

INVITATION TO BID**BID DUE DATE AND TIME**

BOARD OF SUPERVISORS OF
LOUISIANA STATE UNIVERSITY
AND AGRICULTURAL & MECHANICAL COLLEGE



07/07/2020 11:00 AM CT

SOLICITATION RFQ-0000001203

RETURN BID TO

SUPPLIER #

SUPPLIER NAME AND ADDRESS

Louisiana State University and Agricultural and
Mechanical College
Procurement
213 Thomas Boyd Hall
Baton Rouge, LA 70803

Buyer ANNNAH LOVELL
Buyer Phone
Buyer Email alovell1@su.edu
Issue Date 06/18/2020

TITLE: Smoking Chamber (Smokehouse) with Digital Controls

To Be Completed By Supplier

1. _____ "No Bid" (sign and return this page only).
2. _____ My Company does not wish to receive future solicitations for this spend category.
3. Specify your Delivery: To be made within _____ days after receipt of order.
4. If applicable, Supplier's Addendum Acknowledgement/Response:
As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and
_____ submit no alterations/clarifications to our original bid.
_____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.

General Instructions to Suppliers

1. Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.
2. Read the entire solicitation, including all terms, conditions and specifications.
3. All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.
4. Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.
5. Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.
6. By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.

SUPPLIER NAME _____ MAILING ADDRESS _____

AUTHORIZED SIGNATURE _____ CITY, STATE ZIP _____

PRINTED NAME _____ PHONE # _____

TITLE _____ FAX # _____

E-MAIL _____ FEDERAL TAX ID # _____

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These standard terms and conditions shall apply to all LSU solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of conflict between the General Instructions to Suppliers or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

Bids submitted are subject to provisions of the laws of the State of Louisiana, including but not limited to: the University Procurement Code (LAC 34:XIII. Chapters 3-25) and the terms, conditions, and specifications stated in this solicitation.

- 1. Supplier Enrollment**

Suppliers providing a bid/quote in response to a LSU solicitation must be setup in the University's new procurement system (Workday) for bid tabbing and award of a purchase order. Suppliers should complete the online supplier registration form prior to submitting a bid response and/or the bid due date and time to ensure bid tabbing can be done timely after the bid deadline. This website is used in place of a paper form and must be accompanied with an IRS Request for Taxpayer Identification Number and Certification form (W-9 or W-8 if foreign) to collect the required business and tax information that support the University's reporting and compliance requirements. To inquire if you or your company is setup or for questions regarding setup, email suppliers@lsu.edu. The supplier enrollment form can be located at: http://www.lsu.edu/administration/otaf/procurement/supplier_registration.php
- 2. Bid Delivery and Receipt**

Bids must be received and time-stamped at the "Return Bid To" address no later than the due date and time specified herein. To assure consideration, your bid must be submitted in a sealed envelope or package and should be clearly and prominently marked with the solicitation number and bid due date, or may be submitted in the special bid return envelope if one was furnished for that purpose. Supplier are advised that the U.S. Postal Service does not make deliveries to our physical location. USPS mail is delivered to the University's mail center and is redelivered using internal resources. Suppliers may deliver bids by hand or by a courier service to the Procurement Office. The University shall not be responsible for any delays caused by the supplier's chosen means of bid delivery. Supplier is solely responsible for the timely delivery of its bid, and failure to meet the bid due date and time shall result in rejection of the bid. Late bids cannot be accepted per LAC 34:XIII.515.B.
- 3. Bid Forms**

Bids are to be submitted on the LSU solicitation forms provided, and must be signed by an authorized agent of the supplier in accordance with LAC 34:XIII.517. Bids submitted on other forms or in other price formats may be considered informal and may be rejected in part or in its entirety. Bids submitted in pencil and/or bids containing no original signature indicating the supplier's intent to be bound will not be accepted. Bid submissions should not be spiral bound.
- 4. Interpretation of Solicitation/Supplier Inquiries**

If supplier is in doubt as to the meaning of any part or requirement of this solicitation, supplier may submit a written request for interpretation to the Buyer-of-Record at the address and/or fax number shown above. Written inquiries must be received in the Procurement Office no later than 4:30 pm CST four (4) business days prior to the opening of bids, and shall be clearly crossreferenced to the relevant solicitation/specification in question. No decisions or actions shall be executed by any supplier as a result of oral discussions with any LSU employee or consultant. Any interpretation of the documents will be made by formal addendum only, issued by the Procurement Office, and mailed or delivered to all suppliers known to have received the solicitation. LSU shall not be responsible for any other interpretations or assumptions made by supplier.
- 5. Bid Addenda**

Bid Addendum is to be signed and returned with your bid. If you have already submitted your bid, and this Addendum creates a need to revise/clarity your original response in any way, you are required to submit such in writing. To be considered, your addendum response must be submitted to and received by LSU Procurement at the "Return Bid To" address stated above. Submittals for price alterations and addenda to bids must be clearly marked with the solicitation number and the bid due date/ time and returned via fax, email, courier service, hand delivery, or USPS mail. Bid revisions received after bid opening cannot be considered, whereupon the supplier must either honor or withdraw its original bid.
- 6. Bid Opening**

Suppliers may attend the public bid opening of sealed bids. No information or opinions concerning the ultimate contract award will be given at bid opening or during the evaluation process. Written bid tabulations will not be furnished.
- 7. Special Accommodations**

Any "qualified individual with a disability" as defined by the Americans with Disabilities Act, who has submitted a bid and desires to attend the public bid opening, must notify the Procurement Office in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.

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- 8. Standards of Quality**
Any product or service bid shall conform to all applicable federal, state and local laws and regulations, and the specifications contained in the solicitation. Any manufacturer's name, trade name, brand name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired; and is not intended to limit or restrict competition. Supplier must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact product specified in the solicitation.
- 9. New Products/Warranty/Patents**
All products bid for purchase must be new, never previously used, of the manufacturer's current model and/or packaging, and of best quality as measured by acceptable trade standards. No remanufactured, demonstrator, used or irregular products will be considered for purchase unless otherwise specified.
The manufacturer's standard published warranty and provisions shall apply, unless more stringent warranties are otherwise required by LSU and specified in the solicitation. In such cases, the supplier and/or manufacturer shall honor the specified warranty requirements, and bid prices shall include any premium costs of such coverage.
Supplier guarantees that the products proposed and furnished will not infringe upon any valid patent or trademark; and shall, at its own expense, defend any and all actions or suits charging such infringement, and shall save LSU harmless.
- 10. Descriptive Information**
Suppliers proposing an equivalent brand or model are to submit with the bid descriptive information (such as literature, technical data, illustrations, etc) sufficient for LSU to evaluate quality, suitability, and compliance with the specifications. Failure to submit descriptive information may cause bid to be rejected. Any changes made by supplier to a manufacturer's published specifications shall be verifiable by the manufacturer. If items bid do not fully comply with specifications, supplier must state in what respect items deviate. Supplier's failure to note exceptions in its bid will not relieve the supplier from supplying the actual products requested.
- 11. Bids/Prices/F.O.B. Point**
The bid price for each item is to be quoted on a "net" basis and F.O.B. LSU Destination, i.e. title passing upon receipt and inclusive of all delivery charges, any item discounts, etc.
Bids other than F.O.B. LSU Destination may be rejected.
Bids indicating estimated freight charges may be rejected.
Bids requiring deposits, payment in advance, or C.O.D. terms may be rejected.
Suppliers who do not quote "net" item prices and who separately quote an overall "lump sum" freight cost or discount for all items shall be considered as submitting an "all-or-none" bid for evaluation and award purposes; and risk rejection if award is made on an item or grouped basis.
Prices shall be firm for acceptance for a minimum of 30 days, unless otherwise specified. Bids conditioned with shorter acceptance periods may be rejected.
Prices are to be quoted in the unit/packaging specified (e.g. each, 12/box, etc), or may be rejected.
In the event of extension errors, the unit price bid shall prevail.
- 12. Taxes**
Supplier is responsible for including all applicable taxes in the bid price. LSU is exempt from all Louisiana state and local sales and use taxes. By accepting an award, resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly accessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.
- 13. Terms and Conditions**
This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, supplier agrees that contrary terms and conditions which may be included in its bid are nullified.
- 14. Supplier Forms/LSU Signature Authority**
The terms and conditions of the LSU solicitation and purchase order/contract shall solely govern the purchase agreement, and shall not be amended by any supplier contract, form, etc.
The University's chief procurement officer, or authorized designee, is delegated sole authority to execute/sign any supplier contracts, forms, etc, on behalf of LSU. Departments are expressly prohibited from signing any supplier forms. Any such supplier contracts/forms bearing unauthorized signatures shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom. Suppliers who present any such forms to department users for signature without regard to this strict LSU policy may face contract cancellation, suspension, and/or debarment.
- 15. Awards**
Award will be made to the lowest responsible and responsive supplier. LSU reserves the right: (1) to award items separately, grouped, or on an all-or-none basis, as deemed in its best interest; (2) to reject any or all bids and/or items; and (3) to waive any informalities.
All solicitation specifications, terms and conditions shall be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

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- 16. Acceptance of Bid**
Only the issuance of an official LSU purchase order/contract, a Notification of Award letter, or a Notification of Intent to Award letter shall constitute the University's acceptance of a bid. LSU shall not be responsible in any way to a supplier for goods delivered or services rendered without an official purchase order/contract or award letter. Bid tabulations may be requested after acceptance of bid.
- 17. Applicable Law**
All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.
- 18. Awarded Products/Unauthorized Substitutions**
Only those awarded brands and numbers stated in the LSU contract are approved for delivery, acceptance, and payment purposes. Any substitutions require prior approval of the Procurement Office. Unauthorized product substitutions are subject to rejection at time of delivery, post-return at supplier's expense, and non-payment.
- 19. Testing/Rejected Goods**
Supplier warrants that the products furnished will be in full conformity with the specification, drawing or sample, and agrees that this warranty shall survive delivery, acceptance, and use. Any defect in any product may cause its rejection. LSU reserves the right to test products for conformance to specifications both prior to and after any award. Supplier shall bear the cost of testing if product is found to be non-compliant. All rejected goods will be held at supplier's risk and expense, and subject to supplier's prompt disposition. Unless otherwise arranged, rejected goods will be returned to the supplier freight collect.
- 20. Delivery**
Supplier is responsible for making timely delivery in accordance with its quoted delivery terms. Supplier shall promptly notify the LSU Department and/or Procurement Office of any unforeseen delays beyond its control. In such cases, LSU reserves the right to cancel the order and to make alternative arrangements to meet its needs.
- 21. Default of Supplier**
Failure to deliver within the time specified in the bid/award will constitute a default and may be cause for contract cancellation. Where the University has determined the supplier to be in default, LSU reserves the right to purchase any or all goods or services covered by the contract on the open market and to surcharge the supplier with costs in excess of the contract price. Until such assessed surcharges have been paid, no subsequent bids from the defaulting supplier will be considered for award.
- 22. Supplier Invoices**
Invoices shall reference the LSU purchase order number, supplier's packing list/delivery ticket number, shipping/delivery date, etc. Invoices are to be itemized and billed in accordance with the order, and submitted on the supplier's own invoice form. Invoices submitted by the supplier's third party supplier are not acceptable.
- 23. Delinquent Payment Penalties**
Delinquent payment penalties are mandated and governed by Louisiana R.S. 39:1695. Supplier penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.
- 24. Assignment of Contract/Contract Proceeds**
Supplier shall not assign, sublet or transfer its contractual responsibilities, or payment proceeds thereof, to another party without the prior written consent and approval of the Procurement Office. Unauthorized assignments of contract or assignments of contract proceeds shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.
- 25. Right to Piggyback**
Where this solicitation may name one department as the primary contract user, LSU reserves the right to authorize additional departments/campuses to use the contract as their needs arise; and Vendor shall honor all such purchase orders.
- 26. Contract Cancellation**
LSU has the right to cancel any contract for cause, in accordance with procurement rules and regulations, including but not limited to: (1) failure to deliver within the time specified in the contract; (2) failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) misrepresentation by the supplier; (4) fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the University; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract. LSU has the right to cancel any contract for convenience at any time by giving thirty (30) days written notice to the supplier. In such cases, the supplier shall be entitled to payment for compliant deliverables in progress.
- 27. Prohibited Contractual Arrangements**
Per Louisiana R.S. 42:1113.A, no public servant, or member of such a public servant's immediate family, or legal entity in which he has a controlling interest shall bid on or enter into any contract, subcontract, or other transaction that is under the supervision or jurisdiction of the agency of such public servant. See statute for complete law, exclusions, and provisions.

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28. Equal Employment Opportunity Compliance

By submitting and signing this bid, supplier agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972; federal Executive Order 11246; federal Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Supplier agrees not to discriminate in its employment practices, and will render services under any contract entered into as a result of this solicitation without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Any act of discrimination committed by supplier, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

29. Mutual Indemnification

Each party hereto agrees to indemnify, defend, and hold the other, its officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault, omission, or negligence of the indemnifying party or of its employees, contractors, or agents in performing its obligations under this agreement, provided however, that neither party hereto shall be liable to the other for any consequential damages arising out of its willful act, fault, omission, or negligence.

30. Certification of No Suspension or Debarment

By signing and submitting this bid, supplier certifies that its company, any subcontractors, or principals thereof, are not suspended or debarred under federal or state laws or regulations. A list of parties who have been suspended or debarred by federal agencies is maintained by the General Services Administration and can be viewed on the Internet at www.sam.gov.

31. Right to Audit

The University shall be entitled to audit the books and records of a supplier or any subcontractor under any negotiated contract or subcontract to the extent that such books and records relate to the performance of such contract or subcontract. Such books and records shall be maintained by the supplier for a period of five (5) years from the date of final payment under the prime contract and by the subcontractor for a period of five (5) years from the date of final payment under the subcontract, pursuant to LAC 34:XIII.1603.

32. Diverse Supplier

(a) Supplier understands that LSU, as the state's flagship university, has an interest in providing entrepreneurial opportunities to diversity-owned businesses. The university is dedicated to promoting the growth and development of minority, women, and small and historically underutilized businesses ("Diverse Businesses") by providing opportunities to participate in university contracts.

(b) In support of this commitment, the supplier shall use good faith and best efforts to provide opportunities to Diverse Businesses that are either certified by the state or another certifying agency in a diverse category, as a subcontractor or supplier under this agreement.

(c) If applicable, supplier shall provide LSU with a list of diversity-owned businesses during each contract year, the list of businesses should identify: (1) the name of the business; (2) its principal office or address; (3) the owner(s); and (4) the services or goods that it may provide or supply and the value of the goods or services procured from the businesses included on supplier's list.

(d) To the extent that any federal or state law, rule, or regulation would require that this section be modified or voided, the parties agree that such provision can be amended or severed from the agreement without affecting any of the other terms of the agreement.

33. Data Privacy

By signing and submitting this bid, I hereby authorize that all information provided in this solicitation, including any and all personal or company data may be shared with LSU departments, suppliers and other governmental agencies to facilitate procurement transactions. This data will be retained according to LSU's retention schedule. To learn more about privacy at LSU, please see the [LSU Privacy Statement](#).

SPECIAL TERMS & CONDITIONS**INVITATION TO BID**

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ALL-OR-NONE-AWARD: It is the intent of the University to award all items on none basis to the overall lowest responsive and responsible bidder.

Bid prices for shipping are to be quoted FOB LSU/DESTINATION and inclusive of any and all applicable shipping and handling charges.

LSU is a member of the National Association of Educational Procurement (NAEP) and the E & I Cooperative Purchasing Service.

Please note attached insurance requirements. Successful bidder will be required to furnish a certificate of insurance evidencing required coverages and naming the Board of Supervisors of Louisiana State University and Agricultural and Mechanical College as an additional insured.

Due to the COVID-19 emergency, LSU Procurement Services is suspending in-person attendance at public bid openings conducted by LSU Procurement Services. The LSU campus is closed to non-essential personnel making the receipt of physical bids impossible. Therefore, bids must be submitted electronically to LSU Procurement Services until further notice. Bids must be emailed to lsubids@lsu.edu (***This email address should be used for bid submissions only***). When submitting electronically, the RFQ number and solicitation title should be listed in the subject line of the email. Neither the physical bids nor late bids will be accepted. Any supplier who would like to view the opening of this bid can access the following link: <https://lsu.zoom.us/j/7818181818> register/u57yoc-m1p1wic3qMBUUV2mGXG3EYfEWWw. The link will be live at 11:00 AM CST on the date of bid opening and will provide live audio and video access to this bid opening. Bid opening will begin at 11:10 AM CST to allow for all attendees to get logged in and signed in.

Requests for bid tabulations and solicitation inquiries should be directed to the Buyer-of-Record listed on the solicitation.

7. A preference, if applicable, may be allowed for products produced, manufactured, assembled, grown or harvested in Louisiana. Do you claim this preference? Yes No . Note: Preferences shall not apply to service contracts. Is your Louisiana business workforce composed of a minimum of fifty percent Louisiana residents? Yes No . Specify Item Number and location within Louisiana where the product is/was produced, manufactured, assembled, grown or harvested: _____ Note: This preference is not applicable for services.

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UNLESS SPECIFIED ELSEWHERE, SHIP ALL ITEMS TO:
 LSU
 201 Animal & Food Science Lab
 Baton Rouge, LA 70803

ITEM NO.	ITEM DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXTENDED AMOUNT
1	All or None Digitized smoking chamber with digital controls, per the attached specifications Specify Manufacturer / Brand Bid: _____ Specify Model / Number Bid: _____	1	Each	\$ _____	\$ _____

Specifications for Smoking Chamber (Smokehouse) with Digital Controls

Scope: Purchase one (1) UltraSource Smoking Chamber UKM M 1501 (or equal in all listed specifications below) to heat and smoke meat products in the LSU Meat Laboratory. Purchase one (1) Smoking Trolley (smokehouse truck) sized to fit inside the smoking chamber and equipped with multiple tiers for racks or smokesticks.

Item 1: UltraSource UKM M 1501 (or equal) Smoking Chamber, quantity of one (1).
Equipment and installation for Smoking Chamber (Smokehouse):

- Basic unit components of electrical heating, external touch screen control panel, cleaning system, humidity control psychrometer, core temperature sensor, wood chip or sawdust smoke generator, product showering, air intake/exhaust control with digitized internet connection, and operation signaling must be provided.
- Maximum chamber external dimensions are maximum of 177 cm (70 inches) wide, 134 cm (53 inches) deep, and 213 cm (84 inches) high **OR** the unit must be assembled on-site by the manufacturer or manufacturer representative at the manufacturer's expense (see delivery and site information below).
- Chamber framework to contain floor thickness of 3 ± 0.2 mm (0.12 ± 0.008 inch), panels filled with fiber insulation and sheathed by stained DIN 1.4404 (SS 316L) or equal inside sheet and ground DIN 1.4301 (SS 304) or equal outside sheet, ceiling made of DIN 1.4301 (SS 304) or equal.
- Channels inside the chamber guide the trolley to correct position within the chamber.
- Door of profile frame must be sheathed by 1.5 ± 0.2 mm (0.06 ± 0.008 inch) thick DIN 1.4404 (SS 316L) or equal sheet inside and 1 ± 0.1 mm (0.04 ± 0.004 inch) thick DIN 1.4301 (SS 304) or equal sheet outside with inner space filled with insulation. Door to be flush with chamber exterior with pneumatic opening and left or right opening depending on hinge location.
- Chamber must contain fresh air inlet, air/smoke outlet, core temperature sensor opening, sucking hole in ceiling tub and blowing jets on ends on ceiling tub.
- Chamber must be equipped with nozzles to spray liquid smoke aerosol onto product during processing.
- Smoking chamber is equipped with two switchboards, with the control switchboard equipped with control panel of the same height as the chamber and the power switchboard hung on the side of the chamber, with size variable to chamber size and type.
- Controls by touchscreen interface with computer having software and hardware data operations and data storage for chamber temperature, product core temperature, and humidity with required and real time digital data display of temperatures, humidity, and other controls such as relays. There should be a minimum capability for 99 ± 10 programs for the microprocessor, with each program capable of 20 ± 5 different functional steps. Security of data must be of the highest level.
- Controls must be capable of onsite and offsite monitoring and cycle inputting by operating personnel.
- Chamber heating is by electric exchanger.
- Chamber shall be capable of operating at 208 Volt, 3 phase, 3 wire + ground (4 total wires) 60 Hz, 35kW, 92 A, with capability to operate on a 100 amp circuit breaker for

- overcurrent protection and 100A rated feeder. Chamber shall have a single point electrical connection with a factory supplied, built in, main power disconnect switch.
- Chamber is fitted with air control unit and lath with pneumatic valves that control individual operations by pressure of 4.8 bar \pm 0.8 (70 \pm 10 psi) that include fresh air flap, large and small smoke outlet flaps, pneumatic door opening, foaming fresh air intake to smoke generator, smoke generator smoke flap, and smoke generator grate area air for temperature regulation.
 - Water distribution system provides for automatic foaming and rinsing for cleaning the chamber and smoking trolley; humidification, product showering, and psychrometer (wet bulb) water supply; and extinguishing of smoke generator.
 - Water input at 4 \pm 0.8 bar (55 \pm 10 psi) through 2.0 \pm 0.3 cm (0.75 \pm 0.125 inch) diameter inlet piping.
 - Input of fresh air is minimum of 4.8 bar \pm 0.8 (70 \pm 10 psi) through 1.25 \pm 0.3 cm (0.5 \pm 0.125 inch) diameter inlet piping.
 - Smoke/air outlet from chamber is through an outlet box with two flaps controlled by pneumatic cylinders, with large flap for opening and closing the outlet and small flap used when chamber is on smoking cycle.
 - Smoke generator for smoldering of wooden chips or sawdust is controlled by central control unit with sensors that detect quantity of chips or sawdust in the container, the smoke temperature, and the temperature of smoldering in the fire box in conjunction with air-operated valves that regulate the quantity of air supplied to the fire box. Smoke generator must be equipped with automatic water spray extinguisher system and closure of air access when smoke generator temperature exceeds the limiting temperature.
 - Smoke piping for transport of smoke from the smoke generator to inside the smoking chamber is of 12 \pm 2 cm (4.75 \pm 0.8 inch) diameter with manually adjustable flap and washing nozzle for automatic washing of the piping.

Item 2: UltraSource M200/18H (or equal) Smoking Trolley (smokehouse truck), quantity of one (1).

Equipment and installation for Smoking Trolley:

- Constructed of stainless steel.
- Must roll into the smoking chamber
- Capacity of 135 to 180 kg (300 to 400 pound) with 18 \pm 4 tiers for product racks or smoke sticks.

Site Information:

- The smoking chamber and smoke truck (trolley) will be delivered and installed in the LSU Meat Laboratory on the first floor in J.B. Francioni Hall on the Louisiana State University Baton Rouge campus, South Campus Drive, Baton Rouge, Louisiana, 70803.

Delivery, Installation, and Operation of Equipment:

- Delivery of the smoking chamber and smoketruck (trolley) is F. O.B. Francioni Hall, South Campus Drive, Baton Rouge, Louisiana.

- The bid from each vendor must clearly separate the cost of the equipment cost and specify the separate costs of all charges for unloading and placement, installation, and operation of the smoking chamber.
- Each bid must identify the responsible party (Vendor or University) and include an itemized list of any vendor costs for each activity of unloading of the equipment, placing equipment at the first floor location site inside Francioni Hall, installation and/or assembly of the smoking chamber at the site, connection of utilities, and training of University personnel on smokehouse operation and maintenance.
- The University Facility Services will cooperate and provide oversight of smoking chamber utility connections to University utility services in cooperation with vendor installation personnel.

Warranty and Training Information:

- Once fully installed and operational, warranty must be minimum of one year on all parts and equipment. Warranty of ninety days on labor installation.
- Training on use of the smoking chamber controls, smoking unit, and other operations of the smoking unit will be given by the vendor authorized equipment personnel to University personnel immediately upon completion of the equipment installation.



Insurance Minimum Limits and Requirements for Standard Contractor/Vendor Agreements

INSURANCE

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College (hereinafter referred to as "University") requires contractors/vendors to procure the below minimum limits. The insurance must be maintained for the duration of work performed for or on behalf of the University, and for the length of any agreement with the University. Failure to maintain the required insurance throughout the term of the Agreement shall be a material breach, and shall entitle University to all remedies provided for in the Agreement, or by operation of law. The minimum insurance requirements described herein do not in any way limit the contractor/vendors' financial responsibilities as outlined in the agreement's Indemnification requirements. Therefore, the contractor/vendor may opt to have broader coverage and limits to satisfy its financial obligations.

Workers' Compensation

Workers' Compensation insurance shall be in compliance with the laws of the state in which the company is domiciled. Employer's Liability shall be included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If Contractor/vendor is exempt from workers' compensation or fails to provide appropriate coverage, then the Contractor/vendor is or agrees to be solely responsible and hold harmless the University for the injuries of any owners, agents, volunteers, or employees during the course of the agreement.

Commercial General Liability (CGL)

Commercial General Liability insurance shall be maintained on an "occurrence" basis, including property damage, bodily injury, products & completed operations, and personal & advertising injury with limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate on Insurance Services Office Form CG 00 01, ISO 2007 edition or equivalent.

Automobile Liability

Automobile Liability Insurance shall have a minimum combined single limit per accident of \$1,000,000 on ISO form number CA 00 01 or equivalent. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned vehicles.

Excess Insurance

Umbrella or Excess insurance may be used to meet the minimum limit requirements for liability insurance.

Other Insurance Requirements

Additional Insured Status

The University is to be listed as an Additional Insured on the Commercial General Liability (must use an endorsement at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms with edition date 2004 if later revisions used). See *Verification of Coverage* section on how the University should be listed as an Additional Insured.

Waiver of Subrogation/Recovery

All insurances shall include a waiver of subrogation/recovery in favor of the University.

Primary Coverage and Limits of Insurance

For any claims related to work performed for or on behalf of the University or related to an agreement/purchase order, the contractor/vendor's insurance coverage shall be primary insurance as respects to the University. Any applicable insurance or self-insurance maintained by the University shall be excess of the Contractor/vendor's insurance and shall not contribute with it.

Subcontractors

Subcontractors of the Contractor/vendor shall be subject to all of the requirements stated herein. Contractor/vendor shall include all subcontractors as insureds under its policies or shall be responsible for verifying insurance coverages and limits and maintaining Certificates of Insurance for each subcontractor. The University reserves the right to receive from the Contractor/vendor copies of subcontractors' certificates.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions above \$25,000 must be approved by the University or reduced prior to the commencement of work. The University may require the Contractor/vendor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A- VII, unless otherwise approved by the University.

Verification of Coverage

The University shall be listed as Additional Insured and Certificate Holder as follows:

**The Board of Supervisors of Louisiana State
University and Agricultural & Mechanical College
213 Thomas Boyd Hall
Baton Rouge, LA 70803**

Certificates of Insurance shall be furnished to the University evidencing the insurance required herein including amendatory endorsements. The University's failure to obtain the required documents prior to the work beginning or acceptance of a non-compliant certificate shall not waive the Contractor/vendor's obligation to have in place the required insurances or to provide the certificate. The University reserves the right to require certified copies of all the insurance policies, including endorsements.

Special Risks or Circumstances

LSU reserves the right to consider alternate coverage or limits and to modify these requirements, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



Insurance Minimum Limits and Requirements for Standard Supplier Agreements (no services to be performed)

The Board of Supervisors of Louisiana State University and Agricultural and Mechanical College (henceforth referred to as "University") requires contractors/vendors to procure the below insurance. The insurance must be maintained for the duration of work performed for or on behalf of the University, and for the length of any agreement with the University. Failure to maintain the required insurance throughout the term of the Agreement shall be a material breach, and shall entitle University to all remedies provided for in the Agreement, or by operation of law. The minimum insurance requirements described herein do not in any way limit the contractor/vendors' financial responsibilities as outlined in the agreement's Indemnification requirements; therefore, the contractor/vendor may opt to have broader coverage and limits to satisfy its financial obligations.

Workers' Compensation

Workers' Compensation insurance shall be in compliance with the laws of the state in which the company is domiciled. Employer's Liability shall be included with a minimum limit of \$1,000,000 per accident/per disease/per employee. If Supplier is exempt from workers' compensation then the Supplier is or agrees to be solely responsible and hold harmless the University for the injuries of any owners, agents, volunteers, or employees during the course of the agreement.

Commercial General Liability (CGL)

Commercial General Liability insurance shall be maintained on an "occurrence" basis, including property damage, bodily injury, products & completed operations, and personal & advertising injury with limits not less than \$1,000,000 per occurrence and \$2,000,000 aggregate on Insurance Services Office Form CG 00 01, ISO 2007 edition or equivalent.

Automobile Liability

Automobile Liability Insurance shall have a minimum combined single limit per accident of \$1,000,000. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned vehicles.

Excess Insurance

Umbrella or Excess insurance may be used to meet the minimum limit requirements for liability insurance.

Other Insurance Requirements

Additional Insured Status

The University is to be listed as an Additional Insured on the Commercial General Liability policy.

Primary Coverage

For any claims related to an agreement/purchase order, the suppliers' insurance coverage shall be primary insurance as respects to the University. Any applicable insurance or self-insurance maintained by the University shall be excess of the supplier's insurance and shall not contribute with it.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A - VII, unless otherwise approved by the University.

Special Risks or Circumstances

LSU reserves the right to consider alternate coverage or limits and to modify these requirements, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.