

**SOUTHEAST LOUISIANA FLOOD PROTECTION
AUTHORITY WEST**

**CONSTRUCTION PROPOSAL
FOR
WEST JEFFERSON LEVEE DISTRICT**



**WEST JEFFERSON LEVEE DISTRICT BID NO. 209
PROCUREMENT AND INSTALLATION OF CARGO
ELEVATOR
WEST JEFFERSON LEVEE DISTRICT**

TABLE OF CONTENTS

	Page No.
Title Sheet	A-1
Table of Contents	B-1
Notice to Contractors	C-1
General Requirements.....	D-1 thru D-3
Contract Specifications	E-1 thru E-2
Construction Proposal Returnables:	
Title Sheet.....	F-1
Bid Bond.....	F-2
Construction Proposal Signature and Execution Form.....	F-3
Bidder Signature Requirements.....	F-4

NOTICE TO CONTRACTORS

Sealed bids for the following project will be received by the **WEST JEFFERSON LEVEE DISTRICT (Contracting Agency)**, 7100 River Road, Marrero, LA 70072 until 10:00 a.m. on **Thursday, March 4, 2010**, at which time and place bids will be publicly opened and read. No bids will be received after 10:00 a.m. Any person requiring special accommodations shall notify the West Jefferson Levee District at (504) 231-5053 not less than 3 business days before bid opening.

WEST JEFFERSON LEVEE DISTRICT BID NO. 209

DESCRIPTION:	PROCUREMENT AND INSTALLATION OF CARGO ELEVATOR
PARISH:	JEFFERSON PARISH
WORK TO BE DONE:	PROCURE AND INSTALL CARGO ELEVATOR AT WEST JEFFERSON LEVEE DISTRICT EMERGENCY COMMAND CENTER
LIMITS:	THIS PROJECT IS LOCATED IN JEFFERSON PARISH AT THE WEST JEFFERSON LEVEE DISTRICT EMERGENCY COMMAND CENTER LOCATED AT 7001 RIVER ROAD, MARRERO, LA 70072
CONTRACTING AGENCY:	WEST JEFFERSON LEVEE DISTRICT
ESTIMATED COST RANGE:	\$25,000 to \$35,000
PROJECT MANAGER:	DAVID J. SMITH, P.E. (504) 231-5053
COST OF PLANS AND SPECIFICATIONS:	Included in proposal (no additional charge).FREE Available via the Authority website: www.sfpaw.org

Each sealed envelope containing a bid must be plainly marked on the outside as “**WEST JEFFERSON LEVEE DISTRICT BID No. 209, CARGO ELEVATOR**” and the envelope should bear on the outside the name of the bidder, his address and his Louisiana State contractor’s license number. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to the West Jefferson Levee District, 7001 River Road, Marrero, Louisiana 70072. If forwarded by U.S. mail, the sealed envelope must be received at least one day in advance to the bid opening. If forwarded by courier or in person, deliver to 7001 River Road, Marrero, Louisiana 70072.

The contractor shall be required to attend the **MANDATORY PRE-BID MEETING** on **Wednesday, February 24, 2010**. The meeting will be held at **7001 River Road, Marrero, Louisiana 70072** at 10 am. Any contractor not in attendance will not be allowed to bid on the job.

Plans and/or proposals may be obtained from the West Jefferson Levee District (see address & phone below) or via the Authority website, www.sfpaw.org. Written requests for plans and/or proposals should be sent to the West Jefferson Levee District. Plans and/or proposals will not be issued later than 24 hours prior to the time set for opening bids.

West Jefferson Levee District, 7001 River Road, Marrero, LA 70072
Phone (504) 340-0318.
Susan Maclay - President
Southeast Louisiana Flood Protection Authority- West

GENERAL BIDDING REQUIREMENTS

The plans herein referred to are the plans approved and marked with the project number and Parish, together with all standard or special designs that may be included in such plans.

The bidder declares that the only parties interested in this proposal as principals are those named herein; that this proposal is made without collusion or combination of any kind with any other person, firm, association, or corporation, or any member or officer thereof; that careful examination has been made of the site of the proposed work, the plans, Standard Specifications, and the form of contract and payment, performance, and retainage bond; that the bidder agrees, if this proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction and will do all work and furnish all material specified in the contract, in the manner and time therein prescribed and in accordance with the requirements therein set forth; and agrees to accept as full compensation therefore, the amount of the summation of the products of the quantities of work and material incorporated in the completed project.

The bidder further agrees to perform all extra and force account work that may be required on the basis provided in the specifications.

The bidder further agrees that within 15 calendar days after the contract has been transmitted to him, he will execute the contract and furnish the Department satisfactory performance bonds.

If this proposal is accepted and the bidder fails to execute the contract and furnish bonds as above provided, the proposal guaranty shall become the property of the Department; otherwise, said proposal guaranty will be returned to the bidder; Contractor shall be required to be licensed in Commercial Construction and/or Municipal and Public Works.

DEFINITIONS AND TERMS:

Contracting Agency: A city, levee board, police jury or other governing authority of a parish, state office, agency, board, commission, public corporation or other political subdivision of the State, in whose name the contract will be executed. Whenever the term "Department" is used as Owner, it shall mean the Contracting Agency. Whenever the term "Department" is used as Engineer, it shall mean the Engineer.

AWARD AND EXECUTION OF CONTRACT:

Upon evaluation of all qualified sealed bids received by the bid deadline date. The Department shall make recommendation of award to the lowest and most responsible bidder, as determined by the Department. Contract Award will occur no later than ten (10) days following bid opening. Following Contract Award and Issuance of Notice to Proceed, the entire contract shall be completed in all details and ready for final acceptance within **one hundred twenty (120)** working days.

PERMITS, LICENSES, TAXES AND INSURANCE:

The contractor shall defend, indemnify, save, and hold harmless the State and its representatives, the **Southeast Louisiana Flood Protection Authority – West** and its representatives, and the **West Jefferson Levee District** and its representatives against any claim or liability arising from violation of any such law, bylaw, ordinance, code, regulation, order or decree, whether by the contractor or the contractor's employees.

Contractors shall procure temporary permits and licenses for the work, pay charges, fees, and taxes, and give notices necessary to due and lawful prosecution of the work.

The contractor shall maintain, at a minimum, the following insurance coverages:

(a) Workers Compensation in compliance with state law, with the exception that the contractor's Employer liability is to be at least \$1,000,000 when work is to be over water and involves maritime exposures. For the coverage provided in this subpart the contractor's Insurer will have no right of recovery or subrogation against the State of Louisiana, **Southeast Louisiana Flood Protection Authority – West**, or **West Jefferson Levee District**.

(b) Commercial General Liability Insurance with a combined single limit per occurrence for bodily injury and property damage. The aggregate loss limit must be on a per project basis. This insurance shall include coverage for bodily injury and property damage, and include coverage for Premises-Operation; Broad form Contractual Liability; Products and Completed Operation; Use of Contractors and Subcontractors; Personal Injury; Broad form Property Damage; explosion, collapse and underground (XCU) coverage. The required combined single limit amount of insurance shall be as provided in Table 1.

(c) A separate Owner's and Contractor's Protective (OCP) Liability Policy shall be supplied by the contractor naming the **Southeast Louisiana Flood Protection Authority – West** and the **West Jefferson Levee District** as named insureds. The required combined single OCP limit amount shall be as provided in Table 1.

(d) Business Automobile Liability Insurance with a combined single limit per occurrence for bodily injury and property damage. This insurance shall include bodily injury and property damage coverage for owned automobiles, hired automobiles and non-owned automobiles. The required combined single limit amount of insurance shall be as provided in Table 1 below.

**TABLE 1
Insurance Requirements**

<u>INITIAL CONTRACT AMOUNT</u>	<u>MINIMUM INSURANCE</u>
Up to \$100,000	\$ 100,000
From \$100,001 to \$200,000	\$ 200,000
Over \$200,000	\$ 500,000

(e) The **Southeast Louisiana Flood Protection Authority – West** and the **West Jefferson Levee District** shall be named as additional insured on all policies of insurance required to be maintained by the contractor pursuant to this section.

The following shall be included as provisions in each policy:

(a) The insurance company (ies) issuing the policy (ies) shall have no recourse against the State of Louisiana, **Southeast Louisiana Flood Protection Authority – West**, or **West Jefferson Levee District** for payment of any premiums or for assessments under any form of the policy.

(a.1) The insurance company (ies) issuing the policy (ies) required to be maintained by the contractor hereby waives all rights of subrogation and shall have no recourse against the **Southeast Louisiana Flood Protection Authority – West** or the **West Jefferson Levee District** for any funds paid under the coverage(s) afforded by the aforesaid policy (ies).

(b) Any and all deductibles in the above described insurance policy (ies) shall be assumed by and be at the sole risk of the contractor.

Insurance is to be placed with insurance companies authorized in the State of Louisiana with an A. M. Best's rating of A-: VI or higher. This rating requirement may be waived for Workers Compensation coverage only.

Should any policies be canceled, the contractor shall immediately notify the **Southeast Louisiana Flood Protection Authority – West** and the **West Jefferson Levee District**.

Upon failure of the contractor to furnish, deliver and maintain such insurance as required, this contract, at the election of **West Jefferson Levee District**, may be immediately declared suspended, discontinued or terminated. Failure of the contractor to maintain any required insurance shall not relieve the contractor from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the contractor concerning indemnification.

The contractor is responsible for requiring and verifying that all subcontractors working on the project maintain appropriate types and levels of insurance coverage.

The contractor shall defend, indemnify, save, and hold harmless the Authority, its officers and employees, the **Southeast Louisiana Flood Protection Authority – West**, its officers and employees, and the **West Jefferson Levee District**, its officers and employees, from all suits, actions or claims brought because of injuries or damage sustained by any person or property due to operations of the contractor.

PARTIAL PAYMENTS:

Retainage shall be ten percent of the amount of work completed to date.

CONTRACT TIME:

The entire contract shall be completed in all details and ready for final acceptance within **one hundred twenty (120)** working days.

The contractor will be allowed 30 calendar days from the date stipulated in the Notice to Proceed to commence with portions of the contract work including but not limited to procurement of equipment and materials, preparatory work for materials fabrications, or other activities which hinder progress in the beginning stages of construction.

The contractor shall be responsible for maintenance of clean work place. During the construction period, the contractor will be allowed to access to the Emergency Command Center for the purpose of inspection, equipment fabrication, installation, assembly other work necessary ensure timely completion of the project.

CONTRACT SPECIFICATIONS

CARGO ELEVATOR

AUTOQUIP CORPORATION FLT-15 (FREIGHTLITE) OR EQUIVALENT

1,500 lb. capacity, hydraulically operated Freight lift
11'2" maximum vertical travel, cantilever type
15 FPM travel speed

CARRIAGE

Effective width 6'0", x effective length 6'0", with 7' high load clearance. 48" high hand rails on side/sides and a snap chain across the operating sides to accommodate your "Z" degree loading pattern. Includes maintenance device.

POWER UNIT & CONTROLS

5 HP, remote 230/460 3-phase hydraulic power unit. Includes velocity fuses on lifting rams. Includes our exclusive ZERO DRIFT feature.

Two (2) NEMA-4, three button (up-down-stop) momentary contact wall mount push-button stations; one (1) control station for each level. Shipped loose for field installation. Magnetic motor starter, control transformer and relays, NEMA-12 enclosure, 115 volt control voltage.

PAINT

Standard water-based enamel paint.
Color: Blue

ENCLOSURES

8' high, expanded metal enclosure panels on three sides at lower level, backstop at upper level.

GATES

Cargo elevator shall include Two (2), 6'W x 7' high single swing gates w/ solenoid interlocks.

FREIGHT/DELIVERY

Contractor shall include all freight and delivery charges for materials and equipment associated with the installation startup and testing of the cargo elevator.

PERMITTING/INSURANCE

Contractor shall include all required permits and insurance.

MECHANICAL AND ELECTRICAL

Contractor shall include all required electrical and mechanical labor and materials cost for installation, start-up and testing of cargo elevator.

INSPECTION, TESTING AND START-UP

Contractor shall include final inspection, testing and performance of equipment start-up and training of West Jefferson Levee District personnel in use and general maintenance of cargo elevator.

WARRANTY

- a. All component parts for a period of one year, or 10,000 cycles, whichever occurs first.
- b. All Labor for a period of one year, or 10,000 cycles, whichever occurs first.
- c. Seals and structure for the life of the unit.

**SOUTHEAST LOUISIANA FLOOD PROTECTION
AUTHORITY WEST
FOR
WEST JEFFERSON LEVEE DISTRICT**



**CONSTRUCTION PROPOSAL
RETURNABLES**

FOR

**WEST JEFFERSON LEVEE DISTRICT BID NO. 209
PROCUREMENT AND INSTALLATION OF CARGO
ELEVATOR
JEFFERSON PARISH**

BID BOND

A Bid Bond is required when the bidder's total bid amount as calculated by the Department is greater than \$25,000.

_____, as Principal
(Bidder) _____, as Surety,
are bound unto, **West Jefferson Levee District**, (hereinafter called the Contracting Agency) in the sum of five percent (5 %) of the bidder's total bid amount as calculated by the Department for payment, of which the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, as solidary obligors.

Signed and sealed this _____ day of _____, 20_____.

The condition of this obligation is such that, whereas the Principal has submitted a bid to the Contracting Agency on a contract for the construction of **WEST JEFFERSON LEVEE DISTRICT BID NO. 209, PROCUREMENT AND INSTALLATION OF CARGO ELEVATOR, JEFFERSON PARISH**, if the bid is accepted and the Principal, within the specified time, enters into the contract in writing and gives bond with Surety acceptable to the Contracting Agency for payment and performance of said contract, this obligation shall be void; otherwise to remain in effect.

Principal (Bidder or First Partner to Joint Venture)

By _____

Authorized Officer-Owner-Partner

Typed or Printed Name

If a Joint Venture, Second Partner

By _____

Authorized Officer-Owner-Partner

Typed or Printed Name

Surety

By _____

(Seal)

Agent or Attorney-in-Fact

Typed or Printed Name

To receive a copy of the contract and subsequent correspondence / communication from the Authority or the contracting agency, with respect to the bid bonds, the following information must be provided:

Bonding Agency or Company Name

Address

Agent or Representative

Phone Number / Fax Number

CONSTRUCTION PROPOSAL SIGNATURE AND EXECUTION FORM

THIS FORM, THE SCHEDULE OF ITEMS, AND THE PROPOSAL GUARANTY MUST BE COMPLETED AS INDICATED AND SUBMITTED TO THE WEST JEFFERSON LEVEE DISTRICT TO CONSTITUTE A VALID BID

WLJD PROJECT NO. 209

FEDERAL AID PROJECT NO(S). N/A

NAME OF PROJECT PROCUREMENT AND INSTALLATION OF CARGO ELEVATOR

I (WE) HEREBY CERTIFY THAT I (WE) HAVE CAREFULLY EXAMINED THE PROPOSAL, PLANS AND SPECIFICATIONS, INCLUDING ANY AND ALL ADDENDA, AND THE SITE OF THE ABOVE PROJECT AND AM (ARE) FULLY COGNIZANT OF ALL PROPOSAL DOCUMENTS, THE MASTER COPY OF WHICH IS ON FILE AT WEST JEFFERSON LEVEE DISTRICT HEADQUARTERS IN MARRERO, LA., AND ALL WORK, MATERIALS AND LABOR REQUIRED THEREIN, AND AGREE TO PERFORM ALL WORK, AND SUPPLY ALL NECESSARY MATERIALS AND LABOR REQUIRED FOR SUCCESSFUL AND TIMELY COMPLETION OF THE ABOVE PROJECT AND TO ACCEPT THE SUMMATION OF THE PRODUCTS OF THE UNIT PRICES BID ON THE SCHEDULE OF ITEMS ATTACHED HERETO AND MADE A PART HEREOF MULTIPLIED BY THE ACTUAL QUANTITY OF UNIT OF MEASURE PERFORMED FOR EACH ITEM, AS AUDITED BY WEST JEFFERSON LEVEE DISTRICT, AS FULL AND FINAL PAYMENT FOR ALL WORK, LABOR AND MATERIALS NECESSARY TO COMPLETE THE ABOVE PROJECT, SUBJECT TO INCREASE ONLY FOR PLAN CHANGES (CHANGE ORDERS) APPROVED BY THE WEST JEFFERSON LEVEE DISTRICT CHIEF ENGINEER OR HIS DESIGNEE. THIS BID IS SUBMITTED IN ACCORDANCE WITH THE GENERAL BIDDING REQUIREMENTS IN THE CONSTRUCTION PROPOSAL AND ALL SPECIAL PROVISIONS, PLANS, SUPPLEMENTAL SPECIFICATIONS, AND THE LOUISIANA STANDARD SPECIFICATIONS. MY (OUR) PROPOSAL GUARANTY IN THE AMOUNT SPECIFIED FOR THE PROJECT IS ATTACHED HERETO AS EVIDENCE OF MY (OUR) GOOD FAITH TO BE FORFEITED IF THIS BID IS ACCEPTED BY WEST JEFFERSON LEVEE DISTRICT AND I (WE) FAIL TO COMPLY WITH ANY REQUIREMENT NECESSARY FOR AWARD AND EXECUTION OF THE CONTRACT, AS WELL AS, SIGN AND DELIVER THE CONTRACT AND PAYMENT / PERFORMANCE / RETAINAGE BOND AS REQUIRED IN THE SPECIFICATIONS.

BIDDER SIGNATURE REQUIREMENTS

(APPLICABLE TO ALL PROJECTS)

THIS BID FOR THE CAPTIONED PROJECT IS SUBMITTED BY:

(Name of Principal (Individual, Firm, Corporation, or Joint Venture))

(If Joint Venture, Name of First Partner)

(Louisiana Contractor's License Number of Bidder or First Partner to Joint Venture)

(Business Street Address)

(Business Mailing Address, if different)

(Area Code and Telephone Number of Business)

(Telephone Number and Name of Contact Person)

(Telecopier Number, if any)

(If Joint Venture, Name of Second Partner)

(Louisiana Contractor's License Number of Second Partner to Joint Venture)

(Business Street Address)

(Business Mailing Address, if different)

(Area Code and Telephone Number of Business)

(Telephone Number and Name of Contact Person)

(Telecopier Number, if any)

ACTING ON BEHALF OF THE BIDDER, THIS IS TO ATTEST THAT THE UNDERSIGNED DULY AUTHORIZED REPRESENTATIVE OF THE ABOVE CAPTIONED FIRM, CORPORATION OR BUSINESS, BY SUBMISSION OF THIS BID, AGREES AND CERTIFIES THE TRUTH AND ACCURACY OF ALL PROVISIONS OF THIS PROPOSAL, INCLUSIVE OF THE REQUIREMENTS, STATEMENTS, DECLARATIONS AND CERTIFICATIONS ABOVE AND IN THE SCHEDULE OF ITEMS AND PROPOSAL GUARANTY. EXECUTION AND SIGNATURE OF THIS FORM AND SUBMISSION OF THE SCHEDULE OF ITEMS AND PROPOSAL GUARANTY SHALL CONSTITUTE AN IRREVOCABLE AND LEGALLY BINDING OFFER BY THE BIDDER.

ATTACHED HERETO IS BIDDER'S CORPORATE RESOLUTION AUTHORIZING BID IF BIDDER IS INCORPORATED.

(Signature)

(Printed Name)

(Title)

(Date of Signature)

(Signature)

(Printed Name)

(Title)

(Date of Signature)

CONTRACTOR'S TOTAL BID INCLUDING LABOR AND MATERIAL \$ _____

IT IS AGREED THAT THIS TOTAL, DETERMINED BY THE BIDDER, IS FOR PURPOSES OF OPENING AND READING BIDS ONLY, AND THAT THE LOW BID FOR THIS PROJECT WILL BE DETERMINED FROM THE EXTENSION AND TOTAL OF THE BID ITEMS BY WEST JEFFERSON LEVEE DISTRICT.