

ADVERTISEMENT REQUEST FOR PROPOSALS

Request for Proposals will be received by the ***Lafourche Parish School Board until 10:00 a.m., Monday, February 28, 2022*** in its office located at 701 East Seventh Street, Thibodaux, Louisiana at which time proposals will be publicly opened and read aloud for **RFP – EMERGENCY ROOF REPAIRS.**

Complete proposals, including the original and three (3) copies, must be received by Lafourche Parish School Board at the address listed above by 10:00 a.m. on Monday, February 28, 2022. Proposals should be clearly marked “**RFP – Emergency Roof Repairs**”. Proposals received after that time will not be accepted. Proposals shall be either hand delivered by the bidder or his agent in which instance the deliverer shall be handed a written receipt or such proposals shall be sent by registered or certified mail with a return receipt requested.

Additionally, proposals are available for download from the School Board Purchasing Department Website at www.mylpsd.com. Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids and/or reverse auction bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814. Proposals submitted via fax or email will not be accepted.

This announcement does not commit the Lafourche Parish School Board to purchase or to pay any cost incurred in the preparation of proposals. Lafourche Parish School Board reserves the right to accept or reject, in whole or in part, all proposals submitted and/or to cancel this announcement. All purchases awarded shall be based upon the proposal most advantageous to the Lafourche Parish School Board, price and other factors considered.

All quantities and components are dependent upon proposer’s design and submission.

LAFOURCHE PARISH SCHOOL BOARD

Ray Bernard, President

Jarod Martin, Superintendent

ADVERTISEMENTS:

First -----Monday, February 14 2022

Second -----Monday, February 21, 2022

LAFOURCHE PARISH SCHOOL DISTRICT

Request for Proposal (RFP) for

EMERGENCY ROOF REPAIR

RFP DUE DATE/TIME: February 28, 2022, by 10:00 A.M., Central
Standard Time

POINT OF RECEIPT:

Lafourche Parish School District

Attn: Jennifer Tobias

701 East Seventh Street

Thibodaux, LA, 70302

Requests for information regarding this RFP should be directed to:

Lafourche Parish School District

Attn: Jennifer Tobias

701 East Seventh Street

Thibodaux, LA, 70302

INVITATION: Written proposals subject to the conditions herein stated and attached hereto, will be February 28, 2022, by 10:00 A.M., Central Standard Time for providing the services as described below for the Lafourche Parish School District.

DESCRIPTION: Lafourche Parish School District is hereby requesting written proposals to provide services to be performed at the direction of the Lafourche Parish School District.

The Lafourche Parish School District is requesting proposals from experienced and qualified firms to enter into a pre-event contract at no immediate or annual cost to the Lafourche Parish School District for services resulting from a natural or manmade disaster as directed by the Lafourche Parish School District in order to eliminate immediate threats to public health and safety and/or that which is considered essential to ensure economic recovery of the affected community. The existence of a pre-event contract does not bind Lafourche Parish School District to activate any or all of the terms of the contract and such activation is at the sole discretion of the Lafourche Parish School District

SECTION I: INSTRUCTIONS TO PROPOSERS

1. The Proposal

Proposals should be submitted in the format outlined in this RFP and should be a complete response to this RFP. This proposal format is mandatory. This proposal should be submitted in a sealed envelope that shows the name and address of the person or persons submitting the proposal. The proposal should be signed by an officer authorized to make a binding commitment for the company making the proposal. All cost and price information submitted by the Proposer will remain irrevocable for a period of 120 days from the date of submittal.

1. Changes to the Proposal

Changes to the proposal may be made at any time prior to the opening of the proposals, however, all changes must be submitted in writing in an envelope marked "Modification to Proposal." The proposal and modifications will be opened at the same time and the proposal changed accordingly.

2. Acceptance of Proposals

Lafourche Parish School District intends to award a contract to the Proposal that best satisfies the needs of the Lafourche Parish School District. All proposals received by the closing deadline will be carefully evaluated for conformance with the requirements of this RFP. Selection of a firm will be based upon both technical factors and price. The technical criteria that will be used for evaluation are listed in this RFP. The Lafourche Parish School District reserves the right to conduct negotiations with responsible Proposers. This does not commit Lafourche Parish School District to award a contract. The Lafourche Parish School District may award a contract solely based on the proposal submitted without any negotiations.

Lafourche Parish School District reserves the right, in its sole discretion, to waive minor irregularities in proposals. A minor irregularity is a variation of the RFP which does not affect the price of the proposal or give one party an advantage or benefit not enjoyed by other parties, or adversely impact the interest of Lafourche Parish School District. Waivers, when granted, shall in no way modify the RFP requirements or excuse the party from full compliance with the RFP specifications and other contract requirements, if the party is awarded the contract.

Contents of the proposal may become contractual obligations if a contract ensues. Failure of the Proposer to honor these obligations may result in cancellation of the award.

3. Rejection of Proposals

Proposals that do not conform to the requirements set forth in this RFP may be rejected by Lafourche Parish School District. Proposals may be rejected for reasons that include, but are not limited to, the following:

- a. The Proposal contains unauthorized amendments to the requirements of the RFP.
- b. The Proposal is conditional.
- c. The Proposal is incomplete or contains irregularities which make the proposal indefinite or ambiguous.

- d. The Proposal is not received by the deadline.
- e. The Proposal is not signed by an authorized representative of the party.
- f. The Proposal contains false or misleading statements or references.
- g. The Proposal does not offer to provide all services required by the RFP.

4. Exceptions and Deviations

Proposers taking exception to any part or section of the solicitation shall indicate such exceptions on the proposal and shall be fully described. Failure to indicate any exception will be interpreted as the Proposer's intent to comply fully with the requirements as written. Conditional or qualified Proposers, unless specifically allowed, shall be subject to rejection in whole or in part.

5. Nonconforming Terms and Conditions

A proposal that includes terms and conditions that do not conform to the terms and conditions in the Request for Proposal is subject to rejection as non-responsive. Lafourche Parish School District reserves the right to permit the Proposer to withdraw nonconforming terms and conditions from its proposal prior to a determination by Lafourche Parish School District of non-responsiveness based on the submission of nonconforming terms and conditions.

6. Proposal Acceptance Period

Each proposer shall submit no later than Monday, February 28, 2022 by 10:00 A.M., Central Standard Time. Timely submission of the proposal is the responsibility of the Proposer. Offers received after the specified time shall be rejected and returned to the Proposer.

The envelope or package shall be marked "Sealed Proposal – EMERGENCY ROOF REPAIRS ". Each page of the proposal and all attachments shall be identified with the name of the Proposer.

7. Expenses incurred in preparing offers

Lafourche Parish School District accepts no responsibility for any expense incurred by the Proposer in the preparation and presentation of an offer. Such expenses shall be borne exclusively by the Proposer.

8. Additional information

Questions concerning the request for proposal document must be submitted in writing to the Lafourche Parish School District, Attn. Jennifer Tobias. Proposers are cautioned that any statements made by the contact person that materially change any portion of the Request for Proposal shall not be relied upon unless subsequently ratified by a formal written amendment to the Request for Proposal.

9. Award of Contract

In the event the Lafourche Parish School District decides to award a contract pursuant to this RFP, the Parish will provide a properly prepared Professional Services Agreement to the successful Proposer. In the event that the agreement is not approved and returned to the successful Proposer within 120 days, the Proposer may require that it be released from contract obligation. The foregoing action by the Lafourche Parish School District or the Proposer shall in no way provide any cause whatsoever for a claim against the Lafourche Parish School District by the Proposer. Initial award period will be one (1) year from date of signing.

10. Qualification Based Negotiation

The bidding method to be used is that of qualification-based negotiation from which Lafourche Parish School District is seeking the best combination of experience and quality of service. Discussions may be conducted with Proposers who submit proposals determined to be reasonably susceptible of being selected for award. Likewise, Lafourche Parish School District also reserves the right to accept any proposal as submitted for contract award, without substantive negotiation of offered terms, services, or prices; therefore, all parties are advised to propose their most favorable terms initially.

11. Renewal of Contract

The contract may be renewed at the discretion of the agency upon written notice to the Contractor at least 60 days prior to the contract anniversary date for a period of one year with a mutually agreed upon escalation, but under the same terms and conditions as in the original contract. The total number of renewal years permitted shall not exceed five (5).

12. Insurance Requirements

The successful Proposer shall be required to procure and maintain errors and omissions/professional liability coverage for the duration of the contract and offer proof of such coverage as outlined in the attached insurance requirements sheet.

13. Debarment

By submitting a proposal, the Proposer certifies that it is not currently debarred from submitting proposal for contracts issued by any political subdivision or agency of the State of Louisiana and that it is not a person or entity that is currently debarred from submitting bids for contracts issued by any political subdivision or agency of the State of Louisiana.

14. Disposition of Proposals

All submitted proposals become the property of Lafourche Parish School District.

15. RFP does not Constitute Acceptance of Offer

The release of the Request for Proposal does not constitute an acceptance of any offer, nor does such release in any way obligate Lafourche Parish School District to execute a contract with any other party. Lafourche Parish School District reserves the right to accept, reject, or negotiate any or all offers on the basis of the evaluation criteria contained within this document. The final decision to execute a contract with any party rests solely with Lafourche Parish School District.

16. Proprietary Information

The Proposer should mark any and all pages of the proposal considered to be proprietary information. Any pages not marked accordingly will be subject to review by the general public after award of the contract. Requests to review the proprietary information will be handled in accordance with applicable legal procedures.

17. Acknowledgment of Amendments

Proposers shall acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the proposal and by identifying the amendment number and date in the space provided for this purpose on the

proposal form, or by letter. The acknowledgment must be received by Lafourche Parish School District by the time and at the place specified for receipt of proposals.

ADDITIONAL TERMS AND CONDITIONS

- a. Certification of Independent Price Determination:** The Proposer certifies that the prices submitted in response to the solicitation have been arrived at independently and without- for the purpose of restricting competition - any consultation, communication, or agreement with any other proposal or competitor relating to those prices, the intention to submit a bid, or the methods or factors used to calculate the prices bid.
- b. Representation Regarding Contingent Fees:** The Proposer represents that it has not retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in the contractor's bid or proposal.
- c. Applicable Law:** The contract shall be governed by and construed in accordance with the laws of the State of Louisiana, excluding its conflicts of laws, provisions, and any litigation with respect thereto shall be brought in the courts of the state. The Contractor shall comply with applicable federal and state local laws and regulations.
- d. Confidentiality:** The Contractor shall agree to assure the confidentiality of any records obtained from Lafourche Parish School District as required by state and federal privacy laws. No information, documents or other material provided to or prepared by the Contractor deemed confidential by Lafourche Parish School District to state and federal privacy laws, shall be made available to any person or organization without the prior approval of Lafourche Parish School District. Any liability resulting from the wrongful disclosure of confidential information on the part of the Contractor shall rest with the Contractor.
- e. Compliance with Laws:** The Contractor understands that Lafourche Parish School District is an equal opportunity employer and therefore maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other consideration made unlawful by federal, State, or local laws. All such discrimination is unlawful and

the Contractor agrees during the term of the agreement that they will strictly adhere to this policy in its employment practices and provision of services. The Contractor shall comply with, and all activities under this agreement shall be subject to, all applicable federal, State of Louisiana, and local laws and regulations, as now existing and as may be amended or modified.

f. Failure to Provide Service: If the successful Proposer fails to provide any services described in the contract, or fails to meet any obligations contained therein, the Lafourche Parish School District reserves the right to terminate the contract by providing written notice to the Proposer. Lafourche Parish School District may provide a time table to allow the proposer to cure the default based upon the exigent circumstances or terminate the contract.

g. Termination for Convenience: The Lafourche Parish School District shall have the right to terminate the contract without cause and at its convenience, with no notice to contractor.

h. Law to Govern: The parties acknowledge that the contract is made and entered into in Lafourche Parish, Louisiana and will be performed in Lafourche Parish, Louisiana. The parties further acknowledge and agree that Louisiana law shall govern all the rights, obligations, duties and liabilities of the parties under contract and that Louisiana law shall govern the interpretation and enforcement of the contract and any and all legal matters relating to the contract. The parties further agree that any and all legal actions proceeding relating to the contract shall be brought in a court of competent jurisdiction in Lafourche Parish, Louisiana. By executing the contract, the parties submit to the jurisdiction of said courts and hereby irrevocably waive any and all objections that they may have with respect to venue in any court sitting in Lafourche Parish, Louisiana.

SECTION II: SCOPE OF WORK

A. General Statement:

The Lafourche Parish School District requests proposals for Emergency roof repairs. This contract will take effect upon authorization from the Lafourche Parish School District and the direct tasking by the Lafourche Parish School District and will cease at the discretion of the Lafourche Parish School District.

B. Scope of Work:

The Proposer of this service shall provide:

- Furnish all labor, truck, equipment, materials, tools and supplies as is necessary for general roof repairs in school facilities and other buildings located within the Lafourche Parish School District. A list is provided for locations. Major concern is the voiding existing warranties.
- All materials will be supplied by the vendor. In some cases the vendor will need to look at the work, make a detailed estimate of work to be done in compliance with the pricing items furnished below, including all supplies/materials list and return when project(s) are ready and the work can begin.
- Pricing shall be figured including all vehicles, tools and equipment needed to perform the work requested. Pricing shall also include all cost associated with personnel, tools, equipment, dump fees and truck expenses.
- Vendor to bag all contaminated materials to be removed and cleanup all work areas to prevent cross contamination.
- Vender must furnish all insurance and workers compensation before work can begin.
- This is an **IDIQ (Indefinite Delivery, Indefinite Quantity)** contract on an as needed basis.
- Vendor shall make ONE (1) site visit per project to prepare the breakdown of charges in accordance with the pricing provided below and in attached documents. All chargeable time will start at the checking in on Lafourche Parish School District project site and end at the completion of work on site.
- **Vendor agrees to respond to emergency calls immediately and any service call within 12 hours regardless of day of the week or time of day** and to any non-emergency calls within a scheduled time provided by Lafourche Parish School District personnel.

Vendor will provide the following in addition to the above:

1. Recovery process documentation
2. Before and After Photos (labeled) of work being completed

3. Provide written and oral status as requested by Lafourche Parish School District daily
4. Complete review of documentation for accuracy and quantity so Lafourche Parish School District can file claims for reimbursements

Any costs associated with the documentation and recovery process shall be included in Contractor's prices in the pricing attachments.

EQUIPMENT:

For authorized machinery or special equipment the contractor shall receive the rental rates agreed on in writing before such work is begun. For equipment rented from independent outside sources, the contractor will be reimbursed the reasonable actual cost as shown on paid rental invoices **without mark-up**. For company owned equipment, the contractor will be reimbursed his internal cost recovery equipment charge rate consistent with his original bid cost estimates. The Louisiana Department of Transportation and Development Engineering Directives and Standards Manual, EDSM III.1.1.27, entitled Equipment Rental Rates, provides additional guidance concerning allowable equipment rental rates and their application. If the contractor chooses to use a rental rate guide book instead of his internal cost recovery rates to establish rental rates for company owned equipment, adjustments to the allowable type of equipment and hours per day must be made as described in the EDSM. In addition, no 15 percent mark up on equipment direct cost for jobsite and home office overhead expenses and profit will be allowed if the contractor chooses to use rental rate guide book prices instead of his internal cost recovery rates.

DIRECT MATERIALS:

For materials accepted by the LPSD and used, the contractor shall receive the actual cost of such materials delivered to the work, including transportation charges and sales taxes if applicable with **no mark-up** allowed.

SECTION III: PROPOSAL REQUIREMENTS

1. Communications Regarding Proposals

All communications regarding this project, including any questions related to this Request for Proposal, shall be submitted in writing to:

Lafourche Parish School District
Attn: Jennifer Tobias
701 East Seventh Street
Thibodaux, LA, 70302

2. Minimum Requirements for Proposers

- a. **Qualifications of Proposers:** The Proposer may be required before the award of any contract to show to the complete satisfaction of Lafourche Parish School District that it has the necessary facilities, ability, and financial resources to provide the service specified therein in a satisfactory manner. The Proposer may also be required to give a past history and references in order to satisfy Lafourche Parish School District in regard to the Proposer's qualifications. Lafourche Parish School District may make reasonable investigations deemed necessary and proper to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to Lafourche Parish School District all information for this purpose that may be requested. Lafourche Parish School District reserves the right to reject any offer if the evidence submitted by, or investigation of, the Proposer fails to satisfy Lafourche Parish School District that the Proposer is properly qualified to carry out the obligations of the contract and to complete the work described therein. Proposals shall be considered only from firms normally engaged in performing the type of work specified with the Request for Proposal. In the determination of the evidence of responsibility and ability to perform the required services by the Proposer, the Lafourche Parish School District in its discretion shall determine whether the evidence of responsibility and ability to perform is satisfactory. Lafourche Parish School District reserves the right to reject any or all proposals.
- b. Previous experience in the performance of projects of a similar nature to ensure timely and efficient completion of any disaster project.
- c. The individual/firm warrants that he/she is fully qualified, with adequate personnel and experience to undertake the services required within a reasonable time.
- d. The Proposer shall be an equal opportunity employer and shall adhere to any applicable local, state or federal affirmative action requirements.

3. Proposal Format

ALL PROPOSALS SUBMITTED TO THIS REQUEST MUST BE IN WRITING.

Each proposer shall submit THREE (3) signed original proposals, including mandatory affidavits (signed and properly notarized) in original format, or ONE (1) usb flash drive containing all documents. PDF files are preferred for digital submissions. Cost proposals should not be included in the technical portion of your submission. Submission Deadline and Location: Proposals must be submitted to the Lafourche Parish School District at the address below by February 28, 2022, by 10:00 A.M., Central Standard Time.

Lafourche Parish School District

Attn: Jennifer Tobias

701 East Seventh Street

Thibodaux, LA, 70302

The Proposal should be divided into eight separate sections. These sections should be comprised of the following information:

PROPOSAL SECTIONS:

- 1. Invitation for Proposal Submission Form:** Completed and signed.
- 2. Cover Letter/Executive Summary:** Describe the Contractor's firm and including names, address, phone number, fax number and email address of the person or firm submitting the proposal. Provide the name of the contact person and person authorized to contract for the firm. The cover letter must be signed by a person authorized to bind the company to the terms of the proposal and must indicate the Proposer's intent to be bound by the terms of his proposal and the prices provided in the Proposal. Describe the experience of the Proposer in providing the service, give number of years that the service has been delivered, and provide a statement on the extent of any corporate expansion required to handle the service.
- 3. The Proposer's qualifications:** Ability to meet the Lafourche Parish School District's objectives and to perform the tasks listed in the proposal. This shall include a statement regarding the financial capability of the company, a

description of the office(s) from which the service is being performed and nature of staff and a list of equipment available for recovery projects.

4. **Statement of the Contractor's familiarity and experience with FEMA's Public Assistance Program and applicable laws, rules, and regulations:** List

5. **References:** Give at least three (3) references for contracts of similar size and scope, including at least two (2) references for current contracts or those awarded during the past three (3) years. Include the name of the organization, the length of the contract, a brief summary of the work, and the name and telephone number of a responsible contact person. Additionally, Proposer must include in this section a statement listing and describing each and every lawsuit in the past five (5) years in which the Contractor sued, or was sued by, any of Contractor's clients.

6. **A management and response plan applicable for the scope of work:** Describe in detail how the service will be provided. Include a description of major tasks and subtasks.

7. **Pricing Schedule:** Lists of costs for the unit prices and hourly rates.

8. **Personnel:** Attach resumes of all those who will be involved in the management of this project that include their experience in the area of service delivery. Indicate the level of involvement by principals of the Proposer in the day-to-day operation of the contract.

SECTION IV: EVALUATION PROCEDURE AND FACTORS TO BE CONSIDERED IN THE EVALUATION PROCESS

Step I: Proposals will be reviewed to assure compliance with the minimum specifications. Proposals that do not comply with the minimum specifications will be rejected immediately, receiving no further consideration.

Step II: Proposals that satisfactorily complete Step I will be reviewed /analyzed to determine if the proposal adequately meets the needs of Lafourche Parish School District. Factors to be considered are as follows:

The successful Proposer will be selected based upon the best response offered to the Lafourche Parish School District. Proposers may be requested to give an oral

presentation after submission of responses should the Lafourche Parish School District find it necessary, in order to determine which is the best received.

Evaluation Criteria: Submitted proposals will be evaluated and scored based upon the following criteria:

Criteria	Points Assigned
<u>Past Experience/Company History</u>	<u>15</u>
<u>References</u>	<u>15</u>
<u>Capability to Perform SOW</u>	<u>15</u>
<u>Knowledge of FEMA regulations</u>	<u>15</u>
<u>Financial Capacity</u>	<u>15</u>
<u>Price Proposals</u>	<u>20</u>
<u>Direct Experience Working in Louisiana</u>	<u>5</u>

A selection committee made up by qualified Lafourche Parish School District staff shall review and evaluate all replies. The selection committee will have only the response to the solicitation to review for selection of finalists. It is therefore important that respondents emphasize specific information pertinent to the work.

Step III: Lafourche Parish School District will contact the Proposer of the proposal that best meets Lafourche Parish School District's needs (based on factors evaluated in Step II) and attempt to negotiate an agreement that is deemed acceptable to both parties.

LIMITATIONS

1. This request does not commit the Lafourche Parish School District to the award of the contract or to pay any costs incurred in the preparation for a response to this request.
2. The Lafourche Parish School District may or may not require the prospective Proposer to participate in negotiations and to submit additional technical information or other revisions to their proposal as may result from the negotiations.

3. The Lafourche Parish School District reserves the right to reject any or all proposals, to waive informalities, to request additional information and to award a contract deemed most advantageous for the Lafourche Parish School District.

INCURRED EXPENSES

The Lafourche Parish School District is not responsible for any expenses which Proposer may incur in the preparation and submittal of proposals requested by this RFP, including but not limited to, costs with travel, accommodations, interviews or presentation of proposals.

Proposer agrees to supply the products or services identified above in accordance with the terms, conditions, and specifications contained in this proposal for ONE (1) year.

Total price per unit includes the costs associated with the delivery of the service to a specific location(s) as directed by the Lafourche Parish School District, mobilization costs, equipment rental fees and maintenance for the duration specified. The Proposer must identify reasonable break points for both for quantity and duration of services provided.

The proposer will provide a schedule of values for all of the services to be rendered. Any point breaks provided for either quantity or duration of service need to be provided for consideration.

NOTE: It is the Proposer's responsibility to provide adequate information in their proposal package to enable Lafourche Parish School District to ensure that the proposal meets the required criteria.

Items listed in the package shall be in the same order as listed in the specifications. Failure to do so could result in the rejection of the bid.

EMPLOYEES NOT TO BENEFIT

I (we) hereby certify that if the contract is awarded to our firm, partnership, or corporation, that no employee of Lafourche Parish School District or members of his/her family, including spouse, parents or children has received or been promised, directly or indirectly, any financial benefit, by way of fee, commission,

finder's fee, political contribution or any similar form of remuneration on account of the act of awarding and/or executing this contract.

A selection committee made up by qualified Lafourche Parish School District staff shall review and evaluate all replies. The selection committee will have only the response to the solicitation to review for selection of finalists. It is therefore important that respondents emphasize specific information pertinent to the work.

CONFLICTS OF INTEREST

The Proposer [] is [] is not aware of any information bearing on the existence of any potential organizational conflict of interest.

COLLUSION

I certify that this offer is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for the same services, materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal laws and can result in fines, prison sentences, and civil damage awards.

I hereby certify that the responses to the above representations, certifications and other statements are accurate and complete. I agree to abide by all conditions of the proposal and certify that I am authorized to sign for my company.

Signature Date

Name (Printed) Title

INDEMNIFICATION/HOLD HARMLESS AGREEMENT

Contractor agrees to protect, defend, indemnify, save, and hold harmless, the Lafourche Parish School District, all Departments, District Members and, its officers, agents, servants, employees, and volunteers, from and against any and all claims, damages, expenses, and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur, or in any way grow out of, any act or omission of Contractor, its agents, servants, and employees, or any and all costs, expenses and/or attorney fees incurred by Contractor as a result of any claims, demands, suits or causes of action, except those claims, demands, suits, or causes of action arising out of the negligence of the Lafourche Parish School District, Departments, District Members and, its officers, agents, servants, employees and volunteers.

Contractor agrees to investigate, handle, respond to, provide defense for and defend any such claims, demands, suits, or causes of action at its sole expense and agrees to bear all other costs and expenses related thereto, even if the claims, demands, suits, or causes of action are groundless, false or fraudulent.

RESPONSE PACKAGE COVERSHEET
PROPOSAL NO. RFP#2022-022822 Roof
EMERGENCY ROOF REPAIR FOR THE LAFOURCHE PARISH SCHOOL

PROPOSAL OPENING: MONDAY, FEBRUARY 28, 2022 AT 1:00 P.M.

NOTE: Proposal response now required in DUPLICATE.

PROPOSER: _____

SIGNATURE: _____

NAME: _____

(PRINT OR TYPE)

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

AREA CODE & PHONE: _____

EMAIL: _____

THE PRINCIPALS OF THE COMPANY ARE:

Name: _____

Title: _____

Name: _____

Title: _____

Name: _____

Title: _____

PROPOSER: _____

SIGNATURE: _____

NAME: _____

(PRINT OR TYPE)

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

AREA CODE & PHONE: _____

EMAIL: _____

NON-COLLUSION STATEMENT
FOR RFP#2022-022822 Roof

State of Louisiana

Lafourche Parish

_____, states that he/she is
_____ (a partner of the firm, officer of the corporation, or individual making the foregoing proposal); that said proposal is genuine and not collusive or sham; that said Proposer has not colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer or person to put in a sham proposal or to refrain from proposal, collusion, or communication or conference, with any person, to fix the proposal price or to fix any overhead, profit or cost element, or that of any other Proposer, or to secure any advantage against any person interested in the proposed contract, and that all statements contained in the said proposal or proposal are true.

(Signature)

LAFOURCHE PARISH SCHOOL BOARD - SAFETY DEPARTMENT							
Insurance Requirements of Contractors, Vendors, Tenants as required on February 24, 2022							
VENDOR GROUP							
TYPE 1	Equipment repair, janitorial services, electrical, plumbing, services, chemical supply, etc						
TYPE 2	Building Construction, renovation, roads, sewer, etc						
TYPE 3	Professional services, architects, engineers, auditors, financial, legal, consultants, etc						
TYPE 4	Board-owned Lands, Lease of board buildings, office space, Use of Facilities, and E-Commerce vendors who don't install or visit LPSB except NO software or apps.						
Contractor agrees to give 30 days written notice to Lafourche PSB if any required policy is cancelled, excepting only Use of Facilities short-term events. Contractor agrees to furnish a copy of any required policy when requested by Lafourche PSB.							
Note: Vendor must furnish "e" copy of insurance policies required.							
				TYPE 1	TYPE 2	TYPE 3	TYPE 4
POLICY FEATURES, MINIMUM LIMITS OF LIABILITY REQUIRED:							
1) Commercial	BI-PD Per Occurrence:	\$1,000,000	Yes	Yes	Yes	Yes	
General Liability	BI-PD Annual Aggregate:	\$2,000,000	Yes	Yes	Yes	Yes	
a) Aggregate applies "per Location" CG-2504 1185			No	Yes	Yes	No	
b) Damage to rented property - at least \$50,000			No	No	No	Yes	
c) Advertising & Personal Injury Liability	\$1,000,000		Yes	Yes	No	No	
d) Contractual Liability for indemnity, defense	Incl in 1 above		Yes	Yes	Yes	Yes	
2) Professional Liab	Per Claim or Wrongful Act	\$1,000,000	No	No	Yes	No	
3) Auto Liability Required?		\$1,000,000	Yes	Yes	Yes	No	
a) Codes 7,8,9 accepted as well as 1.			Yes	Yes	Yes	N/A	
4) Workers Compensation - State of Louisiana			Yes	Yes	Yes	No	
a) Accept exclusion of officer, partner, owner?			Yes	Yes	Yes	N/A	
b) Cov B Per Accident, Sickness, Agg Sickness:	\$100/100/500K		Yes	Yes	Yes	N/A	
c) Cov B Higher Limits Required for Type 2.....	\$1/1/1,000,000		No	Yes	No	No	
d) Alternate Employer in favor of Lafourche Parish School Board, Attn Safety, P.O.Box 879, Thibodaux, LA 70301-0879			Yes	Yes	Yes	No	
5) Liability	Vendor's choice to buy umbrella or to buy only primary policies with higher limits.	\$1/2,000,000	Yes	Yes	Yes	No	
a) Higher Limit of \$2/4,000,000 required for Type 2	\$2/4,000,000		Yes	Yes	Yes	No	
6) Additional Insured in favor of							
<u>Lafourche Parish School Board, its officers and employees, Attn Safety Dept., P. O. Box 879, Thibodaux, LA 70301-0879</u>			Yes	Yes	Yes	Yes	
for policies of CGL, Auto and Umbrella-Excess policies: All benefits shall apply as Primary and Non-Contributory .							
7) Waiver of Subrogation in favor of							
<u>Lafourche Parish School Board, its officers and employees, Attn Safety Dept., P. O. Box 879, Thibodaux, LA 70301-0879</u>			Yes	Yes	Yes	Yes	
for policies of Auto, CGL, WC and Umbrella .							
8) Statutory Employers, Workers Compensation, in favor of:			Yes	Yes	Yes	No	
<u>Lafourche Parish School Board, its officers and employees, Attn Safety Dept., P. O. Box 879, Thibodaux, LA 70301-0879</u> in WC policy.							
9) CRIME INSURANCE REQUIRED OF TAX AUDITORS AT \$100,000							