrees F 2) Viscosity @ 210 Degrees F 3) Viscosity Index 4) Flash Point (ASTM D92) 5) Pour Point (ASTM D97) 6) Sulphated Ash (Comparable to ASTM D874) 7) Spectrochemical Analysis 20 Element 8) Appearance</p>	\$30.00	\$120.00
4	1.00	EA	<p>0040 - Sample fuel oil analysis consisting of the following:</p> <p>1) API Gravity 2) Distillation Test 3) Cetane Index 4) Sulphur Index 5) Water and Sediment 6) Appearance</p>	\$30.00	\$30.00



Abnormal

CONTACTS

ADMINISTRATION

Susan Gregor
susan.gregor@sgs.com

TECHNICIAN

Billy Mason

SALES

Frances Christopher
OGC.OCM.Chicago@sgs.com

Online results

<https://sofia.sgs.com>

EQUIPMENT

Registration Number	01190196/AMOT
Equipment Description	East Dallas
Component Description	CUMMINS ISL G
Fleet number	FLEET 42
Ref ID	42069
References	

SAMPLE

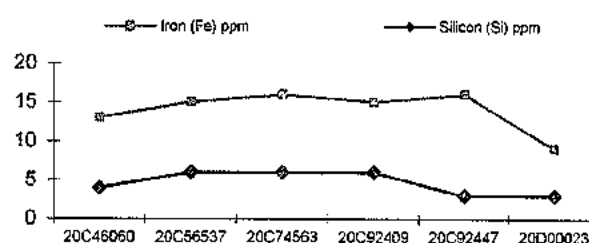
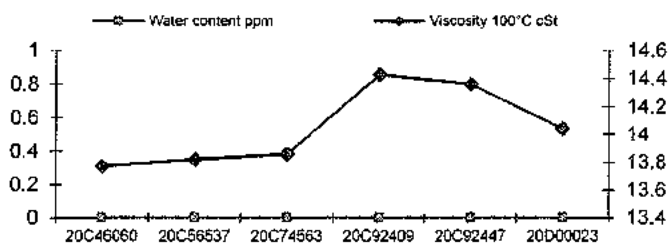
Sample	20D00023
Sampling Date	08/03/2020
Reception Date	08/11/2020
Lubricant	DIAL LUBRICANTS 15W40 LOW ASH
Test Suite	DA10
PO Number	

Diagnosis 08/13/2020

Copper may indicate oil cooler core leaching (if applicable). Other test results are acceptable. Resample at your regular sampling interval.

Evolution

Sample	20C46060	20C56537	20C74563	20C92409	20C92447	20D00023
Sampling date	03/06/2020	04/13/2020	05/29/2020	07/01/2020	07/01/2020	08/03/2020
<ul style="list-style-type: none"> Wear Upper Wear Lower Combustion Pollution 						
Diagnosis	Normal	Normal	Normal	Normal	Normal	Abnormal



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RESULTS

Order	14	15	16	17	18	19
Sample	20C46060	20C56537	20C74563	20C92409	20C92447	20D00023
Sampling/Oil change	Oil change	Oil change	Sampling	Oil change	Oil change	Oil change
Sampling date	03/06/2020	04/13/2020	05/29/2020	07/01/2020	07/01/2020	08/03/2020
Reception date	03/17/2020	04/22/2020	06/16/2020	07/23/2020	07/23/2020	08/11/2020
Diagnosis date	03/19/2020	04/24/2020	06/17/2020	07/24/2020	07/24/2020	08/13/2020
Equipment life (miles)	294601	300605	478500	312859	313153	319115
Oil life (miles)	-	-	-	-	-	-
Top up (L)	-	-	-	-	-	-

Metals and Contaminants by ICP

Silver (Ag) ppm	0	0	0	0	0	0
Aluminium (Al) ppm	1	1	1	0	0	0
Boron (B) ppm	47	27	33	47	45	68
Barium (Ba) ppm	0	0	0	0	0	0
Calcium (Ca) ppm	1691	1320	1255	1210	1220	1110
Chromium (Cr) ppm	1	1	1	2	2	1
Copper (Cu) ppm	5	3	2	2	2	33
Iron (Fe) ppm	13	15	16	15	16	9
Magnesium (Mg) ppm	229	679	664	105	70	21
Molybdenum (Mo) ppm	106	111	110	19	12	3
Sodium (Na) ppm	8	6	6	9	9	7
Nickel (Ni) ppm	0	0	0	0	0	0
Phosphorus (P) ppm	648	657	627	625	660	631
Lead (Pb) ppm	0	0	0	2	2	1
Silicon (Si) ppm	4	6	6	6	3	3
Tin (Sn) ppm	0	0	0	0	0	0
Vanadium (V) ppm	0	0	0	0	0	0
Zinc (Zn) ppm	829	852	812	828	876	844
Antimony (Sb) ppm	0	0	0	0	0	0
Potassium (K) ppm	1	1	1	3	2	2
Manganese (Mn) ppm	0	0	0	0	0	0
Titanium (Ti) ppm	0	0	0	0	0	0
Cd ppm	1	1	1	1	1	1

Water by Karl Fischer

Water content ppm	Negligible	Negligible	Negligible	Negligible	Negligible	Negligible
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FTIR

Glycol content %vol.	<0.10	<0.10	<0.10	0.23	0.23	0.24
Nitration A/cm	10	9	9	14	15	11
Oxidation A/cm	5	8	4	4	4	4

Viscosity 100°C ASTM D445

Viscosity 100 °C cSt	13.77	13.82	13.86	14.43	14.36	14.04
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TAN ASTM D664

TAN mg KOH/g	2.02	2.09	2.08	2.06	2.05	2.07
--------------	------	------	------	------	------	------



Abnormal

CONTACTS

ADMINISTRATION

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susan.gregor@sgs.com

TECHNICIAN

Billy Mason

SALES

Frances Christopher
OGC.OCM.Chicago@sgs.com

Online results

<https://sofia.sgs.com>

EQUIPMENT

Registration Number 01259936/CBV

Equipment Description

Component Description

Transmission

Fleet number

Ref ID 2919T

References

SAMPLE

Sample 09043715

Sampling Date 06/29/2020

Reception Date 07/06/2020

Lubricant

STARFIRE FULL SYNTHETIC MV ATF

Test Suite

SPKG

PO Number

Diagnosis 07/08/2020

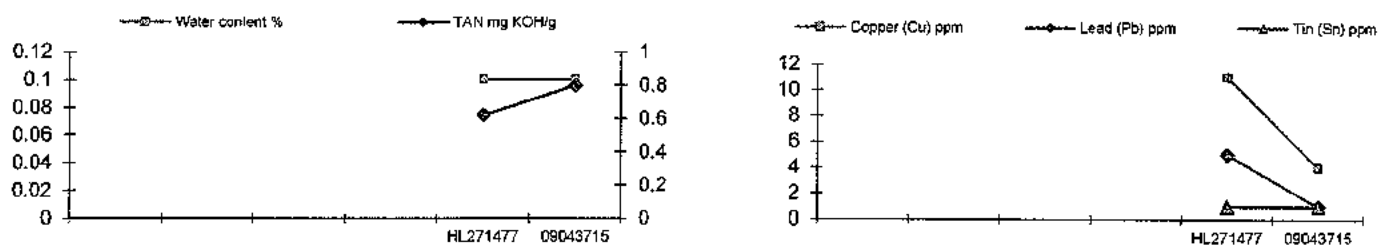
Aluminum may indicate torque converter wear (if applicable). Other test results are acceptable. Resample at half your regular interval.

Evolution

Sample	HL271477	09043715
Sampling date	05/03/2018	06/29/2020

---◆--- Pollution ---■--- Wear

Diagnosis	Attention	Abnormal
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RESULTS

Order	1	2
Sample	HL271477	09043715
Sampling/Oil change	Oil change	Oil change
Sampling date	05/03/2018	06/29/2020
Reception date	05/03/2018	07/06/2020
Diagnosis date	05/18/2018	07/08/2020
Equipment life (miles)	204000	531732
Oil life (miles)	48000	48000
Top up (L)	-	-
TAN ASTM D664		
TAN mg KOH/g	0.62	0.80
Viscosity 40°C ASTM D445		
Viscosity 40°C mm²/s	32.2	34.4
Water content		
Water content %	<0.10	<0.1
Metals and Contaminants by ICP		
Silver (Ag) ppm	<0.1	0
Aluminium (Al) ppm	25	14
Boron (B) ppm	48	196
Barium (Ba) ppm	<1	0
Calcium (Ca) ppm	72	16
Chromium (Cr) ppm	<1	0
Copper (Cu) ppm	11	4
Iron (Fe) ppm	73	27
Magnesium (Mg) ppm	<1	0
Molybdenum (Mo) ppm	<1	0
Sodium (Na) ppm	48	11
Nickel (Ni) ppm	1	0
Phosphorus (P) ppm	147	206
Lead (Pb) ppm	5	1
Silicon (Si) ppm	10	9
Tin (Sn) ppm	1	1
Vanadium (V) ppm		0
Zinc (Zn) ppm	5	10
Antimony (Sb) ppm	<1	0
Potassium (K) ppm	<3	2
Manganese (Mn) ppm		0
Titanium (Ti) ppm		0
Cd ppm		1
Solids Visual		
Solids by Centrifuge	<0.1	



21st September 2020

Melissa Ovalle

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

Dear Ms. Ovalle:

SGS North America, Inc. is pleased to confirm our interest to the Jefferson Parish Government in providing a laboratory analysis program for the Jefferson Parish Department of Public Works.

SGS North America, Inc. recognizes that authority is granted to Director Level personnel to act on behalf of this corporation in all negotiations, bidding, contracts, concerns and transactions under a monetary value of \$25,000.00 USD. We look forward to the opportunity to work with the Jefferson Parish Government for these services. In the meantime, if you require any additional information please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Charudatta Malusare', with a long, sweeping horizontal line extending to the right.

Charudatta Malusare

Vice President

SGS North America, Inc.

Oil, Gas & Chemicals Services

Non-Public Works Bid**AFFIDAVIT**STATE OF LouisianaPARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Joseph
Lascala, (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized Director of SGS North America, Inc. (Entity),
the party who submitted a bid in response to Bid Number 50-00131970, 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.

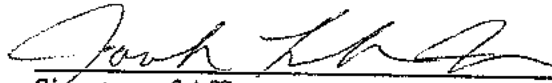
Choice B X There are **NO** debts which would require disclosure under Choice A of this section.

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

JOSEPH LASCURIA JR
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 18th DAY OF September, 2020


Notary Public

Donna M Bechet
Printed Name of Notary

606212
Notary/Bar Roll Number

My commission expires

at my death





CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
09/09/2020

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

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

PRODUCER Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: Willis Towers Watson Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 FAX (A/C No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com														
INSURED SGS Oil, Gas, and Chemicals Services Division Division of SGS North America Inc. 201 Route 17 North 7th floor Rutherford, NJ 07070	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Zurich American Insurance Company</td><td>16535</td></tr><tr><td>INSURER B: ACE American Insurance Company</td><td>22667</td></tr><tr><td>INSURER C: Indemnity Insurance Company of North America</td><td>43575</td></tr><tr><td>INSURER D: ACE Fire Underwriters Insurance Company</td><td>20702</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Zurich American Insurance Company	16535	INSURER B: ACE American Insurance Company	22667	INSURER C: Indemnity Insurance Company of North America	43575	INSURER D: ACE Fire Underwriters Insurance Company	20702	INSURER E:		INSURER F:	
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COVERAGES**CERTIFICATE NUMBER:** WL7667238**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:	Y		GLO-4845754-01	01/01/2020	01/01/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		ISAH25302709	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	WLRC67457547	07/01/2020	07/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Workers Compensation & Employers Liability Per Statute - (WI)			SCFC67457626	07/01/2020	07/01/2021	E.L. Each Accident \$1,000,000 E.L. Disease - Pol Lmt \$1,000,000 E.L. Disease Each Emp \$1,000,000

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

Re: Bid #50-00131970

Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council are included as Additional Insureds as respects to General Liability and Auto Liability.

CERTIFICATE HOLDER**CANCELLATION**

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

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

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

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. SGS NORTH AMERICA INC	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. 201 RT 17 NORTH 7TH FL		Requester's name and address (optional)
6 City, state, and ZIP code RUTHERFORD, NJ 07070		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

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

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

Social security number								
			-			-		
OR								
Employer identification number								
1	3	-	3	0	4	1	3	9 0

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 for Part II, later.

Sign Here	Signature of U.S. person ► <i>[Signature]</i>	Date ► <i>1/8/2019</i>
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General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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