



C-1198 Furnish & Install Video Surveillance System Request for Proposal Exhibits

VIII. EXHIBITS

All Proposals shall be submitted on the forms provided herein this Section. Failure to complete all forms and applicable exhibits in the quantities specified will result in Proposals being deemed non-responsive and not eligible for Contract Award. Only the exhibits marked "required" below shall be submitted with the bid packet. All other information shall be requested by the apparent low bidder and shall be returned to the Owner within ten (10) days. Failure to submit the required post-bid information within the time specified will result in rendering the bid non-responsive. The Owner reserves the right to contract with the next lowest responsive proposer.

Exhibit No. 1: Contract Relationship

Exhibit No. 2: Scope of Work

Exhibit No. 3: Project Schedule

Exhibit No. 4: Proposal forms [utilized to submit Proposer's offer in accordance with terms, conditions and scope of work outlined (*Required*)

Exhibit No. 5: Insurance Requirements

Exhibit No. 6: Joint Venture Firm Declaration (*Required*)

Exhibit No. 7: Data Confidentiality Agreement

Exhibit No. 8: Bid Bond (*Required*)

Exhibit No. 9: Corporate Resolution or other approved documentation (*Required*)

Exhibit No. 10: Additional Proposer Data

Exhibit No. 11: Contractor's Current and up-to-date Louisiana State Contractor's License number (*Required*)

Exhibit No. 12: Verification of Employees Affidavit



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Exhibit No. 1: Contract Relationship:

The Contract shall be among The Ernest N. Morial New Orleans Exhibition Hall Authority (“the Owner”) a political subdivision of the State of Louisiana; and New Orleans Public Facility Management, Inc. (“NOPFMI”) a quasi-public body that is charged with the responsibility of managing the Ernest N. Morial Convention Center-New Orleans (“ENMCCNO”) on a day-to-day basis; and the Contractor. NOPFMI and the Authority are referred to herein collectively as “Owner” and the “Contractor”. The “Owner” and “Contractor” may be referred to collectively as the “Parties”.



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Exhibit No. 2: Scope of Work

Furnish and Install equipment as described in the specifications and drawings provided. Equipment furnished under this Contract shall meet or exceed the specifications and performance criteria of the described equipment.

Other equipment of equal quality may be submitted for approval prior to submission of proposals.



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Exhibit No. 3: Project Schedule

Substantial Completion on or before 11:59 p.m. October 31, 2015



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Exhibit No. 4: Proposal Forms

PROPOSAL

DATE: _____

Ernest N. Morial New Orleans
Exhibition Hall Authority
900 Convention Center Blvd.
New Orleans, Louisiana 70130

Gentlemen:

(I) (We) _____
(PRINT OR TYPE NAME OF COMPANY SUBMITTING PROPOSAL)

do hereby declare that (I) (we) have carefully examined the Proposal Documents prepared by the Ernest N. Morial Convention Center--New Orleans for the Ernest N. Morial New Orleans Exhibition Hall Authority (Owner) to **FURNISH AND INSTALL VIDEO SURVEILLANCE SYSTEM** and that (I) (we) have carefully examined the job site premises and have a clear understanding of the said documents and premises. (I) (We) hereby propose to furnish all tools, machinery, equipment, labor, materials, services, and other means of construction outlined in the Contract and Proposal Documents, necessary for completing all work specified on this Proposal Form.

Base Bid: FURNISH AND INSTALL

Shall include all labor, supervision, tools, equipment, materials, supplies, and other means necessary to replace the

\$ _____ *(figures).*

_____ *(words).*

TOTAL BID PRICE (BASE BID):

\$ _____ *(figures).*

_____ *(words).*

(I) (We) agree, if awarded the contract, (I) (We) will commence and execute work within the timeframe outlined in the Contract and Bid Documents.



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PROPOSAL

(I) (We) agree, if awarded the Contract, (I) (we) will commence and execute work within time frames outlined in the Contract and Proposal Documents.

The undersigned hereby designates the office to which the "Notice of Award" and Contract may be mailed:

PROPOSER'S NAME: _____
(Print or Type Name of Individual Preparing Proposal)

COMPANY NAME: _____

COMPANY ADDRESS: _____

STATE OF
INCORPORATION: _____
(If Applicable)

PHONE NO.: () _____

FAX NO.: () _____

It is clearly understood that (my) (our) Proposal may be withdrawn at any time prior to the scheduled time of Proposal opening, or any authorized postponement thereof, provided that the Owner receives (my) (our) written request for such withdrawal prior to Proposal Opening or any authorized postponement thereof.

It is further understood that (my) (our) Proposal may not be withdrawn until ninety (90) calendar days after the date of the Proposal Opening, if notice is not received until after Proposals are opened.

(My) (Our) Proposal is made with the understanding that the Owner reserves the right to reject all Proposals or any part of any Proposals that is not complete or in compliance with the terms and conditions set forth in the Proposal Documents or for reasons relating to budgetary restraints and/or scope of work reductions.

Alternate Proposals, if any, will be awarded in the order of their priority listing and in accordance with budgetary restraints.


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PROPOSAL

ADDENDUM RECEIPT

(I) (We) acknowledge receipt of the following addenda and have included their provisions in (my) (our) Proposal. (If none, write in none or N/A in each blank).

- | | |
|----------------------------|----------------------------|
| 1. Addendum No. Date _____ | 4. Addendum No. Date _____ |
| 2. Addendum No. Date _____ | 5. Addendum No. Date _____ |
| 3. Addendum No. Date _____ | 6. Addendum No. Date _____ |

If awarded the Contract, the undersigned agrees to obtain and deliver to the Owner, prior to Contract signing, a Labor and Material Bond (if applicable) for fifty percent (50%) of the Contract amount (Total Bid Price). In the event the Contract amount is increased by Change Order the undersigned agrees to obtain and deliver to the Owner riders to said Bonds covering Contract amount increases.

If awarded the Contract, the undersigned agrees to record the above-mentioned Bond(s) (if applicable) and Contract for public record with the Recorder of Mortgages in Orleans Parish. Final payment shall be made on Owner's receipt of a Clear Lien and Privilege Certificate from the undersigned as issued by the Recorder of Mortgages for Orleans Parish and upon completion of any punch list items.

The undersigned certifies that the required licenses are current and in good standing as required by the laws of the State of Louisiana.

Respectfully submitted: {Print or Type}

Company Name: _____

Company Address: _____

BY: _____ SIGNATURE : _____

TITLE: _____

DATE: _____



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NOTE:

If Proposer is a corporation, write state of incorporation beneath signature, and if a partnership, give full name of all partners.

Proposals by corporations or Limited Liability Companies (LLC's) must be executed in the corporate name by the President or Vice President or other authorized corporate officer or agent. All Proposals must be accompanied by a corporate resolution, or other documentation acceptable to the Owner, which establishes that the corporate representative has the authority to bind the corporation. The Owner reserves the right to request and obtain such additional documentation as the Owner deems necessary.



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Exhibit No. 5: Insurance Requirements.

- A. Comprehensive general liability or commercial general liability insurance with limits of at least \$1,000,000.00 each occurrence/\$2,000,000 aggregate, with broad form comprehensive general liability endorsement including coverage for premises and operations, independent contractors, products/completed operations, personal injury (with XCU, employee and contractual exclusions deleted) broad form contractual coverage, and broad form property damage.
- B. Installation Floater covering contractor's labor, materials and equipment to be used for completion of the work performed under this contract against all risks of direct physical loss, including earthquake and flood, for an amount equal to the full amount of the contract improvements. Coverage shall end when the work is accepted by the Owner.
- C. Workers' Compensation which shall cover Contractor and its employees for injuries and/or disease arising out of all applicable Louisiana Workers' Compensation laws, including statutory limits in accordance with the Louisiana Workers' Compensation Act and shall include Employers Liability limits in the amount of at least \$1,000.000.
- D. Property insurance coverage with respect to all property brought onto the premises by Contractor, owned or maintained by Contractor within ENMCCNO in values sufficient to cover Contractor's property and additional property in the care, custody and control of the Contractor.
- E. . Comprehensive Motor Vehicle Liability Insurance shall be provided with the limits of not less than \$1,000,000 for all injuries and/or deaths resulting from any one occurrence. The limit of liability for property damage shall not be less than \$1,000,000 for each occurrence. Such insurance shall include coverage for loading and unloading hazards and shall remove the fellow employee exclusion.

Sample Certificate:

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ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)		
<p>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.</p> <p>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).</p>						
PRODUCER <u>Delivery/Installation</u>	CONTACT NAME _____ PHONE _____ FAX _____ (A/C No. Ext.) (A/C. No.) E-MAIL _____ ADDRESS _____		INSURER(S) AFFORDING COVERAGE _____ NAIC # _____			
INSURED _____	INSURER A: _____ INSURER B: _____ INSURER C: _____ INSURER D: _____ INSURER E: _____ INSURER F: _____					
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
<p>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.</p>						
INSUR LTR	TYPE OF INSURANCE	ADOL INSR	SUBM WVD	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			MED EXP (Any one person) \$
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMPOP AGG \$ 1,000,000
	POLICY J CT LOC					\$
	AUT OMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
<input checked="" type="checkbox"/>	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		BODILY INJURY (Per accident) \$
	SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
<input checked="" type="checkbox"/>	HIRED AUTOS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		\$
	NON-OWNED					\$
	UMBRELLA LIAB					EACH OCCURRENCE \$
	EXCESS LIAB					AGGREGATE \$
	OCCUR CLAIMS-MADE					\$
	DED RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					<input checked="" type="checkbox"/> WC STATU-TORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A	<input checked="" type="checkbox"/>			E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMBL/DYFE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)						
Certificate holder named as additional insured FOR BOTH ON-GOING AND COMPLETED OPERATIONS with respect to all policies except the Worker's Compensation Policy. Additionally, all policies shall waive rights of subrogation against Certificate holder.						
CERTIFICATE HOLDER				CANCELLATION		
New Orleans Public Facility Management, Inc. Ernest N. Morial New Orleans Exhibition Hall Authority City of New Orleans 900 Convention Center Blvd. New Orleans, LA 70130				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.		
				AUTHORIZED REPRESENTATIVE _____		

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Exhibit No. 6: Name of Joint Venture Firm shall be listed on this page (*Required*)



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Exhibit No. 7: Data Confidentiality Agreement

The Contractor agrees by signature below that any financial, personal, technical and other data and information relating to the Owner's operation which it deems confidential by the Owner and made available to the Seller in order to carry out this Agreement, or which becomes available to the Seller in carrying out this Agreement shall be protected by the Seller from unauthorized use and disclosure.

Signature

Date

Name

Title

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Exhibit No. 8: Bid Bond in the amount of five percent (5%) of Proposer's total bid shall be attached to this page (*Required*)



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Exhibit No. 9: Corporate Resolution or other documentation acceptable to the Owner which establishes that the Proposer's Representative have the authority to bind the Corporation shall be attached to this page (***Required***)

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Exhibit No. 10: Additional Proposers Data to be furnished at Proposer's option shall be attached to this page

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Exhibit No. 11: Current and up-to-date copy of Proposer's State Contractor's License number shall be attached to this page (*Required*)


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Exhibit No.12: Verification of Employees Affidavit

LA. R.S. 38:2212.10 VERIFICATION OF EMPLOYEES

- A. Proposer is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or legal aliens.
- B. If awarded the contract, Proposer shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the State of Louisiana.
- C. If awarded the contract, Proposer shall require all subcontractors to submit to it a sworn affidavit verifying compliance with Paragraphs (A) and (B) of this Subsection.

NAME OF BIDDER/ NAME OF AUTHORIZED SIGNATORY OF BIDDER

DATE/ TITLE OF AUTHORIZED SIGNATORY OF BIDDER

**SIGNATURE OF AUTHORIZED
SIGNATORY OF BIDDER**

Thus done and signed before me this _____ day of _____, 20__

NOTARY PUBLIC

My Commission Expires _____

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