Bid Number 50-00131931

PURCHASE OF A QUANTITY OF DUPLEX CONTROLS & VARIABLE FREQUENCY DRIVES FOR THE AVONDALE NORTH SEWER PUMP STATION FOR JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS, SEWERAGE

BID DUE DATE, TIME: SEPTEMBER 22, 2020 AT 2:00 PM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received in the Purchasing Department by the bid due date and time.

Jefferson Parish Purchasing Department
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General Government Building, Suite 4400
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JEFFERSON PARISH
DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

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DIRECTOR

May 2020

PURCHASING DEPARTMENT ANNOUNCEMENT

Public Access to the General Government Building and Joseph S. Yenni Building:

Effective **Monday, May 18, 2020**, Jefferson Parish Government buildings will be open to the public. All visitors will be required to wear a mask or face covering and undergo a temperature screening prior to entry.

Bid Openings:

Due to COVID-19 safety precautions, all public bid openings have been suspended. Bid openings will continue and be made available via phone conference by calling the following:

Dial-in Number: (504) 323-1800
Meeting ID: 181357

Bids will be accepted through Central Bidding or manual submission. Manually-submitted bids can be delivered to either Purchasing office location; however, if submitting bids on the day of the bid opening, bidders must submit at the West Bank location. Advertised bids will be received until 2 p.m. The bid opening teleconference will begin at 2:30 p.m. on each bid opening date.

If you have any questions, please contact the Purchasing Department at (504) 364-2678 or e-mail purchasing@jeffparish.net for assistance.

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SPECIFICATIONS
DUPLEX CONTROLS AND VARIABLE FREQUENCY DRIVES
JEFFERSON PARISH
DEPARTMENT OF SEWERAGE
AVONDALE NORTH SEWER PUMP STATION

1.0 GENERAL

The bidder shall furnish duplex control and variable frequency drives as specified herein. The duplex controls and variable frequency drives under this bid shall be furnished by the area authorized factory representative for Jefferson Parish, Louisiana for the brand being offered. Any bids submitted for duplex controls and variable frequency drives other than those specified must include in their bid all information needed to fully demonstrate complete compliance with requirements of these specifications and dimensional duplicity. It is the bidder's responsibility to provide adequate information necessary for the complete evaluation of their proposed equipment. Jefferson Parish shall be the sole judge as to the equality of any alternate manufacturer's offering. The bid will be awarded to the lowest responsible bidder complying with all provisions of this invitation, providing the bid is reasonable and that it is in the best interest of Jefferson Parish to accept. Jefferson Parish reserves the right to accept or reject the bid in whole or part.

1.01 Scope

These specifications are for Pump Control Panel and Variable Frequency Drives for the Avondale North Sewer Pump Station. The equipment provided herein shall be compatible with the pumping equipment and required protection equipment to be installed at the site. All equipment shall be supplied by a single source supplier that adheres to the quality standards established and expressly named in these specifications.

1.02 Manufacturer

Acceptable manufacturers are those meeting the performance and technical specifications herein. All equipment approved for this project shall meet or exceed all performance, service, and warranty requirements of the specifications.

2.0 QUALITY ASSURANCE

2.01 General

The equipment shall be suitable for pump control and shall be designed and fully guaranteed for this use. The ambient temperature range shall be from 40 degrees to 122 degrees Fahrenheit.

2.03 Environmental Conditions

All equipment as specified herein shall be so supplied with environmentally friendly materials.

2.04 Submittals

A. Furnish complete information that validates and shows compliance with the specifications set forth herein.

Data and specifications for the equipment shall include, but shall not be limited to the following:

a. Physical Dimensions of Equipment. Setting plans shall include:

1. Mounting Layout
2. Outline dimensions and weights of control enclosures and VFDs

b. VFDs and Control Panel Data and drawings shall include:

1. Manufacturer, type, and model number with required options
2. Assembly and schematic drawing, nomenclature and material list, O&M manual, and parts list etc.
3. Type, manufacturer, model numbers
4. Complete performance data including: rating, voltage/phase/frequency; design type; etc.
5. Complete shop performance test data showing compliance with ratings
6. Location and description of Service Centers and spare parts stock.
7. Warranty for the proposed equipment.

B. Furnish shop drawings and other pertinent data to the Department of Sewerage and obtain their approval before fabrication. The drawings shall be complete with respect to dimensions, materials of construction, wiring diagrams, and all supporting engineering information.

C. At least one month before installation, submit four (4) copies of operation and maintenance instructions to the Department of Sewerage.

3.0 TESTING

3.01 Shop Tests

The Control Panel and VFDs shall be shop tested to verify that the system functions in accordance with the requirements herein.

4.0. TRIPLEX VARIABLE FREQUENCY DRIVE CONTROL PANEL

4.1. INTENT AND SCOPE OF SUPPLY

Provide a new Triplex Pump Control Panel for Avondale North Sewer Pump Station to interface with new Switch Gear provided by Jefferson Parish and wall mounted Variable Frequency Drives supplied herein. Jefferson Parish, or its Contractor shall remove the existing panel (separate from this scope of supply) and the existing switch gear and install the Triplex Pump Control Panel and Variable Frequency Drives to interface with the new switch gear provided by others.
The New Pump Control Panel shall be provided to house pump protection circuitry for the pumps to be furnished and installed by Jefferson Parish at the pump station, and shall be interchangeable with other equipment installed in the parish to include Pump Controller/RTU/Touch Screen Display. The panel will be fabricated with control power circuit breaker for 120VAC single phase power supply. Internal low voltage power supplies, and ancillary switches, pilot devices, relays, timers, etc., to accomplish control panel shall be supplied.

The new Control Panel will be powered from the new lighting panel provided by others. Metering equipment and service entrance rated main interrupt breaker / disconnect are existing or to be furnished by others.
Existing panel demolition, rerouting and provision of new conduits and cables, Concrete Pad Extension (if required), setting and mounting of new panel shall be performed or contracted separately by Jefferson Parish.

4.2. REFERENCES

The entire system shall be constructed in strict accordance with the latest published standards of NEMA, NEC. Wherever possible, new control system components shall be Underwriters Laboratory listed. All control hardware and software shall be factory assembled, wired, and thoroughly tested prior to shipment.

4.3. 3rd PARTY APPROVAL

The control panel shall be in compliance with UL 698A "Industrial Control Panel Relating to Hazardous Locations with Intrinsically Safe Circuit Extensions". Each control panel shall bear a serialized label showing compliance. The control panel submittal shall contain a copy of the front page of the control panel builder's UL508A and 698A standard that shows their UL file number. The name on the front page of the UL Standard shall match the name in the title block of the control panel submittal.

While the use of U.L. listed components is encouraged, their use alone and/or the alternate use of a U.L. 508A – "Enclosed Industrial Control Panel" serialized label will not be considered an acceptable or satisfactory alternate to the "Enclosed Industrial Control Panel Relating to Hazardous Locations with Intrinsically Safe Circuit Extensions" serialized label specified above.

4.4. SUPPLIERS

All of the equipment listed herein shall be furnished by a single supplier, and shall be of the latest and most modern design. The supplier shall be responsible for the sourcing and correct operation of the equipment as specified.

4.5. SUBMITTALS

The Contractor shall submit six (6) complete sets of the following information for the Department of Sewerage's approval:

1. Dimension drawings, wiring and/or hydraulic drawings for field and pipeline mounted equipment.
2. Fabrication and nameplate legend drawings
3. Internal wiring and piping schematic drawings
4. System operational description

4.6. CONSTRUCTION STANDARDS

a. Wire Numbers – Each wire in the control panel shall be marked with a wire number that corresponds to the page and ladder rung of the schematic diagrams. A unique wire number shall be provided between component contacts and coils. Wire markers shall be Brady Thermal Transfer Self-Laminating Vinyl, or approved equal by Grafoplast or Thomas & Betts.

b. Color Coding – Wires shall also be color-coded as follows: 120 VAC Line = black; Neutral = white; Ground = green; Switched 120 VAC = red; DC current carrying conductor = blue, DC non-current carrying conductor = white with blue stripe, Foreign voltage = yellow, Intrinsically safe = light blue.

c. Component Identification – Each component in the system shall be identified by a unique number that corresponds to its coil's page and ladder rung location on the schematic drawings.

d. Wire – AC control conductors shall be 600 volt and a minimum of 18 gauge. DC control conductors shall be a 300-volt and a minimum of 18 gauge. Control conductors shall be UL Type MTW rated for 105° Celsius. Analog conductors shall be 22 gauge shielded twisted three conductor rated for 300 volts. Wire shall be Beldon 8771 or equal. Shields shall be grounded at the PLC or panel location. Power conductors shall be sized per UL and NEC standards and rated for 600 volts. Conductors shall be UL Type MTW, THHN or THWN rated for 90° Celsius.

e. Control Terminals – All field control conductors shall be connected to terminal blocks. Terminals shall have machine marked wire numbers. Connection of field control conductors directly to control panel components will not be accepted. Terminal blocks shall be rated for 30 amps at 600 volts. They shall be screw terminal type capable of terminating 10 to 26 gauge wire. Terminal bridge bars shall be provided when it is necessary to bridge multiple like terminals together. Terminals and accessories shall be Phoenix Contact "Clipline", or approved equal by Allen Bradley or Weidemueller.

4.7. ENCLOSURE

All new control equipment shall be mounted in a 14-gauge, 316 stainless steel, single door, NEMA 12 enclosure. A gasket shall be provided for each outer door. Internal components shall be mounted as required on painted steel back plates. Components requiring visual inspection or manual manipulation such as HOAs, Displays, ETMs pilot lights, touch screens, etc. shall be mounted on the outer door for ease of access. The following enclosure accessories shall be provided:

a. 3-point pad-lockable latching system for each door set

b. LED Work Light. Light shall turn on automatically whenever either exterior door is opened.
c. Mechanical door stays on exterior doors.
d. Enclosure shall be sized sufficiently to allow for easy and safe access to all internal equipment.

4.8. LIGHTENING ARRESTOR

The control panel shall be protected from electrical surges caused by lightning and high current/voltage surges. A surge protector shall be installed and connected to each leg of incoming service. The surge arrestor shall meet the following requirements:

a. Designed to meet ANSI/IEEE C62.11-1987 requirements.
b. Rated for not less than 10,000 amp surge current.
c. Response time of not more than 50 nanoseconds.
d. Three LED Indicators for visual indication of the devices operational status
e. Built in fuses
f. Maintenance free, long life design.

4.9. CONDENSATE HEATER

A thermostatically controlled heater shall be provided to prevent condensation and maintain the control panel internal temperature above freezing. The heater shall be minimum 400-watt with a long life heating element. Heater shall be a Hoffman model DAH 4001B, or approved equal.

4.10. GFCI DUPLEX RECEPTACLE

A GFCI Duplex power receptacle shall be mounted inside the enclosure to provide a power source for use by an operator. The GFCI duplex receptacle shall include a 15 amp circuit breaker to provide cutout on an overcurrent condition. Unit shall incorporate GFCI fault test button and reset on the face of the unit. Unit shall detect and indicate via face mounted LED if the line/load wiring is reversed. Internal circuitry shall monitor the condition of the GFCI and will trip unit if a malfunction is present. Unit will not permit reset if the GFCI is not able to provide the necessary protection.

4.11. POWER SUPPLY SYSTEMS

The control panel shall be supplied with a DC power supply. Power supply will be sized so that under normal conditions, no more than 60 percent of its rated wattage output is used. The DC power outputs shall be protected by separately mounted replaceable fuses

4.12. UPS SYSTEM

An Uninterruptable Power Supply (UPS) System shall be furnished. The UPS shall supply both regulated 24 VDC and 12 VDC power for powering control and sensor equipment. Unit shall be sized to provide battery back-up operation for a minimum of 4 hours during an incoming service power interruption. System will allow controller, sensors, and telemetry equipment to remain operational under battery

back-up. The UPS shall monitor battery life and provide indication via LED to replace battery indicator. The battery shall be no maintenance gel type cell and easily replaceable. UPS will not be damaged in the event the battery is connected in reverse polarity. The DC power outputs shall be protected by separately mounted replaceable fuses.

4.13. PUMP CONTROL SYSTEM

The System Supplier shall provide a Triplex Pump Control system that shall control the pumps in an energy conservation mode of operation. The system shall be capable of adapting to changing inflow conditions and shall automatically regulate pumped outflow based on inflow conditions and shall seek an optimal energy efficiency for the pump station. This shall be accomplished integrating the new Variable Frequency Drives with the new controller. The supplied system shall be SCADA ready for integration into the Parish SCADA system. This system will incorporate the functionality as noted in the following sections. Pump Control System shall be furnished with all necessary power supplies, processors, memory, process I/O cards, communication ports, etc. to meet its specified functions, requirements, and environmental conditions. All Pump Control Systems shall meet or exceed the detailed specification requirements listed herein.

4.14. I/O CONFIGURATION

A. Analog Inputs: Inputs shall be provided for wet well level.
B. Digital Inputs: Inputs shall be provided for primary station power (three phase) monitoring and failure, wet well back up level alarm acknowledge, and monitoring signals for each pump.
C. Digital Outputs: Outputs shall be provided for the common alarm lamp, and each of the following as pertains to the furnished system:
   a. level transducer fail
   b. communications fail
   c. pump fail
D. Analog Outputs: Provide where called for in the drawings. If analog outputs are not required, the system shall have the capability to provide this functionality either by built in analog outputs or adding an analog output card. Provide surge suppression on all analog output signals that extend outside the enclosure. Analog outputs shall be as specified and provided as a minimum.

4.15. TRIPLEX PUMP & VFD CONTROLLER

The Pump Station & VFD Controller shall provide "Out of the box" control of a typical pump station, with an intuitive user-interface. The product shall come with pre-built configuration wastewater pumping parameters which are selectable via the user interface, including:

a. Functionality for advanced pump control of up to 3 pumps
b. Pump mode, for each pump, between Auto/ Manual / Off. In manual control (semi-automatic manual) pump switches off at deactivation set point and reverts to Auto mode to prevent accidental pump run on to pump beyond off set point in manual button must be held down (full manual)

c. Set point adjustment for pump activation/deactivation and level alarms
d. Level device from 4-20mA, conductive probe or remote level
e. Redundant level device handling
f. VFD Control Algorithm – The system shall provide the following programmed functions when connected to a VFD:
g. Pump Cleaning Functions - When reading current from the VFD or from current transformers the system may detect pump clogging and implement a self-cleaning function.
h. Hard Clog Cleaning: When motor currents exceed a pre-set limit, the VFD is stopped then sent the reversing and forward run commands timed to clear the debris from the impeller. This can be performed one or more times until the debris is cleared. Once the cleaning function is complete the system returns to normal operation.
i. Sump Cleaning Function - To insure solids and grease do not build up in the sump, the controller shall have the option for a sump cleaning function. The sump cleaning function may be configured to operate on one of the following:
   a. Set number of pump cycles.
   b. One of four timers - The sump cleaning function shall operate the pumps at full speed until one of the following options is met.
   c. Pre-determined level set point
   d. Low power factor as read from the VFD or calculated from CT's
   e. Low motor current as read from the VFD or CT's
   f. Low flow rate as read from flow meter
   g. Pre-determined amount of time
   j. Pipe Cleaning Function - Adjustable start up sequence allows running motor at full speed to clear debris in the pipe and prevent the motor from clogging. This feature allows for the VFD to be sent a speed and time reference to run the motor at during the beginning of each cycle, to allow for the clearing of debris in the pipe, and to prevent pump clogging. The initial speed reference is 100 percent for 10 seconds, but is configurable to meet system requirements.
   k. Energy Efficient Speed Reference - The VFD algorithm will find the speed at which the outflow rate matches the inflow rate which may run the pump at a more efficient rate than full speed. This will also minimize pump starts and stops and reduce wear and tear on bearings, seals, and valves. The function herein will allow:
   a. Ability to run at a set speed when in manual mode. Automatic speed adjustment when multiple pumps are running so not to increase flow rapidly and reduce water hammer. Runs all pumps at the same speed. Reference speed is controlled by 4 parameters
   b. Start speed as a percentage of total speed
   c. Full speed level set point
   d. Off level/minimum speed
   e. Speed compensation

l. Station optimization including:

a. Max off time (odor reduction)
b. A timer that shall start a pump after the configured time has expired and will run one or more pumps to the pre-set off point
c. Maximum pumps to run (overload protection)
d. Pump controller shall have a configurable maximum number of pumps allowed to run at a single time and whether to stop a running pump and start a lag pump or to prevent a lag pump to start.
e. Maximum starts per hour (pump protection)
f. Inter-pump start and stop delays - Start-start delay to prevent multiple pumps from starting at the same time and overloading electrical and hydraulic equipment; Stop-stop delay to prevent or reduce the effects of water hammer; Stop-start delay to prevent a pump from starting while a pump is ramping down and possibly damaging valves; Start-stop delay to prevent a pump from stopping shortly after a pump has started and possibly damaging valves
g. Maximum run time (turn off inefficient or partially blocked pumps) - Pump controller shall shut a pump off and optionally set an alarm if a motor has been running longer than normal
h. Blocked pump detection - Pump controller shall have configurable option to detect pump blockages and take action when a pump blockage occurs using one or more of the following options
i. Low power factor detection
j. Lag pump start counter
k. Low metered flow rate

l. Well clean out (periodic pump down to snore point) - Pump controller shall have the ability to pump to the snore point using the following methods:
    i. Configurable amount of time to pump below the off point
    ii. Pump down to a configurable level point
    iii. Detect low motor power factor
    iv. Detect low motor current consumption
m. Pump groups with different configurations (e.g. alternation schemes) for each group
n. "Locked level" alarm to indicate level device problem
o. User-defined percent change within a time period
p. Different values for low use, high use times (user defined)
q. Alternation schemes including:
    i. Fixed lead/duty alternation
    ii. Alternation N:1 (e.g., 3:1)
    iii. Run most efficient pump, N:1 ratio, e.g. more efficient pump runs 20 times for each operation of the less efficient pump(s)
    iv. Alternation by hours run or starts
r. Pump decommission/commission - Decommissioned pump automatically removed from control algorithm, alarms, displays, etc.
m. SCADA tag flags decommissioned status - Six profiles of set points for spill management, off peak pumping, tariffing, etc. Automatic profile change on date/time selectable from SCADA, digital input, logic tag or faceplate profile includes some pump control parameters – max number of pumps, max run time, max off time, data logger for user-defined faults and events (process values) 50,000 events to internal

flash memory, 10,000,000 events by writing direct to Compact Flash card, download event and fault log as csv to Compact Flash for Excel analysis ftp transfer of event and fault log as csv for Excel analysis

n. 3-phase supply monitoring and supply protection:
    a. Under & Over-voltage
    b. Phase fail
    c. Phase rotation
o. Monitoring of dc supply, battery voltage, and internal temperature
p. Energy, power, and pump efficiency monitoring:
    a. kW, kVA, power factor, kWHr, KVAH calculation for each pump
    b. pump efficiency calculation (litres or gals per KWHr) for each pump
q. Motor protection including:
    a. 3-phase current monitoring for each pump
    b. Over- and under-current trip
    c. Ground/earth fault
    d. Current phase imbalance fault
    e. I^2T fault
r. Fault module with flexibility for any fault to hold out pump(s) or be display only auto-restart after user-defined time subsequent to fault condition clearing, auto-restart user-defined number of times (subsequent to fault condition clearing) before locking out
s. Built in Web Server
t. Remote control via SCADA for:
    a. changing mode of pumps (auto/off/manual)
    b. reset of pump and station faults
    c. changing pump and alarm set points
    d. changing set point profiles
u. Security - Admin user sets PINs for access to configuration of the unit; Automatic data logging of who has entered the configuration menu; Automatic logging of all unsuccessful login attempts with date/time; Digital input option, e.g. key switch, for access to configuration menu
v. SD and USB port allows firmware upgrades, save/load configuration (allows backup to be restored, or configuration copied from another station) Download data logger in CSV; Export/import Modbus and DNP3 points list in csv format
w. Programmability - The product shall have the option of IEC61131-3 and IEC61499 compliant PLC programming language to enhance/interact with all the modules in the pump station manager. The product shall have the option of a simple logic engine to enhance/interact with all the modules in the pump station manager. The I/O shall be expandable to many hundreds of I/O points per unit. Available I/O types shall include:
    a. Digital inputs (voltage free input), also configurable as counters
    b. Digital outputs (240V, 5A resistive)
    c. Analog inputs (10bit)
    d. Analog outputs (10bit)
    e. Seal leakage sensors (capacitive and conductive)
    f. PTC Thermistor

g. Insulation resistance test (IRT) to 1000v
h. 3-phase current monitoring, derived from CT's, 0.5 percent resolution
i. 3-phase supply monitoring, 0.5 percent resolution. Up to 630V phase to phase.

x. User interface - The field hardware shall include a user interface for operations and configuration. The display shall provide status of most aspects of the pump station, control of pumps, resetting of faults, and configuration of parameters. The following parameters shall be displayed on the main screen:
   a. Level in user definable units e.g. - percent, metres or custom units
   b. Set points for alarms and pump start/stop
   c. Pump running/stopped
   d. Pump available/unavailable
   e. 3-phase current for each motor
   f. Faults
   g. 3-phase supply
   h. Date/time
   i. User-configurable option to display pump efficiency, flow rates, total starts, total hours run, and other parameters. The screen will have buttons to allow the user to access Faults, History, Information, and Settings.
   j. Hours Run accumulators for each pump in the station with the following comparisons; last minutes run, this hour, last hour, today, yesterday, this week, last week, total hours run; with start accumulators for each pump in the station with the comparisons of this hour, last hour, today, yesterday, this week, and last week
   k. Power & efficiency - pump efficiency in litres or gals per kWHr - or KVAH power in kW, KVA, power factor, energy accumulators per pump in KWHr and KVAH
   l. Control - The following aspects of the system, as a minimum, shall be controlled intuitively through the user-interface:
      i. Pump mode, for each pump, between Auto/ Manual (Hand)/ Off
      ii. Pump fault reset
      iii. Level alarm reset
      iv. Fault screen - The main screen shall include a Fault button which takes the user to a Fault screen and allows them to check all current and unacknowledged alarms. The fault screen will detail the fault (e.g. contactor fail, seal fault, motor over temp, over-current, etc.) along with date/time each fault occurred and cleared. A reset option for a fault will be presented to the user when faults can be acknowledged/reset.
      v. History screen - The main screen shall include a History button which takes the user to a History screen
      vi. View all date/time stamped faults and events
      vii. Filter by pump or other station parameters, by time period

y. Communications - The unit shall provide communications ports that are integral to the unit. The system shall support a variety of media and communications networks including TCP/IP, UDP, RS232, RS485, Private Radio over RS232, PSTN, Wireless

LAN, Cellular Data, Cellular Voice. At a minimum, the unit shall provide the following ports and protocols:

a. Two Ethernet ports to 10Mbit/s
b. Two RS232 ports to 115kBit/s
c. Two RS485 ports to 115kBit/s
d. DNP3 Master & Slave – Level 2 Compliant for change of state reporting, native date/time stamps for each data point, event buffering for different data classes, DNP Security
e. MODBUS Master & Slave including MODBUS TCP, MODBUS RTU, MODBUS ASCII

z. SCADA Full Remote Control of Pump Station - Pump control and configuration tags allow integrated remote control via SCADA including:
   a. Start / stop pumps (change mode to auto/ off/ manual)
   b. Reset pump and station faults
   c. Change pump and alarm set points
   d. Change set point profile

4.16. RTU Monitoring System

FOR RADIO MONITORING WITH PUMP CONTROL

The Solid State RTU shall be based on a robust, field proven, current technology hardware platform, allowing utilization of the latest advances in technology and permitting the most open programming and communication architectures. The system shall be modular, scalable, and capable of being programmed to function as described herein.

4.17. Functional Description of the RTU

The unit shall function to communicate with the pump station control system as follows:

A. The RTU shall read internal MODBUS registers of the existing equipment and shall provide the data to be communicated to a cloud based control and monitoring system.
B. The control system shall be provided with a UPS and battery backup system to allow communication to a cellular based SCADA system to communicate station status during periods of power outage.
C. RTU Capabilities and Features:
   a. The RTU system shall include a real time of day time clock with battery back-up for time stamping of data log records and scheduling of periodic time of day based events. Clock shall not require reset after a site power failure has occurred.
   b. The RTU shall store system parameters including, logic configuration, set points, time delays, alarm and event data, counters and totalizers, etc. in field programmable (FLASH) non-volatile memory. Sufficient non-volatile memory must be provided to protect at least 8,000 variables. The RTU shall also provide enough protected memory for time stamped data logging of up to 50,000 process values. This data shall be unaffected by power interruptions.

c. The RTU shall have enough processing power and working (DRAM) memory to enable high-level programs such as Internet Web Servers to operate efficiently without affecting other simultaneous multitasking operations.
d. The RTU shall be furnished with a minimum of 6 communication ports with true multitasking and allow simultaneous support of all ports. Ports can be configured for local I/O, Operator Interface/display support, LAN/WAN, etc.
e. The RTU processor shall meet the following as a minimum:
    i. CPU – Clock speed of 500 MHz capable of 900M IPS and 3.5G FLOPS.
    ii. 16 MB – 32 bit Dynamic RAM
    iii. 64 MB FLASH
    iv. 256 MB Static RAM
    v. 2 (Two) Ethernet ports (RJ45)
    vi. 2 (Two) RS-232 Serial Communications (115 KB PS) (DB9)
    vii. 2 (Two) RS485 Serial Multi-Drop Communications
    viii. 1 (One) Local I/O port CANBUS
    ix. 1 (One) Display Port
f. The RTU shall not require any specialized tools for removal of the unit. System components including RTU, power supplies, etc. shall be DIN rail mounted. Terminations shall be via plug in connectors facilitating quick field replacement.
g. RTU and associated I/O modules shall meet national and international safety standards including UL, CSA, and CE.
h. The RTU shall operate from a 12-24 VDC power source. A battery and charger as previously specified shall be supplied to power the master and remote unit during 120 Volt service power outage conditions.
i. The RTU shall have an operational temperature range of -10° Celsius to +60° Celsius (14° Fahrenheit to 140° Fahrenheit) under relative humidity conditions of 5 to 95 percent non-condensing. Storage temperature range up to 90° Celsius (194° Fahrenheit). Software: The software shall have a high performance open source software architecture that utilizes a true multitasking operating system running a combination of standard and specially designed for water and wastewater application software modules. The system provided shall utilize an integrated system approach providing a comprehensive common configuration tool for all components within the system including I/O, Processor, Communications, and Operator Interface Display. The architecture shall permit all system components to be configured, simulated, tested, and downloaded from one terminal to all system components. The operating system shall be multitasking and allow a minimum of two separate programs to run simultaneously without affecting each other.
j. RTU's provided under this specification shall be capable of performing the necessary logic to control the system as previously defined. These capabilities shall include, but not be limited to the following:

    1. Discrete input/output
    2. Analog input

3. Analog output
4. Timers
5. Data Logging
6. Latch/unlatch relays
7. Counters
8. Totalization/Integration
9. Time of Day Control

D. RTU's shall be capable of performing diagnostic functions. CPUs shall continuously monitor the functionality of the system, and record errors and specific system events. A diagnostic buffer shall retain fault and interrupt events.

E. Each RTU shall have memory protected built in historical archiving/data logging of system alarms, events, and process variables. Data logger shall be able to log data based on time or an event. RTU shall have enough memory allocated to allow 50,000 time and date stamped discrete and/or analog values to be archived. The historical archive shall allow the oldest data to roll off the system as memory is used, keeping the 50,000 most current data points available. Process point time stamping frequency shall be selectable within the configuration software. It shall be possible for the archived data to be exported in CSV format allowing use with standard spreadsheet and data base software applications.

F. Each RTU shall have built in web server capability allowing system information to be stored in a format that allows for easy access and viewing with standard Windows™ based browser. This information shall be accessible locally or remotely.

G. The RTU system shall utilize an "open" industry non-licensed standard communications protocol that will permit interface with other equipment that may not be supplied by the same manufacturer. Protocols that are proprietary and closed ended will not be accepted. Upon request by Jefferson Parish, the system supplier shall provide documentation describing the supplied communications protocol so that it may be used in future telemetry additions to insure interface-ability of other third party RTUs.

H. The system must be able to simultaneously support multiple communications protocols. The system supplied, as a minimum shall be able to supply "open" and Modbus RTU/ASCII (Remote/Slave) output data via RS-232, 485, and Ethernet format, thus insuring a primary means of interfacing with non-related equipment.

I. The RTU system shall allow operations over multiple (LAN/WAN) communication media affording the most efficient and reliable solution, including; DC metallic wire pair, dedicated leased voice grade phone line, standard dial up phone line, wireless cellular dial up system, cable TV, Fiber optics, Ethernet 10/100 BaseT, VHF Radio, UHF Radio, Dedicated Microwave Radio, and Ethernet Wireless. System communication architecture can be based on any one or a combination of these media. The communications speed shall be set to the highest speed allowed by the selected media.

J. The system shall support multiple modes of operation allowing highest possible system reliability and real-time response, including; standard polling cycles, peer-to-peer, quiescent (Report on exception). System communication architecture can be based on any one or a combination of these modes of operation.

K. The RTU system shall employ a high level, efficient, secure communications protocol for communications between Master Telemetry Unit (MTU) and Remote Telemetry Unit(s) (RTU). Systems utilizing communications protocols with less capable error detection/rejection capabilities will not be suitable for this application and will not be accepted.

L. The RTU system shall allow local or remote configuration of RTU troubleshooting without the need to be onsite. The system protocol shall support remote upload and down load file transfers between the master unit and associated RTU's, where applicable. File transfer function shall provide reliable means of remotely transferring RTU configuration files so that any RTU configuration can be uploaded through the selected telemetry communications media to the online PC via the MTU, modified, and then downloaded to the RTU.

4.18. RTU I/O Systems

A. The RTU system shall have I/O resources to support a wide variety of applications without needing to depend upon alternate technologies to meet various system data requirements. Each RTU shall be supplied with the required I/O to meet the specified requirements and allow for a minimum of 100 percent spare capacity for future expansion.

B. The RTU system shall support a wide variety of modular I/O with various configurations to permit the most efficient use of I/O hardware and panel space. I/O modules shall be available for local I/O (within control panel), remote I/O (RS-485 based distributed outside of the control panel), and Ethernet based I/O (Distributed I/O on high speed in plant network or wireless Ethernet). Each I/O module shall be DIN rail mounted, have compression wire type terminals capable of accepting 14 AWG wire, have wire identification markers, and I/O wiring diagram. Each module shall include diagnostic LEDS indicating module operational and I/O status. Each I/O module shall be electrically isolated, meet IEEE-472 (ANSI C37.90) surge withstand certification, shall be removable under power, and easily field replaced with a spare module requiring no software/hardware reconfiguration adjustments. Each module shall be safety keyed to insure proper installation. I/O modules shall permit installation and operation in hazardous locations, as classified under UL, CSA Class 1, Div. 2, Groups A, B, C & D.

C. Remote I/O modules shall be connected to the RTU by high speed serial communications. Remote I/O modules shall support multiple communications protocols, including Modbus ASCII and RTU, allowing connection to any device supporting these protocols.

D. Ethernet I/O modules shall be connected to the RTU by on board Ethernet 10/100 BaseT connection port. Ethernet I/O modules shall support multiple communications, including TCP/IP and Modbus ASCII and RTU, allowing connection to any device supporting these protocols over standard Ethernet backplane.

5.0 VARIABLE FREQUENCY DRIVES – WALL MOUNTED

A. For a quantity of 3 - 480VAC pumps – at the Avondale North Sewer Pump Station – Variable Frequency Drives shall be supplied for wall mounting in the electrical building. The units shall be programmed to accomplish variable speed pumping as per the operating guidelines of the manufacturer. The units shall conform to the following:

   a. VFD's shall be user-selectable for either constant or variable torque loads.
   b. The VFD shall convert incoming fixed frequency three-phase AC power into a variable frequency and voltage for controlling the speed of three-phase AC induction motors. The VFD shall be a six-pulse input design. The VFD shall be of a PWM output design; utilize current IGBT inverter technology and voltage vector control of the output PWM waveform; and shall output a waveform that closely approximates a sine wave.
   c. The manufacturer of the VFD shall be experienced in the manufacturing and development of VFDs. VFDs that are brand-labeled will not be accepted.
   d. The VFD shall produce an output waveform capable of handling maximum motor cable distances of up to 1,000 feet (unshielded), without tripping or derating.
   e. The VFD shall provide an output voltage-vector switching algorithm, or equivalent, in both variable and constant torque modes. The algorithm provides rated RMS fundamental voltage from the VFD. This allows the motor to operate at a lower temperature rise, extending its thermal life. VFD's that cannot produce rated RMS fundamental output voltage or require the input voltage to be increased above motor nameplate value to achieve rated RMS fundamental output voltage will not be accepted. VFD's that utilize Sine-Coded PWM or Look-up tables will not be accepted.
   f. An Automatic Energy Optimization (AEO) selection feature shall be provided in the VFD to minimize energy consumption in variable torque applications. This feature shall optimize motor magnetization voltage and shall dynamically adjust output voltage in response to load, independent of speed. Output voltage adjustment based on frequency alone will not accepted for single motor VT configurations.
   g. An Automatic Motor Adaptation (AMA) function shall measure motor stator resistance and reactance to optimize performance and efficiency. It shall not be necessary to spin the motor shaft or de-couple the motor from the load to accomplish this optimization. Additionally, the parameters for motor resistance and motor reactance shall be user-programmable.
   h. The VFD selected must be able to source the motor's full load nameplate amperage (fundamental RMS) on a continuous basis, and be capable of running the motor at its nameplate RPM, voltage, current, and slip, without having to utilize the service factor of the motor.

i. The VFD shall offer a programmable motor parameter that allows the total number of poles of a motor to be programmed to optimize motor performance.
j. VFD shall automatically boost power factor at lower speeds.
k. The VFD will be capable of running either variable or constant torque loads. In variable torque applications, the VFD shall provide a CT-start feature and be able to provide full torque at any speed up to the base speed of the motor. In either CT or VT mode, the VFD shall be able to provide its full rated output current continuously and 110 percent of rated current for 60 seconds.
l. Switching of the input power to the VFD shall be possible without interlocks or damage to the VFD at a minimum interval of 2 minutes.
m. Switching of power on the output side between the VFD and the motor shall be possible with no limitation or damage to the VFD and shall require no additional interlocks.
n. The VFD shall have temperature controlled cooling fans for quiet operation, minimized internal losses, and greatly increased fan life.
o. The VFD shall include an integral RFI filter conforming to the A2 standard as a minimum. VFD enclosures shall be made of metal to minimize RFI and provide additional immunity.
p. VFD shall provide full galvanic isolation with suitable potential separation from the power sources (control, signal, and power circuitry within the drive) to ensure compliance with PELV requirements, and to protect PLC's and other connected equipment from power surges and spikes.
q. All inputs and outputs shall be optically isolated. Isolation boards between the VFD and external control devices shall not be required.
r. There shall be six fully programmable digital inputs for interfacing with the systems external control and safety interlock circuitry. Two of these inputs shall be programmable as inputs or outputs.
s. The VFD shall have two analog signal inputs. Inputs shall be programmable for either 0 -10V or 0/4-20 mA.
t. One programmable analog output shall be provided for indication of the drive status. This output shall be programmable for output speed, voltage, frequency, motor current, and output power. The analog output signal shall be 0/4-20 mA.
u. The VFD shall provide two user programmable relays with 75 selectable functions. Two form 'C' 230VAC/2A rated dry contact relay outputs shall be provided.
v. The VFD shall accept a N.C. motor over-temperature switch input, as well as possess the capability to accept a motor thermistor input.
w. Run permissive circuit shall be provided to accept a "system ready" signal, to ensure that the VFD does not start until isolation valves, seal water pumps, or other types of auxiliary equipment are in the proper state for VFD operation. The run permissive circuit shall also be capable of sending an output signal as a start command to actuate external equipment before allowing the VFD to start.

x. The VFD shall be equipped with a standard RS-485 serial communications port and front-of-drive accessible USB port. ModBus RTU communications shall be integrally mounted.
y. The VFD shall offer Ethernet/IP communication protocol.
z. A Windows® compatible software program to display all monitoring, fault, alarm, and status signals shall be available. This software program shall allow parameter changes, storage of all VFD operating and setup parameters, and remote operation of the VFD. The software shall connect to the VFD with a standard USB cable.
aa. The VFD shall provide internal DC link reactors to minimize power line harmonics and to provide near unity power factor. DC Link reactor shall be installed so that power fluctuations to the DC Capacitors shall be reduced to increase Capacitor life. VFD's without a DC link reactor shall provide a 5 percent impedance line side reactor and provide spare capacitors.
bb. VFD shall have input surge protection utilizing MOV's, spark gaps, and Zener diodes to withstand surges of 2.3 times line voltage for 1.5 msec.
cc. Printed Circuit boards shall be conformal coated to reduce the corrosion effect from environmental gases and other conditions. The conformal coating must meet IEC 61721-3-3, Class 3C2.
dd. VFD shall include circuitry to detect phase imbalance and phase loss on the input side of the VFD.
ee. VFD shall include current sensors to monitor all three-output phases to detect and report phase loss, unbalance, or other power issues to the motor. The VFD will identify which of the output phases is low or lost.
ff. VFD shall auto-derate the output voltage and frequency to the motor if an input phase is lost. This result will maintain operation without decreasing the life expectancy of the VFD. The use of this feature shall be user selectable and export a warning during the event.
gg. VFD shall auto-derate the output voltage and frequency to the motor in the presence of sustained ambient temperatures higher than the normal operating range, so as not to trip on an inverter temperature fault. The use of this feature shall be user-selectable and a warning will be exported during the event. Function shall reduce switching frequency before reducing motor speed.
hh. VFD shall auto-derate the output frequency by limiting the output current before allowing the VFD to trip on overload. The speed of the load can be reduced, but not stopped.
ii. VFD shall provide an alphanumeric backlit display keypad (LCP) which may be remotely mounted using a standard 9-pin cable. VFD may be operated with keypad disconnected or removed entirely. Keypad may be disconnected during normal operation without the need to stop the motor or disconnect power to the VFD.
jj. VFD Keypad shall feature an INFO key that, when pressed, shall display the contents of the programming manual for the parameter that is

currently viewed on the display. The description shall explain the feature and how the settings can be made by the operator.

kk. VFD shall display all faults in plain text; VFD's which can display only fault codes will not be accepted.

ll. The keypad shall feature a 6-line graphical display and be capable of digitally displaying up to five separate operational parameters or status values simultaneously (including process values with the appropriate engineering unit) in addition to Hand/Off/Auto, Local/Remote, and operating status.

mm. Two lines of the display shall allow "free text programming" so that a site description or the actual name of the equipment being controlled by the VFD can be entered into the display.

nn. Keypad shall provide an integral H-O-A (Hand-Off-Auto) and Local-Remote selection capability, and manual control of speed locally without the need for adding selector switches, potentiometers, or other devices.

oo. All VFD's shall be of the same series, and shall utilize a common control card and LCP (keypad/display unit) throughout the rating range. The control cards and keypads shall be interchangeable through the entire range of drives used on the project.

pp. VFD keypad shall be capable of storing drive parameter values in non-volatile RAM uploaded to it from the VFD, and shall be capable of downloading stored values to the VFD to facilitate programming of multiple drives in similar applications, or as a means of backing up the programmed parameters.

qq. VFD Display shall have the ability to display 5 different parameters pertaining to the VFD or the load including: current, speed, DC bus voltage, output voltage, input signal in mA, or other values from a list of 92 different user-selectable parameters.

rr. VFD display shall indicate which digital inputs are active and the status of each relay.

ss. It shall be possible to toggle between three status read-out screens by pressing the [Status] key. Various operating variables, even with different formatting, can be shown in each status screen.

tt. VFD display shall indicate the value of any voltage or current signal, including the engineering units of measurement, connected to the analog input terminals.

uu. VFD display shall indicate the value of the current at the analog output terminals, including the engineering units of measurement.

vv. A red FAULT light, a yellow WARNING light and a green POWER-ON light shall be provided. These indications shall be visible both on the keypad and on the VFD when the keypad is removed.

ww. Two-level password protection shall be provided to prevent unauthorized changes to the programming of the VFD. The parameters can be locked via a digital input and/or the unit can be programmed not to allow an unauthorized user to change the parameter settings.

xx. A quick setup menu with factory preset parameters shall be provided on the VFD to facilitate commissioning. Use of macros shall not be required.

yy. A digital elapsed time meter and kilowatt hour meter shall be provided in the display.

zz. VFD shall offer as standard an internal clock. The internal clock can be used for: Timed Actions, Energy Meter, Trend Analysis, date/time stamps on alarms, Logged data, Preventive maintenance, or other uses. It shall be possible to program the clock for Daylight Saving Time / summertime, weekly working days or non-working days including 20 exceptions (holidays, etc.). It shall be possible to program a Warning in case the clock has not been reset after a power loss.

aaa. Option: A battery back-up shall be provided to maintain internal clock operation during power interruptions. Battery life shall be no less than 10 years of normal operation.

bbb. Option: the VFD shall accept an external 24 VDC power connection to keep control logic powered in the event of a power failure. Back-up power shall keep communications, PID Loops, and drive logic operational until main power is restored.

ccc. The VFD shall store in memory the last 10 faults with time stamp and recorded data.

ddd. The VFD shall have an adjustable output switching frequency.

eee. Four complete programming parameter setups shall be provided, which can be locally selected through the keypad or remotely selected via digital input(s), allowing the VFD to be programmed for up to four alternate control scenarios without requiring parameter changes.

fff. In each programming set up, independent acceleration and deceleration ramps shall be provided. Acceleration and deceleration time shall be adjustable over the range from 0 to 3,600 seconds to base speed.

ggg. The VFD shall have four programmable "Bypass frequencies" with adjustable bandwidths to prevent the driven equipment from running at a mechanically resonant frequency. The feature shall offer a Semi-Automatic program to simplify the set-up.

hhh. In each programming setup, independent current limit settings, programmable between 50 percent and 110 percent of the drives output current rating, shall be provided.

iii. PID parameter settings shall be adjustable while the VFD is operating, to aid in tuning the control loop at start up. The VFD will also be capable of simultaneously displaying set-point reference and feedback values with appropriate engineering units, as well as output frequency, output current, and run status while programming the PID function.

jjj. The VFD will include a "loss of follower" function to detect the loss of process feedback or reference signals with a live-zero value and a user-selectable choice of responses (go to set speed, min speed, max speed, stop, stop, and trip).

kkk. A Sleep Mode function shall be provided to reduce wear and heating of the pump and other equipment in periods where system demand is minimal. This function will operate in both open and closed loop modes:

lll. In closed loop process control, when the output speed drops to a user-programmed minimum value ("sleep frequency") for a specified time ("sleep mode timer"), the drive will enter a sleep mode and either go into standby, or boost mode before entering standby. The drive shall automatically restart the motor once the output of the PID processor exceeds a programmable value "wake up frequency".

mmm. Boost mode shall prevent short-cycling of the motor by temporarily adjusting the set-point by a user-programmable percentage. Upon reaching this value, the unit will go into standby.

nnn. In open loop, the drive shall be capable of entering sleep mode if the input reference drops below a user-programmable value. When the input reference increases above a user-programmable reference, the drive will automatically start.

ooo. An initial ramp function shall be available to provide a user-selectable ramp, up to 60 seconds, for applications requiring a faster or slower ramp than the normal ramp.

ppp. A Dual Ramp feature shall include a Check Valve Ramp and a final Ramp feature. The Check Valve Ramp shall be programmable to gently seat a check valve and reduce the potential of damage from excess pressure while shutting-down the system. Both time and end speed shall be programmable. On the Final Ramp, the VFD shall be programmable to quickly stop the motor after seating of a check valve or for a more rapid stopping than the normal ramp down setting.

qqq. VFD shall offer up to 4 separate PID controllers. One controller shall operate the drive in closed loop, while the other 3 provide control signals to other equipment. VFD's with PI controllers only will not be accepted.

rrr. An auto tuning PI controller output feature shall provide automated PI controller settings. Once the user accepts the settings, the VFD will save the settings to memory.

sss. An empty pipe fill mode shall be available to fill an empty pipe in a short period of time, and then revert to the PID controller for stable operation. Pipe fill mode shall have a programmable time to reduce water hammer in the system or fill the pipe at a unit per time rate.

ttt. Automatic "No-Flow Detection" shall be available to detect a no-flow situation in pump systems where all valves can be closed. This shall be functional in closed loop control or when controlled by an external signal.

uuu. Dry-pump detection shall be available to detect if the pump has run dry. If this condition occurs, the drive will be safely stopped. A timer shall be included to prevent nuisance tripping.

vvv. End-of-Pump curve detection shall stop motor when the pump is operating outside of its programmed pump curve.

www. VFD shall provide a flow compensation program to reduce energy by adjusting the set point to match changes in flow (friction loss). Flow compensation shall also operate in Cascade control mode.

xxx. The VFD shall have a motor preheat function with the ability to be programmed to induce a small amount of current to the motor whenever it is at rest. This will prevent condensation inside the motor and help to extend its life without the need for space heaters or other external equipment.

yyy. The VFD will include a user-selectable Auto-Restart function that enables the VFD to power up in a running condition after a power loss, to prevent the need to manually reset and restart the VFD.

zzz. The VFD will include a user-selectable Reset function, which enables the selection of between zero and twenty restart attempts after any self-clearing fault condition (under-voltage, over-voltage, current limit, inverter overload, and motor overload), or the selection of an infinite number of restart attempts. The time between restart attempts shall be adjustable from 0 through 600 seconds.

aaaa. An automatic "on-delay" function may be selected from 0 to 120 seconds.

bbbb. VFD shall catch a rotating motor operating either in forward or reverse at up to full speed.

cccc. The ambient operating temperature of the VFD shall be -10° Celsius to 50° Celsius (14 to 122° Fahrenheit), with a 24-hour average not to exceed 45° Celsius. Storage temperatures shall be -13° Fahrenheit (-25° Celsius) to149/158° Fahrenheit (65/70° Celsius).

dddd. 0 to 95 percent relative humidity, non-condensing.

eeee. Elevation to 3,300 feet (1,000 meters) without derating.

ffff. VFD shall provide full torque to the motor, given input voltage fluctuations of up to +10 percent to -15 percent of the rated input voltage (525 to 690VAC, 380 to 480VAC, or 200 to 240VAC). Line frequency variation of ± 2 percent shall be acceptable.

gggg. No side clearance shall be required for cooling of the units.

hhhh. The manufacturer shall be both ISO-9001 and ISO-14001 certified.

iiii. All products shall be CE marked; UL labeled, and meet the requirements of UL-508C and maintain cUL.

jjjj. To ensure quality and minimize infant-mortality failures on the jobsite, each VFD shall be completely tested by the manufacturer. The VFD shall operate a dynamometer at full load and speed under elevated temperature conditions. All optional features shall be functionally tested at the factory for proper operation. Factory test documentation shall be available upon request.

kkkk. A factory-authorized service technician shall perform start-up on each drive ("Startup" shall not include installation or termination of either power or control wiring.)

llll. A 6-year ON-SITE VFD Warranty shall be provided such that the owner is not responsible for any warranty costs including travel, labor, parts, or

other costs for a full 6 years from the date of manufacture of the Drive. The warranty shall cover all of the following Drive failures, including line anomalies – lightning strikes, load anomalies, accidental exposure to moisture or corrosives, and accidental collision or other physical damage; product misapplications, vandalism, and chronic problems due to the misapplication are not covered. The cost of the warranty shall be included.

6.0 SERVICE AND WARRANTY

6.01 Service

The manufacturer shall have an authorized factory service center, within two (2) hours of the project site, for both controls and variable frequency drives. Field service of the system shall be available.

6.02 Warranty

The manufacturer shall a 3 year warranty on the control panel and a 6 year warranty on the variable frequency drives. Each warranty shall be an onsite type warranty such that encountered problems will be serviced on site. There shall be no need for the owner to remove equipment and send in for consideration for warranty. Warranty determinations shall be as per the manufacturer's published guidelines.

DATE: 9/01/2020

BID NO.: 50-00131931

INVITATION TO BID
THIS IS NOT AN ORDER

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETNA, LA. 70054-0009
504-364-2678

BUYER: DNELSON@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 9/22/2020 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from http://purchasing.jeffparish.net and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are encouraged to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at http://purchasing.jeffparish.net.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at http://purchasing.jeffparish.net and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

13, 15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.

2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.

3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.

5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.

6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

7. PUBLIC WORKS BIDS: All awards for public works in excess of $5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of $25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.

8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.

9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.

10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.

11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.

12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.

13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owned on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session – Louisiana Revised Statute 47:301(8)(c). Owner will furnish contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

See Page 1 for Conflicts of Interest Statement

BID FORM

Non Public Works

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

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

Are you requesting an escalation provision?

YES _____ NO _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed,for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

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

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: ( ) _____ FAX: ( ) _____

EMAIL ADDRESS: _____

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form.Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: $ _____

AUTHORIZED SIGNATURE: _____ _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00131931

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PURCHASE OF DUPLEX CONTROLS & VARIABLE FREQUENCY DRIVES FOR JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS, SEWERAGE FOR THE AVONDAL NORTH SEWER PUMP STATION		
1	3.00	EA	0010 - Three Phase NEMA 12 Wall Mount Enclosure VFD 350 Hp - 480VAC, with 6 Year Onsite Warranty Item Model: DANFOSS VLT for the Avondale North Pump Station (F-10-1) VFD and Controls		
2	1.00	EA	0020 - Triplex MultiSmart Control Panel - NEMA 4X - 316ss Enclosure with VFD Control Algorithm for Danfoss VFD's with Touch Screen Interface; MAS 801's Installed Item Model: DUP-MS - 3 Year Warranty		
3	1.00	EA	0030 - Freight to Jefferson Parish		
4	1.00	EA	0040 - Station Commissioning		

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

_____

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED. THAT _____, BE AND IS HEREBY APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR ALL PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT COPY OF AN EXCERPT OF THE MINUTES OF THE ABOVE DATED MEETING OF THE BOARD OF DIRECTORS OF SAID CORPORATION, AND THE SAME HAS NOT BEEN REVOKED OR RESCINDED.

_____

SECRETARY-TREASURER

_____

DATE

Non-Public Works Bid
Affidavit Instructions

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned authority, personally came and appeared: _____ _____, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized _____ of _____ (Entity), the party who submitted a bid in response to Bid Number _____, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A <u>or</u> B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ there are **<u>NO</u>** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A <u>or</u> B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B _____ There are **<u>NO</u>** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

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

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

_____
Signature of Affiant

_____
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE _____ DAY OF _____, 20___.

_____
Notary Public

_____
Printed Name of Notary

_____
Notary/Bar Roll Number

My commission expires _____.