

**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 \_\_\_\_\_%

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 \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 64201

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

FIRM NAME: Technical Environmental Services, Inc.

ADDRESS: 5133 Tardavella Rd.

CITY, STATE: Marrero, LA ZIP: 70072

TELEPHONE: (504) 348-3098 FAX: (504) 348-3043

EMAIL ADDRESS: AHendrix@TESConsult.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: \$ 8,371.00

AUTHORIZED SIGNATURE: Angie Hendrix

Angie Hendrix

Printed Name

TITLE: Director of Environmental Services

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.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$80	\$80
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$50	\$4450
3	193.00	EA	0030 PLM Analysis	\$7	\$1351
4	1.00	EA	0040 PCM Analysis	\$30	\$30
5	1.00	EA	0050 TEM Analysis	\$60	\$60
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$65	\$1300
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$80	\$640
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$25	\$100
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$80	\$160
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$200	\$200

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Robert L Marrero Jr.**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. ZI202577

AI No. 202577Z

Date of Issuance 12/12/2016

Expiration 11/16/2017

Failure to comply with all applicable provisions of La. R.S. 2025F, (1)(a) and La. R.S. 2025 F, (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher M...  
Permit Support Services Division  
Office of Environmental Services*



STATE OF LOUISIANA

DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Robert L. Marrero Jr.**

Has complied with all requirements of the Louisiana Department of Environmental Quality and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S202577

AINo. 202577

Date of Issuance 5/22/2017

Expiration 5/8/2018

Failure to comply with all applicable provisions of La. R.S. 2025:E. (1)(a) and La. R.S. 2025:F. (2)(a) may result in civil and/or criminal enforcement actions by the State.

Christopher Maybank

Permit Support Services Division

Office of Environmental Services



CORPORATE RESOLUTION

I, Gail C. Panepinto, DO HEREBY CERTIFY THAT I AM THE DULY QUALIFIED AND ACTING Secretary and the keeper of the records and corporate seal of Technical Environmental Services, Inc. (the "Corporation"), a corporation organized and existing under the laws of the State of Louisiana, and that the following is a true and correct copy of a certain resolution duly adopted at a meeting of the Board of Directors thereof, convened and held in accordance with law and the bylaws of said Corporation on the 1st of April, 2016, and that such resolution is now in full force and effect and is not in contravention of or in conflict with the bylaws or the charter or articles of incorporation of said Corporation.

RESOLVED, that the individuals named below:

Christopher Robertson, President  
Printed Name and Title

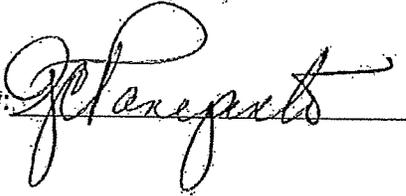
Angie J. Hendrix, Director of Environmental Svcs.  
Printed Name and Title

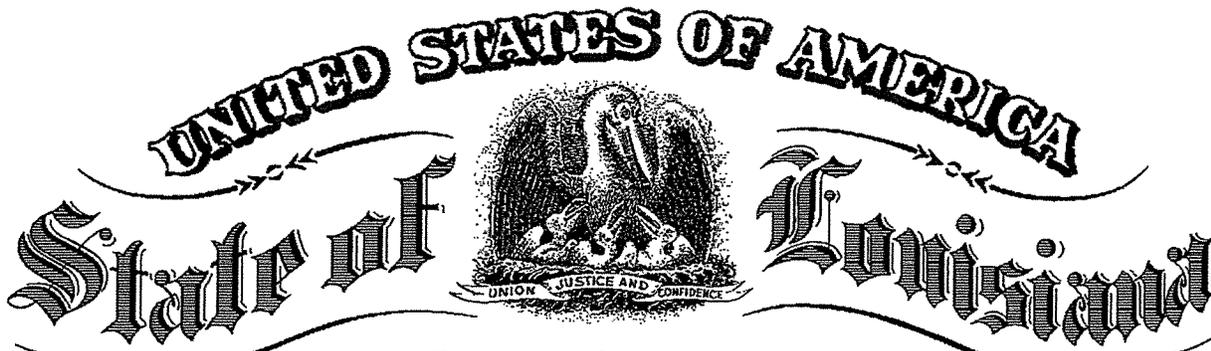
Gail C. Panepinto, Vice Pres. of Administration  
Printed Name and Title

For and on behalf and in the name of said Corporation, is hereby designated the Authorized Representative of this Corporation and is authorized to enter into contracts on behalf of the Corporation.

The Authorized Representative may act upon document executed as hereinabove provided so far as the interest of said Corporation is concerned.

IN WITNESS WHEREOF, I have subscribed my name as Secretary the 29th day of September, 2016.

Secretary: 



**Tom Schedler**

SECRETARY OF STATE

*As Secretary of State of the State of Louisiana, I do hereby Certify that*

**TECHNICAL ENVIRONMENTAL SERVICES, INC.**

A corporation domiciled in MARRERO, LOUISIANA,

Filed charter and qualified to do business in this State on September 24, 1984,

I further certify that the records of this Office indicate the corporation has paid all fees due the Secretary of State, and so far as the Office of the Secretary of State is concerned is in good standing and is authorized to do business in this State.

I further certify that this Certificate is not intended to reflect the financial condition of this corporation since this information is not available from the records of this Office.

In testimony whereof, I have hereunto set my hand and caused the Seal of my Office to be affixed at the City of Baton Rouge on,

October 24, 2016

*Secretary of State*

Web 34155486D



Certificate ID: 10760763#QWM73

To validate this certificate, visit the following web site, go to **Business Services, Search for Louisiana Business Filings, Validate a Certificate**, then follow the instructions displayed.  
[www.sos.la.gov](http://www.sos.la.gov)

**FIRST AMENDMENT TO ARTICLES OF INCORPORATION  
OF  
TECHNICAL ENVIRONMENTAL SERVICES, INC.**

The undersigned officer, namely Christopher T. Robertson, of Technical Environmental Services, Inc. (the "Corporation"), a Louisiana business corporation, for the purpose of amending the articles of incorporation of the Corporation under the Business Corporation Act of the State of Louisiana, and more particularly Louisiana Revised Statutes, Title 12, Sections 1-1003, signs and acknowledges this First Amendment to the Articles of Incorporation of the Corporation, dated and effective the 1<sup>st</sup> day of April, 2016, providing as follows:

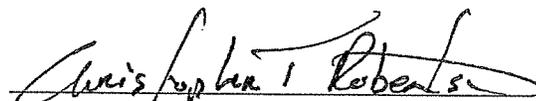
Article VI, Section 1 of the original Articles of Incorporation of the Corporation is hereby deleted. Article V, Section 1 of the original Articles of Incorporation of the Corporation is hereby amended so that henceforth Article V, Section 1 shall read as follows:

**"ARTICLE V  
The Board of Directors**

**"Section 1. There shall be one director of the Corporation."**

This Amendment to the Articles of Incorporation of Technical Environmental Services, Inc. was adopted effective 1<sup>st</sup> day of April, 2016, pursuant to that Unanimous Written Consent of the Shareholders adopted by the Shareholders in compliance with Louisiana Revised Statutes 12:1-704. The original unanimous consent of the Board of Directors is held at the Registered Office of the Corporation, and Christopher T. Robertson, Executive Vice President of the Corporation, hereby certifies that this Amendment reflects the intent of the Shareholders of the Corporation.

IN WITNESS WHEREOF, the undersigned Executive Vice President of Technical Environmental Services, Inc. signs and acknowledges this Amendment to the Articles of Incorporation effective the 1<sup>st</sup> day of April, 2016.

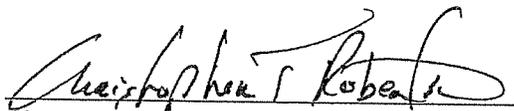


Christopher T. Robertson,  
Executive Vice President  
Technical Environmental Services, Inc.

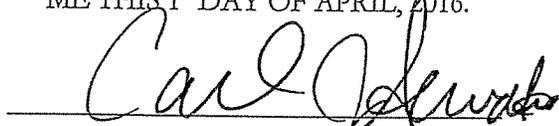
ACKNOWLEDGMENT

STATE OF LOUISIANA  
PARISH OF JEFFERSON

Before me, the undersigned authority, a Notary Public duly commissioned and qualified in and for the Parish and State named above, personally came and appeared **Christopher T. Robertson**, of the full age of majority and personally known to the undersigned Notary Public, who, having been first duly sworn, declared and acknowledged that he is the Executive Vice President of Technical Environmental Services, Inc., and in such capacity executed the above Amendment to the Articles of Incorporation of the Corporation voluntarily, as his own free will, act and deed, for the purposes set forth therein.

  
Christopher T. Robertson

SWORN TO AND SUBSCRIBED BEFORE  
ME THIS 1<sup>st</sup> DAY OF APRIL, 2016.

  
Notary Public  
Carl J. Servat III  
Identification Number: 27639

UNANIMOUS WRITTEN CONSENT OF THE SHAREHOLDERS  
OF  
TECHNICAL ENVIRONMENTAL SERVICES, INC.

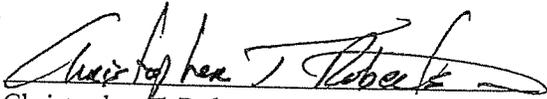
Effective the 1<sup>st</sup> day of April, 2016, the undersigned being all of the Shareholders of Technical Environmental Services, Inc., acting pursuant to Section 12:1-1003 and Section 12:1-704 of the Louisiana Business Corporation Act, by their signatures hereto consent to the following resolution:

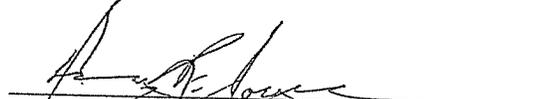
**WHEREAS**, the Shareholders desire to change the number of Directors of the Corporation to one Director and to delete Article VI, Section 1 of the Articles of Incorporation of the Corporation.

**RESOLVED**, the Directors of Technical Environmental Services, Inc. consent to the adoption of the First Amendment to the Articles of Incorporation attached hereto;

**FURTHER RESOLVED**, the Directors hereby authorize the Executive Vice President of Technical Environmental Services, Inc., Christopher T. Robertson, and any other officer of the Company to execute the necessary documents and to take any further action necessary to effectuate the foregoing resolutions.

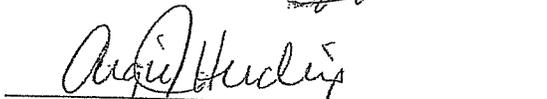
All signatures with an effective date of April 1, 2016.

  
Christopher T. Robertson

  
Danny R. Joyce

  
Ronald S. Stafford

  
Laurence N. Joyce

  
Angie Hendrix

  
Gail Panepinto

AMENDED & RESTATED BY-LAWS  
OF  
TECHNICAL ENVIRONMENTAL SERVICES, INC.

ARTICLE I.  
OFFICE

Section A. Principal office. The principal office of the corporation shall be

5133 Taravella Road  
Marrero, Louisiana 70433

Section B. Other offices. The corporation may also have offices in such other places, both within and without the State of Louisiana, as the Board of Directors may from time to time determine or the business of the corporation may require.

ARTICLE II.  
SHAREHOLDERS

Section A. Annual meeting. An annual meeting of the shareholders, commencing with the year 2016, shall be held on a date and at a time determined by the Board of Directors, but in no event later than the 31st day of December in each year, or if the date is a legal holiday, the next succeeding day not a legal holiday, at 10 o'clock a.m., for the purpose of electing Directors and transacting such other business as may properly be brought before the meeting. If the election of Directors is not held on the day designated herein for any annual meeting of the shareholders, or any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the shareholders as soon thereafter as conveniently may be done.

Section B. Special meetings. Special meetings of the shareholders for any purpose or purposes, unless otherwise prescribed by statute, may be called by the President or by the Board of Directors, and shall be called by the President at the written request of the holders of a majority of all the outstanding shares of the corporation entitled to vote at the meeting.

Section C. Place of meetings. The Board of Directors may designate any place, either within or without the State of Louisiana, as the place of meeting for the annual meeting or for any special meeting called by the Board of Directors; provided, however, that if the special meeting is called at the written request of shareholders as aforesaid, the meeting shall be held at the registered office of the corporation. A waiver of notice signed by all shareholders entitled to vote at the meeting may designate any place, either within or without the State of Louisiana, as the place for the holding of such meetings. If no designation is made or if a special meeting be otherwise called, the place of meeting shall be the registered office of the corporation in the State of Louisiana.

Section D. Notice of meetings. Written or printed notice stating the place, day, and hour of the meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) nor more than fifty (50) days before the date of the meeting, either personally or by mail, to each shareholder of record entitled to vote at such meeting. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the shareholder, at such shareholder's address as it appears on the stock transfer books of the corporation, with postage thereon prepaid. If the meeting is one called by written request of shareholders, the date of the meeting shall be not less than fifteen (15) nor more than sixty (60) days after receipt of the written request from the shareholders.

Section E. Record dates. For the purpose of determining shareholders entitled to notice of or to vote at any meeting of shareholders or any adjournment thereof, or for the purpose of determining shareholders entitled to receive payment of any dividend, or in order to make a determination of shareholders for any other proper purpose, the Board of Directors may fix in advance a date as the record date for any such determination of shareholders, such date in any case to be not more than sixty (60) days, and in the case of a meeting of shareholders not less than ten (10) days, prior

to the date on which the particular action requiring such determination of shareholders is to be taken. If no record date is fixed for the determination of shareholders, entitled to notice of or to vote at a meeting of shareholders, or for the determination of shareholders entitled to receive payment of a dividend, the date on which notice of the meeting is mailed, or the date on which the resolution of the Board of Directors declaring such dividend is adopted, as the case may be, shall be the record date for such determination of shareholders.

Section F. List of shareholders. A complete list of the shareholders entitled to vote at said election, arranged in alphabetical order, and the number of voting shares held by each, shall be prepared and certified by the Secretary. Such list shall be produced and kept at the time and place of election during the whole time thereof, and subject to the inspection of any shareholder who may be present.

Section G. Business. Business transacted at all special meetings of shareholders shall be confined to the objects stated in the call.

Section H. Quorum. The holders of a majority of the shares of stock issued and outstanding and entitled to vote thereat, present in person or represented by proxy, shall be requisite for and shall constitute a quorum at all meetings of the shareholders for the transaction of business, except as otherwise provided by statute, by the Articles of Incorporation, or by these By-Laws. If less than a majority of the outstanding shares are represented at a meeting, however, a majority of the shares so represented may adjourn the meeting from time to time without notice, other than announcement at the meeting, until a quorum shall be present or represented. At such adjourned meeting at which a quorum shall be present or represented any business may be transacted which might have been transacted at the meeting as originally notified.

Section I. Vote. When a quorum is present at a meeting, the vote of the holders of a majority of the stock having voting power present in person or represented by proxy shall decide any question brought before such meeting unless the question is one upon which by express provisions of the statutes of Louisiana or of the Articles of Incorporation or by these By-Laws, a different vote is required, in which case such express provision shall govern and control the decision of such question.

Section J. Proxy. At all meetings of the shareholders, each shareholder having the right to vote shall be entitled to vote in person or by proxy appointed by an instrument in writing subscribed by such shareholder and bearing a date not more than eleven (11) months prior to said meeting, unless said instrument specifically provides for a longer period (not to exceed three (3) years).

### ARTICLE III. DIRECTORS

Section A. General. The property and business of the corporation shall be managed by a Board of Directors which may exercise all such powers of the corporation and do all such lawful acts and things as are not by statute or by the Articles of Incorporation or by these By-Laws directed or required to be exercised or done by the shareholders.

Section B. Number of Directors. The Board shall consist of one Director. The number of Directors thereafter may be increased only by (i) the shareholders at the annual meeting or (ii) unanimous consent of all the Directors serving at the time of such increase; provided, however, that no such increase shall exceed the limits imposed in the Articles of Incorporation. Any Director elected by unanimous consent of the other Directors shall serve only until the next annual meeting of the shareholders. Except as hereinabove provided, the Director shall be elected at the annual meeting, or at a special meeting called for that purpose, and each Director so elected shall hold office for a period of three year or until his successor shall be elected and shall qualify. Directors need not be shareholders.

Section C. Vacancies. If any vacancies occur in the Board caused by death, resignation, retirement, disqualification or removal from office of any Director, a majority of the Directors then in office, though less than a quorum, may choose a successor or successors, and the Directors so chosen shall hold office until the next annual election and until their successors are duly elected and shall qualify, unless sooner displaced. If there are no Directors in office, then an election of Directors may be held in the manner provided by statute. If, at the time of filling any vacancy, the Directors then in office shall constitute less than a majority of the whole board, the proper court may, upon application of any shareholder or shareholders holding at least ten percent (10%) of the total number of the shares at the time outstanding having the right to vote for such Directors, summarily order an election to be held to fill any such vacancies, or to replace the Directors chosen by the Directors then in office.

#### MEETINGS OF THE BOARD

Section D. Place. The Directors of the corporation may hold their meetings, both regular and special, either within or without the State of Louisiana.

Section E. First meeting. The first meeting of each newly elected Board shall be held at such time and place as shall be fixed by the vote of the shareholders at the annual meeting and no notice of such meeting shall be necessary to the newly elected Directors in order to legally constitute the meeting provided a quorum shall be present; or, the Directors may meet in such place, and at such time, as shall be fixed by the consent in writing of all the said Directors.

Section F. Regular meeting. Regular meetings of the Board may be held without notice at such time and place as shall be from time to time determined by the Board.

Section G. Special meetings. Special meetings of the Board may be called by the President on forty-eight (48) hours' notice to each Director, either personally or by mail, telegram or

telex; special meetings shall be called by the President or Secretary in like manner and on like notice on the written request of any two Directors.

Section H. Quorum. At all meetings of the Board a majority of the Directors shall constitute a quorum for transaction of business, except as otherwise provided by statute or in the Articles of Incorporation. If less than such majority is present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice until a majority is present.

Section I. Vote. The affirmative vote of a majority of the Directors shall be required for any act of the Board of Directors.

Section J. Compensation. By resolution of the Board of Directors, the Directors may be paid their expenses, if any, of attendance at each meeting of the Board of Directors and may be paid a regular sum fixed by them for attendance at each meeting of the Board of Directors or a stated salary as Director. No such payment shall preclude any Director from serving the corporation in any other capacity and receiving compensation therefore.

Section K. Written consent. Unless otherwise restricted by the Articles of Incorporation or these By-Laws, any action required or permitted to be taken at any meeting of the Board of Directors or of any committee thereof may be taken without a meeting, if all members of the Board or committee, as the case may be, consent thereto in writing, and the writing or writings are filed with the minutes of proceedings of the Board or committee.

Section L. Director's Proxies. Any Director absent from a meeting of the Board of Directors or any committee thereof may be represented by any other Director or shareholder, who may cast the vote or votes of the absent Director according to the written instructions, general or specific, of the absent Director. The proxy or written instructions may be provided in a document signed by the Director, in a telex or telegram, or in any other means of written communications. Any Director may

vote by proxy at any general or special meeting or in any action taken by written unanimous consent. A proxy granted in writing shall be terminable at will, but shall remain in effect indefinitely until terminated by the granting Director or until it terminates under the terms of the written instructions.

Section M. Meetings by Conference Calls. Meetings of the Board of Directors by means of telephone conference calls are authorized and, therefore, the members of the Board of Directors may participate in and hold a meeting of the Board by means of conference telephone or similar communications equipment provided that all persons participating in the meeting can hear and communicate with each other. Participation in a meeting pursuant to this section shall constitute presence in person at the meeting, except when a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

#### COMMITTEES OF DIRECTORS

Section N. Designation. The Board of Directors may, by resolution passed by a majority of the whole Board, designate one or more committees, each committee to consist of two or more of the Directors of the corporation, which, to the extent provided in said resolution, shall have and may exercise the powers of the Board of Directors in the management of the business and affairs of the corporation, and may have power to authorize the seal of the corporation to be fixed to all papers which may require it. Any such committee or committees shall have such name or names as may be determined from time to time by resolution adopted by the Board of Directors.

Section O. Minutes. The Committee shall keep regular minutes of their proceedings and report the same to the Board when required.

## ARTICLE IV. NOTICE

Section A. Method. Whenever notice is required to be given to any Director or shareholder under provisions of the laws of Louisiana or of the Articles of Incorporation or of these By-Laws, such notice shall not be construed to mean personal notice, but may be given in writing, by mail, telegram or telex, addressed to such Director or shareholder at such address as appears on the books of the corporation, and such notice shall be deemed to be given at the time that the same shall be so mailed.

Section B. Waiver of notice. Whenever any notice is required to be given under the provisions of the laws of Louisiana or of the Articles of Incorporation or these By-Laws, a waiver thereof in writing, signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent thereto, and such waiver need not specify the purpose of or the business to be transacted at the meeting.

## ARTICLE V. OFFICERS

Section A. Designation. The officers of the corporation shall be a President and a Secretary, each of whom shall be elected by the Board of Directors. The Board may also elect one or more Vice Presidents and other officers as may be deemed necessary by the Board. Any two or more offices may be held by the same person.

Section B. Election. The Board of Directors at its first meeting after such annual meeting of shareholders shall choose a President from among its members, and shall choose a Secretary and may choose one or more Vice-Presidents, none of whom need be members of the Board.

Section C. Agents. The Board may appoint such agents on behalf of the corporation as it shall deem necessary, for such terms and to exercise such powers and perform such duties as shall be

determined from time to time by the Board, and not conflicting with these By-Laws or the Articles of Incorporation.

Section D. Salaries. The salaries of all officers and agents of the corporation shall be fixed by the Board of Directors.

Section E. Term. The officers of the corporation shall hold office until their successors are chosen and qualify, unless sooner removed or displaced. Any officer elected or appointed by the Board of Directors may be removed at any time by the affirmative vote of a majority of the whole Board of Directors whenever in their judgment the best interests of the corporation would be served thereby.

Section F. Vacancy. Vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board of Directors for the unexpired portion of the term.

#### PRESIDENT

Section G. It shall be the duty of the President to preside over all Board meetings. He shall also be the chief executive officer of the corporation and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the corporation. He shall, when present, preside at all meetings of the shareholders and shall be ex-officio a member of all standing committees. He shall have general and active management of the business of the corporation and shall see that all orders and resolutions of the Board are carried into effect. He shall, in general, perform all duties incident to the office of President and such other duties as from time to time may be assigned to him by the Board of Directors.

Section H. The President may sign, with the Secretary or any other proper officer of the corporation thereunto authorized by the Board of Directors, certificates for shares of the corporation

and any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws to some other officer or agent of the corporation or shall be required by law to be otherwise signed or executed.

#### VICE-PRESIDENTS

Section I. The Vice-Presidents shall, in the absence or disability of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the Board of Directors shall prescribe, including without limitation performing the duties of the President relating to transactions between the corporation and the President in the President's individual capacity.

#### SECRETARY

Section J. The Secretary shall attend all shareholders' meetings and Board of Directors' meetings and keep the minutes thereof in one or more books provided for that purpose. He shall also: (1) see that all notices are duly given in accordance with the provisions of these By-Laws as required by law; (2) be custodian of the corporate records and of the seal of the corporation and see that the seal of the corporation is affixed to all documents the execution of which on behalf of the corporation under its seal is duly authorized; (3) keep a register containing the post office address of each shareholder which shall be furnished to the Secretary by such shareholders; (4) sign, with the President, certificates for shares of stock in the corporation, the issuance of which shall have been authorized by resolution of the Board of Directors; (5) have general charge of the stock transfer books of the corporation; (6) in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him by the President or by the Board of Directors.

## ARTICLE VI.

### INDEMNIFICATION

Section A. The corporation shall indemnify any person who was or is a party or is threatened to be made a party to any action, suit, or proceeding, whether civil, criminal, administrative, or investigative (including any action by or in the right of the corporation) by reason of the fact that he is or was a director, officer, employee, or agent of the corporation, or is or was serving at the request of the corporation as a director, officer, employee, or agent of another business, foreign, or nonprofit corporation, partnership, joint venture, or other enterprise, against expenses (including attorneys' fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by him in connection with such action, suit, or proceeding if he acted in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the corporation, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his conduct was unlawful; provided that in case of actions by or in the right of the corporation, the indemnity shall be limited to expenses (including attorneys' fees and amounts paid in settlement not exceeding, in the judgment of the Board of Directors, the estimated expense of litigating the action to conclusion) actually and reasonably incurred in connection with the defense or settlement of such action and no indemnification shall be made in respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable for willful or intentional misconduct in the performance of his duty to the corporation unless and only to the extent that the court shall determine upon application that, despite the adjudication of liability but in view of all the circumstances of the case, he is fairly and reasonably entitled to indemnity for such expenses which the court shall deem proper. The termination of any action, suit, or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not,

of itself, create a presumption that the person did not act in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the corporation, and, with respect to any criminal action or proceeding, had reasonable cause to believe that his conduct was unlawful.

Section B. To the extent that a director, officer, employee, or agent of the corporation has been successful on the merits or otherwise in defense of any such action, suit, or proceeding, on in defense of any claim, issue, or matter therein, he shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by him in connection therewith.

Section C. The indemnification hereunder (unless ordered by the court) shall be made by the corporation only as authorized in a specific case upon a determination that the applicable standard of conduct has been met. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum consisting of Directors who were not parties to such action, suit, or proceedings, or (2) if such a quorum is not obtainable, by independent legal counsel, or (3) by the shareholders.

Section D. The expenses incurred in defending such an action, suit, or proceeding shall be paid by the corporation in advance of the final disposition thereof if authorized by the Board of Directors, without regard to whether participating members of the Board are parties to such action, upon receipt of an undertaking by or on behalf of the Director, officer, employee or agent to repay such amount unless it shall ultimately be determined that he is entitled to be indemnified by the corporation as authorized hereunder.

Section E. The indemnification and advancement of expenses provided hereunder shall not be deemed exclusive of any other rights to which one indemnified may be entitled, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue

as to a person who has ceased to be a Director, officer, employee, or agent and shall inure to the benefit of his heirs and legal representatives.

Section F. The corporation may procure or maintain insurance or other similar arrangement on behalf of any person who is or was a Director, officer, employee, or agent of the corporation, or is or was serving at the request of the corporation as a Director, officer, employee, or agent of another business, nonprofit or foreign corporation, partnership, joint venture, or other enterprise against any liability asserted against or incurred by him in any such capacity, or arising out of his status as such, whether or not the corporation would have the power to indemnify him against such liability under the Louisiana Business Corporation Law. Without limiting the power of the corporation to procure or maintain any other kind of insurance or similar arrangement, the corporation may create a trust fund or other form of self-insurance arrangement for the benefit of persons indemnified by the corporation and may procure or maintain such insurance with any insurer deemed appropriate by the Board of Directors regardless of whether all or part of the stock or other securities thereof are owned in whole or part by the corporation. In the absence of actual fraud, the judgment of the Board of Directors as to the terms and conditions of such insurance or self-insurance arrangement and the identity of the insurer or other person participating in a self-insurance arrangement shall be conclusive, and such arrangements for insurance shall not be subject to voidability and shall not subject the Directors approving such arrangement to liability, on any ground, regardless of whether any Directors participating in approving such insurance arrangements shall be beneficiaries thereof.

## ARTICLE VII. CERTIFICATES OF STOCK

Section A. Form. Certificates representing shares of stock in the corporation shall be in such form as determined by the Board of Directors. All certificates shall be signed by, or in the name

of the corporation by, the President or Vice President, and by the Secretary. All certificates for such shares shall be consecutively numbered, and the name and address of the person to whom the shares represented thereby are issued, together with the number of shares and date of issue shall be entered on the stock transfer books of the corporation.

Section B. Transfer Agents, Registrars. Where a certificate is countersigned (1) by a transfer agent other than the corporation or its employee, or (2) by a registrar other than the corporation or its employee, any other signature on the certificate may be facsimile. In case any officer, transfer agent or registrar who has signed or whose facsimile signature has been placed upon a certificate shall have ceased to be such officer, transfer agent or registrar before such certificate is issued, it may be issued by the corporation with the same effect as if he were such officer, transfer agent or registrar at the date of issue.

Section C. Lost certificates. The Board of Directors may direct a new certificate or certificates to be issued in place of any certificate or certificates issued by the corporation and alleged to have been lost or destroyed, providing that:

1. The request for a new certificate is made before the corporation has notice that the certificate or certificates have been acquired by a bona fide purchaser;
2. An indemnity bond deemed sufficient by the Board of Directors is filed with the corporation; and
3. An affidavit of loss is filed with the corporation, containing the following elements:
  - i) A statement that the affiant is the lawful owner of the securities;

- ii) A statement as to whether or not the securities were endorsed, and if so, in what form or manner;
- iii) A statement that neither the securities nor any interest in them have been transferred, hypothecated, pledged or otherwise disposed of;
- iv) A statement of the circumstances under which the loss occurred;
- v) An agreement immediately to surrender the original securities should they reappear; and
- vi) An agreement to hold the corporation harmless from any loss sustained as a result of the loss of the certificate or the issuance of the new certificate.

The Board of Directors shall have discretion to waive any of the foregoing requirements. The Board of Directors may require that the provisions of La. R.S. 10:8-405 be complied with before a new certificate is issued.

Section 53. Transfer of stock. Upon surrender to the corporation or the transfer agent of the corporation of its certificate for shares, duly endorsed or accompanied by proper evidence of succession, assignment or authority to transfer, it shall be the duty of the corporation to issue a new certificate to the person entitled thereto, to cancel the old certificate and to record the transaction on its books.

Section 54. Holder. The corporation shall be entitled to treat the holder of record of any share or shares of stock as the holder in fact thereof and shall not be bound to recognize any equitable or other claim to or interest in such share or shares on the part of any other person, whether

or not it shall have express or other notice thereof, except as otherwise provided by the laws of Louisiana.

## ARTICLE VIII. GENERAL PROVISIONS

Section 1. Dividends. Dividends upon the capital stock of the corporation, subject to any provisions of the Articles of Incorporation may be declared by the Board of Directors at any regular or special meeting, pursuant to law. Dividends may be paid in cash, in property, or in shares of the capital stock, subject to the provisions of the Articles of Incorporation.

Section 2. Reserve for contingencies. Before payment of any dividend, there may be set aside out of any funds of the corporation available for dividends such sum or sums as the Directors may from time to time, in their discretion, deem proper as a reserve fund to meet contingencies or for repairing or maintaining the property of the corporation, or for such other purposes as the Directors shall deem to be in the best interest of the corporation. The Directors may modify or abolish any such reserve in the manner in which it was created.

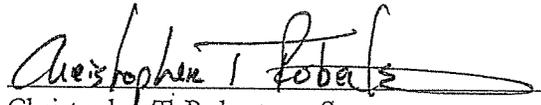
Section 3. Fiscal year. The fiscal year of the corporation shall begin on the 1st day of January and end on the 31st day of December of each year.

Section 4. Checks. All checks or demands for money and notes of the corporation shall be signed by such officer or officers or such other person or persons as the Board of Directors from time to time designates.

Section 5. Corporate seal. The Board of Directors may provide a corporate seal which, if provided, shall be circular in form and shall have inscribed thereon the name of the corporation and the state of incorporation and "Corporate Seal." The corporate seal may be used on but is not required on any corporate instrument or agreement.

ARTICLE IX.

These By-Laws may be altered, amended, or repealed and new By-Laws may be adopted by affirmative vote of a majority of the shareholders present or represented at any regular or special meeting of the shareholders at which a quorum is present or represented, or by affirmative vote of a majority of the Directors present or represented at any regular or special meeting of the Board of Directors at which a quorum is present or represented, provided notice of the proposed alteration or repeal be contained in the notice of any such shareholders' or Directors' meeting.

  
Christopher T. Robertson, Secretary



**ADDITIONAL REMARKS SCHEDULE**

AGENCY <b>Hub International Gulf South</b>		License # 231432	NAMED INSURED Technical Environmental Services, Inc. Services, Inc. P.O. Box 1601 Marrero, LA 70073
POLICY NUMBER <b>SEE PAGE 1</b>			
CARRIER <b>SEE PAGE 1</b>	NAIC CODE <b>SEE P 1</b>	EFFECTIVE DATE: <b>SEE PAGE 1</b>	

**ADDITIONAL REMARKS**

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

**Additional Coverages****Additional Coverages****GENERAL LIABILITY & AUTO LIABILITY INCLUDES:**

Blanket Additional Insured as req. by written contract.

Primary &amp; Non-contributory Clause

In Rem

Contractual Liability as required by contract

Contractors Pollution Legal Liability

Environmental Professional Liability

Per Project Aggregate

XCU Coverage Included

**GENERAL LIABILITY, WORKERS COMP & AUTO LIABILITY INCLUDES:**

Blanket Waiver of Subrogation, as required by written contract.

**WORK COMP INCLUDES:**

OCS

USL&amp;H

Blanket Alternate Employer and Blanket Waiver of

Subrogation as required by written contract.

Excess Policies are follow form for General Liability, Workers Compensation, Auto Liability, Professional Liability and Pollution Liability.

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Angie Hendrix, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Director of Technical Environmental Services, Inc (Entity), the party who submitted a bid in response to Bid Number 50-00120187, 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.]*

## Louisiana Secretary of State Tom Schedler

### SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

[Print](#)

#### Notary Search - Detail

**Name:** MS. MICHELLE A. CHARLES  
**Address:** 2495 PAIGE JANETTE DR.  
HARVEY, LA 70058  
**Phone:** (504) 508-6220  
**Notary ID Number:** 86972  
**Parish:** JEFFERSON with STATEWIDE JURISDICTION  
**Agency:** N/A  
**Notary Type:** Attorney  
**Bar Roll #:** 30872  
**Status:** Active  
**Commission Date:** 06/23/2008  
**Oath Date:** 04/24/2008  
**Surety Expiration Date:** Not Required  
**Annual Report Current:** Not Applicable

[Back to Search Results](#)

[New Search](#)

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.

Angie Hendrix  
Signature of Affiant

Angie Hendrix  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 23<sup>rd</sup> DAY OF August, 2017.

MAC

Notary Public

Michelle A. Charles

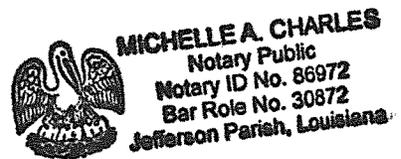
Printed Name of Notary

86972/30872

Notary/Bar Roll Number

My commission expires

Lifetime.



## Request for Taxpayer Identification Number and Certification

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

Print or type  
 See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Technical Environmental 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) ▶ \_\_\_\_\_  
 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) ▶ \_\_\_\_\_

C Corporation     S Corporation     Partnership     Trust/estate

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 1601**

6 City, state, and ZIP code  
**Marrero, LA 70073**

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

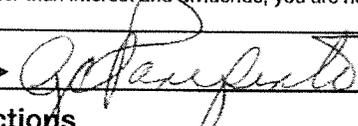
7	2	-	1	0	1	7	9	4	5
---	---	---	---	---	---	---	---	---	---

### 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 ▶     Date ▶ 1/1/2017

### 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/fv9](http://www.irs.gov/fv9).

#### 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.

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

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

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO  X

MAXIMUM ESCALATION PERCENTAGE REQUESTED  n/a  %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF  n/a .

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  n/a

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable)  57179

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

FIRM NAME:  Aerostar SES LLC

ADDRESS:  3749 North Causeway Boulevard, Suite A

CITY, STATE:  Metairie, Louisiana  ZIP:  70002

TELEPHONE:  ( 504 ) 486-8368  FAX:  ( 504 ) 486-8360

EMAIL ADDRESS:  cmcnees@aerostar.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:  #1

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$  9,249.00

AUTHORIZED SIGNATURE:  

Chris McNeese   
Printed Name

TITLE:  Senior Program Manager

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.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$75.00	\$75.00
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$55.00	\$4,895.00
3	193.00	EA	0030 PLM Analysis	\$9.50	\$1,833.50
4	1.00	EA	0040 PCM Analysis	\$8.50	\$8.50
5	1.00	EA	0050 TEM Analysis	\$75.00	\$75.00
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$55.00	\$1,100.00
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$75.00	\$600.00
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$33.00	\$132.00
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$70.00	\$140.00
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$390.00	\$390.00



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

August 10, 2017

ADDENDUM # 1

  
CHRIS M'NEESE  
AEROSTAR SES LLC

Bid No.: 50-00120187

Bid Opening Date: 08/15/2017  
Extended Date: 08/24/2017

For: Two year contract to provide Environmental Testing & Consulting in coordination with demolition proceeding for Jefferson Parish Dept. of Inspection & Code Enforcement.

---

The bid opening date has been extended until 08/24/2017.

**Answering questions:**

1. The contract is for inspecting and analysis of bulk samples, but also mentions PCM/TEM. Is asbestos air monitoring also included in the contract?

Answer: Air monitoring may be required in some cases

2. Item Number 1 & 7 ask for rates for a LDEQ certified Asbestos Contractor/Supervisor, do you have to provide proof of certification? The requirements only ask for the Inspector certification.

Answer: Certification is required for all categories and proof of certification required.

3. Is there a preferred Turn-Around Time for items 3, 4 & 5? Or is it fine as long as the final report detailing results is provided within the 7 days?

Answer: It is fine as long as the final report detailing results is provided within the 7 days.

4. I only see PLM analysis, does this mean no point-counting/chatfield analysis is to be included?

Answer: No point-counting/chatfield analysis is not necessary.

5. Please confirm that the inspectors hourly rate is to include sample and report writing time.

Answer: Inspectors hourly rate is to include sample and report writing time



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

6. Is mileage billable?

**Answer:** Mileage is not billable

7. For the 3 hour TAT analysis, the nearest lab that can analyze asbestos samples is in Baton Rouge, is travel time and mileage to be included under this item, or will that be billed under the other specified rates.

**Answer:** Bid should account for travel time and mileage.

8. Will we be held liable for samples not collected in areas that are inaccessible or deemed to unsafe to sample?

**Answer:** If an inspector is unable to take a sample in an area that is inaccessible or deemed unsafe the report should indicate which areas were not tested as a result of these conditions.

Sincerely,

Donna Reamey

Donna Reamey, Buyer II  
Jefferson Parish Purchasing Department

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form as indicated. Failure to do so will result in bid rejection.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract.**

Non-Public Works Bid

AFFIDAVIT

STATE OF Florida

PARISH/COUNTY OF Duval

BEFORE ME, the undersigned authority, personally came and appeared: Chris  
McNees, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Senior Program Manager of Aerostar SES LLC (Entity),  
the party who submitted a bid in response to Bid Number 50-120187, 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

Chris McNees

\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 7<sup>th</sup> DAY OF August, 2017.



\_\_\_\_\_  
Notary Public

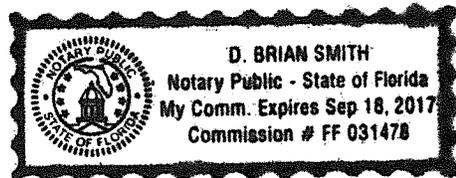
D. BRIAN SMITH

\_\_\_\_\_  
Printed Name of Notary

FF 031478

\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires 9-18-17.



## Aerostar SES LLC (ASL) Signature Authority

The following ASL Officers are officially granted formal authority and responsibility to sign documents as set forth herein:

Basil Skelton	President
---------------	-----------

The following ASL Managers are officially granted formal authority and responsibility to execute the documents referenced herein within the limits established below:

Roy Hoekstra	General Manager (\$10,000,000 limit)
Scott Hughes	Jacksonville Division Manager (\$5,000,000 limit)
Marsha Gerrard	Administrative Manager (\$10,000,000 limit with e-mail approval from Contracts Manager or General Counsel)
Chris McNees	Non-Federal Environmental Manager (\$1,000,000 limit on commercial awards)
Tiffany Seibt	Mobile Division Manager (\$5,000,000 limit)
Jim Madaj	Environmental Manager (\$10,000,000 limit)
Doug Hodson	Construction Manager (\$10,000,000 limit)

The following BBRS administrative personnel are officially granted formal authority and responsibility to execute the documents described below:

Terri Clemens	General Counsel
Diane White	Contracts Manager
Tammy Jackson	Accounting Manager
Leah Taylor	Human Resources Manager
Brian Smith	Aerostar Division Controller
Sarah Henson	Licensing and Registration Manager for Legal Department

The following signatory authority levels are established for obligating the firm:

Document	Level of Authority
Non-disclosure Agreements	President, Environmental Manager, Construction Manager, and Contracts Manager upon receipt of approval from Basil Skelton
Teaming Agreements	President, Environmental Manager, Construction Manager, and Contracts Manager upon receipt of approval from Basil Skelton
Partnerships/Joint Ventures	President upon receipt of BBNC approval
Leases	President, General Manager, Jacksonville Division Manager, General Counsel
Proposals	President, General Manager, Jacksonville Division Manager, Non-Federal Environmental Manager, Mobile Division Manager, Environmental Manager, Construction Manager. Proposals for work outside the U.S. can only be signed by the President upon receipt of BBNC approval
New Government Contracts	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Administrative Manager, Mobile Division Manager
Government Option Year Extensions	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Administrative Manager, Mobile Division Manager
Subcontracts	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Mobile Division Manager
New Task Orders – Government	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Administrative Manager, Mobile Division Manager
Task Order Renewals – Government	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Administrative Manager, Mobile Division Manager
Modifications – Government	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Administrative Manager, Mobile Division Manager
Commercial Contracts	President, General Manager, Jacksonville Division Manager, Contracts Manager,

	General Counsel, Non-Federal Environmental Manager, Mobile Division Manager
Commercial Subcontracts And Tasks under Master Services Agreements	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel, Non-Federal Environmental Manager, Mobile Division Manager. Jacksonville Division Manager and Non-Federal Environmental Manager may delegate signature authority to employees for Task Orders issued off of Master Services Agreements.
Partial and Final Releases	President, General Manager, Jacksonville Division Manager, Contracts Manager, General Counsel
Indirect Purchase Orders	President, General Manager, Jacksonville Division Manager, Non-Federal Environmental Manager, Mobile Division Manager (under \$25,000), and BBRS Administrative personnel (under \$2,500)
Direct Purchase Orders	Project Superintendents and above
Offer Letters	President, General Manager, Jacksonville Division Manager, Human Resources Manager
Bonds	President, General Counsel, Contracts Manager, Administrative Manager
Licenses and Registrations	President, General Counsel, Licensing and Registration Manager for Legal Dept.

Each individual granted signature authority herein must sign their own names only. The use of signature stamps is not permitted. Electronic signatures are permitted, but can only be used by the individual with that signature, or by others with express written permission. Written permissions must be kept with signatures as proof of authority to sign.

Approved:

Effective Date:



Basil Skelton, President

April 1, 2015

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Kerry Meaux**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81181612

AI No. 181612

Date of Issuance 6/13/2017

Expiration 5/24/2018

Failure to comply with all applicable provisions of La. R.S. 2025E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Kerry Meaux**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S181612

Date of Issuance 8/14/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

AI No. 181612

Expiration 7/28/2018

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Mason G Stevenson**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 71103390

Date of Issuance 9/26/2016

AI No. 103390

Expiration 10/1/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Mason G Stevenson**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S103390

Date of Issuance 8/7/2017

AI No. 103390

Expiration 9/24/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Daniel Riggs**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. BS196119

AI No. 196119

Date of Issuance 8/14/2017

Expiration 7/28/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Daniel Riggs**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I196119

Date of Issuance 5/1/2017

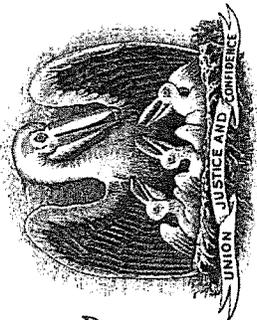
AI No. 196119

Expiration 4/18/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

# State of Louisiana



## State Licensing Board for Contractors

This is to Certify that:

AEROSTAR SES LLC  
11181 St. Johns Industrial Pkwy N  
Jacksonville, FL 32246

is duly licensed and entitled to practice the following classifications

SPECIALTY: HAZARDOUS WASTE TREATMENT OR REMOVAL



Expiration Date: June 21, 2019

License No: 57179

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 22nd day of June 2016

*Michelle B. Mack*  
Director

*See attached*  
Chairman

*Andy R. ...*  
Treasurer

This License Is Not Transferrable



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/29/2017

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).

<b>PRODUCER</b> Marsh & McLennan Agency LLC 1031 W. 4th Ave, Suite 400 Anchorage, AK 99501  216466-DBA-WC-2017	<b>CONTACT NAME:</b> _____ <b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> _____	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Aerostar SES LLC 11181 St. John's Industrial Parkway N. Jacksonville, FL 32243	<b>INSURER A :</b> ACE American Insurance Company	
	<b>INSURER B :</b> N/A	
	<b>INSURER C :</b> N/A	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** SEA-002803436-06                      **REVISION NUMBER:** 2

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	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			PHFD3823853A 001	04/01/2017	04/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PHFD3823853A 001	04/01/2017	04/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTIONS</b> _____						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	DBA - 1000080283	04/01/2017	04/01/2018	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

<b>CERTIFICATE HOLDER</b>  Evidence of Insurance	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE of Marsh USA Inc.  Kirk C. Leadbetter <i>Kirk C. Leadbetter</i>

© 1988-2014 ACORD CORPORATION. All rights reserved.



Office of the Secretary  
PO Box 94245 | Baton Rouge, LA 70804-9245  
ph: 225-379-1200 | fx: 225-379-1851

John Bel Edwards, Governor  
Shawn D. Wilson, Ph.D., Secretary

December 22, 2016

Aerostar SES, LLC  
Michael J. Bock  
11181 St John Industrial Parkway North  
Jacksonville, LA 37830

Dear Michael J. Bock:

We are pleased to inform you that your firm has been certified as a disadvantaged business enterprise for the following work categories:

- NC541620-Environmental Consulting Services
- NC562910-Remediation Services
- C20-Environmental Impact Assessments
- C63-Envrnmental Remedation

Please note that per the federal regulations, suppliers only receive 60% goal credit towards the materials they provide. Also note that a Louisiana Contractor's License is required by any contractor performing work in excess of \$50,000 with the exception of electrical, mechanical and plumbing which are required to have a license if work is in excess of \$10,000. You may contact the State Licensing Board for Contractors at (225) 765-2301 for more information. Your firm's certification will be recognized by all participants of the Louisiana Unified Certification Program. This includes all entities receiving federal transportation funding within the boundaries of our state.

Be advised that recent changes in the Federal Regulations which govern our DBE program have removed expiration dates on certifications. Therefore, recertification every three (3) years is no longer needed. However, you will be required to submit an annual affidavit, along with all supporting documents, stating that your firm continues to meet the eligibility requirements of the program. This form will be sent to you approximately 4 weeks prior to your anniversary date (December 31, 2017). You must notify our office immediately regarding any changes which affect the social and economic disadvantage, size, ownership or control of your firm.

We reserve the right to withdraw this certification, if at any time, it is determined that DBE certification was knowingly obtained by the submission of false, misleading or incorrect data. We, further reserve the right to request additional information and/or conduct an on-site visit at any time during your certification period.

The Department has contracted with SJB Group, LLC to provide DBE Supportive Services to all our certified DBE's at no cost to you. This consultant can offer your firm assistance and guidance on areas such as marketing, estimating, bidding, financial preparations, etc. Please feel free to contact Jackie des Bordes, or Kenyatta Sparks with the SJB Group, LLC, (225) 769-3400 for any assistance needed to grow your organization.

If we can be of further assistance, please don't hesitate to contact the DBE Certification Unit, (225) 379-1382.

Sincerely yours,

REMY B. GRAVES  
DBE/SBE Programs Manager

JAN 3 2017

#210520

Form **W-9**  
(Rev. December 2014)  
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.

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

2 Business name/disregarded entity name, if different from above  
**Aerostar SES LLC**

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:  
 Individual/sole proprietor or single-member LLC  
 C Corporation  
 S Corporation  
 Partnership  
 Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) > \_\_\_\_\_  
 Note. 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) **5**  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)  
**1006 FLOYD CUTTER COURT**

6 City, state, and ZIP code  
**OAK RIDGE, TN 37830**

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  
**9 2 - 0 0 4 2 0 4 1**

**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 > *[Signature]* Date > **2-6-2015**

**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/irb](http://www.irs.gov/irb).

**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.



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
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:**

- For all advertised sealed bids, written evidence of signature authority must be included 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 produce 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.



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000120187 Two year contract to provide Environmental Testing & Consulting in coordination with demolition proceeding for Jefferson Parish Department of Inspection and Code Enforcement. (Dangerous Building Abatement).**

Jefferson Parish Government

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

19-Jul-2017 11:01:27 AM



**Bid Number 50 - 120187**

Two year contract to provide Environmental Testing & Consulting in coordination with demolition proceeding for Jefferson Parish Department of Inspection and Code Enforcement.

**August 15, 2017 AT 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  
Donna Reamey  
Dreamey@Jeffparish.net  
504-364-2684**

## BID # 50-00120187

### **TWO YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE JEFFERSON PARISH DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT (DANGEROUS BUILDING ABATEMENT)**

#### **Pre-Bid Conference**

A Pre-Bid Conference will be held at 10:00 AM on August 3, 2017, in the Purchasing Division, Suite 4400, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. The 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 specifications with no additional cost to the owner.

#### **Background**

The Jefferson Parish Department of Inspection and Code Enforcement has issued this bid for the purpose of obtaining responsive bids to establish a two year contract to provide environmental testing and consulting in coordination with demolition proceedings on an as-needed basis, for Jefferson Parish.

The awarded contract will include projects for the Department of Inspection and Code Enforcement and may be utilized by other Departments. The number and aggregate dollar value of total jobs to be performed under the contract is unknown and not guaranteed. Quantities listed are Jefferson Parish's best estimate and do not obligate Jefferson Parish to order or accept more than its actual requirements during the period of this agreement as determined by actual needs and availability of appropriated funds.

#### **Requirements**

The individual performing the asbestos testing shall have an accredited Asbestos Inspector Certification approved by the Louisiana Department of Environmental Quality. **The Contractor shall provide a copy of its current certification with bid submission. Failure to comply will cause the bid to be rejected.**

### **Scope of Work/Services**

Jefferson Parish Department of Inspection and Code Enforcement anticipates that certain of its projects will be required by the Louisiana Department of Environmental Quality to have asbestos testing performed. Contractor is to provide all necessary equipment, materials, transportation, and labor for said services. Projects must be accomplished in a quality and timely manner. All services shall be provided on an as-needed basis and there shall be no guarantee as to the amount of work given on a yearly basis.

**Evaluation Phase** – Upon a request from the Director, Contractor shall study, evaluate, and present its findings for the following:

The Contractor shall inspect the site, gather any suspect material, test and notify the Dangerous Building Abatement Section of the Department of Inspection and Code Enforcement if any suspect material(s) contain asbestos, along with whether the content exceeds that which allowed by law would prompt a Regulated Asbestos Containing Material (RACM) demolition.

### **Period of Agreement**

The term of any contract resulting from this solicitation shall begin on December 12, 2017 and shall continue for a period of two (2) years thereafter.

### **Location**

Location of service to be performed is within unincorporated Jefferson Parish as per individual work orders issued for asbestos testing services requested.

### **Performance Requirements**

Parish of Jefferson will issue a written work order to Contractor for each project, by such means to include e-mail communication, facsimile, hand-delivery, or whatever manner the Parish deems appropriate.

Contractor shall provide the Dangerous Abatement Section of the Department of Inspection and Code Enforcement via e-mail of their completed report within seven (7) calendar days from issuance of the work order. This timeframe may be extended in an amount equal to the time lost due to delays beyond the control of the Parish or the contractor. Such delays may include, but not be limited to, inclement weather, that directly affects Contractor's ability to test, fires, floods, or acts of God. Contractor must notify Parish in writing within twenty-four (24) hours of the event to request the extension. On occasion, the Parish may have a need for emergency asbestos testing which will require that the testing be performed and the report submitted to the Parish within twenty-four (24) hours of issuance of the work order. Accordingly, this requirement is included as a line item in this bid.

Contractor shall have sufficient equipment to perform Parish work at all times.

Contractor must coordinate with the Department of Inspection and Code Enforcement to assure efficient, effective, and cost-effective project completion.

Contractor must submit an invoice within forty-five (45) days of successful completion to the Department of Inspection and Code Enforcement.

Contractor must maintain a clear line of communication with Jefferson Parish and the Department of Inspection and Code Enforcement.

### **Liquidated Damages**

Time is an essential condition of this contract. Should contractor fail to timely provide the completed regular report via e-mail to the Parish within seven (7) calendar days from the issuance of the work order, without a formal extension by the Parish, the Contractor shall pay to Parish, as liquidated damages, \$50.00 per day. Should Contractor fail to timely provide the completed emergency report within twenty-four (24) hours of the event without a formal extension by the Parish, Contractor shall pay \$25.00 per hour. All damages from this Section shall be deducted from the contractor's invoice for the cost of testing.

DATE: 7/19/2017  
BID NO.: 50-00120187

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: DREAMEY@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, 8/15/2017 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](http://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)**

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 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.

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

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.

**2,3,6,10,12,13,15**

PRE-BID CONFERENCE TO BE HELD AT: 200 Derbigny St. Suite 4400, Gretna. La.  
70053 at 10:00 AM  
ON 8/03/2017

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 stated 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.

**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 \_\_\_\_\_%

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

PER CONTRACT

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

27770

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

FIRM NAME: SOUTHERN ENVIRONMENTAL MANAGEMENT & SPECIALTIES, INC

(SEMS)

ADDRESS: 11628 S. CHOCTAW DRIVE

CITY, STATE: BATON ROUGE, LA ZIP: 70815

TELEPHONE: (225) 924-2002 FAX: (225) 924-2004

EMAIL ADDRESS: BSULLIVAN@SEMSINC.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: 1 BAE

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 34,995.00

AUTHORIZED SIGNATURE: [Signature]

Brian H. Sullivan P.E.

Printed Name

TITLE: Regional Manager

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.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$220 <sup>00</sup>	\$220 <sup>00</sup>
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$220 <sup>00</sup>	\$19,580
3	193.00	EA	0030 PLM Analysis	\$20 <sup>00</sup>	\$3,860 <sup>00</sup>
4	1.00	EA	0040 PCM Analysis	\$20 <sup>00</sup>	\$20 <sup>00</sup>
5	1.00	EA	0050 TEM Analysis	\$200 <sup>00</sup>	\$200 <sup>00</sup>
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$280 <sup>00</sup>	\$5,600 <sup>00</sup>
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$270 <sup>00</sup>	\$2,160 <sup>00</sup>
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$435 <sup>00</sup>	\$1,740 <sup>00</sup>
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$435 <sup>00</sup>	\$870 <sup>00</sup>
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$745 <sup>00</sup>	\$745 <sup>00</sup>

**CORPORATE RESOLUTION**

A meeting of the Board of Directors of SEMS, Inc., a Corporation organized under the laws of the State of Louisiana and domiciled in Baton Rouge, was held this 14th day of August 2017 and was attended by a quorum of the members of the Board of Directors.

The following resolution was offered duly seconded and, after discussion, was unanimously adopted by said quorum:

**BE IT RESOLVED**, that Brian H. Sullivan is hereby authorized to submit proposals and execute agreements on behalf of the corporation.

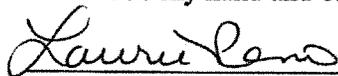
**BE IT FURTHER RESOLVED** that said authorization and appointment shall remain in full force and effect, unless revoked by resolution of the Board of Directors.

I, Adam M. Morgan, hereby certify that I am Secretary of SEMS, Inc., a corporation created under the laws of the State of Louisiana, domiciled in Baton Rouge; that the foregoing is a true and exact copy of a resolution adopted by a quorum of the Board of Directors of said corporation at a meeting legally called and held on the 14th day of August 2017 as said resolution appears of record in the Official Minutes of the Board of Directors. This 14th day of August 2017.

  
Secretary

Before me, the undersigned notary public, appeared Adam M. Morgan, who, being known to me, did execute the foregoing document in my presence, and who, being duly sworn, did state under oath or affirmation that he/she executed said document for the purposes expressed therein.

WITNESS my hand and official seal, this 14<sup>th</sup> day of August, 2017



Notary Public  
Laurie Peno #59943

My commission expires @death

State of Louisiana

Parish of East Baton Rouge

Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Brian H. Sullivan, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized signature of SEMS, INC (Entity), the party who submitted a bid in response to Bid Number 50-120187, 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 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.]*

## Louisiana Secretary of State Tom Schedler

### SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

[Print](#)

#### Notary Search - Detail

**Name:** MS. SHARON INGRAM CORONA  
**Address:** 3801 N. CAUSEWAY BLVD.,STE.207  
METAIRIE, LA 70002

**Phone:** (504) 466-0387

**Notary ID Number:** 52600  
**Parish:** JEFFERSON **with STATEWIDE JURISDICTION**  
**Agency:** N/A  
**Notary Type:** Attorney  
**Bar Roll #:** 24058

**Status:** Active

**Commission Date:** 05/17/1996  
**Oath Date:** 05/07/1996  
**Surety Expiration Date:** Not Required  
**Annual Report Current:** Not Applicable

[Back to Search Results](#)

[New Search](#)

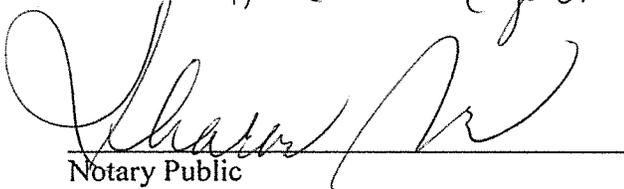
That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection 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

Brian H. Sullivan  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 2nd DAY OF August, 2017.

  
Notary Public

SHARON I CORONA  
Printed Name of Notary

LSBA24058  
Notary/Bar Roll Number

My commission expires with life.

Sharon I. Corona, Notary Public  
LA Bar #24058  
Jefferson Parish, LA  
my Commission is issued for life

## **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.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/24/2017

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

<b>PRODUCER</b> Wright & Percy Ins - Baton Rouge A Division of BancorpSouth Ins. Services P O Box 3809 Baton Rouge LA 70821-3809	<b>CONTACT NAME:</b> William McKnight															
	<b>PHONE (A/C, No., Ext):</b> 225-336-3200	<b>FAX (A/C, No):</b>														
<b>E-MAIL ADDRESS:</b> william.mcknight@bxsi.com																
<b>INSURED</b> SEMS000-01 SEMS Inc. 11628 South Choctaw Drive Baton Rouge LA 70809-		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :Everest Indemnity Insurance Co</td> <td>10851</td> </tr> <tr> <td>INSURER B :State National Insurance Co.</td> <td>12831</td> </tr> <tr> <td>INSURER C :Louisiana Work Comp Corporation</td> <td>22350</td> </tr> <tr> <td>INSURER D :Old Republic Insurance Co.</td> <td>24147</td> </tr> <tr> <td>INSURER E :Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A :Everest Indemnity Insurance Co	10851	INSURER B :State National Insurance Co.	12831	INSURER C :Louisiana Work Comp Corporation	22350	INSURER D :Old Republic Insurance Co.	24147	INSURER E :Federal Insurance Company	20281	INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #															
INSURER A :Everest Indemnity Insurance Co	10851															
INSURER B :State National Insurance Co.	12831															
INSURER C :Louisiana Work Comp Corporation	22350															
INSURER D :Old Republic Insurance Co.	24147															
INSURER E :Federal Insurance Company	20281															
INSURER F :																

**COVERAGES**                      **CERTIFICATE NUMBER:** 1695757439                      **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 VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pollution <input checked="" type="checkbox"/> Professional GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			EF4ML05735161	10/15/2016	10/15/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			XNDA0051603	10/15/2016	10/15/2017	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 checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			EF4CU00927161	10/15/2016	10/15/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	76926 (LA) MWC11636407(OTHER STATES)	10/15/2016 10/15/2016	10/15/2017 10/15/2017	<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
E	Equipment Rented/Leased			45467346	10/15/2016	10/15/2017	Per Item \$500,000

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

Subject to policy terms, conditions, and exclusions; certificate holder shall be considered an Additional Insured on the General Liability, Contractors Pollution, Auto Liability and Excess Liability policies, with a Waiver of Subrogation in their favor on the General Liability, Contractors Pollution, and Auto Liability when required by written contract.

Coverage for the additional insured is primary and non-contributory for the Additional Insured on the General Liability, Contractors Pollution, Auto Liability, and Excess Liability, when required by contract.  
See Attached...

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION 30 Days</b>
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 



**ADDITIONAL REMARKS SCHEDULE**

AGENCY Wright & Percy Ins - Baton Rouge		NAMED INSURED SEMS Inc. 11628 South Choctaw Drive Baton Rouge LA 70809-	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE**

Workers Compensation:  
Blanket Waiver of Subrogation when required by written contract. Blanket Alternate Employer when required by written contract. Longshore and Harbor Workers Compensation Act Coverage (LA).

Excess Liability is follow form and is Excess of General Liability, Contractors Pollution, Professional Liability, Auto Liability, and Employers Liability.

Certificate holder to include client & lender, IberiaBank,. 601 Poydras Street, 20th Flood, New Orleans, LA 70130



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/7/2016

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).

<b>PRODUCER</b> Wright & Percy Ins - Baton Rouge A Division of BancorpSouth Ins. Services P O Box 3809 Baton Rouge LA 70821-3809	<b>CONTACT NAME:</b> William McKnight <b>PHONE (A/C, No, Ext):</b> 225-336-3200 <b>E-MAIL ADDRESS:</b> william.mcknight@bxsi.com	<b>FAX (A/C, No):</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> SEMS000-01 SEMS Inc. 11628 South Choctaw Drive Baton Rouge LA 70809-	<b>INSURER A:</b> Everest Indemnity Insurance Co		10851
	<b>INSURER B:</b> State National Insurance Co.		12831
	<b>INSURER C:</b> Louisiana Work Comp Corporation		22350
	<b>INSURER D:</b> Old Republic Insurance Co.		24147
	<b>INSURER E:</b> Federal Insurance Company		20281
<b>INSURER F:</b>			

**COVERAGES**                      **CERTIFICATE NUMBER:** 1399976703                      **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 <input checked="" type="checkbox"/> Pollution <input checked="" type="checkbox"/> Professional GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			EF4ML05735161	10/15/2016	10/15/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/>			XNDA0051603	10/15/2016	10/15/2017	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 checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$			EF4CU00927161	10/15/2016	10/15/2017	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	76926 (LA) MWC11636407(OTHER STATES)	10/15/2016 10/15/2016	10/15/2017 10/15/2017	<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
E	Equipment Rented/Leased			45467346	10/15/2016	10/15/2017	Per Item \$500,000

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

Subject to policy terms, conditions, and exclusions; certificate holder shall be considered an additional insured on the General Liability, Contractors Pollution, Auto Liability and Excess Liability policies, with a Waiver of Subrogation in their favor on the General Liability, Contractors Pollution, and Auto Liability when required by written contract.

Coverage for the additional insured is primary and non-contributory for the additional insured on the See Attached...

<b>CERTIFICATE HOLDER</b>  Sample ...	<b>CANCELLATION 30 Days</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 



**ADDITIONAL REMARKS SCHEDULE**

AGENCY Wright & Percy Ins - Baton Rouge		NAMED INSURED SEMS Inc. 11628 South Choctaw Drive Baton Rouge LA 70809-	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

General Liability, Contractors Pollution, Auto Liability, and Excess Liability.

**Workers Compensation:**

Blanket Waiver of Subrogation when required by written contract. Blanket Alternate Employer when required by written contract. Longshore and Harbor Workers Compensation Act Coverage (LA).

Excess Liability is follow form and is Excess of General Liability, Contractors Pollution, Professional Liability, Auto Liability, and Employers Liability.



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

*August 10, 2017*

**ADDENDUM # 1**

**Bid No.: 50-00120187**

**Bid Opening Date: 08/15/2017**  
**Extended Date: 08/24/2017**

**For: Two year contract to provide Environmental Testing & Consulting in coordination with demolition proceeding for Jefferson Parish Dept. of Inspection & Code Enforcement.**

---

**The bid opening date has been extended until 08/24/2017.**

**Answering questions:**

1. The contract is for inspecting and analysis of bulk samples, but also mentions PCM/TEM. Is asbestos air monitoring also included in the contract?

**Answer:** Air monitoring may be required in some cases

2. Item Number 1 & 7 ask for rates for a LDEQ certified Asbestos Contractor/Supervisor, do you have to provide proof of certification? The requirements only ask for the Inspector certification.

**Answer:** Certification is required for all categories and proof of certification required.

3. Is there a preferred Turn-Around Time for items 3, 4 & 5? Or is it fine as long as the final report detailing results is provided within the 7 days?

**Answer:** It is fine as long as the final report detailing results is provided within the 7 days.

4. I only see PLM analysis, does this mean no point-counting/chatfield analysis is to be included?

**Answer:** No point-counting/chatfield analysis is not necessary.

5. Please confirm that the inspectors hourly rate is to include sample and report writing time.

**Answer:** Inspectors hourly rate is to include sample and report writing time



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

6. Is mileage billable?

**Answer:** Mileage is not billable

7. For the 3 hour TAT analysis, the nearest lab that can analyze asbestos samples is in Baton Rouge, is travel time and mileage to be included under this item, or will that be billed under the other specified rates.

**Answer:** Bid should account for travel time and mileage.

8. Will we be held liable for samples not collected in areas that are inaccessible or deemed to unsafe to sample?

**Answer:** If an inspector is unable to take a sample in an area that is inaccessible or deemed unsafe the report should indicate which areas were not tested as a result of these conditions.

Sincerely,

*Donna Reamey*

Donna Reamey, Buyer II  
Jefferson Parish Purchasing Department

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form as indicated. Failure to do so will result in bid rejection.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract.**

**STATE OF LOUISIANA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

certifies that

***Steven Carpenter***

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 7S203165

AI No. 203165

Date of Issuance 10/5/2016

Expiration 9/29/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

**STATE OF LOUISIANA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

certifies that

***David R Groscoat***

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 7S96513

AI No. 96513

Date of Issuance 10/5/2016

Expiration 9/29/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services



STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Thomas W Campbell**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S197370

AI No. 197370

Date of Issuance 7/3/2017

Expiration 6/29/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Jerry A Sossamon**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81114697

Date of Issuance 8/17/2017

AI No. 114697

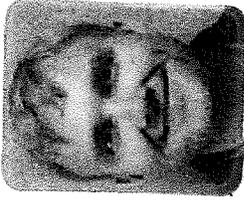
Expiration 8/11/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services



**STATE OF LOUISIANA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**Permit Support Services -- Asbestos**



**NAME: Mike M Thornton**  
**CERT: Inspector**  
**ACCREDITATION #: 81207019**  
**VALID: 8/9/2017 - 7/26/2018**  
**AI #: 207019**  
**CB**





# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
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:**

- For all advertised sealed bids, written evidence of signature authority must be included 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 produce 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.

August 21, 2017

**Jefferson Parish Purchasing Department**

c/o Donna Reamey  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, Louisiana 70053

Subject: **Bid Number 50 - 120187**

Dear Ms. Reamey,

**Terracon Consultants, Inc. (Terracon)** greatly appreciates the opportunity to submit this bid to provide environmental testing and consulting services in coordination with demolition proceedings for the Parish.

Terracon has served as both the prime- and sub- consultant on multiple city and parish projects throughout Louisiana, as well as, thousands of jobs throughout the country. Environmental services represent more than 30 percent of our annual revenue, making us one of the largest environmental engineering and consulting firms in the United States. Terracon currently holds an Indoor Air Quality contract with Jefferson Parish and is familiar with the requirements and expectations of the Parish.

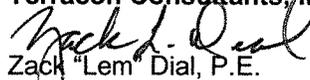
With your selection of the Terracon team, you will gain:

- ✓ **Local Resources:** Terracon's team includes engineers, geologists and technicians trained and skilled in the earth science disciplines, to support the diverse needs of Jefferson Parish. We are highly qualified in all areas of hazardous materials, which includes asbestos testing and monitoring. We are not only located in Jefferson Parish, but some of our staff members reside in the Parish. While our key staff members each have specialized areas of expertise, we strive to cross train to be better able to support our client's needs. We are familiar with the parish's regulations and processes and will be able to hit the ground running on any task orders.
- ✓ **National Resources:** Backed by a wealth of national and local resources (100+ locally), our team has the expertise and available man power of over 150 offices and over 4,000 employees, including hundreds of professional engineers, geologists, and certified technicians.
- ✓ **An Injury & Incident-Free Culture:** We strongly believe that we are responsible for doing all that we can in order to prevent job-site accidents and have instilled in each and every team member to step up to this commitment, regardless of their title or responsibilities. We are extremely proud of our 0.77 EMR.

We are confident that Terracon will provide Jefferson Parish with a high level of service and look forward to working with you and your staff on your future projects. Should you have any questions regarding the attached proposal, please contact me at (504) 818-3638 or [lem.dial@terracon.com](mailto:lem.dial@terracon.com). Thank you for your time and consideration.

Sincerely,

**Terracon Consultants, Inc.**

  
Zack "Lem" Dial, P.E.

Office Manager | Senior Engineer



Terracon Consultants, Inc. 524 Elmwood Park Boulevard, Suite 170 New Orleans, LA 70123  
P (504) 818 3638 F (504) 818 3890 [terracon.com](http://terracon.com)

Environmental

Facilities

Geotechnical

Materials

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

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

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO X \_\_\_\_\_

MAXIMUM ESCALATION PERCENTAGE REQUESTED n/a %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF \_\_\_\_\_.

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

8/23/2017

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

55821

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

FIRM NAME: Terracon Consultants, Inc.

ADDRESS: 524 Elmwood Park Blvd, Suite 170

CITY, STATE: New Orleans, LA ZIP: 70123

TELEPHONE: (504)818.3638 FAX: (504)818.3690

EMAIL ADDRESS: amanda.swift@terracon.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: \$ \$8,687.75

AUTHORIZED SIGNATURE: 

Richard M. Simon  
Printed Name

TITLE: Regional Manager

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.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$58	\$58
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$58	\$5,162
3	193.00	EA	0030 PLM Analysis	\$5.75	\$1,109.75
4	1.00	EA	0040 PCM Analysis	\$8.00	\$8.00
5	1.00	EA	0050 TEM Analysis	\$45	\$45
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$75	\$1,500
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$75	\$600
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$25	\$100
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$20	\$40
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$65	\$65

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Jason M Maloney**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81178742

Date of Issuance 7/26/2017

AI No. 178742

Expiration 9/28/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Maynard*

Permit Support Services Division

Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Zack Lem Dial III**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81136444

AI No. 136444

Date of Issuance 2/1/2017

Expiration 1/27/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Adam McEvoy**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I201568

AI No. 201568

Date of Issuance 5/10/2017

Expiration 4/28/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mayneuf

Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Adam McEvoy**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S201568

Date of Issuance 4/27/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

AI No. 201568

Expiration 5/26/2018

*Christopher Mangum*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Michael Milano**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I188143

AI No. 188143

Date of Issuance 7/26/2017

Expiration 9/23/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Maynard  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Michael Milano**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 7S188143

AINo. 188143

Date of Issuance 12/28/2016

Expiration 11/20/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangano  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Jeffrey A Delise**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I196224

Date of Issuance 4/19/2017

AI No. 196224

Expiration 4/11/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(g) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mayeux

Permit Support Services Division

Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Jeffrey A Delise**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 7S196224

AI No. 196224

Date of Issuance 11/16/2016

Expiration 11/2/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum

Permit Support Services Division  
Office of Environmental Services

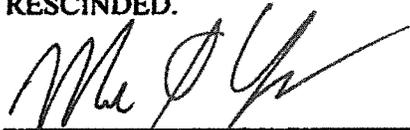
## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Terracon Consultants, Inc  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Terracon Consultants, Inc.  
INCORPORATED, DULY NOTICED AND HELD ON January 5, 2017,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Richard M. Simon, 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.



Corporate Secretary

~~SECRETARY-TREASURER~~

August 15, 2017

DATE



FOR PUBLIC DISPLAY - NOT TRANSFERABLE

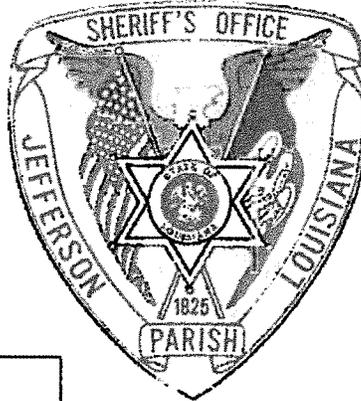
ISSUED BY

SHERIFF AND EX-OFFICIO TAX COLLECTOR-JEFFERSON PARISH, LOUISIANA

# 2017 Occupational License Tax



TERRACON CONSULTANTS INC  
18001 W 106TH ST #300  
OLATHE, KS 66061



License # 37427695

Account # 16196794

**Location Address**

524 ELMWOOD PARK BLVD #170  
JEFFERSON, LA

**Business Class 541330**  
Engineering Services

**License Class 1740**  
Retail Mdse/Service/Rental/etc

Tax	Interest	Penalty	Other	Total	Payment
\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$1,200.00

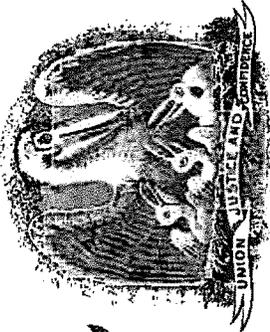
NEWELL NORMAND  
SHERIFF & TAX COLLECTOR

Gregory A. Ruppert, Director  
Bureau of Revenue and Taxation

Pursuant to Jefferson Parish Code of Ordinances Chapter 35, Article VI, Section 35-153, the issuance of this occupational license to the person or firm named hereon is a receipt for payment of said tax and entitles the recipient to operate a business at the location shown, provided said business is operated within the confines of the application thereof, and does not violate any parish or state criminal, health, or zoning laws. This license will expire December 31, 2017.

**RENEWAL APPLICATIONS ARE DUE PRIOR TO MARCH 1.**

# State of Louisiana



## State Licensing Board for Contractors

This is to Certify that:

TERRACON CONSULTANTS, INC.  
18001 W. 106th Street Suite 300  
Olathe, KS 66061

is duly licensed and entitled to practice the following classifications

SPECIALTY: HAZARDOUS WASTE TREATMENT OR REMOVAL



Expiration Date: December 19, 2017

License No: 55821

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 20th day of December 2016

Willis McP Director

Lee Malsett Chairman

Andy [unclear] Treasurer

This License Is Not Transferrable



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/1/2018

12/15/2016

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 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 Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Lexington Insurance Company		19437
INSURER B : Travelers Property Casualty Co of America		25674
INSURER C : The Travelers Indemnity Company		25658
INSURER D :		
INSURER E :		
INSURER F :		

INSURED  
1312891 TERRACON CONSULTANTS, INC.  
18001 W. 106TH STREET, SUITE 300  
OLATHE KS 66061

COVERAGES MAIN CERTIFICATE NUMBER: 13881552 REVISION NUMBER: XXXXXXXX

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	
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIAB GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	N	N	TC2J-GLSA-1118L293	1/1/2017	1/1/2018	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 25,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	TC2J-CAP-131J3858	1/1/2017	1/1/2018	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$ XXXXXXXX
							BODILY INJURY (Per accident)	\$ XXXXXXXX
							PROPERTY DAMAGE (Per accident)	\$ XXXXXXXX
								\$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED RETENTIONS	N	N	ZUP-91M46583 (EXCLUDES PROF. LIAB.)	1/1/2017	1/1/2018	EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$ XXXXXXXX
C C B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	TC2KUB131J374217 (AOS) TRKUB131J384617 (AZ,MA,WI) TC2KUB131J374217 (CA)	1/1/2017 1/1/2017 1/1/2017	1/1/2018 1/1/2018 1/1/2018	<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
A	PROFESSIONAL LIABILITY	N	N	26030216	1/1/2017	1/1/2018	\$1,000,000 EACH CLAIM & \$1,000,000 ANNUAL AGGREGATE	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
FOR INFORMATIONAL PURPOSES ONLY. THE EXCESS /UMBRELLA LIABILITY SITS ON TOP OF THE GENERAL, AUTO, AND EMPLOYER'S LIABILITY.

**CERTIFICATE HOLDER****CANCELLATION**

13881552 SPECIMEN	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 

© 1988-2015 ACORD CORPORATION. All rights reserved.

## **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*

**Non-Public Works Bid**

**AFFIDAVIT**

STATE OF Louisiana

**PARISH/COUNTY OF** Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

Richard M. Simon, (Affiant) who after being by me duly sworn, deposed and said that

he/she is the fully authorized \_\_\_\_\_ representative \_\_\_\_\_ of Terracon Consultants, Inc. (Entity),

the party who submitted a bid in response to Bid Number 50-120187, 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.]*

# Louisiana Secretary of State Tom Schedler

## SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

[Print](#)

### Notary Search - Detail

**Name:** MR. DONALD P. DIMAGGIO

**Address:** 5440 MOUNES ST. SUITE 108  
ELMWOOD, LA 70123

**Phone:** (504) 734-8100

**Phone 2:** (504) 733-5143

**Notary ID Number:** 33195

**Parish:** JEFFERSON with authority in the following parishes:  
ORLEANS, PLAQUEMINES, ST. BERNARD

**Agency:** N/A

**Notary Type:** Non Attorney

**Status:** Active

**Commission Date:** 08/26/1991

**Oath Date:** 08/02/1991

**Surety Expiration Date:** None

**Annual Report Current:** Yes

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

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

Richard M. Simon

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 10 DAY OF Aug, 2017.



Notary Public

Donald P. Di Maggio

Printed Name of Notary

33195

Notary/Bar Roll Number

My commission expires At Death

**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)  
**Terracon Consultants, Inc**

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification (required):  
 Individual/sole proprietor  C Corporation  S Corporation  Partnership  Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**18001 W. 106th Street, Suite 300**

City, state, and ZIP code  
**Olathe, KS 66061**

List account number(s) here (optional)

Requester's name and address (optional)

Exempt payee

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line 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									
				-					
Employer identification number									
4	2	-	1	2	4	9	9	1	7

**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 ▶ *Sheryl Wagner* Date ▶ 06.03.2014

**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,
- 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.



Intertek-PSI  
11950 Industriplex Blvd.  
Baton Rouge, LA  
70809

Tel +1 225 293 8378  
Fax +1 225 292 8132  
www.psiusa.com  
[intertek.com/building](http://intertek.com/building)

Bid Opening Date - August 24, 2017

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

Attention: Ms. Donna Reamy  
Buyer II

Re: **Bid Number 50-120187**  
Two Year Contract to Provide Environmental Testing and Consulting  
In Coordination with Demolition Proceedings for the Jefferson Parish Department  
of Inspection and Code Enforcement (Dangerous Building Abatement)

Dear Ms. Reamy:

Thank you for giving Professional Services Industries, Inc. (PSI) the opportunity to submit the enclosed information to support Jefferson Parish and the Office of Inspection and Code Enforcement in their endeavors. PSI has an established professional relationship with the Parish that we wish to continue to cultivate through providing environmental testing and consulting services to the Office of Inspection and Code Enforcement. We are confident that you will find the information we have provided complete and accurate.

We look forward to continuing to be of service to the Parish professionally and effectively. Please do not hesitate to contact the undersigned at 504-733-9411-ext. 112 in the event you have any questions or require additional information.

Respectfully submitted,

**PROFESSIONAL SERVICE INDUSTRIES, INC.**

Bennie Benson  
Branch Manager

Rachel A. Keane  
Senior Scientist

Attachments: Bid Form – Non-Public Works  
Corporate Resolution  
Insurance Certificate  
Non-Public Works Bid Affidavit  
Asbestos Inspector Certifications (3)

Bid Form – Non-Public Works

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

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

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO X

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF \_\_\_\_\_

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

Upon start of project

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

Not Applicable

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

FIRM NAME: Professional Service Industries, Inc. (PSI, Inc.)

ADDRESS: 724 Central Avenue

CITY, STATE: Jefferson, Louisiana ZIP: 70121

TELEPHONE: (504 ) 733-9411 FAX: (504 ) 733-8161

EMAIL ADDRESS: bennie.benson@psiusa.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.

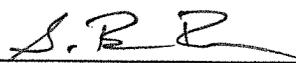
Acknowledge Receipt of Addenda: NUMBER: Addendum 1- 8/10/2017

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ \$12,942.00

AUTHORIZED SIGNATURE: 

S. Bennie Benson

Printed Name

TITLE: Branch Manager

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.

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$75.00	\$75.00
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$80.00	\$7120.00
3	193.00	EA	0030 PLM Analysis	\$11.00	\$2123.00
4	1.00	EA	0040 PCM Analysis	\$10.00	\$10.00
5	1.00	EA	0050 TEM Analysis	\$85.00	\$85.00
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$115.00	\$2300.00
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$110.00	\$880.00
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$35.00	\$140.00
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$32.00	\$64.00
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$415.00	\$415.00

## Corporate Resolution

**PROFESSIONAL SERVICE INDUSTRIES, INC.**

**RESOLUTION**

Pursuant to the authority given to Garrett Smith, Assistant Secretary, by Professional Service Industries, Inc. (the "Corporation") Board Resolution dated November 30, 2011, the following resolution was passed at a formal meeting in Oakbrook Terrace, Illinois on the below date:

**BE IT RESOLVED**, Bennie Benson, Branch Manager of the Corporation, in the normal course of his duties and responsibilities as assigned by the Corporation, is empowered to execute in the name of and on behalf of the Corporation contracts (including any related documentation or certifications included in the contract documents) for professional services with Jefferson Parish, known as the "Organization"

**BE IT FURTHER RESOLVED**, that the foregoing authority shall be and continue in full force and effect until revoked or modified by written notice. Said Organization is hereby authorized and directed to at all times rely upon the last notice received by it or any resolution as to the foregoing authority when such notice bears this Corporation's Seal and is signed by one purporting to be its Assistant Secretary.

**AND BE IT FURTHER RESOLVED**, that the Assistant Secretary of the Corporation is authorized to certify under the Corporate Seal of the Corporation, and said Organization is hereby authorized to rely upon such certification of the Assistant Secretary of the Corporation until it is formally advised of any changes therein by a subsequent certificate and under the Corporate Seal.

**IN WITNESS WHEREOF**, I have affixed my name as Assistant Secretary, and have caused the Corporate Seal of Professional Service Industries, Inc., to be hereto affixed, this 10<sup>th</sup> day of August, 2017



Garrett Smith  
Assistant Secretary

*PSI-17-769*

## Insurance Certificate



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/30/2016

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).

<b>PRODUCER</b> Marsh USA Inc. 500 Dallas Street, Suite 1500 Houston, TX 77002 Attn: Houston.Certs@Marsh.com  905863-PSI-GAWUC-16-17		<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b>																						
<b>INSURED</b> PROFESSIONAL SERVICE INDUSTRIES, INC. AND SUBSIDIARIES CORPORATE OFFICE 1901 S. MEYERS ROAD, SUITE 400 OAKBROOK TERRACE, IL 60181		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B :</td> <td>Greenwich Insurance Company</td> <td>22322</td> </tr> <tr> <td>INSURER C :</td> <td>Navigators Insurance Company</td> <td>42307</td> </tr> <tr> <td>INSURER D :</td> <td>XL Specialty Insurance Company</td> <td>37885</td> </tr> <tr> <td>INSURER E :</td> <td>American Guarantee &amp; Liability Ins Co</td> <td>26247</td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Zurich American Insurance Company	16535	INSURER B :	Greenwich Insurance Company	22322	INSURER C :	Navigators Insurance Company	42307	INSURER D :	XL Specialty Insurance Company	37885	INSURER E :	American Guarantee & Liability Ins Co	26247	INSURER F :		
INSURER(S) AFFORDING COVERAGE		NAIC #																						
INSURER A :	Zurich American Insurance Company	16535																						
INSURER B :	Greenwich Insurance Company	22322																						
INSURER C :	Navigators Insurance Company	42307																						
INSURER D :	XL Specialty Insurance Company	37885																						
INSURER E :	American Guarantee & Liability Ins Co	26247																						
INSURER F :																								

**COVERAGES**                      **CERTIFICATE NUMBER:** HOU-002817548-01                      **REVISION NUMBER:** 6

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		GLO5415693-03	10/01/2016	10/01/2017	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		RAD9437814	10/01/2016	10/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$		CH16EXR854752IV Excess of Auto and Employers' Liability	10/01/2016	10/01/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N    N/A	RWD3001195 (AOS) RWR3001196 (WI)	10/01/2016 10/01/2016	10/01/2017 10/01/2017	<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
E	Excess of General Liability, Auto and Employers Liability		AUC5415694-03	10/01/2016	10/01/2017	Each Occurrence 6,000,000 General Aggregate 6,000,000

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

<b>CERTIFICATE HOLDER</b> PROFESSIONAL SERVICE INDUSTRIES, INC. AND ITS SUBSIDIARIES 1901 S. MEYERS ROAD, SUITE 400 OAKBROOK TERRACE, IL 60181	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE of Marsh USA Inc. John Shahidi
--	---



**ADDITIONAL REMARKS SCHEDULE**

<b>AGENCY</b> Marsh USA Inc.		<b>NAMED INSURED</b> PROFESSIONAL SERVICE INDUSTRIES, INC. AND SUBSIDIARIES CORPORATE OFFICE 1901 S. MEYERS ROAD, SUITE 400 OAKBROOK TERRACE, IL 60181	
<b>POLICY NUMBER</b>		<b>EFFECTIVE DATE:</b>	
<b>CARRIER</b>	<b>NAIC CODE</b>		

**ADDITIONAL REMARKS**

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

Contractor's Pollution Liability  
 Policy #: CPO16503597  
 Carrier: AIG Specialty Insurance Company - NAIC #26883  
 Effective Dates: 10/01/2016 - 10/01/2017  
 Limit of Liability: \$5,000,000 Coverage A Each Loss  
                           \$250,000 Coverage B Each Loss  
                           \$10,000,000 Aggregate  
 Deductible: \$100,000 Each Loss

Professional Liability:  
 Policy #: IPR0206920-01  
 Carrier: Steadfast Insurance Company - NAIC #26387  
 Effective Dates: 09/30/2016 to 09/30/2017  
 Limit: \$4,293,600 Each Claim/Aggregate  
 SIR: \$1,000,000

Non-Public Works Bid Affidavit

**Non-Public Works Bid**

**AFFIDAVIT**

STATE OF Louisiana

PARISH/COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, personally came and appeared: S. Bennie Benson, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Branch Manager of PSI, Inc. (Entity), the party who submitted a bid in response to Bid Number 50-120187, 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**  X  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**  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.]*

## Louisiana Secretary of State Tom Schedler

### SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

Print

#### Notary Search - Detail

**Name:** MR. JOHN DAVID DELIBERTO JR.  
**Address:** 316 CLEARVIEW PKWY.  
 METAIRIE, LA 70001

**Phone:** (504) 888-0849  
**Phone 2:** (504) 888-0849

**Notary ID Number:** 40587

**Parish:** JEFFERSON with authority in the following parishes:  
 ORLEANS, PLAQUEMINES, ST. BERNARD

**Agency:** N/A

**Notary Type:** Non Attorney

**Status:** Active

**Commission Date:** 12/28/2004  
**Oath Date:** 10/04/2004  
**Surety Expiration Date:** 09/30/2019

**Annual Report Current:** Yes

#### Notary Events

<b>Suspension</b>	From: 02/27/2015	To: 03/06/2015
<b>Suspension</b>	From: 10/03/2014	To: 10/20/2014
<b>Suspension</b>	From: 02/27/2013	To: 05/08/2013
<b>Parish Change</b>	Previous Parish: ORLEANS	Previous Commission Date: 03/12/2001
<b>Parish Change</b>	Previous Parish: LIVINGSTON	Previous Commission Date: 08/27/1993

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

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.

S. B. B.

Signature of Affiant

S. Bennie Benson

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 23 DAY OF August, 2017.

[Signature]  
Notary Public

Printed Name of Notary



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

Notary/Bar Roll Number

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



## Asbestos Inspector Certifications

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**William F Penick**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81149609

Date of Issuance 5/18/2017

AI No. 149609

Expiration 5/19/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mayeux*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

***Jeremiah A Garms***

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 71140570

AI No. 140570

Date of Issuance 10/20/2016

Expiration 9/24/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

*Christopher Mayeux*  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

***Steven Latiolais***

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I200658

Date of Issuance 4/20/2017

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

AI No. 200658

Expiration 3/21/2018

*Christopher Mayeux*  
Permit Support Services Division  
Office of Environmental Services

#32074

Form **W-9**  
(Rev. January 2003)  
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 \_\_\_\_\_

Business name, if different from above  
**Professional Service Industries (PSI)**

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  Other \_\_\_\_\_  Exempt from backup withholding

Address (number, street, and apt. or suite no.)  
**724 Central Avenue**

City, state, and ZIP code  
**Jefferson, LA 70121**

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. 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.

Social security number								

or

Employer identification number								
3	7	0	9	6	2	0	9	0

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

#### 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. person (including a U.S. resident alien).

**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  Date **10/07/2010**

#### 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.

**U.S. person.** 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.

**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.

**Foreign person.** If you are a foreign person, use the appropriate Form W-8 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

#### Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**TWO YEAR CONTRACT TO PROVIDE ENVIRONMENTAL CONSULTING IN  
COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE JEFFERSON  
PARISH DEPARTMENT OF INSPECTION AND CODE ENFORCEMENT  
(DANGEROUS BUILDING ABATEMENT)**

August 14, 2017

Prepared for:

**JEFFERSON PARISH PURCHASING DEPARTMENT**

Donna Reamey  
200 Deribigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053

504.364.2684

**REJECTED  
ALL BID REQUIREMENTS NOT MET**



730 Camp Street, Unit 1  
New Orleans, LA 70130  
Phone: 504.324.9667  
Fax: 504.333.6279

**Bid # 50-00120187**

## TABLE OF CONTENTS

Bid Form .....	2
Pricing .....	3
Executed Affidavits .....	4
Corporate Resolution Form .....	7
Company Information.....	8
Executive Summary .....	10
Technical Capabilities.....	15
Contact Information.....	16
Business license .....	17
Business License.....	18
W-9.....	19
Personnel Resumes and Certifications .....	20
Local Staff utilized for this project & certifications .....	20
Amanda Weir.....	21
Aubrey Williams .....	25
James Kerr .....	28
Susan Weir.....	32
Liability Coverage .....	35
Acknowledgement of Addenda.....	37

## BID FORM

DATE: 7/19/2017  
BID NO.: 50-00120187

Page: 5

**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 \_\_\_\_\_%

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 \_\_\_\_\_

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

N/A

### THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: NV5, Inc.  
ADDRESS: 730 Camp St., Unit 1  
CITY, STATE: New Orleans, LA ZIP: 70130  
TELEPHONE: (504) 324-9667 FAX: (504) 333-6279  
EMAIL ADDRESS: amanda.weir@nv5.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: \$ 9,308.00  
AUTHORIZED SIGNATURE: *Amanda Weir*  
TITLE: Vice President

Amanda Weir  
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.

## PRICING

DATE: 7/19/2017

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page 6

BID NO.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$55.00	\$55.00
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$55.00	\$4,895.00
3	193.00	EA	0030 PLM Analysis	\$12.00	\$2,316.00
4	1.00	EA	0040 PCM Analysis	\$10.00	\$10.00
5	1.00	EA	0050 TEM Analysis	\$62.00	\$62.00
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$65.00	\$1,300.00
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$60.00	\$480.00
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$20.00	\$80.00
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$20.00	\$40.00
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$70.00	\$70.00

## EXECUTED AFFIDAVITS

Non-Public Works Bid  
AFFIDAVIT

STATE OF Florida

PARISH/COUNTY OF Broward

BEFORE ME, the undersigned authority, personally came and appeared: Richard Tong. (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Exec. Vice Pres. of NV5, Inc. (Entity), the party who submitted a bid in response to Bid Number 50-120187, 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.

*Richard Tong*  
Signature of Affiant

Richard Tong, Executive Vice President  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 11th DAY OF August, 2017.

*Ryan Avery*  
Notary Public  
Ryan Avery  
Printed Name of Notary  
#FF065473  
Notary/Bar Roll Number



My commission expires 10/23/2017.

Non-Public Works Bid

AFFIDAVIT

STATE OF Florida

PARISH/COUNTY OF Broward

BEFORE ME, the undersigned authority, personally came and appeared: Richard Tong (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Exec. Vice Pres. of NV5, Inc. (Entity), the party who submitted a bid in response to Bid Number 50-120187, 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

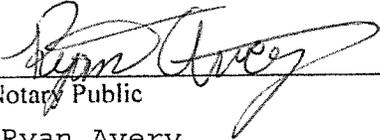
*[The remainder of this page is intentionally left blank.]*

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

Richard Tong, Executive Vice President  
\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 11th DAY OF August, 2017.

  
\_\_\_\_\_  
Notary Public  
Ryan Avery

\_\_\_\_\_  
Printed Name of Notary  
#FF065473  
\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires 10/23/2017.



**Ryan Avery**  
Commission # FF065473  
Expires: Oct. 23, 2017  
[www.AARONNOTARY.com](http://www.AARONNOTARY.com)

## CORPORATE RESOLUTION FORM

### CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
NV5  
 INCORPORATED.

AT THE MEETING OF DIRECTORS OF NV5, INC.  
 INCORPORATED, DULY NOTICED AND HELD ON 7 / 1 / 2017,  
 A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
 WAS:

RESOLVED THAT Amanda Weir, Vice President, 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

8 / 11 / 2017  
 \_\_\_\_\_  
 DATE

Scanned by CamScanner

## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
NV5

---

INCORPORATED.

AT THE MEETING OF DIRECTORS OF NV5, INC.  
INCORPORATED, DULY NOTICED AND HELD ON 7 / 1 / 2017,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Amanda Weir, Vice President, 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

8 / 11 / 2017

---

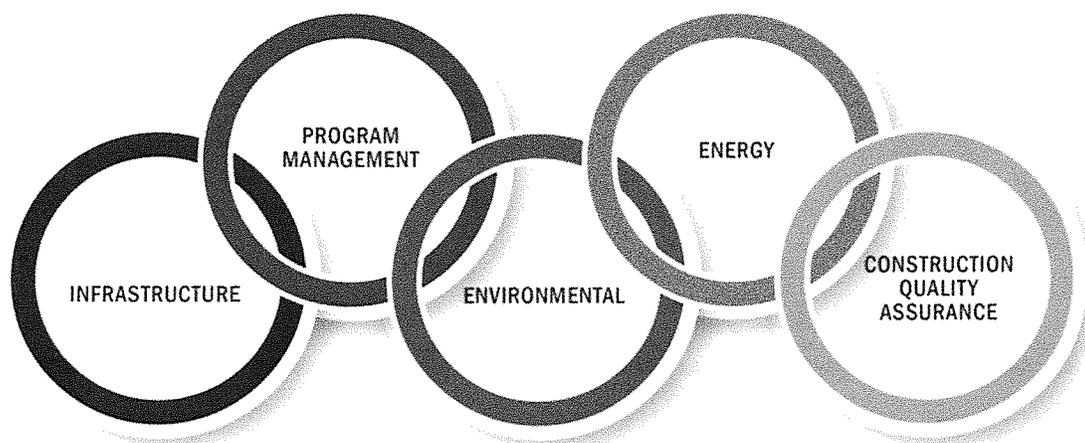
DATE

## COMPANY INFORMATION

### NV5: Delivering Solutions – Improving Lives

NV5 provides engineering and consulting services to public and private sectors, delivering solutions through five business verticals: Construction Quality Assurance, Infrastructure, Energy, Program Management, and Environmental. With offices nationwide and abroad, NV5 helps clients plan, design, build, test, certify, and operate projects that improve the communities where we live and work.

As engineers, architects, construction/program managers, and environmental professionals, we play a significant role in shaping our communities through the services we provide. From designing the water systems we rely on; streets and bridges our kids use to get to school; buildings and resorts we enjoy; and the electricity/gas we use to power our homes and businesses, to testing materials used to construct high-rise buildings and responding to environmental disasters, our everyday decisions make lasting impacts. NV5 takes pride in helping our clients develop and deliver cost-effective, sustainable projects that improve lives in our communities. Our combined capabilities bring effective solutions to complex issues.



### Facts-at-a-Glance

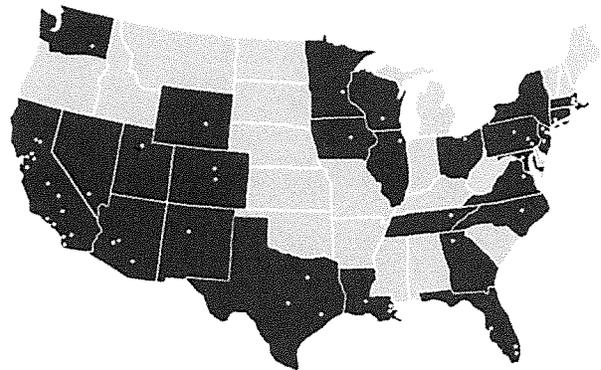
- Leading provider of professional and technical engineering and consulting solutions with a 70-year history
- #54 on the ENR Top 500 Design Firms list
- #31 on the ENR Top 100 Pure Designers list
- More than 100 offices worldwide
- 2,000+ employees

## NV5 Specialized Capabilities across 5 verticals:

- Construction Quality Assurance
- Infrastructure
- Energy
- Program Management
- Environmental

Founded in 1949, NV5 has evolved into an established leader in providing sustainable solutions for electrical, civil, and survey projects, including energy, infrastructure, program management, construction quality assurance, and environmental services. We promote collaborative and sustainable solutions that are designed to assure occupant comfort, improve efficiency and reduce operational costs. As stakeholders, we realize the lasting impact of our projects and are committed to a level of performance that will benefit our customers and communities for decades to come. NV5 specializes in the protection of people, property, and the environment. Our staff includes registered engineers, geologists, hydrogeologists, archeologists, inspectors, certified industrial hygienists, certified safety professionals, and certified indoor environmental consultants who provide consulting and testing services.

With offices located throughout the United States and the resources for world-wide delivery, NV5 helps clients develop, construct, and operate a wide variety of construction, energy, and infrastructure projects worldwide.



## EXECUTIVE SUMMARY

NV5 is a provider of engineering and consulting services to public and private sectors, offering solutions through five business verticals: Construction Quality Assurance, Infrastructure, Energy, Program Management, and Environmental. With offices located throughout the United States and the resources for worldwide delivery, NV5 helps clients develop, construct, and operate a wide variety of projects.

### ENVIRONMENTAL

NV5 specializes in the protection of people, property, and the environment. Our staff includes registered engineers, geologists, hydrogeologists, archeologists, inspectors, certified industrial hygienists, certified safety professionals, and certified indoor environmental consultants who provide consulting and testing services.

### INFRASTRUCTURE

NV5 designs the infrastructure that supports community development. Our turn-key approach focuses on the professional and technical expertise necessary to plan, design, and manage clients' infrastructure projects. By understanding our clients' unique needs, we provide innovative, sustainable solutions to infrastructure challenges.

### CONSTRUCTION QUALITY ASSURANCE

NV5 offers a comprehensive construction quality assurance services for some of the industry's most complex projects. We evaluate construction sites, building plans, and designs to confirm compliance with the approved construction documents. We also provide continuous quality control, as well as forensic consulting services, upon project completion or for existing properties or upon project completion.

### ENERGY

NV5 delivers engineering and consulting services related to energy generation, transmission, distribution, construction, and maintenance. We bring a value-added, team approach to every project, to complete projects on-time and within budget.

### PROGRAM MANAGEMENT

NV5 provides project controls, administration, and representation for our public and private clients. We also assist agencies in the planning, funding, designing, and construction of public works programs. With our industry-leading suite of services, NV5's proactive involvement enables project transparency and unprecedented collaboration between all parties.

## Summary of Related Experience

NV5's asbestos, lead, and mold consulting experiences related to disaster recovery for government agencies include:

- Jefferson Parish – NV5 was pleased to have the 2 year environmental testing and consulting contract with Jefferson Parish from 2013-2015 – Conducted asbestos inspections of residential and commercial buildings throughout Jefferson Parish.
- Hurricane Katrina Recovery – Conducted hundreds of pre-demolition asbestos inspections of residential structures slated for demolition in St. Tammany and Jefferson Parishes under Ceres Environmental from 2006 to 2008.
- Hurricane Gustav – Conducted hundreds of pre-demolition surveys of residential structures for Terrebonne Parish Consolidated Government
- Dewberry Engineers—Managed hundreds of asbestos and lead inspections over the course of three (3) months for the New York City Build-it-Back Program following Hurricane Sandy; the project was funded by CDBG funding and all work was conducted in accordance with HUD and city and state guidelines for asbestos and lead paint.
- NorthStar/LVI—Currently monitoring the lead/dust exposures, community air monitoring programs, and managing universal wastes during the demolition of State-acquired residential homes; performed additional asbestos and lead based paint inspection for properties not previously inspected. This is an on-going program and, through June 2016, we will have been involved in demolition and oversight of approximately 150 homes on Staten Island;
- Local Initiatives Support Corporation—Managed hundreds of microbial and asbestos inspections for homes impacted by Superstorm Sandy;
- Tishman/AECOM—Executed hundreds of asbestos and lead surveys under Tishman/AECOM's for the New York City Build it Back Program for Queens following Hurricane Sandy; and
- LSU Health and Science Center New Orleans – Currently hold environmental, emergency management and disaster response contract for the management of environmental testing and consulting services for all LSU Health and Science buildings in New Orleans. Perform asbestos and lead surveys, monitoring during abatement, project design and management planning services to support asbestos management in the buildings.
- Restore Louisiana Program – Currently performing lead risk assessments and clearances as part of the environmental phase of the Restore Louisiana program. The Restore Louisiana program is the rebuild of homes that were flooded in August of 2016 in Baton Rouge and surrounding parishes.

Our prior contracts for asbestos and lead-based paint inspections and abatement monitoring include:

- New Orleans Housing Authority – Performed pre-demolition environmental surveys, developed project design for the abatement and demolition, and provided on site management services and air monitoring during abatement and demolition. Sites include B.W. Cooper, St. Bernard, and Iberville.
- Several contracts with the New York City Housing Authority – HUD lead paint risk assessments and clearance sampling
- Department of the Air Force - Lead and asbestos inspections for properties requiring renovation and demolition
- VA Hospital – Performed surveys for asbestos and lead in residential structures acquired in New Orleans demolished for the construction of the new hospital
- New York City Build it Back Program following Hurricane Sandy – Performed lead and asbestos assessments for residential properties that were remediated following Sandy
- Restore Louisiana Program - Currently conducting lead based paint risk assessments of residential structures that will require remediation due to the 2016 flooding

## Experience with Public Sector Clients

NV5 has experience working with local, state, and federal agencies, including:

- Housing Authority of New Orleans (HANO) —NV5 (formerly Weir Environmental), provided environmental management for the assessment and demolition of multiple housing developments following Hurricane Katrina. NV5 conducted asbestos and lead surveys prior to demolition and also provided project management during the abatement of hazardous materials from the complexes. In addition, we provided air monitoring and vibration monitoring throughout the project. Projects we were involved with include Christopher Park, St. Bernard, BW Cooper, Iberville, as well as other scattered sites throughout New Orleans.
- St. John the Baptist Parish —NV5, (formerly Weir Environmental), provided environmental consulting and testing services for multiple properties that were owned and managed by St. John the Baptist Parish. Properties were assessed prior to renovation activities. NV5 provided on site management and air monitoring during the abatement of the asbestos and lead.
- Department of Veteran Affairs, New Orleans— NV5, (formerly Weir Environmental), has worked for the VA in New Orleans for the last eight years providing environmental consulting and support services for renovations and demolition projects at the main VA campus. Currently, NV5 is under contract to provide lead inspections and monitoring of lead abatement on residential properties acquired by the VA in the hospital expansion project in New Orleans.
- Terrebonne Parish Consolidated Government – NV5 (formerly Weir Environmental) provided asbestos and lead testing and consulting services to the parish government following Hurricane Gustav. Our services included pre-demolition assessments as well as project management and air monitoring during the demolition process.
- Jefferson Parish – NV5 (formerly Weir Environmental) held a two-year environmental and emergency response contract from 2012 to 2014 and provided mold, asbestos and lead

testing and consulting services to the parish government to assist in projects ranging from demolitions to water intrusion issues.

- New York City Housing Authority—For more than 10 years, NV5 has been providing asbestos and lead consulting services to this agency. Lead consulting services include HUD based lead-based paint inspections, risk assessments and dust wipes. Asbestos consulting contracts include asbestos inspections and third party air monitoring oversight during abatement.
- New York City Housing Authority—Through an industrial Hygiene contract, we supported NYCHA post Superstorm Sandy, in the evaluation of impacts from the flooding “black waters,” prepared scope of work documents for clean-up activities, and provided oversight and “clearance” sampling post clean-up activities.

Federal agencies with whom we have worked include:

- Department of the Navy;
- Department of the Army;
- Department of the Air Force;
- US Coast Guard;
- New York State Air National Guard;
- General Services Administration.
- USDA
- Army Corps of Engineers

Consulting Services Specific to this project—Asbestos

NV5 provides our clients with asbestos consulting services from the initial investigations, through the preparation of specifications, bidding period services, and third party air monitoring oversight. We have been involved in the preparation of Operations and Maintenance Programs as well as asbestos and lead awareness training.

### Asbestos Surveys

The survey for asbestos-containing materials (ACM) follows the National Emission Standards for Hazardous Air Pollutants (NESHAP) guidelines established under Section 112 of the Clean Air Act and ASTM E2356 Standard Practice for Comprehensive Building Surveys. These guidelines prescribe the minimum sampling and materials condition and hazard assessment procedures.

In executing an asbestos survey, NV5 provides the following services:

- Conduct a walk-through of the structure, with certified personnel, to become oriented with the site and establish comprehensive sampling programs specific to the proposed renovation;
- Review plans for the proposed renovations;

- Collect all samples of suspected ACM in accordance with the Environmental Protection Agency (EPA), state, city and Occupational Safety Health Administration (OSHA) regulations preventing airborne fiber exposure to the surveyor and facility personnel. Samples taken in occupied spaces are taken in locations that minimize the visual impact of the resulting sample location. We restore visible sample locations to a condition as close to original as possible in those areas accessible to the general population; collect general photographic documentation;
- Indicate sample locations on floor plans (plans provided by owner); and
- Provide for the analysis of suspected building samples by Polarized Light Microscopy (PLM) with dispersion staining in accordance with EPA Interim Method of the Determination of Asbestos in Bulk Insulation Samples, EPA-600/M4-82- 020. All bulk sample analysis is conducted by laboratories that are accredited under the National Voluntary Laboratory Accreditation Program (NVLAP). In accordance with the New York State Department of Health Environmental Laboratory Approval Program (ELAP) requirements, select non-friable, organically bound materials (NOB) that test negative for the presence of asbestos via PLM analysis are submitted for subsequent analysis via Transmission Electron Microscopy (TEM) to confirm the negative PLM result. In the absence of TEM analysis, NOB materials which test negative for asbestos via PLM analysis are reported as inconclusive.

NV5 prepares an asbestos survey report which includes:

- Executive summary;
- Procedures, methodology, and analytical procedures for sample analysis;
- Tabulated locations, condition, and quantity of ACM;
- Recommendations for response actions;
- Analytical data and field sheets;
- Limitations of the survey and areas not accessed;
- Photographs and Site plans (AutoCAD); and
- Cost estimates for remediation.

## TECHNICAL CAPABILITIES

NV5 provides a full range of environmental consulting services, including asbestos contamination management, site safety, hazardous material inspections, and remediation scope development and design. All of our business relationships begin with an understanding of each client's overall organization structure and technical objectives. This facilitates the development of the most appropriate management approach, allowing us to understand our client's need and provide the proper technical solutions. We keep current with up-to-date federal and various state regulations, and maintain a staff of professionals certified and licensed to provide environmental consulting services to all of our federal, state and local clients.

### Our capabilities include:

- Air Quality Services
- Mold & Fungus
- Indoor Air Quality
- Noise
- Moisture Management
- Chinese Drywall Investigations and Testing
- Asbestos Surveys
- Project Design and Bid Specifications for Hazardous Materials Abatement
- Asbestos Project Monitoring
- Asbestos O&M Program
- Development and Management
- Lead Detection and Monitoring
- Phase I, II, III Environmental Site Assessments
- Property Condition Assessments
- CERCLA/RCRA Site Services
- Hazardous Materials Management
- UST Management
- Water Wastewater/Storm Water Permit Services
- Environmental Impact Analysis
- Environmental Litigation Support Services
- Environmental Due Diligence
- Site Specific Safety Plans
- Hazard Identification Audits
- Ergonomics
- Health and Safety Training including CPR and First Aid
- Risk Management
- Hazard Communication
- ISO 9001/1400

### Our professional certifications include:

- Certified Industrial Hygienist (CP #9400)
- Certified Safety Professional (#2039)
- Asbestos Project Designer
- Asbestos Inspector / Investigator
- Asbestos Management Planner
- Asbestos Supervisor
- Asbestos Air Monitoring Specialist
- Lead Project Manager
- Lead Inspector
- Lead Risk Assessor
- Level I Certified Infrared Thermographer (Building Specific)
- NIOSH 582
- Permit Required Confined Space CFR 1910.146 – Authorized Entrant, Attendant, and Entry Supervisor
- Mold Assessment Technician
- Mold Remediation Certificate
- Registered Professional Geologist
- Certified Hazardous Materials Manager #3849
- Hazardous Materials Cleanup and Removal - LA
- Hazardous Materials Site Remediation - LA
- Registered Professional Environmental Engineer
- Registered Professional Civil Engineer
- OSHA 40-hour HAZWOPER
- OSHA 10-hour Safety in Construction
- Basic Plus Safety Training
- Transportation Worker Identification Credential (TWIC)

## CONTACT INFORMATION

**New Orleans Location:**

730 Camp Street, Unit 1  
 New Orleans, LA 70130  
 504.324.9667

**Email:** [Amanda.Weir@nv5.com](mailto:Amanda.Weir@nv5.com)

**Website:** [www.NV5.com](http://www.NV5.com)

**Phone:** 504.324.9667

**Fax:** 504.333.6279

**Federal Tax ID:** 27-1979486

**State of LA:** 36819067

**DUNS:** 828066550

**NAICS Code:** 541620

**BUSINESS LICENSE**

## BUSINESS LICENSE

<b>CITY OF NEW ORLEANS</b> <b>DEPARTMENT OF FINANCE</b> <b>BUREAU OF REVENUE</b> <b>NORMAN S. FOSTER</b> <b>Director of Finance</b>		<b>LICENSE NO: 160898</b> <b>DATE ISSUED: 8/9/2017</b> <b>DATE EXPIRES: 9/18/2017</b>												
<b>TEMPORARY OCCUPATIONAL LICENSE</b>														
<p>Issuance of this occupational license is receipt for the payment of said tax as required by Chapter 150 of the code of the City of New Orleans which entitles the recipient to operate a business at the location shown, provided said business is operated as stated on the application and does not violation and city, state, federal, criminal, health, or zoning laws.</p>														
<b>NVS, INC</b> <b>d/b/a NVS, INC</b> <b>730 CAMP ST UNIT 1</b> <b>NEW ORLEANS, LA 70130</b>	<b>ACCOUNT NO: 105026141</b> <b>BUSINESS LOCATION: 730 CAMP ST UNIT 1</b> <b>BUSINESS DESCRIPTION: 3355 - ENGINEERING SERVICES</b>	<table><tr><td>Permit Fee</td><td>\$50.00</td></tr><tr><td>Processing Fee</td><td>0.00</td></tr><tr><td>Other Fees</td><td>0.00</td></tr><tr><td>Insured</td><td>\$0.00</td></tr><tr><td>Penalty</td><td>\$0.00</td></tr><tr><td><b>Total</b></td><td><b>\$50.00</b></td></tr></table>	Permit Fee	\$50.00	Processing Fee	0.00	Other Fees	0.00	Insured	\$0.00	Penalty	\$0.00	<b>Total</b>	<b>\$50.00</b>
Permit Fee	\$50.00													
Processing Fee	0.00													
Other Fees	0.00													
Insured	\$0.00													
Penalty	\$0.00													
<b>Total</b>	<b>\$50.00</b>													

**CITY OF NEW ORLEANS**  
**DEPARTMENT OF FINANCE**  
**BUREAU OF REVENUE**  
**NORMAN S. FOSTER**  
**Director of Finance**



LICENSE NO: 160898

DATE ISSUED: 8/9/2017

DATE EXPIRES: 9/18/2017

## TEMPORARY OCCUPATIONAL LICENSE

Issuance of this occupational license is receipt for the payment of said tax as required by Chapter 150 of the code of the City of New Orleans which entitles the recipient to operate a business at the location shown, provided said business is operated as stated on the application and does not violation and city, state, federal, criminal, health, or zoning laws.

**NVS, INC**  
**dba NVS, INC**  
**730 CAMP ST UNIT 1**  
**NEW ORLEANS, LA 70130**

**ACCOUNT NO:**  
**BUSINESS LOCATION:**  
**BUSINESS DESCRIPTION:**

**105026141**  
**730 CAMP ST UNIT 1**  
**3355 - ENGINEERING SERVICES**

Permit Fee	\$50.00
Processing Fee	0.00
Other Fees	0.00
Interest	\$0.00
Penalty	\$0.00
Total:	\$50.00

W-9

**Form W-9**  
Rev. December 2014  
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.

1 Name (as shown on your income tax return. Name as reported on this line, do not leave this line blank.)  
**NVS, 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  
 C Corporation  
 S Corporation  
 Partnership  
 Trust/estate  
 Limited liability company. Enter the tax classification (C or S corporation, S-B corporation, P-partnership) **\_\_\_\_\_**  
 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/exceptions apply only to certain entities, not individuals; see instructions on page 2.  
Exempt payee code (if any) **\_\_\_\_\_**  
Exemption from FATCA reporting code (if any) **\_\_\_\_\_**  
Reason to exempt requester under the U.S. **\_\_\_\_\_**

5 Address (number, street, and apt. or suite no.)  
**P.O. Box 74006880**

6 City, state, and ZIP code  
**Chicago, IL 60674-6880**

7 List account numbers here (optional)

8 Requester's name and address (optional)  
**Corporate Address:  
200 S Park Road, Suite 350  
Hollywood, Florida 33021**

**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  

2	7	-	1	9	7	9	4	8	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 codes entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must check 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 this certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here *Jude Torres* Signature of U.S. person **Jude Torres** Date **April 27, 2017**

**General Instructions**

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

**Purpose of Form**

An individual or entity (Form 990 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-A merchant card and third-party network transactions

Use Form 1099 only if you are a U.S. person (including a resident alien) to provide your correct TIN.

If you do not return Form 990 to the requester with a TIN, you might be subject to backup withholding. See What a backup withholding? on page 7.

By signing the Read-out form, you:

1. Certify that the TIN you are giving is correct or you are waiting for a number to be issued.
2. Certify that you are not subject to backup withholding, or
3. 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 partner's share of effectively connected income, and
4. Certify that FATCA codes entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What a FATCA reporting? on page 7 for further information.

## Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>NV5, Inc</b>	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only <b>one</b> 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) ▶ _____ <b>Note.</b> 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. <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) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	5 Address (number, street, and apt. or suite no.) <b>P.O. Box 74008680</b>	Requester's name and address (optional) <b>Corporate Address:                  200 S Park Road, Suite 350                  Hollywood, Florida 33021</b>
	6 City, state, and ZIP code <b>Chicago, IL 60674-8680</b>	
	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 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	
2	7
-	1
9	7
9	4
8	6

### Part II Certification

Under penalties of perjury, I certify that:

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

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Jude Cole</i>	Date ▶ April 27, 2017
------------------	---	-----------------------

### 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](http://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:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. 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
4. 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.

## PERSONNEL RESUMES AND CERTIFICATIONS

### LOCAL STAFF UTILIZED FOR THIS PROJECT & CERTIFICATIONS

Employee Name	Position / Certifications
Amanda Weir	Management/Industrial Hygienist, Asbestos Inspector, Asbestos Contractor/Supervisor, Asbestos Management Planner, NIOSH 582, Lead Inspector, Lead Risk Assessor
Aubrey Williams	Management/ Industrial Hygienist, NIOSH 582, Lead Inspector, Lead Risk Assessor
Ericka Frahm	Asbestos Inspector, Lead Inspector, Lead Risk Assessor
Thomas George	Asbestos Inspector, Lead Inspector, Lead Risk Assessor
James Kerr	Industrial Hygienist, Asbestos Inspector, Asbestos Contractor/Supervisor, NIOSH 582, Lead Inspector, Lead Risk Assessor
Tessa Landry	Asbestos Inspector, Lead Inspector, Lead Risk Assessor
David Silva	Lead Risk Assessor
Chance Truett	Lead Inspector
Jennipher Von Stauffenberg	Asbestos Inspector, Lead Inspector, Lead Risk Assessor
Susan Weir	Industrial Hygienist, Asbestos Inspector, Asbestos Contractor/Supervisor, Lead Supervisor, Lead Inspector, Lead Risk Assessor
Jasmine Wilson	Asbestos Inspector, Lead Inspector, Lead Risk Assessor
Emily Poche'	Lead Inspector, Lead Risk Assessor
Crystal Wilson	Lead Inspector, Lead Risk Assessor
Jude Cole	Management/ Industrial Hygienist, Asbestos Inspector, Asbestos Contractor/Supervisor, Lead Inspector, Lead Risk Assessor

## AMANDA WEIR

Vice President, Buildings, Energy, and Sciences

### Education

BS, Biological Sciences  
Louisiana State University,  
2005

Certificate in Industrial  
Hygiene Management,  
Columbia Southern  
University, 2007

MS, Occupational Health and  
Safety, Columbia Southern  
University, in progress

### Registrations/Certifications

- Asbestos  
Inspector/Investigator
- Asbestos Management  
Planner
- Asbestos Project Designer
- Asbestos Contractor  
Supervisor
- Asbestos Air Monitor
- Lead Risk Assessor
- Certified Infrared  
Thermographer (Building  
Specific)
- NIOSH 582 Sample  
Analysis
- Permit Required Confined  
Space CFR 1910.146 –  
Authorized Entrant,  
Attendant, and Entry  
Supervisor

### Memberships & Affiliations

American Industrial Hygiene  
Association

Loss Executives Association

Commercial Real Estate  
Women

Society for Marketing  
Professional Services

National Association of  
Professional and Executive  
Women

Ms. Weir has eleven years of experience in the environmental field, with specialties in environmental and construction management, industrial hygiene, occupational safety, emergency management, building science, and property claims support services. Ms. Weir started her career in the environmental field after Hurricane Katrina in 2005. She has been a first responder for several natural disasters including Hurricanes Katrina, Gustav, Ike, Irene, Isaac, Sandy, as well as many flood events and tornadoes. She has worked for government, commercial, and insurance companies to provide environmental support for remediation of large scale projects across the United States and Mexico. Ms. Weir incorporated Weir Environmental in August of 2008 in New Orleans, and she has since opened another satellite office in NYC. Ms. Weir is a graduate of the Goldman Sachs 10,000 small business program and is currently working towards her master's degree in Occupational health and Safety. In September of 2016, Ms. Weir sold Weir Environmental to NV5 which has given her the opportunity to expand the business nationwide and offer a broader array of services in an expanded geographical area.

### Professional Experience

**Post-Hurricane Odile | Cabo, Mexico | Hilton and Westin Resorts.** On behalf of the insurance companies that insured the damaged properties, Weir conducted environmental assessments to determine the scope of damages and determine whether damages were related to the loss event. Weir worked directly with the insurance companies, independent adjusters, and restoration contractors involved on the losses.

Year Completed: September through November 2014  
Role: Industrial Hygienist / Environmental Expert  
Contact: Domingo Salerno, Crawford & Company  
Phone: (469) 233-1564

**Post- Hurricane Sandy Inspections | City of New York – New York City Build it Back | Asbestos Surveys of Residential Properties that have Filed for Grant Funding for Repairs.** Assessed properties for suspect asbestos containing materials and lead paint that will be affected by the remediation of damaged building materials. Worked with government agencies in grant management with regard to environmental regulatory compliance.

Year Completed: October 2013 - January 2014

Role: Asbestos Investigator

Contact: Eric Telemaque, WCD

Phone: (646) 529-6526

**Post- Hurricane Sandy Remediation Work | NY and NJ, Various Locations and Businesses, including all area A&P super stores, New York Community Bank branches, Motiva Shell plants, 55 Water Street.** Post-Hurricane Sandy remediation of over 80 sites. Worked with building owners, remediation contractors, and insurance companies to evaluate building damages, conduct environmental testing, and develop remediation plans.

Year Completed: 2012-2013

Role: Principal, Asbestos Investigator and Asbestos Project Designer

Contact: Randy Lamber, Cotton Construction

Phone: (817) 403-1261

**Post-Hurricane Isaac Remediation Work | New Orleans, Various Locations and Businesses, including various Starwood Hotels including the Sheraton and W Hotels.** Post-Hurricane Isaac moisture mapping and remediation design for damages at various hotels in New Orleans. Worked directly with insurance companies and restoration contractors to ensure the successful remediation of various properties.

Year Completed: 2012

Role: Principal

Contact: Sean Corrigan, Cunningham Lindsey Insurance Adjusters; Phone: (312) 454-1930

**Post-Katrina Remediation Work | University of New Orleans, Delgado & Nunez Community Colleges, Department of Motor Vehicles and other State Owned Buildings - State of Louisiana Facility Planning and Control | New Orleans, LA.** Post-Katrina remediation management including scope development, environmental testing, remediation design and construction management of eighteen (18) buildings at various campuses across New Orleans. Ms. Weir worked directly with the state officials, college facility managers, and the Federal Emergency Management Association (FEMA) in determining the scope of damages and the proper compensation with relation to environmental remediation in each of the buildings.

Year Completed: 2005-2008

Role: Principal

Contact: Chris Whitmire, Facility Planning and Control; Phone: (225) 485-3511

**Hospital Experience | Veterans Administration Hospital | New Orleans, LA.** Inspected the Katrina-damaged hospital for asbestos; project design for abatement activities; was responsible for abatement oversight, air monitoring, and a pre-demolition asbestos survey of the hospital's administration building which had been significantly damaged during Hurricane Katrina.

Year Completed: 2009

Role: Project Manager

Contact: Steve Azanari Engineer

VA hospital Phone: 504.553.5985

**Hospital Experience | Sisters of Mercy | Oklahoma City, OK.** Provided environmental consulting services to Zurich Insurance on a large builders risk claim following a tornado in 2013. Weir conducted a damage assessment of interior building finishes and developed a scope of work for

remediation. Weir provided oversight of environmental remediation and sampling to document indoor air quality conditions for the duration of the remediation activities and at the completion of the remediation project.

Year Completed: 2009

Role: Project Manager

Contact: Mark Voronin, Zurich Insurance

(415) 538-7442

**Environmental Consulting | LEED Testing Indoor Air Quality at the Historic U.S. Custom House| (For Gibbs Construction) | New Orleans, LA.** Environmental consulting and testing for interior renovation at the U.S. Custom House, a national historical landmark. Weir's responsibilities include project management and air monitoring for lead and asbestos during abatement. Weir Environmental is also providing LEED Indoor Air Quality sampling for the building to be certified as LEED Gold, one of the highest levels of building performance.

Year Completed: 2010-2011

Role: Project Manager

<http://gsablogs.gsa.gov/gsablog/2013/05/21/restoring-a-treasure-u-s-custom-house-new-orleans/>

Contact: Loren White, Gibbs Construction

Phone: (504) 939-903

**Loyola University | New Orleans, LA.** Weir Environmental managed various environmental projects at Loyola, as they relate to mold, asbestos, lead, and indoor air quality. Led by Ms. Weir, the team is inspecting buildings and testing suspect asbestos-containing materials that will be affected by construction and renovations. Weir Environmental also updates the management plans for all asbestos that remain in the buildings. Based on the inspections, recommendations are made for engineering controls and/or abatement where necessary.

Year Completed: 2008-2013

Role: Project Manager (Asbestos building inspector, asbestos management planner)

Contact: Tommy Raymond, Loyola University

Phone: (504) 864-7241

Asbestos Certs

**STATE OF LOUISIANA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**

certifies that

**Amanda Weir**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81134610 AI No. 134610

Date of Issuance 7/27/2017 Expiration 8/15/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mayeux  
Permit Support Services Division  
Office of Environmental Services

*CS*

## AUBREY WILLIAMS

Project Manager/Industrial Hygienist/Industrial Technician

### Training

- Asbestos Inspector
- Asbestos Contractor Supervisor
- Asbestos Air Monitor
- Lead Inspector
- Identification Credential (TWIC)
- NIOSH 582 Analyst

Aubrey started her environmental career in 2008 when she began working for Weir Environmental, LLC. Aubrey has experience conducting a wide variety of field support services including mold, indoor air quality, asbestos and lead investigations as well as asbestos project oversight and air monitoring for lead and asbestos. Aubrey develops reports and provides QA/QC reviews of reports prepared by other industrial hygienists as part of our internal review program. Aubrey is currently the project manager for the New Orleans operations and is responsible for scheduling, client management, and ensuring that projects are completed on time and within budget.

### Professional Experience

**United States Army Corps of Engineers | New Orleans.** Aubrey presently conducts asbestos and lead surveys of residential and commercial buildings. She provides abatement oversight including reviewing contractor submittals, verifying containment set up, daily observations, air sampling, clearance and reporting. She also prepares detailed reports for clients including protocols, recommendations and conclusions. She has performed this work for Terrebonne Consolidated Government, Housing Authority of St. John the Baptist, Housing Authority of New Orleans (HANO), Xavier University, Loyola University, UNO University, CLECO Power Plant, Audubon Institute, Regional Transit Authority (RTA), Belle Chasse Naval Base, Several Residential and Commercial Properties and Hotels.

Year Completed: 2008–Present

**Various Environmental Projects | New Orleans, LA and New York.** Aubrey manages multiple projects and employees, prepares final reports at the completion of asbestos surveys, lead surveys, air quality testing, abatement oversight, air monitoring and mold inspections. She also prepares job protocols and recommendations for remediation projects. In addition, reviews reports prepared by other industrial hygienists as part of our internal review program.

Year Completed: 2012–Present

**Industrial Hygiene & Safety Project | Various locations throughout Louisiana.** Aubrey has significant experience in the field of industrial hygiene. Aubrey has provided oversight and air monitoring services to monitor asbestos abatement contractors for various projects. She has observed the work in progress, confirmed abatement contractor compliance with state rules and regulations and the project specifications. She also documents airborne fiber concentrations inside the work area and in the adjacent environment to verify that the contractor is meeting the specification requirements for fiber concentration limits. Aubrey has provided oversight and air monitoring services during asbestos abatement projects. Aubrey has also observed the work in progress and confirmed abatement contractor compliance with state rules and regulations and the project specifications.

Year Completed: 2008–Present

**Environmental Project for Loyola | New Orleans, LA.** As an Industrial Technician, Aubrey has been involved in various environmental projects at Loyola, as they relate to mold, asbestos, lead, and indoor air quality. Aubrey has assisted in preparing specifications for the abatement of building materials, and supervises to ensure that abatement measures follow regulations. She plays an integral role in updating the management plans for all asbestos that remain in the buildings. Based on the inspections, recommendations are made for engineering controls and/or abatement where necessary.

Year Completed: 2008–Present

**Environmental Consulting | Historic U.S. Custom House | New Orleans, LA.** Aubrey performed environmental consulting and testing for interior renovation at the U.S. Custom House, a national historical landmark. Her responsibilities included project oversight and air monitoring for lead-based paint abatement throughout the building, as well as environmental consulting and testing for asbestos building materials. The company also provided LEED Indoor Air Quality sampling for carbon monoxide, carbon dioxide, particulates, formaldehyde, total volatile organic compounds, 4-phenylcyclohexane, and mold.

Gibbs Construction

Year Completed: 2010–2011

**New Orleans Facility Assessments | New Orleans, LA.** Aubrey worked as an Environmental Technician. The project involved multiple indoor air quality assessments, focusing on Carbon Monoxide concentrations and levels of fresh air supplied to facility.

United States Army Corps of Engineers

Year Completed: 2008–2010

# Professional Environmental Training

*Occupational and Environmental Training Program*

Awards this Certificate to

**AUBREY A. WILLIAMS**

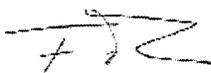
Certificate # NIOSH-2485

For completion of the

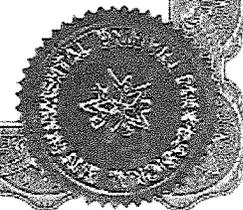
**Sampling and Evaluating Airborne Asbestos Dust  
(NIOSH 582 Equivalent)**

February 24-28, 2014  
Dates of Course

316 Pennsylvania St.  
South Houston, Texas 77587

  
Instructor, Fredy Polanco, M.S.

713-921-8921  
[www.proenvtraining.com](http://www.proenvtraining.com)



**JAMES KERR**  
Industrial Hygienist

**Education**

Louisiana State University  
Biology (Pre-Medicine) 1979

**Registrations/Certifications**

- Asbestos Inspector
- Asbestos Supervisor
- Lead Inspector82
- NIOSH
- OSHA 40-hour HAZWOPER
- OSHA 10-hour Safety in Construction
- Basic Plus Safety training
- Transportation Worker Identification Credential (TWIC)

Mr. Kerr possesses over 20 years of experience in industrial hygiene and health and safety. His areas of expertise include working with large scale abatement and remediation projects across the United States including Louisiana and California. Mr. Kerr is very knowledgeable of asbestos and lead regulations, and works well with contractors to ensure that projects are completed on time, within budget, and in compliance with federal and state regulations.

**Professional Experience**

**Asbestos | Double Tree Hotel, Louisiana.** Mr. Kerr is currently working on a large scale asbestos abatement project at the Double Tree Hotel on Canal St. which is undergoing and complete renovation. Mr. Kerr is responsible for maintaining a safe work environment and ensuring that the abatement work does not interfere with the general operations of the hotel and that the staff and guests are not exposed to asbestos dust during the abatement. Mr. Kerr inspects containments prior to abatement and conducts daily oversight and air monitoring during the abatement activities. Mr. Kerr is NIOSH582 certified and reads all samples on site so that the abatement and renovations can be

conducted in a timely fashion that meets with the contract schedule.

Year Completed: March 2015 - Present

Role: Industrial Hygienist

Contact: Doug Lawson, Ph.D., CIH, Partner Engineering; (603) 913-9676

**Asbestos/Lead | Royal Sonesta.** Mr. Kerr recently completed a large scale asbestos abatement project at the Royal Sonesta Hotel on Bourbon St. which was undergoing a renovation of the rooms and replacement of the HVAC system. Mr. Kerr was responsible for maintaining a safe work environment and ensuring that the abatement work does not interfere with the general operations of the hotel and that the staff and guests are not exposed to asbestos dust during the abatement. Mr. Kerr was responsible for inspecting containments daily and prior to abatement. Mr. Kerr conducted daily oversight and air monitoring during the abatement activities to ensure that work was completed in accordance with regulations. Mr. Kerr is NIOSH582 certified and read PCM samples on site so that the abatement and renovations could be conducted in a timely fashion that met with the contract schedule.

Year Completed: September 2013 – March 2016

Role: Industrial Hygienist

Contact: Russell Paterson, AECOM; (207) 613-5105

**Industrial Hygiene/Asbestos | US Post Office, New Orleans, Louisiana.** Mr. Kerr has conducted oversight and project management for multiple renovations and abatement activities at the New Orleans Post office located at 701 Loyola Ave. in downtown New Orleans. Mr. Kerr has inspected

the building for suspect asbestos containing materials and has managed the abatement of HVAC system.

Completed: January 2015 - February 2016

Role: Industrial Hygienist

Contact: Douglas McDonald, AECOM; (512) 419-5078

Asbestos Certs

**STATE OF LOUISIANA**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

certifies that

**James B Kerr**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. BI94921 AI No. 94921

Date of Issuance 1/16/2017 Expiration 2/3/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mayeux  
Permit Support Services Division  
Office of Environmental Services

CB

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**James B Kerr**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8594921

AI No. 94921

Date of Issuance 12/28/2016

Expiration 2/7/2018

Failure to comply with all applicable provisions of La. R.S. 2025.B. (1)(a) and La. R.S. 2025.F. (2)(a) may result in civil and/or criminal enforcement actions by the State.

*Christopher Mangano*  
Permit Support Services Division  
Office of Environmental Services

59

## SUSAN WEIR

Industrial Hygiene Technician

### Education

Andrew Jackson High School

### Registrations/Certifications

- Asbestos Inspector
- Asbestos Contractor Supervisor
- Asbestos Air Monitor
- OSHA 40-hour HAZWOPER
- OSHA 10-hour Safety in Construction
- Basic Plus Safety Training
- Transportation Worker Identification Credential (TWIC)

Mrs. Weir has experience conducting a wide variety of field support services including mold and asbestos investigations as well as asbestos project oversight and air monitoring. Mrs. Weir is the field safety supervisor for Weir Environmental and helps to maintain our in-house safety program. Mrs. Weir is a transportation worker certified by the Transportation and Security Administration (TSA) and the U.S. Coast Guard allowing her to conduct monitoring and inspections at plants and industrial facilities.

### Professional Experience

**Asbestos/Lead | Jackson Barracks, Louisiana.** Mrs. Weir provided industrial hygiene sampling and project management for the abatement of lead paint and asbestos from the antebellum homes at the Jackson Barracks that had been flooded during Hurricane Katrina. Ms. Weir was responsible for daily contractor oversight, air monitoring, and waste characterization for the debris prior to disposal. Mrs. Weir also performed moisture assessments and mold testing in 14 historical buildings and conducted air quality studies, and provided recommendations for remediation.

Year Completed: 2009-2014 Role: Industrial Hygienist  
 Contact: Joe Crowley, Perez Architects; (504) 584-5100

**Asbestos/Lead | Fort Polk Army Base.** Mrs. Weir has conducted multiple abatement oversight projects at Fort Polk Army Base. She has provided abatement oversight including reviewing contractor submittals, verifying containment set up, daily observations, air sampling, clearance and reporting. Ms. Weir also conducts bulk sampling as necessary to verify if building materials contain asbestos. Ms. Weir is highly knowledgeable of asbestos regulations as they relate to abatement, and is highly regarded and recommended by the Industrial Hygiene staff at the base.

Year Completed: 2012 - 2015 Role: Industrial Hygienist  
 Contact: Chris Medlin, NCM; (281) 449-5911

**Industrial Hygiene/Safety | Karr High / JoEllen Smith Hospital, Louisiana.** Mrs. Weir has experience with industrial hygiene and safety and is a key resource in the abatement and demolition of large complex buildings and high profile projects. Ms. Weir has most recently been the lead Industrial hygienist at the Karr High School/JoEllen Smith demolition site. The project consisted of the demolition of two multi story buildings, a hospital and a medical office building. Buildings contained asbestos, lead paint, and a medical waste incinerator, and a helipad on the exterior of the building with contaminated soil. . Mrs. Weir has provided oversight and air monitoring services to monitor asbestos, lead and dust during the abatement and demolition. Mrs. Weir assisted the contractor with the characterization of waste from the buildings, the soil and the medical waste incinerator.

Completed: June 2016 to Present Role: Industrial Hygienist  
 Contact: Lucas Shutte, Core; (225) 270-1905

Asbestos Certs

**STATE OF LOUISIANA**

**DEPARTMENT OF ENVIRONMENTAL QUALITY**

certifies that

***Susan Weir***

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 8I161431 AI No. 161431

Date of Issuance 4/7/2017 Expiration 3/17/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mayeux  
Permit Support Services Division  
Office of Environmental Services

59

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Susan Weir**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 7S161431

AI No. 161431

Date of Issuance 10/6/2016

Expiration 9/24/2017

Failure to comply with all applicable provisions of La. R.S. 2025:11 (1)(a) and La. R.S. 2025:11 (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

08

## LIABILITY COVERAGE

We are a fully insured industrial hygiene and environmental consulting firm. We maintain the following types of insurance coverage with the following stated limits available:

<b>PROFESSIONAL LIABILITY AND E&amp;O</b>	\$2,000,000.00
<b>COMMERCIAL GENERAL LIABILITY</b>	\$2,000,000.00
<b>AUTOMOBILE LIABILITY</b>	\$1,000,000.00
<b>WORKMAN'S COMPENSATION &amp; EMPLOYERS LIABILITY</b>	\$1,000,000.00
<b>EXCESS MARITIME EMPLOYERS LIABILITY</b>	\$1,000,000.00
<b>USL&amp;H</b>	\$1,000,000.00

Limits listed above are our standard coverage limits. If this coverage does not meet your company's requirements, we are willing to increase limits for projects on an as needed basis. Please contact our management if you have any questions regarding insurance.



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/2/2017

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).

<b>PRODUCER</b> Cavignac & Associates 450 B Street, Suite 1800 San Diego CA 92101		<b>CONTACT NAME:</b> Certificate Department <b>PHONE (A/C No. Ext):</b> 619-744-0574 <b>FAX (A/C No):</b> 619-234-8601 <b>E-MAIL ADDRESS:</b> certificates@cavignac.com	
<b>INSURED</b> NV5, Inc. 730 Camp Street, Unit 1 New Orleans, LA 70130		<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>	
		INSURER A: Liberty Insurance Corporation	42404
		INSURER B: Travelers Indemnity Co of Conn	25682
		INSURER C: The First Liberty Insurance Corpora	
		INSURER D: Berkley Insurance Company	32603
		INSURER E: Travelers Casualty and Surety	19038
		INSURER F:	

**COVERAGES**      **CERTIFICATE NUMBER: 1839691519**      **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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJ <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		6809H721632	5/1/2017	5/1/2018	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 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 Deductible \$0
A	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		AS7Z91462442027	5/1/2017	5/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$0		TH7Z91462442037	5/1/2017	5/1/2018	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000
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 N / A	WC6Z91462442047	5/1/2017	5/1/2018	<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	Professional Liability		AEC901463201	5/1/2017	5/1/2018	Each Claim/Aggregate Limit \$5M/\$10M
E	Crime		105606080	5/1/2017	5/1/2018	Limit \$1,000,000
B	Bus. Personal Property		6809H721632	5/1/2017	5/1/2018	Limit \$9,159,000

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

<b>CERTIFICATE HOLDER</b> Specimen Certificate	<b>CANCELLATION</b> 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 
---	--

© 1988-2014 ACORD CORPORATION. All rights reserved.

ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD

## ACKNOWLEDGEMENT OF ADDENDA



## JEFFERSON PARISH Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

*August 10, 2017*

**ADDENDUM # 1**

**Bid No.: 50-00120187**

**Bid Opening Date: 08/15/2017**  
**Extended Date: 08/24/2017**

**For: Two year contract to provide Environmental Testing & Consulting in coordination with demolition proceeding for Jefferson Parish Dept. of Inspection & Code Enforcement.**

**The bid opening date has been extended until 08/24/2017.**

**Answering questions:**

1. The contract is for inspecting and analysis of bulk samples, but also mentions PCM/TEM. Is asbestos air monitoring also included in the contract?  
  
**Answer:** Air monitoring may be required in some cases
2. Item Number 1 & 7 ask for rates for a LDEQ certified Asbestos Contractor/Supervisor, do you have to provide proof of certification? The requirements only ask for the Inspector certification.  
  
**Answer:** Certification is required for all categories and proof of certification required.
3. Is there a preferred Turn-Around Time for items 3, 4 & 5? Or is it fine as long as the final report detailing results is provided within the 7 days?  
  
**Answer:** It is fine as long as the final report detailing results is provided within the 7 days.
4. I only see PLM analysis, does this mean no point-counting/chatfield analysis is to be included?  
  
**Answer:** No point-counting/chatfield analysis is not necessary.
5. Please confirm that the inspectors hourly rate is to include sample and report writing time.  
  
**Answer:** Inspectors hourly rate is to include sample and report writing time

General Government Bldg. – 200 Derbigny St – Suite 4400 - Gretna, LA 70053  
Office 504.364.2678 – Fax 504.364.2693  
Email: [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net) Website: [www.jeffparish.net](http://www.jeffparish.net)



**JEFFERSON PARISH**  
Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

6. Is mileage billable?

**Answer:** Mileage is not billable

7. For the 3 hour TAT analysis, the nearest lab that can analyze asbestos samples is in Baton Rouge, is travel time and mileage to be included under this item, or will that be billed under the other specified rates.

**Answer:** Bid should account for travel time and mileage.

8. Will we be held liable for samples not collected in areas that are inaccessible or deemed to unsafe to sample?

**Answer:** If an inspector is unable to take a sample in an area that is inaccessible or deemed unsafe the report should indicate which areas were not tested as a result of these conditions.

Sincerely,

Donna Reamey

Donna Reamey, Buyer II  
Jefferson Parish Purchasing Department

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form as indicated. Failure to do so will result in bid rejection.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract.**

General Government Bldg. – 200 Derbigny St – Suite 4400 - Gretna, LA 70053  
Office 504.364.2678 – Fax 504.364.2693  
Email: [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net) Website: [www.jeffparish.net](http://www.jeffparish.net)



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

### JEFFERSON PARISH VENDOR APPLICATION

All vendors interested in submitting bids, or proposals to provide equipment, materials, supplies, services or performing major repairs/construction for Jefferson Parish must complete this form and indicate commodity codes applicable to their business. This application **MUST** be accompanied with vendor's signed W-9 Form (or W-8IMY Form if an international vendor) and a listing of applicable commodity codes. This application will not be processed otherwise. In order to receive payments within 1 day of payment processing, please complete Vendor Direct Deposit Form available online at <http://purchasing.jeffparish.net> and email to [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net). If a direct deposit form is not received then you will received a paper check via the mail. Please note that it may delay payment by up to 5 days due to handling and mail time.

Name of Business: NV5, Inc.		
Physical Address: <b>730 Camp St., Unit 1</b>		Remittance Address:
City: New Orleans	State: LA	Zip: 70130
Phone Number ( ) 504-324-9667	Fax Number: ( ) 504-333-6279	
Email Address (REQUIRED): <b>amanda.weir@nv5.com</b>	Federal Identification Number (REQUIRED): <b>27-1979486</b>	
Nature of Business: <b>Environmental Consulting and Testing</b>		
Trade, Specialty, or Professional Licenses: Asbestos, Lead, HAZWOPER		

Please check one:

Corporation:  Individual:  Partnership:  Other:  \_\_\_\_\_

Authorized to do Business in Louisiana: Yes:  No:

**PAGE 1 of 3**



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

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. Please indicate below as applicable:

DBE:  MBE:  WBE:  SBE:

Vendors registering to conduct business with Jefferson Parish hereby acknowledge that upon bid/proposal submission, vendors agree to comply with all provisions of Louisiana Law as well compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics as well as applicable Jefferson Parish ethical standards and Jefferson Parish standard terms and conditions. Further, it shall be the duty of every applicant for certification of eligibility for a parish contractor 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.

Vendor Contact Name: <b>Amanda Weir</b>	Title: <b>Vice President</b>
Signature: 	Date: <b>08/09/17</b>

**Prospective bidders are strongly encouraged to register for our e-procurement web portal.** All bids are uploaded onto this portal for review and response. There is no cost to register, view, download and submit bids. For more information on this and other bid information, please visit the Jefferson Parish Purchasing Department webpage located at <http://purchasing.jeffparish.net> or you can directly go to our e-procurement portal at [www.jeffparishbids.net](http://www.jeffparishbids.net). Vendors will be automatically notified of solicitations for which they have registered to receive.

Jefferson Parish uses the National Institute for Governmental Procurement Commodity Codes to notify prospective bidders of solicitations to which they would be interested in. By selecting the appropriate commodity codes and listing them on Page 3 of this application, prospective bidders may be notified of current solicitations. Please go to at <http://purchasing.jeffparish.net> for a complete list of commodity codes and enter in the form below.



Jefferson Parish Accounting Department  
Vendor Direct Deposit Application

**Section 1: Transaction Type**

<input checked="" type="checkbox"/> New Set Up (Sections 2, 3, & 4)	<input type="checkbox"/> Change Financial Institution (Sections 2, 3, & 4)
<input type="checkbox"/> Cancellation (Sections 2, 3, & 5)	<input type="checkbox"/> Change Account Number (Sections 2, 3, & 4)
	<input type="checkbox"/> Change Account Type (Sections 2, 3, & 4)

**Section 2: Payee Identification**

1. Federal Tax ID No. (9 Digits) <u>27-1979486</u>	2. Business Name <u>NVS, Inc.</u>	
3. Business Phone Number <u>504-324-9667</u>	4. Mailing Address <u>730 Camp St., Unit 1</u>	
5. City <u>New Orleans</u>	6. State <u>LA</u>	7. Zip Code <u>70130</u>

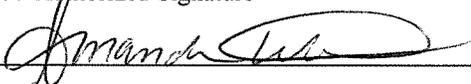
**Section 3: Authorization for Setup, Changes or Cancellation**

8. On behalf of the above named entity, I have authority to and hereby authorize the Jefferson Parish Accounting Department to make payment of written claims submitted to Jefferson Parish by electronic deposit to the account listed above. This authorization will remain in effect until this authorization is revoked in writing and upon reasonable notice to the Accounting Department. I further authorize the Jefferson Parish Accounting Department to electronically, and without notice, deduct any funds mistakenly deposited herein by the Parish from the account provided.

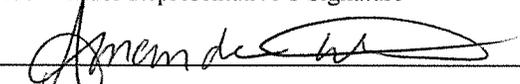
Should the bank information provided change, I am responsible for notifying the Accounting Department of such change within a reasonable timeframe as to ensure deposit of funds into the correct account.

I hereby declare that written claims submitted to Jefferson Parish are and will continue to be just and correct and that no written claim shall be submitted where such claim has already been paid. If any written claim submitted to Jefferson Parish has already been paid, I hereby authorize the Accounting Department to electronically, and without notice, deduct from this account any funds paid on a previously paid claim.

**\*\*\* One (1) business day prior to the funds being deposited to your bank, you will receive a confirmation to the email address provided. Failure to provide all information will result in the delay of your application being processed.**

9. Authorized Signature 	10. Printed Name <u>Amanda Weir</u>	11. Date <u>8/09/17</u>
--	--	----------------------------

**Section 4: Financial Institution/Vendor Bank Information**

12. Financial Institution Name <u>Bank of America</u>	13. Type of Account: <input checked="" type="checkbox"/> Checking <input type="checkbox"/> Savings For Checking Accounts – Please provide an original voided check For Savings Account – Please provide an original voided deposit slip.	
14. Routing Transit Number (ABA Number) Example on Page 2 <u>063100277 - ACH transfer</u> <u>026009593 - wire transfer</u>	15. Bank Account Number Example on Page 2 <u>898052466590</u>	16. Bank Account Title <u>NVS operating Account</u>
17. Vendor Representative's Name (Please Print) <u>Amanda Weir</u>	18. Email Address to be notified of deposit <b>*** (Required)</b> <u>Amanda.Weir@NVS.com</u>	
19. Vendor Representative's Signature 	20. Telephone Number <u>504-324-9667</u>	21. Date <u>08/09/17</u>

Jefferson Parish Accounting Department  
Vendor Direct Deposit Application

---

**Section 5: Cancellation by Agency**

22. Reason	23. Date
------------	----------

Return to:       Jefferson Parish Accounting Department  
                  Attn: Accounts Payable  
                  PO Box 9, Suite 4200, General Government Building  
                  Gretna, LA 70054-0009

\*\*\*If you have any questions or assistance regarding this form, please contact the Jefferson Parish Accounting Department, Accounts Payable Supervisor at 504-364-2777 OR by email at [directdeposit@jeffparish.net](mailto:directdeposit@jeffparish.net).

**This illustration shows where to locate your Routing Transit Number and Checking Account Number. Please note that for Saving Accounts, you may need to contact your financial institution for this information.**

The illustration shows a check with the following details:

- Payee: Mr., Mrs. or Miss Smith, 1234 Main Street, Anywhere, USA 55555
- Date: 1234
- Pay to the Order of: [Redacted]
- Your Bank: 5678 Main Street, Anywhere, USA 55555
- Routing Number: 091000019
- Checking Account Number: 1234567890

Below the check, the routing and account numbers are highlighted with brackets and labeled:

Bank Routing Number	Checking Account Number
---------------------	-------------------------

NV5

NV5, Inc.  
200 South Park Road, Suite 350  
Hollywood, Florida 33021  
Tel 954.495.2112 / Fax 954.495.2101

---

March 15, 2017

We're pleased to announce the successful implementation of lockbox services with the company's new banking relationship, Bank of America. ACH and wire/electronic depositing is functional as well. Over the next few weeks, we'll finalize the plan to update the invoice templates and formal communication of the banking changes with clients, for new clients and projects, let's begin to use the following banking information.

Name of bank: Bank of America, NA

8001 VILLA PARK DR, HENRICO, VA 23228

Bank account name: NV5 Operating Account

Account number: 898052466590

Forward remittance details for wires/ACH transfers to [RemittanceNotifications@nv5.com](mailto:RemittanceNotifications@nv5.com)

For wire transfers, the routing transit/ABA number is: 026009593

For ACH transfers, the routing transit/ABA number is: 063100277

Mailing information for the company's lockbox is as follows:

NV5

PO Box 74008680

Chicago, IL 60674-8680

Physical checks mailed to your local office can be forward to the Shared Services Finance group:

NV5

200 S Park Rd, Suite 350

Hollywood, FL 33021

My best regards,



Stephanie Strong  
Director of Finance



**N | V | 5** Delivering Solutions  
Improving Lives

**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 \_\_\_\_\_ %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF  December 17, 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  NA

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable)  25441

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

FIRM NAME:  Materials Management Group, Inc.

ADDRESS:  3520 General De Gaulle Drive, Suite 3010

CITY, STATE:  New Orleans, Louisiana  ZIP:  70114

TELEPHONE: ( 504 )  368-0586  FAX: ( 504 )  368-8403

EMAIL ADDRESS:  PaulL@mmgnola.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 ( dated 8/10/17 )

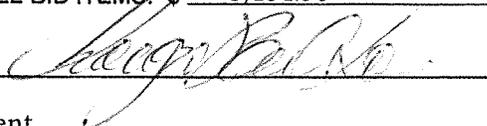
NUMBER: \_\_\_\_\_

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

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

**REJECTED**  
**ALL BID REQUIREMENTS NOT MET**

TOTAL PRICE OF ALL BID ITEMS: \$  8,484.50

AUTHORIZED SIGNATURE:  

C. Paul Lo

Printed Name

TITLE:  President

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.: 50-00120187

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO(2)YEAR CONTRACT TO PROVIDE ENVIRONMENTAL TESTING AND CONSULTING IN COORDINATION WITH DEMOLITION PROCEEDINGS FOR THE INSPECTION & CODE ENFORCEMENT DEPARTMENT(DANGEROUS BUILDING ABATEMENT)		
1	1.00	HR	0010 LDEQ Certified Contractor/Asbestos Supervisor	\$50.00	\$50.00
2	89.00	HR	0020 LDEQ Certified Asbestos Inspector	\$50.00	\$4,450.00
3	193.00	EA	0030 PLM Analysis	\$10.50	\$2,026.50
4	1.00	EA	0040 PCM Analysis	\$10.00	\$10.00
5	1.00	EA	0050 TEM Analysis	\$58.00	\$58.00
6	20.00	HR	0060 Emergency Asbestos Testing For Inspector	\$50.00	\$1,000.00
7	8.00	HR	0070 Emergency Asbestos Testing For Supervisor	\$50.00	\$400.00
8	4.00	EA	0080 For 3 Hour PLM Testing for Emergency Asbestos Testing	\$24.00	\$96.00
9	2.00	EA	0090 For 3 Hour PCM Testing For Emergency Asbestos Testing	\$22.00	\$44.00
10	1.00	EA	0100 For 3 Hour TEM Testing For Emergency Asbestos Testing	\$350.00	\$350.00

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Materials Management Group  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Materials Management Group Inc  
INCORPORATED, DULY NOTICED AND HELD ON 7/28/17,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT C. Paul Lo, 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.

Mimi F. Lo  
SECRETARY-TREASURER

7/28/17  
DATE

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Orleans

BEFORE ME, the undersigned authority, personally came and appeared: C. Paul Lo

\_\_\_\_\_, (Affiant) who after being by me duly sworn, deposed and said that  
he she is the fully authorized president of Materials Management Group Inc (Entity),  
the party who submitted a bid in response to Bid Number 50-120187, 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.]*

## Louisiana Secretary of State Tom Schedler

### SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

Print

#### Notary Search - Detail

**Name:** MR. ROBERT L. MARRERO  
**Address:** 3520 GENERAL DEGAULLE DR, STE 1035  
NEW ORLEANS, LA 70114  
**Phone:** (504) 366-8025  
**Notary ID Number:** 46518  
**Parish:** JEFFERSON with STATEWIDE JURISDICTION  
**Agency:** N/A  
**Notary Type:** Attorney  
**Bar Roll #:** 8947  
**Status:** Active  
**Commission Date:** 03/24/1980  
**Oath Date:** 03/19/1980  
**Surety Expiration Date:** Not Required  
**Annual Report Current:** Not Applicable

#### Notary Events

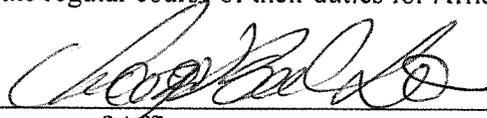
**Parish Change** Previous Parish: ST. MARY Previous Commission Date: 09/18/1979

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](#)

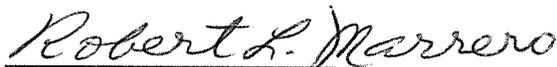
[New Search](#)

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

C. Paul Lo  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 25 DAY OF July, 2017.

  
Notary Public

ROBERT L. MARRERO  
Printed Name of Notary

08947  
Notary/Bar Roll Number

My commission expires At my death

Robert L. Marrero  
Notary Public  
Jefferson Parish, Louisiana  
Notary Number 46518  
Commissioned For Life

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Richard C Lo**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS INSPECTOR**

Accreditation No. 81192398

AI No. 192398

Date of Issuance 3/23/2017

Expiration 3/30/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

STATE OF LOUISIANA  
DEPARTMENT OF ENVIRONMENTAL QUALITY

certifies that

**Braelin Carter**

Has complied with all requirements of the Louisiana Department of Environmental Quality  
and is authorized to perform the duties of

**ASBESTOS CONTRACTOR/SUPERVISOR**

Accreditation No. 8S193973

Date of Issuance 3/27/2017

AI No. 193973

Expiration 3/2/2018

Failure to comply with all applicable provisions of La. R.S. 2025.E. (1)(a) and La. R.S. 2025.F. (2)(a)  
may result in civil and/or criminal enforcement actions by the State.

Christopher Mangum  
Permit Support Services Division  
Office of Environmental Services

**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)  
**Materials Management Group Inc.**

Address name (if different from above)

Check appropriate box:  Individual/sole proprietor  Corporation  Partnership  
 Limited liability company. Enter the tax classification (S-disregarded entity, C-disregarded Partnership)  Trust or REMIT  
 Other (see instructions)

Address (number, street, and apt. or suite no.)  
**3520 General DeGaulle Drive, Suite 3010**

City, state, and ZIP code  
**New Orleans La 70114**

List account numbers here (optional)  
**# 30401**

**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 : 1164374

**Part II Certification**

Under penalty 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 Date **7/20/10**

**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.
- 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.