

INVITATION TO BID

STATE OF LOUISIANA

DIVISION OF ADMINISTRATION
OFFICE OF STATE PURCHASING

BIDS WILL BE PUBLICLY OPENED:

DEC 29, 2011 10:00 AM

PURCHASING AGENCY NO. : 107001

====> VENDOR NO. :
SOLICITATION : 2247381
FILE NO. : S28215D
OPENING DATE : 12/29/11

====> VENDOR NAME AND ADDRESS

SEE NO. 8 BELOW. RETURN BID TO2247381 12/29/11 10:00 AM
S28215DOFFICE OF STATE PURCHASING
OFFICE OF STATE PURCHASING
POST OFFICE BOX 94095
BATON ROUGE, LA 70804-9095BUYER : HILARY STEPHENSON
BUYER PHONE : (225) 342-8022
DATE ISSUED : 12/01/11
REQ. AGENCY : 111PUR FOLD HERE-->
GOV'S OFF OF HOME SEC & EMER PREP
AGENCY REQ. NO. :
ISIS REQ. NO. : 1340764
VENDOR PHONE :
FISCAL YEAR : 12
CLASS/SUBCLASS : 98112
SCHEDULED BEGIN DATE : 00/00/00
SCHEDULED END DATE : 00/00/00
T-NUMBER :**FILL IN VENDOR NUMBER (FEIN), NAME AND
ADDRESS ABOVE, BEFORE SUBMITTING BID.**UPGRADE EXISTING A/C EQUIP. AT GOHSEP
MANDATORY JOBSITE VISIT

TO BE COMPLETED BY VENDOR

1. _____ PLEASE REMOVE FROM THIS COMMODITY CODE.
2. _____ DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF ORDER.
3. _____ % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRACTS, CASH DISCOUNTS WILL BE ACCEPTED AND TAKEN BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.
4. _____ BID BOND ATTACHED, _____ CERTIFIED CHECK ATTACHED, _____ OTHER, IF REQUIRED.
5. _____ BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING ORDER OR CONTRACT).

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
3. THIS BID IS TO BE MANUALLY SIGNED IN INK.
4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. AMOUNT OF BID BOND REQUIRED: _____ N/A
6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED. _____ OR 100% OF BID.
7. DESIRED DELIVERY: _____ 30 DAYS ARO
8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE.
9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1738; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.

FOLD HERE-->

VENDOR PHONE NUMBER:

FAX NUMBER:

TITLE

DATE

SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3.
(MUST BE SIGNED)NAME OF BIDDER
(TYPED OR PRINTED)

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11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE. 12. CONFERENCE: NA NA NA 13. BID FORMS. ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED: A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND; B. BID FILLED OUT IN PENCIL; AND C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS. BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID. 14. STANDARDS OF QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE 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. BIDDER 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 PRODUCTS SPECIFIED IN THE SOLICITATION. 15. DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED. 16. BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED. 17. AWARDS. THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES. 18. PRICES. UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION. 19. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION. 20. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.			

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21. NEW PRODUCTS.

UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.

22. CONTRACT RENEWALS.

UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

23. CONTRACT CANCELLATION.

THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFIRM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.

24. DEFAULT OF CONTRACTOR.

FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

25. ORDER OF PRIORITY.

IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.

26. APPLICABLE LAW.

ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

27. COMPLIANCE WITH CIVIL RIGHTS LAWS.

BY SUBMITTING AND SIGNING THIS BID, BIDDER 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 VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER 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, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, 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.

28. SPECIAL ACCOMMODATION.

ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS 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.

29. INDEMNITY.

CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

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30. SIGNATURE AUTHORITY

ATTENTION: R.S. 39:1594(C)(4) REQUIRES EVIDENCE OF AUTHORITY TO SIGN AND SUBMIT BIDS TO THE STATE OF LOUISIANA. YOU MUST INDICATE WHICH OF THE FOLLOWING APPLY TO THE SIGNER OF THIS BID.

PLEASE CIRCLE ONE:

1. THE SIGNER OF THIS BID IS EITHER A CORPORATE OFFICER WHO IS LISTED ON THE MOST CURRENT ANNUAL REPORT ON FILE WITH THE SECRETARY OF STATE OR A MEMBER OF A PARTNERSHIP OR PARTNERSHIP IN COMMENDAM AS REFLECTED IN THE MOST CURRENT PARTNERSHIP RECORDS ON FILE WITH THE SECRETARY OF STATE. A COPY OF THE ANNUAL REPORT OR PARTNERSHIP RECORD MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.
2. THE SIGNER OF THE BID IS A REPRESENTATIVE OF THE BIDDER AUTHORIZED TO SUBMIT THIS BID AS EVIDENCED BY DOCUMENTS SUCH AS, CORPORATE RESOLUTION, CERTIFICATION AS TO CORPORATE PRINCIPAL, ETC. IF THIS APPLIES, A COPY OF THE RESOLUTION, CERTIFICATION, OR OTHER SUPPORTIVE DOCUMENTS MUST BE ATTACHED HERETO.
3. THE BIDDER HAS FILED WITH THE SECRETARY OF STATE AN AFFIDAVIT OR RESOLUTION OR OTHER ACKNOWLEDGED/AUTHENTIC DOCUMENT INDICATING THAT THE SIGNER IS AUTHORIZED TO SUBMIT BIDS FOR PUBLIC CONTRACTS. A COPY OF THE APPLICABLE DOCUMENT MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.
4. THE SIGNER OF THE BID HAS BEEN DESIGNATED BY THE BIDDER AS AUTHORIZED TO SUBMIT BIDS ON THE BIDDER'S VENDOR REGISTRATION ON FILE WITH THIS OFFICE.

31. IN ACCORDANCE WITH THE PROVISIONS OF R.S. 39:2182, IN AWARDED CONTRACTS AFTER AUGUST 15, 2010, ANY PUBLIC ENTITY IS AUTHORIZED TO REJECT A PROPOSAL OR BID FROM, OR NOT AWARD THE CONTRACT TO, A BUSINESS IN WHICH ANY INDIVIDUAL WITH AN OWNERSHIP INTEREST OF FIVE PERCENT OR MORE, HAS BEEN CONVICTED OF, OR HAS ENTERED A PLEA OF GUILTY OR NOLO CONTENDERE TO ANY STATE FELONY OR EQUIVALENT FEDERAL FELONY CRIME COMMITTED IN THE SOLICITATION OR EXECUTION OF A CONTRACT OR BID AWARDED UNDER LAWS GOVERNING PUBLIC CONTRACTS UNDER THE PROVISIONS OF CHAPTER 10 OF TITLE 39 OF THE LOUISIANA REVISED STATUTES OF 1950, PROFESSIONAL, PERSONAL, CONSULTING, AND SOCIAL SERVICES PROCUREMENT UNDER THE PROVISIONS OF CHAPTER 16 OF THIS TITLE, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF THIS TITLE.

32. CERTIFICATION OF NO SUSPENSION OR DEBARMENT. BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN OMB CIRCULAR A-133.

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT [HTTP://WWW.EPLS.GOV](http://WWW.EPLS.GOV)

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1 BID DELIVERY INSTRUCTIONS FOR STATE PURCHASING:

BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT MAKE DELIVERIES TO OUR PHYSICAL LOCATION.

BIDS MAY BE MAILED THROUGH THE U.S. POSTAL SERVICE TO OUR BOX AT:
OFFICE OF STATE PURCHASING
P O BOX 94095
BATON ROUGE LA 70804-9095

BIDS MAY BE DELIVERED BY HAND OR COURIER SERVICE TO OUR PHYSICAL LOCATION AS FOLLOWS:

OFFICE OF STATE PURCHASING
CLAIBORNE BUILDING, SUITE 2-160
1201 NORTH THIRD STREET
BATON ROUGE, LA 70802

BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL LOCATION. THE OFFICE OF STATE PURCHASING IS NOT RESPONSIBLE FOR ANY DELAYS CAUSED BY THE BIDDER'S CHOSEN MEANS OF BID DELIVERY.

BIDDER SHOULD BE AWARE OF SECURITY REQUIREMENTS FOR THE CLAIBORNE BUILDING AND ALLOW TIME TO BE PHOTOGRAPHED AND PRESENTED WITH A TEMPORARY IDENTIFICATION BADGE.

BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE & TIME SHALL RESULT IN REJECTION OF THE BID.

PUBLICIZING AWARDS. IN ACCORDANCE WITH L.A.C.34:I.535, UNSUCCESSFUL BIDDERS WILL BE NOTIFIED OF THE AWARD PROVIDED THAT THEY SUBMIT WITH THEIR BID A SELF-ADDRESSED STAMPED ENVELOPE REQUESTING THIS INFORMATION.

ATTENTION:

RECEIPT OF A SOLICITATION OR AWARD CANNOT BE RELIED UPON AS AN ASSURANCE OF RECEIVING FUTURE SOLICITATIONS. IN ORDER TO RECEIVE FUTURE SOLICITATIONS/AWARDS FROM THIS OFFICE, YOU MUST ENROLL IN THE PROPER CATEGORY ON LAPAC AT THE FOLLOWING WEB SITE:
[HTTP://WWWPRD.DOA.LOUISIANA.GOV/OSP/LAPAC/PUBMAIN.ASP](http://wwwprd.doa.louisiana.gov/osp/lapac/pubmain.asp)
ENROLLMENT IN LAPAC IS FREE AND PROVIDES EMAIL NOTIFICATION OF BID OPPORTUNITIES BASED UPON COMMODITIES THAT YOU SELECT.

2 CANCELLATION

THE STATE OF LOUISIANA RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH THIRTY (30) DAYS WRITTEN NOTICE.

3 COMPENSATION INSURANCE, PUBLIC LIABILITY, AND PROPERTY DAMAGE INSURANCE, AS OUTLINED BELOW, ARE REQUIRED IN THIS BID.

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CONTRACTOR'S LIABILITY INSURANCE:

PROOF OF INSURANCE SHOULD BE SUPPLIED WITH THE BID AND WILL BE REQUIRED BEFORE WORK CAN COMMENCE.

INSURANCE COVERAGE SPECIFIED BELOW SHALL BE FURNISHED WITH THE FOLLOWING MINIMUM LIMITS:

COMPENSATION INSURANCE: THE CONTRACTOR AND SUBCONTRACTORS SHALL TAKE AND MAINTAIN DURING THE LIFE OF THE CONTRACT WORKMAN'S COMPENSATION INSURANCE FOR ALL OF THEIR EMPLOYEES EMPLOYED AT THE SITE OF THE PROJECT. IN CASE ANY CLASS OF EMPLOYEES ENGAGED IN HAZARDOUS WORK UNDER THE WORKMAN'S COMPENSATION STATUTE, THE CONTRACTOR AND SUBCONTRACTOR SHALL PROVIDE EMPLOYER'S LIABILITY INSURANCE FOR THE PROTECTION OF THEIR EMPLOYEES NOT OTHERWISE PROTECTED.

PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE: COMPREHENSIVE PUBLIC GENERAL LIABILITY INSURANCE, INCLUDING BUT NOT LIMITED TO BODILY INJURY, PROPERTY DAMAGE, CONTRACTUAL LIABILITY, PRODUCTS LIABILITY, AND COMPLETED OPERATIONS WITH COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE WITH A MINIMUM AGGREGATE OF \$1,000,000.

LICENSED AND NON-LICENSED MOTOR VEHICLES: THE CONTRACTOR SHALL TAKE OUT AND MAINTAIN DURING THE LIFE OF THE CONTRACT, AUTOMOBILE PUBLIC LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN COMBINED SINGLE LIMITS OF \$500,000 PER OCCURRENCE FOR BODILY INJURY/PROPERTY DAMAGE. IF ANY NON-LICENSED MOTOR VEHICLES ARE ENGAGED IN OPERATIONS WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO PERFORM THEREUNDER, SUCH INSURANCE SHALL COVER THE USE OF ALL SUCH MOTOR VEHICLES ENGAGED IN OPERATING WITHIN THE TERMS OF THE CONTRACT ON THE SITE OF THE WORK TO BE PERFORMED THEREUNDER, UNLESS SUCH COVERAGE IS INCLUDED IN THE INSURANCE SPECIFIED.

- 4 SCOPE OF WORK INCLUDES LABOR, MATERIALS, AND SERVICES REQUIRED TO PRODUCE A COMPLETED INSTALLATION WHICH IS ACCEPTABLE TO THE AGENCY.

BEFORE THIS CONTRACT IS ACCEPTABLE AND COMPLETE, SUCCESSFUL BIDDER SHALL CLEAN UP AND REMOVE FROM THE PREMISE ALL DEBRIS RESULTING FROM HIS WORK, AND SHALL SEE TO IT THAT ALL THE ITEMS FURNISHED ARE LEFT IN GOOD ORDER, CLEAN, AND PROPERLY INSTALLED.

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5 IMPORTANT: IN ACCORDANCE WITH R.S. 37:2163A CONTRACTOR'S LICENSE NUMBER MUST APPEAR ON THE BID OPENING ENVELOPE ON ALL PROJECTS IN THE AMOUNT OF \$10,000 OR MORE (AND \$1 OR MORE IF HAZARDOUS MATERIALS ARE INVOLVED).

FOR ANY BID SUBMITTED IN THE AMOUNT OF TEN THOUSAND DOLLARS OR MORE, THE CONTRACTOR SHALL CERTIFY THAT HE IS LICENSED AND SHOW HIS LICENSE NUMBER ON THE BID.

BIDDERS REPRESENTATION:

IN MAKING HIS BID, EACH BIDDER REPRESENTS THAT: HE HAS READ AND UNDERSTANDS THE BID DOCUMENTS AND HIS BID IS MADE IN ACCORDANCE HERewith; HE HAS VISITED THE SITE AND HAS FAMILIARIZED HIMSELF WITH THE LOCAL CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED.

BEFORE SUBMITTING PROPOSALS, BIDDERS MUST INSPECT THE PROPOSED SITE AND ACQUAINT THEMSELVES WITH ALL OF THE CONDITIONS UNDER WHICH THE WORK WILL BE DONE. NO ADDITIONAL COMPENSATION WILL BE GRANTED BECAUSE OF UNUSUAL DIFFICULTIES WHICH MAY BE ENCOUNTERED IN THE EXECUTION OF ANY PORTION OF THE WORK.

AGENCY CONTACT PERSON: DANIEL MCLAUGHLIN PHONE: 225-925-7424

VENDOR MUST INSPECT JOB SITE TO VERIFY MEASUREMENTS AND/OR AMOUNT OF SUPPLIES NEEDED PRIOR TO BIDDING. IF VENDOR FINDS CONDITIONS THAT DISAGREE WITH THE PHYSICAL LAY-OUT AS DESCRIBED IN THIS BID, OR OTHER FEATURES OF THE SPECIFICATIONS THAT APPEAR TO BE IN ERROR, SAME SHALL BE BROUGHT TO THE ATTENTION OF THE OFFICE OF STATE PURCHASING PERSONNEL PRIOR TO BID OPENING.

BIDS: UNLESS OTHERWISE SPECIFIED, A LUMP SUM BID IS REQUESTED FOR THE WORK SHOWN ON PLANS AND/OR IN SPECIFICATIONS.

REJECTION OF BIDS: THE CONTRACTOR UNDERSTANDS THAT THE DIVISION OF ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS AND TO WAIVE ANY INFORMALITIES.

WITHDRAWAL OF BIDS: THE CONTRACTOR AGREES THAT THIS BID SHALL BE GOOD AND MAY NOT BE WITHDRAWN FOR A PERIOD OF THIRTY (30) CALENDAR DAYS AFTER THE BID OPENING.

BID SECURITY MUST BE ATTACHED (INSURANCE COMPANY, BANK MONEY ORDER, CERTIFIED CHECK OR CASHIER'S CHECK) IN THE SUM OF FIVE PERCENT (5%) OF THE AMOUNT BID (INCLUDING BASE BID AND ADDITIVE ALTERNATES, IF ANY) AND SHALL BECOME THE PROPERTY OF THE OWNER IN THE EVENT THE CONTRACT AND BOND ARE NOT EXECUTED WITHIN THE TIME SET FORTH ABOVE. IF BID BOND IS USED, IT SHALL BE WRITTEN BY A SURETY OR INSURANCE COMPANY CURRENTLY ON THE U.S. DEPARTMENT OF THE TREASURY FINANCIAL MANAGEMENT SERVICE LIST OF APPROVED BONDING COMPANIES WHICH IS PUBLISHED ANNUALLY IN THE FEDERAL REGISTER, OR BY A LOUISIANA DOMICILED INSURANCE COMPANY WITH AT LEAST AN A- RATING IN THE LATEST PRINTING OF THE A.M. BEST'S KEY RATING GUIDE TO WRITE INDIVIDUAL BONDS UP TO TEN PERCENT OF POLICYHOLDERS' SURPLUS AS SHOWN IN THE A.M. BEST'S KEY RATING GUIDE, OR BY AN INSURANCE COMPANY THAT IS EITHER

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DOMICILED IN LOUISIANA OR OWNED BY LOUISIANA RESIDENTS AND IS LICENSED TO WRITE SURETY BONDS. IN ADDITION, THE BOND SHALL BE WRITTEN BY A SURETY OR INSURANCE COMPANY THAT IS CURRENTLY LICENSED TO DO BUSINESS IN THE STATE OF LOUISIANA.

PERFORMANCE BOND/LABOR AND MATERIALS BOND: THE CONTRACTOR SHALL FURNISH, WITH HIS EXECUTED CONTRACT, A PERFORMANCE BOND FOR ONE HUNDRED PERCENT (100%) OF THE AMOUNT OF THE CONTRACT FOR THE FAITHFUL PERFORMANCE OF HIS CONTRACT, AND A LABOR AND MATERIAL BOND FOR ONE HUNDRED PERCENT (100%) OF THE AMOUNT OF THE CONTRACT FOR THE PAYMENT OF ALL PERSONS PERFORMING LABOR ON THE PROJECT UNDER THE CONTRACT AND FURNISHING MATERIALS IN CONNECTION WITH THE CONTRACT. THE PERFORMANCE BOND WILL BE SECURED BY A SURETY OR INSURANCE COMPANY CURRENTLY ON THE U.S. DEPARTMENT OF THE TREASURY FINANCIAL MANAGEMENT SERVICE LIST OF APPROVED BONDING COMPANIES WHICH IS PUBLISHED ANNUALLY IN THE FEDERAL REGISTER, OR BY A LOUISIANA DOMICILED INSURANCE COMPANY WITH AT LEAST AN A- RATING IN THE LATEST PRINTING OF THE A.M. BEST'S KEY RATING GUIDE TO WRITE INDIVIDUAL BONDS UP TO TEN PERCENT OF POLICYHOLDERS' SURPLUS AS SHOWN IN THE A.M. BEST'S KEY RATING GUIDE, OR BY AN INSURANCE COMPANY THAT IS EITHER DOMICILED IN LOUISIANA OR OWNED BY LOUISIANA RESIDENTS AND IS LICENSED TO WRITE SURETY BONDS. IN ADDITION, THE BOND SHALL BE WRITTEN BY A SURETY OR INSURANCE COMPANY THAT IS CURRENTLY LICENSED TO DO BUSINESS IN THE STATE OF LOUISIANA.

PERMITS, LICENSES, LAWS AND TAXES: THE CONTRACTOR SHALL FURNISH ALL NECESSARY PERMITS, LICENSES, AND CERTIFICATES AND COMPLY WITH ALL LAWS OR ORDINANCES APPLICABLE TO THE LOCALITY OF THE BUILDING SITE AND THE STATE OF LOUISIANA. THE CONTRACTOR SHALL INCLUDE IN HIS BID ALL APPLICABLE STATE, FEDERAL, OR OTHER TAXES REQUIRED.

INSURANCE:

COMPENSATION INSURANCE, PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE ARE REQUIRED ON THIS BID.

BUILDER'S RISK COVERAGE

THE GENERAL CONTRACTOR SHALL PURCHASE AND MAINTAIN PROPERTY INSURANCE UPON THE ENTIRE WORK INCLUDED IN THE CONTRACT FOR AN AMOUNT EQUAL TO THE GREATER OF THE FULL-COMPLETED VALUE OR THE AMOUNT OF THE CONSTRUCTION CONTRACT INCLUDING ANY AMENDMENTS THERETO. THE GENERAL CONTRACTOR'S POLICY SHALL PROVIDE "ALL RISK" BUILDER'S RISK INSURANCE (EXTENDED TO INCLUDE THE PERILS OF WIND, COLLAPSE, VANDALISM/MALICIOUS MISCHIEF, AND THEFT, INCLUDING THEFT OF MATERIALS WHETHER OR NOT ATTACHED TO ANY STRUCTURE.) THE "ALL RISK" BUILDER'S RISK INSURANCE MUST ALSO COVER ARCHITECTS' AND ENGINEERS' FEES THAT MAY BE NECESSARY TO PROVIDE PLANS AND SPECIFICATIONS AND SUPERVISION OF WORK FOR THE REPAIR AND/OR REPLACEMENT OF PROPERTY DAMAGE CAUSED BY A COVERED PERIL NOT TO EXCEED 10% OF THE COST OF THOSE REPAIR AND/OR REPLACEMENTS.

FLOOD COVERAGE SHALL BE PROVIDED BY THE CONTRACTOR ON THE FIRST FLOOR AND BELOW FOR PROJECTS NORTH OF THE INTERSTATE CORRIDOR BEGINNING AT THE TEXAS - LOUISIANA BORDER AT INTERSTATE 10 EAST TO THE BATON ROUGE JUNCTION OF INTERSTATE 12, EAST TO SLIDELL JUNCTION WITH INTERSTATE 10 TO THE LOUISIANA - MISSISSIPPI BORDER. FLOOD SUB-LIMIT SHALL EQUAL AN

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AMOUNT NO LOWER THAN TEN PERCENT (10%) OF THE TOTAL CONTRACT COST PER OCCURRENCE. COVERAGE FOR ROOFING PROJECTS SHALL NOT REQUIRE FLOOD COVERAGE.

ON PROJECTS SOUTH OF THIS CORRIDOR, FLOOD COVERAGE SHALL BE PROVIDED BY THE STATE OF LOUISIANA, AS THE OWNER, THROUGH THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP). THE CONTRACTOR WILL BE LIABLE FOR THE \$5,000 DEDUCTIBLE ON THE NFIP POLICY FROM THE NOTICE TO PROCEED DATE THROUGH THE NOTICE OF FINAL ACCEPTANCE DATE OF THE PROJECT.

A SPECIALTY CONTRACTOR SHALL PURCHASE AND MAINTAIN PROPERTY INSURANCE UPON THE SYSTEM TO BE INSTALLED FOR AN AMOUNT EQUAL TO THE GREATER OF THE FULL-COMPLETED VALUE OR THE AMOUNT OF THE CONTRACT INCLUDING ANY AMENDMENTS THERETO. THE SPECIALTY CONTRACTOR MAY PROVIDE AN INSTALLATION FLOATER WITH THE SAME COVERAGE AS THE "ALL RISK" BUILDER'S RISK INSURANCE POLICY.

THE POLICY MUST INCLUDE THE INTEREST OF THE OWNER, CONTRACTOR AND SUBCONTRACTORS AS THEIR INTEREST MAY APPEAR. THE CONTRACTOR HAS THE RIGHT TO PURCHASE COVERAGE OR SELF-INSURE ANY EXPOSURES NOT REQUIRED BY THE BID SPECIFICATIONS, BUT SHALL BE HELD LIABLE FOR ALL LOSSES, DEDUCTIBLES, SELF-INSURANCE FOR COVERAGES NOT REQUIRED.

POLICIES INSURING PROJECTS INVOLVING ADDITIONS, ALTERATIONS OR REPAIRS TO EXISTING BUILDINGS OR STRUCTURES MUST INCLUDE AN ENDORSEMENT PROVIDING THE FOLLOWING:

IN THE EVENT OF A DISAGREEMENT REGARDING A LOSS COVERED BY THIS POLICY WHICH MAY ALSO BE COVERED BY THE STATE OF LOUISIANA POLICY OF SELF-INSURANCE OR ANY COMMERCIAL PROPERTY INSURANCE POLICY PURCHASED BY THE STATE OF LOUISIANA, OFFICE OF RISK MANAGEMENT (ORM) COVERING IN EXCESS OF THE STATE OF LOUISIANA, POLICY OF SELF-INSURANCE, THIS COMPANY AGREES TO FOLLOW THE FOLLOWING PROCEDURE TO ESTABLISH COVERAGE AND/OR THE AMOUNT OF LOSS:

ANY PARTY TO A LOSS MAY MAKE WRITTEN DEMAND FOR AN APPRAISAL OF THE MATTER IN DISAGREEMENT. WITHIN 20 DAYS OF RECEIPT OF WRITTEN DEMAND, THIS COMPANY AND EITHER ORM OR ITS COMMERCIAL INSURANCE COMPANY SHALL EACH SELECT A COMPETENT AND IMPARTIAL APPRAISER AND NOTIFY THE OTHER OF THE APPRAISER SELECTED. THE TWO APPRAISERS WILL SELECT A COMPETENT AND IMPARTIAL UMPIRE. THE APPRAISERS WILL THEN IDENTIFY THE POLICY OR POLICIES UNDER WHICH THE LOSS IS INSURED AND, IF NECESSARY, STATE SEPARATELY THE VALUE OF THE PROPERTY AND THE AMOUNT OF THE LOSS THAT MUST BE BORNE BY EACH POLICY. IF THE TWO APPRAISERS FAIL TO AGREE, THEY SHALL SUBMIT THEIR DIFFERENCES TO THE UMPIRE. A WRITTEN DECISION BY ANY TWO SHALL DETERMINE THE POLICY OR POLICIES AND THE AMOUNT OF THE LOSS. EACH INSURANCE COMPANY (OR ORM) AGREE THAT THE DECISION OF THE APPRAISERS AND THE UMPIRE IF INVOLVED, WILL BE BINDING AND FINAL AND THAT NEITHER PARTY WILL RESORT TO LITIGATION. EACH OF THE TWO PARTIES SHALL PAY ITS CHOSEN APPRAISER AND BEAR THE COST OF THE UMPIRE EQUALLY.

AFFIDAVIT: SUCCESSFUL CONTRACTOR SHALL BE REQUIRED TO EXECUTE AN AFFIDAVIT ATTESTING "THAT PUBLIC CONTRACT WAS NOT SECURED THROUGH EMPLOYMENT OR PAYMENT OF SOLICITOR".

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RECORDATION CERTIFICATE: CONTRACTOR SHALL UPON RECEIPT OF EXECUTED CONTRACT, BOND AND PURCHASE ORDER, RECORD CONTRACT AND BOND WITH THE CLERK OF COURT IN THE PARISH IN WHICH THE WORK IS TO BE PERFORMED, OBTAIN A CERTIFICATE OF RECORDATION FROM THE CLERK OF COURT AND FORWARD THIS CERTIFICATE IMMEDIATELY TO THE DIVISION OF ADMINISTRATION. THIS CERTIFICATE MUST BE RECEIVED BEFORE ANY INVOICES ON THIS PROJECT CAN BE PROCESSED. THE EXPENSE FOR THIS IS THE RESPONSIBILITY OF THE CONTRACTOR.

PROGRESS PAYMENTS: THE FOLLOWING PAYMENT SCHEDULE SHALL APPLY:

FOR CONTRACTS WITH A COMPLETION DATE OF MORE THAN THIRTY (30) DAYS:

ON OR ABOUT THE FIRST DAY OF EACH MONTH NINETY PERCENT (90%) OF THE VALUE BASED ON THE CONTRACT PRICE, OF LABOR AND MATERIALS INCORPORATED IN THE WORK, AND OF MATERIALS SUITABLY STORED AT THE SITE THEREOF UP TO THE FIRST DAY OF THAT MONTH, AS ESTIMATED BY THE OWNER, LESS THE AGGREGATE OF PREVIOUS PAYMENTS AND UPON SUBSTANTIAL COMPLETION OF THE ENTIRE WORK, A SUM SUFFICIENT TO INCREASE THE TOTAL PAYMENT TO NINETY PERCENT (90%) OF THE CONTRACT PRICE.

FOR CONTRACTS WITH A COMPLETION DATE OF THIRTY (30) DAYS OR LESS:

UPON SATISFACTORY COMPLETION OF THE WORK, NINETY PERCENT (90%) OF THE CONTRACT PRICE.

ACCEPTANCE: UPON WRITTEN NOTICE BY THE OWNER TO THE DIVISION OF ADMINISTRATION, A NOTICE BY OWNER OF ACCEPTANCE OF WORK WILL BE EXECUTED AND FORWARDED TO THE CONTRACTOR FOR RECORDING WITH THE CLERK OF COURT IN THE PARISH IN WHICH THE WORK HAS BEEN PERFORMED AND CONTRACTOR SHALL FURNISH A CLEAR LIEN CERTIFICATE FROM THE CLERK OF COURT (TO THE OWNER ALONG WITH FINAL INVOICE) FORTY-FIVE (45) DAYS AFTER RECORDATION OF ACCEPTANCE. FINAL PAYMENT OF TEN PERCENT (10%) WILL BE MADE AT THIS TIME.

GUARANTEE: IF, WITHIN ONE YEAR AFTER THE DATE OF SUBSTANTIAL COMPLETION OR WITHIN SUCH LONGER PERIOD OF TIME AS MAY BE PRESCRIBED BY LAW OR BY THE TERMS OF ANY APPLICABLE SPECIAL GUARANTEE REQUIRED BY THE CONTRACT DOCUMENTS, ANY OF THE WORK IS FOUND TO BE DEFECTIVE OR NOT IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL CORRECT IT PROMPTLY AFTER RECEIPT OF A WRITTEN NOTICE FROM THE OWNER TO DO SO UNLESS THE OWNER HAS PREVIOUSLY GIVEN THE CONTRACTOR A WRITTEN ACCEPTANCE OF SUCH CONDITION. THE OWNER SHALL GIVE SUCH NOTICE PROMPTLY AFTER DISCOVERY OF THE CONDITION.

DELAYS AND EXTENSION OF TIME: THE CONTRACTOR SHALL PERFORM FULLY, ENTIRELY, AND IN SATISFACTORY MANNER THE WORK CONTRACTED, WITHIN THE NUMBER OF CALENDAR DAYS STIPULATED IN THE PROPOSAL AND THE CONTRACT. TIME WILL BE ASSESSED AGAINST THE CONTRACTOR BEGINNING THE DATE OF THE NOTICE TO PROCEED WHICH IS THE PURCHASE ORDER ATTACHED TO THE CONTRACT.

LIQUIDATED DAMAGES: LIQUIDATED DAMAGES IN THE AMOUNT OF \$150.00 PER DAY SHALL BE ASSESSED FOR EACH AND EVERY DAY THE PROJECT REMAINS INCOMPLETE BEYOND THE ESTABLISHED COMPLETION DATE.

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IN ADJUSTING THE CONTRACT TIME FOR THE COMPLETION OF THE PROJECT, ALL STRIKES, LOCK-OUTS, UNUSUAL DELAYS IN TRANSPORTATION, OR ANY OTHER CONDITION OVER WHICH THE CONTRACTOR HAS NO CONTROL, AND ALSO ANY SUSPENSIONS ORDERED BY THE ENGINEER FOR CAUSES NOT THE FAULT OF THE CONTRACTOR, SHALL BE EXCLUDED FROM THE COMPUTATION OF THE CONTRACT TIME FOR COMPLETION OF THE WORK. THE CONTRACTOR MUST APPLY IN WRITING FOR AN EXTENSION OF TIME WITHIN SEVEN (7) DAYS AFTER DELAY OCCURS. NO ALLOWANCES WILL BE MADE FOR DELAYS OR SUSPENSIONS FOR THE PROSECUTION OF THE WORK DUE TO THE FAULT OF THE CONTRACTOR. UNDER PRESENTATION OF EVIDENCE FROM THE SUPPLIER THAT EQUIPMENT SPECIFIED CANNOT BE DELIVERED IN TIME TO COMPLETE THE PROJECT WITHIN THE TIME SPECIFIED, THEN THE CONTRACTOR CAN REQUEST AN EXTENSION OF TIME FOR THE PORTION OF THE WORK.

BIDDER'S PRINTED OR TYPED NAME: _____

STATE JOB COMPLETION TIME: _____ (# OF DAYS)

AGENCY SIGNATURE AS VERIFICATION OF JOBSITE VISIT DATE

PRINTED NAME OF AGENCY'S SIGNATURE ABOVE

JOBSITE ADDRESS:

GOHSEP
7667 INDEPENDENCE BLVD
BATON ROUGE, LA 70806

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00001	UNLESS SPECIFIED ELSEWHERE SHIP TO: GOV'S OFF OF HOME SEC & EMER PREP GOHSEP 7667 INDEPENDENCE BLVD. BATON ROUGE, LA 70806 COMMODITY CODE: 981-12-000000 UPGRADE THE EXISTING CONTROLLERS TO HONEYWELL DDC CONTROLLERS. ADDING DISCHARGE TEMPERATURE PROBES TO VAV BOXES. FLOW BALANCE CALIBRATION OF VAV CONTROLLERS. PLEASE SEE ATTACHED DOCUMENTATION FOR ADDITIONAL SPECIFICATIONS. THIS SOLICITATION HAS BEEN APPROVED AS A PROPRIETARY PURCHASE AND ONLY BIDDERS MEETING THESE EXACT SPECIFICATIONS/BRAND WILL BE CONSIDERED FOR AWARD. A JOBSITE VISIT IS MANDATORY PRIOR TO THE BID OPENING. TO SCHEDULE A DATE & TIME FOR A JOBSITE VISIT, CONTACT: DANIEL MCCLAUGHLIN @ 225-925-7424 JOBSITE ADDRESS: GOHSEP 7667 INDEPENDENCE BLVD. BATON ROUGE, LA 70805 IMPORTANT: IN ACCORDANCE WITH R.S. 37:2163A CONTRACTORS' LICENSE NUMBER IN THE APPROPRIATE CLASSIFICATION(S) SUCH AS ELECTRICAL WORK AND/OR MECHANICAL WORK AND/OR CONTROLS FOR MECHANICAL WORK AND/OR INSTRUMENTATION AND CALIBRATION AND/OR ELECTRICAL CONTROLS WORK MUST APPEAR ON THE BID OPENING	1	JOB		

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
_____ _____	ENVELOPE ON ALL PROJECTS IN THE AMOUNT OF \$ 10,000.00 OR MORE AS ENACTED BY HOUSE BILL NO.556 ACT 725 2008 LEGISLATURE. IN ACCORDANCE LA R.S. 37:2163, ANYONE OBJECTING TO THE CLASSIFICATION MUST SEND A CERTIFIED LETTER TO BOTH THE LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS AND THE OFFICE OF STATE PURCHASING. THE LETTER MUST BE RECEIVED NO LATER THAN TEN WORKING DAYS PRIOR TO THE DAY ON WHICH BIDS ARE TO BE OPENED.				

BIDDER INQUIRIES:

The State shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our agency customers. The State reasonably expects and requires responsible and interested bidders to conduct their in-depth bid review and submit inquiries in a timely manner.

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any written inquiries relative thereto. *Without exception*, all inquiries MUST be submitted in writing by an authorized representative of the bidder, clearly cross-referenced to the relevant bid section. All inquiries must be received by the close of business ten calendar days prior to the bid opening. Only those inquiries received by the established deadline shall be considered by the State. Inquiries received after the established deadline shall not be entertained.

Inquiries concerning this bid may be delivered by mail, express courier, e-mail, hand, or fax to:

Office of State Purchasing
Attention: Hilary Stephenson
P. O. Box 94095
Baton Rouge, LA 70804-9095

1201 North Third St.
Claiborne Bldg., Suite 2-160
Baton Rouge, LA 70802

E-Mail: hilary.stephenson@la.gov

Phone: (225)342-8022/ Fax: (225)342-8688

An addendum will be issued and posted at the Office of State Purchasing LaPAC* website, to address all inquiries received and any other changes or clarifications to the bid. Thereafter, all bid documents, including but not limited to the specifications, terms, conditions, plans, etc., will stand as written and/or amended by any addendum. No negotiations, decisions, or actions shall be executed by any bidder as a result of any oral discussions with any state employee or state consultant. It is the Bidder's responsibility to check the LaPAC website frequently for any possible addenda that may be issued. The Office of State Purchasing is not responsible for a bidder's failure to download any addenda documents required to complete the bid.

*Note: LaPAC is the state's online electronic bid posting and notification system resident on State Purchasing's website [www.doa.louisiana.gov/osp] and is available for vendor self-enrollment. In that LaPAC provides an immediate e-mail notification to subscribing bidders that a solicitation and any subsequent addenda have been let and posted, notice and receipt thereof is considered formally given as of their respective dates of posting.

This solicitation has been approved as a proprietary purchase and only bidders meeting these exact specifications/brand will be considered for an award.

CONTROLS & INSTRUMENTATION

1.0 GENERAL

1.01 QUALIFICATIONS OF BIDDER

- A. All bidders must be a company specializing in the installation of the manufacturers products specified in this section. Due to the necessity to fully integrate into the Central Energy Plant's existing system on the compound, proprietary purchase of specified manufacturer products herein have been approved. The controls and instrumentation contractor shall be in the business of installing building automation/temperature controls systems and shall be an authorized distributor and contractor of the manufacturer. Successful bidder will be required to demonstrate to the DPS Central Plant maintenance on site, their ability to meet specifications prior to installing new controllers by:
 1. Connecting a controller to the communication network and present both readable and writable data points on the existing graphical user interface located at DPS Central Plant.
 2. Demonstrate the ability to flow balance their equipment via their thermostat without any additional interface or software.
- B. Furnish all labor, materials, equipment, and service necessary for a complete and operating temperature control system, utilizing direct digital controls, electronic interfaces and actuation devices, as described herein. Equipment and labor not specifically referred to herein, that is required to meet the functional intent, shall be provided without additional cost to the owner. Performance and capabilities are based on Echelon Interoperable LONMark, WonderWare and the latest revision of Honeywell Tridium Niagara AX Systems; including Niagara R2. Not utilizing the latest revision of Honeywell Tridium Niagara AX will not be acceptable. The controllers for the equipment covered in this scope of work shall be LONMark compliant open protocol controllers and shall be an extension of; and fully integrated into, the GOHSEP energy management system and the Central Energy Plant Honeywell Tridium Niagara AX system panels as well as the Campus wide WonderWare. Alarms shall be routed and integrated fully into the Honeywell Tridium Niagara AX system and the WonderWare front end. All controls for this project shall be direct digital control with electronic sensors, and electronic actuation of all valves and dampers.
- C. Scope of work shall include upgrading 58 existing hot water reheat VAV boxes with DDC controls and integrating them into the existing systems as specified previously. These upgraded VAV box controls shall fully integrate and communicate with the WonderWare front end and Central Energy Plant Honeywell Tridium Niagara AX system panels. All Niagara AX panels on this project must have a single logon authentication between all the NAC's listed above on the Network, logging in to the system with a single logon shall allow free navigation to other NAC's without the need to enter a separate logon to another NAC.
- D. The VAV box controls shall also include a discharge air temperature sensor. In addition a space temperature sensor shall be installed in the location of the existing unless otherwise directed by facility staff.
- E. Each VAV box shall be flow balanced by the contractor at the conclusion of the installation and flow balance reports shall be provided to the owner.

1.02 INSTALLATION

- A. All work described in this section shall be installed, wired, circuit tested and calibrated by factory certified technicians qualified for this work and in the regular employment of the temperature control system manufacturer or its exclusive factory authorized installing

contracting field office (representative). The installing office shall have a minimum of five years of installation experience with the manufacturer and shall provide documentation in submittal package verifying longevity of the installing company's relationship with the manufacturer. Supervision, calibration and checkout of the system shall be by the employees of the local exclusive factory authorized temperature control contracting field office (branch or representative).

1.03 RELATED WORK

- A. Electrical:
 - a. Furnish all 120V power wiring to all DDC controllers including terminal box controllers, DDC control panels, and control valves as noted on the drawings.
 - b. Furnish all low voltage control wiring to sensors.
 - c. Furnish all communication bus wiring between controllers and NAC.
- B. The Controls Contractor shall:
 - a. Coordination: it is the responsibility of this contractor to read and conform to all sections of the specifications and to coordinate all work with the owner.

1.04 UNACCEPTABLE BIDS

- A. Bids by wholesalers, dealers or any other firm whose principal business is not that of manufacturing or installing automatic temperature control systems shall not be acceptable. Bid documents that are not complete in their response to these documents or take exception to any of the capabilities defined within these documents will be rejected. Bidders must comply with all requirements of the project, products, and operating platform type and revision as listed herein.

1.05 MATERIALS

- A. All materials and equipment used shall be standard components, of regular manufacture for this application. All systems and components shall have been thoroughly tested and proven in actual use. Products shall be LONMark approved for the application. Exceptions to the specification will qualify the bid as unacceptable.

1.06 WARRANTY

- A. The temperature contractor shall provide a one-year warranty.
- B. The contractor shall respond to the job site emergency calls within a 60 minute period of time during normal working hours, and 120 minutes after hours.

1.07 AGENCY AND CODE APPROVALS

- A. All products of the BAS shall be provided with the following agency approvals. With the submittal documents, verification that the approvals exist for all submitted products shall be provided. Systems or products not currently offering the following approvals are not acceptable.

UL-916 - Energy Management Systems.
 ULC; UL - Canadian Standards Association
 FCC, Part 15, Subpart J, Class A Computing Devices

- B. All products shall be labeled with the appropriate approval markings. System installation shall comply with NFPA, NEMA, Local and National codes.
- C. The FMCS manufacturer shall provide documentation supporting compliance with ISO-9001 certification mark from applicable registrar.

2.0 FACILITY MANAGEMENT CONTROL SYSTEM

2.01 GENERAL

- A. The Facility Management Control System (FMCS) shall be comprised of a network of interoperable, stand-alone digital controllers.

2.02 SPECIFICATION NOMENCLATURE

- | | | |
|----|------|------------------------------------|
| A. | FMCS | Facility Management Control System |
| B. | LIS | Lon Internet Server |
| C. | GP | Graphical Programmer |
| D. | GUI | Graphical User Interface |

3.0 OPEN, INTEROPERABLE, INTEGRATED ARCHITECTURES

- A. The intent of this specification is to provide a peer-to-peer networked, stand-alone, distributed control system under each internet server. Each internet server shall communicate with others on the project and utilize a single and common logon authentication between all NAC's on the Network. The FMCS requires the incorporation of LONWorks and specific conformance to the LONMARK Interoperability Association's v3.0 Physical and logical Layer guidelines in all unitary, terminal unit and other devices or ASHRAE – 135 (BACnet Guidelines).

4.0 NETWORK AREA CONTROLLER (NAC)

- A. The Network Area Controller (NAC) shall provide the interface between the LAN or WAN (if available) and the field control devices, and provide global supervisory control functions over the control devices connected to the NAC. It shall be capable of executing application control programs to provide:
1. Calendar functions
 2. Scheduling
 3. Trending
 4. Alarm monitoring and routing
 5. Time synchronization
 6. Integration of LONWorks controller data and BACnet controller data
 7. Network Management functions for all LONWorks based devices
 8. Ability to develop and program an entire station via a WEB browser
 9. Programming tools embedded in the NAC without the need for PC based programming tools
 10. Single logon authentication between all NAC's on the Network
- B. The Network Area Controller must provide the following hardware features at a minimum:
1. One Ethernet Port - 10Mbps
 2. One RS-232 port
 3. One LONWorks Interface Port - 78KB FTT - 10A or one MSTP Port
 4. Battery Backup
 5. Flash memory for long term data backup (If battery or flash memory is not supplied, the controller must contain a hard disk with at least 1 gigabyte storage capacity)
 6. The NAC must be capable of operation over a temperature range of 0 to 55C
 7. The NAC must be capable of withstanding storage temperatures of between 0 and 70C
 8. The NAC must be capable of operation over a humidity range of 5 to 95% RH, non-condensing

9. The NAC shall provide multiple user access to the system and support for ODBC or SQL. A database resident on the NAC shall be an ODBC-compliant database or must provide an ODBC data mechanism to read and write data stored within it.
 10. The NAC shall support standard Web browser access via the Intranet/Internet. It shall support a minimum of 16 simultaneous users.
- C. The NAC shall provide alarm recognition, storage, routing, management, and analysis to supplement distributed capabilities of equipment or application specific controllers.
1. The NAC shall be able to route any alarm condition to any defined user location whether connected to a local network or remote via dial-up telephone connection, or wide-area network.
 2. Provide for the creation of a minimum of eight alarm classes for the purpose of routing types and or classes of alarms, i.e.: security, HVAC, Fire, etc.
 3. Provide timed (schedule) routing of alarms by class, object, group, or node.
 4. Provide alarm generation from binary object "runtime" and/or event counts for equipment maintenance. The user shall be able to reset runtime or event count values with appropriate password control.
 5. Control equipment and network failures shall be treated as alarms and annunciated.
 6. Alarms shall be annunciated in any of the following manners as defined by the user:
 7. Screen message text
 8. Pagers via paging services that initiate a page on receipt of email message
 9. Graphic with flashing alarm object(s)
 10. Printed message, routed directly to a dedicated alarm printer
 11. The following shall be recorded by the NAC for each alarm (at a minimum):
 12. Time and date
 13. Location (building, floor, zone, office number, etc.)
 14. Equipment (air handler#, access way, etc.)
 15. Acknowledgment time, date and user who issued acknowledgment.
 16. Number of occurrences since last acknowledgment.
 17. Alarm actions may be initiated by user defined programmable objects created for that purpose.
 18. Defined users shall be given proper access to acknowledgment any alarm, or specific types or classes of alarms defined by the user.
 19. A log of all alarms shall be maintained by the NAC and/or a server (if configured in the system) and shall be available for review by the user.
 20. Provide a "query" feature to allow review of specific alarms by user defined parameters.
 21. A separate log for system alerts (controller failures, network failures, etc.) shall be provided and available for review by the user.
 22. An Error Log to record invalid property changes or commands shall be provided and available for review by the user.
- D. The NAC shall have the ability to collect data for any property of any object and store this data for future use.
1. The data collection shall be performed by log objects, resident in the NAC that shall have, at a minimum, the following configurable properties:
 2. Designating the log as interval or deviation.
 - a) For interval logs, the object is configured for the time of day, day of week and the sample collection interval.
 - b) For deviation logs, the object shall be configured for the deviation of a variable to a fixed value. This value, when reached, will initiate logging of the object.
 3. For all logs, provide the ability to set the maximum number of data stores for the log and to set whether the log will stop collecting when full, or rollover the data on a first-in, first-out basis.
 4. Each log shall have the ability to have its data cleared on a timed-based event or by a user-defined event or action.
 5. All log data shall be stored in a relational database in the NAC and the data shall be accessed from a server (if the system is so configured) or a standard Web Browser.

6. All log data, when accessed from a server, shall be capable of being manipulated using standard SQL statements.
 7. All log data shall be available to the user in the following data formats:
 - a) HTML
 - b) XML
 - c) Plain Text
 - d) Comma or tab separated values
 8. Systems that do not provide log data in HTML and XML formats at a minimum shall not be acceptable.
 9. The NAC shall have the ability to archive its log data either locally (to itself), or remotely to a server or other NAC on the network. Provide the ability to configure the following archiving properties, at a minimum:
 - a) Amount of samples stored for each archive.
 - b) The sample rate for each archive.
 - c) The selection of either sample on interval or change of value.
- E. The GUI shall be accessed VIA standard web browser client
1. The GUI shall employ browser-like functionality for ease of navigation. It shall include a tree view (similar to Windows Explorer) for quick viewing of, and access to, the hierarchical structure of the database. In addition, menu-pull downs, and toolbars shall employ buttons, commands and navigation to permit the operator to perform tasks with a minimum knowledge of the HVAC Control System and basic computing skills. These shall include, but not limited to, forward/backward buttons, home button, and a context sensitive locator line (similar to a URL line), that displays the location and the selected object identification.
 2. Graphic screens shall be developed using any drawing package capable of generating a GIF, BMP, or JPG file format. Use of proprietary graphic file formats shall not be acceptable. In addition to, or in lieu of a graphical background, the GUI shall support the use of scanned pictures.
 3. Graphic screens shall have the capability to contain objects for text, real-time values, animation, color spectrum objects, logs, graphs, HTML or XML document links, schedule objects, hyperlinks to other URL's, and links to other graphic screens.
 4. Graphics shall support layering and each graphic object is configurable for assignment to one a layer. A minimum of six layers shall be supported.
 5. Modifying common application objects, such as schedules, calendars, and set points shall be accomplished in a graphical manner.
 6. Schedule times will be adjusted using a graphical slider, without requiring any keyboard entry from the operator.
 7. Holidays shall be set by using a graphical calendar, without requiring any keyboard entry from the operator.
 8. Commands to start and stop binary objects shall be done by right-clicking the selected object and selecting the appropriate command from the pop-up menu. No entry of text shall be required.
 9. Adjustments to analog objects, such as set points, shall be done by right-clicking the selected object and using a graphical slider to adjust the value. No entry of text shall be required.
 10. System Configuration. At a minimum, the GUI shall permit the operator to perform the following tasks, with proper password access:
 - A) Create, delete or modify control strategies.
 - B) Delete objects to the system.
 - C) Tune control loops through the adjustment of control loop parameters.
 - D) Enable or disable control strategies.
 - E) Generate hard copy records or control strategies on a printer.
 - F) Select points to be alarmable and define the alarm state.
 - G) Select points to be trended over a period of time and initiate the recording of values automatically.
 - H) On-Line Help. Provide a context sensitive, on-line system to assist the

operator in operation and editing of the system. On-line help shall be available for all applications and shall provide the relevant data for that particular screen. Additional help information shall be available through the use of hypertext. All system documentation and help files shall be in HTML format.

11. Security. Each operator shall be required to logon to that system with a user name and password in order to view, edit, add, or delete data. System security shall be selectable for each operator. The system administrator shall have the ability to set passwords and security levels for all other operators. Each operator password shall be able to restrict the operators' access for viewing and/or changing each system application, full screen editor, and object. Each operator shall automatically be logged off of the system if no keyboard or mouse activity is detected. This auto log-off time shall be set per operator password. All system security data shall be stored in an encrypted format.
12. System Diagnostics. The system shall monitor the operation of all network connections, building management panels, and controllers. The failure of any device shall be annunciated to the operator.
13. The system shall be capable of providing a dedicated alarm window or console. This window will notify the operator of an alarm condition, and allow the operator to view details of the alarm and acknowledge the alarm. The use of the Alarm Console can be enabled or disabled by the system administrator.
14. When the Alarm Console is enabled, a separate alarm notification window will supersede all other windows on the desktop and shall not be capable of being minimized or closed by the operator. This window will notify the operator of new alarms and un-acknowledged alarms. Alarm notification windows or banners that can be minimized or closed by the operator shall not be acceptable.

5.0 WEB BROWSER

5.01 WEB BROWSER CLIENTS

- A. The system shall be capable of supporting an unlimited number of clients using a standard Web browser such as Internet Explorer or Netscape Navigator. Systems requiring additional software (to enable a standard Web browser) to be resident on the client machine, or manufacture-specific browsers shall not be acceptable.
- B. The Web browser software shall run on any operating system and system configuration that is supported by the Web browser. Systems that require specific machine requirements in terms of processor speed, memory, etc., in order to allow the Web browser to function with the FMCS, shall not be acceptable.
- C. The Web browser shall provide the same view of the system, in terms of graphics, schedules, calendars, logs, etc., and provide the same interface methodology by the Graphical User Interface. Systems that require different views or that require means of interfacing with objects such as schedules, or logs, shall not be permitted.
- D. The Web browser client shall support at a minimum, the following functions:
 1. User log-on identification and password shall be required. If an unauthorized user attempts access, a blank web page shall be displayed. Security using Java authentication and encryption techniques to prevent unauthorized access shall be implemented.
 2. Graphical screens developed for the GUI shall be the same screens used for the Web browser client. Any animated graphical objects supported by the GUI shall be supported by the Web browser interface.
 3. HTML programming shall not be required to display system graphics or data on a Web page. HTML editing of the Web page shall be allowed if the user desires a specific look or format.

4. Storage of the graphical screens shall be in the Network Area Controller (NACS), without requiring any graphics to be stored on the client machine. Systems that require graphics storage on each client are not acceptable.
5. Real-time values displayed on a Web page shall update automatically without requiring a manual "refresh" of the Web page.
6. Users shall have administrator-defined access privileges. Depending on the access privileges assigned, the user shall be able to perform the following:
7. Modify common application objects, such as schedules, calendars, and set points in a graphical manner.
8. Schedule times will be adjusted using a graphical slider, without requiring any keyboard entry from the operator.
9. Holidays shall be set by using a graphical calendar, without requiring any keyboard entry from the operator.
10. Commands to start and stop binary objects shall be done by right-clicking, then selecting the appropriate command from the pop-up menu. No entry of text shall be required.
11. View logs and charts
12. View and acknowledge alarms
13. Setup and execute SQL queries on log and archive information
14. The system shall provide the capability to specify a user's (as determined by the log-on user identification) home page. Provide the ability to limit a specific user to just defined home page. From the home page, links to other views, or pages in the system shall be possible, if allowed by the system administrator.
15. Graphic screens on the Web Browser client shall support hypertext links to other locations on the Internet or Intranet sites, by specifying the Uniform Resource Locator (URL) for the desired link.

5.02 SYSTEM PROGRAMMING

- A. The Graphical User Interface (GUI) shall provide the ability to perform system programming and graphic display engineering as part of a complete software package and shall be embedded in the NAC. Access to the programming functions and features of the GUI shall be through access as assigned by the system administrator. The GUI shall include graphics generation of all HVAC equipment with values and status displayed. The graphics shall be a graphical representation of each piece of equipment being controlled and shall be recognizable as the piece of equipment it is representing. The graphics shall be submitted to owner for approval prior to installation.
- B. A library of control, application, and graphic objects shall be provided to enable the creation of all applications and interface screens. Applications are to be created by selecting the desired control objects from the library, dragging or pasting them on the screen, and linking them together using a built in graphical connection tool. Completed applications may be stored in the library for future use. Graphical User Interface screens shall be created in the same fashion. Data for the user displays is obtained by graphically linking the user display objects to the application objects to provide "real-time" data updates. Any real-time data value or object property may be connected to display its current value on a user display. Systems requiring separate software tools or processes to create applications and user interface displays shall not be acceptable.
- C. Programming Methods
 1. Provide the capability to copy objects from the supplied libraries, or from a user-defined library to the user's application. Objects shall be linked by a graphical linking scheme by dragging a link from one object to another. Object links will support one-to-one relationships. Linked objects shall maintain their connections to other objects regardless of where they are positioned on the page and shall show link identification for links to objects on other pages for easy identification. Links will vary in color depending on the type of link; i.e., internal, external, hardware, etc.

2. Configuration of each object will be done through the object's property sheet using fill-in the blank fields, list boxes, and selection buttons. Use of custom programming, scripting language, or a manufacturer-specific procedural language for configuration will not be accepted.
3. The software shall provide the ability to view the logic in a monitor mode. When on-line, the monitor mode shall provide the ability to view the logic in real time for easy diagnosis of the logic execution. When off-line (debug), the monitor mode shall allow the user to set values to inputs and monitor the logic for diagnosing execution before it is applied to the system.
4. All programming shall be done in real-time in the GUI via standard web browser.
5. The system shall support object duplication within a customer's database. An application, once configured, can be copied and pasted for easy re-use and duplication. All links, other than to the hardware, shall be maintained during duplication.
6. All DDC Controllers shall be freely programmable through the use of a standard web browser ONLY. NO third party engineering tools will be acceptable.

5.03 NETWORK MANAGEMENT

- A. The Graphical User Interface software (GUI) shall provide a complete set of integrated LONWorks or BACNet network management tools for working with LONWorks or BACNet networks. These tools shall manage a database for all devices by type and revision, and shall provide a software mechanism for identifying each device on the network. These tools shall also be capable of defining network data connections between devices, known as "binding". Systems requiring the use of third party network management tools shall not be accepted.
- B. Network management shall include the following services: device identification, device installation, device configuration, device diagnostics, device maintenance and network variable binding.
- C. The Network configuration tool shall also provide diagnostics to identify devices on the network, to reset devices, and to view health and status counters within devices.
- D. These tools shall provide the ability to "learn" an existing LONWorks or BACNet network, regardless of what network management tool(s) were used to install the existing LONWorks or BACNet devices and newly added devices are part of a single network management database.
- E. The network management database shall be resident in the Network Area Controller (NAC), ensuring that anyone with proper authorization has access to the network management database at all times. Systems employing network management databases that are not resident, at all times, within the control system, shall not be accepted.

5.04 OBJECT LIBRARIES

- A. A standard library of objects shall be included for development and setup of application logic, user interface displays, system services, and communication networks.
- B. The objects in this library shall be capable of being copied and pasted into the user's database and shall be organized according to their function. In addition, the user shall have the capability to group objects created in their application and store the new instances of these objects in a user-defined library.
- C. In addition to the standard libraries specified here, the supplier of the system shall maintain an on-line accessible (over the Internet) library, available to all registered users to provide new or updated objects and applications as they are developed.

- D. All control objects shall conform to the control objects specified in the BACNET specification.
- E. The library shall include applications or objects for the following functions, at a minimum:
1. Scheduling Object. The schedule must conform to the schedule object as defined in the BACNET specification, providing 7-day plus holiday and temporary scheduling features and a minimum of 10 on/off events per day. Data entry to be by graphical sliders to speed creation and selection of on/off events.
 2. Calendar Object. The calendar must conform to the calendar object as defined in the BACNET specification, providing 12-month calendar features to allow for holiday or special event data entry. Data entry to be by graphical "point-and-click" selection. This object must be "linkable" to any or all scheduling objects for effective event control.
 3. Duty Cycling Object. Provide a universal duty cycle object to allow repetitive on/off time control of equipment as an energy conserving measure. Any number of these objects may be created to control equipment at varying intervals.
 4. Temperature Override Object. Provide a temperature override that is capable of overriding equipment turned off by other energy saving programs (scheduling, duty cycling etc.) To maintain occupant comfort or for equipment freeze protection.
 5. Start-Stop Optimization Object. Provide a start-stop time optimization object to provide the capability of starting equipment just early enough to bring space conditions to desired conditions by the scheduled occupancy time. Also, allow equipment to be stopped before the scheduled un-occupancy time just far enough ahead to take advantage of the building's "flywheel" effect for energy savings. Provide automatic tuning of all start-stop time object properties based on the previous day's performance.
 6. Demand Limiting Object. Provide a comprehensive demand-limiting object that is capable of controlling demand for any selected energy utility (electric, oil, and gas). The object shall provide the capability of monitoring a demand value and predicting (by use of a sliding window prediction algorithm) the demand at the end of the user defined interval period (1-60 minutes). This object shall also accommodate a utility meter time sync pulse for fixed interval demand control. Upon a prediction that will exceed the user defined demand limit (supply a minimum of 6 per day), the demand limiting object shall issue shed commands to either turn off user specified loads or modify equipment set points to effect the desired energy reduction. If the list of sheddable equipment is not enough to reduce the demand to below the set point, a message shall be displayed on the users screen (as an alarm) instructing the user to take manual actions to maintain the desired demand. The shed lists are specified by the user and shall be selectable to be shed in either a fixed or rotating order to control which equipment is shed the most often. Upon suitable reductions in demand, the demand-limiting object shall restore the equipment that was shed in the reverse order in which it was shed. Each sheddable object shall have a minimum and maximum shed time property to effect both equipment protection and occupant comfort.

6.0 INTEROPERABLE CONTROLLERS

6.01 General

A. LONMark Interoperable Controllers (ILC)

1. Controls shall be microprocessor based Interoperable LONMark Controllers (ILC), bearing the applicable LONMark interoperability logo on each product delivered. ILC's shall be provided for AHU's, Fan Coils, VAV Terminal Boxes and other applications as shown on the drawings. ILC's shall be based on the Echelon Neuron 3150 microprocessor working from software program memory which is

physically located in the ILC. The application control program shall be resident within the same enclosure as the input/output circuitry, which translates the sensor signals.

2. To simplify controls and mechanical service troubleshooting, the ILC shall be mounted directly in the control compartment of the unitary system. The ILC shall be provided with a sheet metal or polymeric enclosure that is constructed of material allowing for the direct mounting within the primary air stream, as defined by UL-465. The direct mounting shall allow all controls maintenance and troubleshooting to be made while at the unitary equipment.
3. The ILC's shall communicate with the NAC at a baud rate of not less than 78.8K baud. The ILC shall provide LED indication of communication and controller performance to the technician without cover removal.
4. The ILC's shall be fully supported and communicate with any and all GUI(s) on the bus.

7.0 OTHER SYSTEM HARDWARE

- A. Temperature Control Panels: Furnish temperature control panels of code gauge steel with locking doors for mounting all devices as shown. All electrical devices within a control panel shall be factory wired. All external wiring shall be connected to terminal strips mounted within the panel. Provide engraved phenolic nameplates identifying all devices mounted on the face of control panels. A complete set of "as-built" control drawings (relating to the controls within that panel) shall be furnished within each control panel.
- B. Discharge Air Temperature Sensors: Accuracy shall be 3% minimum.
- C. Space Temperature Sensors: Accuracy shall be 3% minimum.
 - a. Shall have LCD display with push button navigation.
 - b. Shall display space temperature, setpoint, and CFM simultaneously from the screen without the need for navigating, no exceptions.
 - c. Flow balancing shall be done through the thermostat. Hand held devices or proprietary PC software will be unacceptable for balancing.
 - d. Balance mode shall be set via the thermostat.
 - e. Minimum, maximum, and reheat cfm set points shall be adjustable via thermostat.
 - f. VAV box size shall be adjustable via thermostat.
 - g. Damper position shall be displayed via thermostat.
 - h. Damper override capability shall be provided via thermostat.
 - i. Hot water reheat valve position shall be displayed via thermostat.
 - j. Hot water reheat valve override shall be provided via thermostat.
 - k. Occupancy status shall be displayed via thermostat.
 - l. Discharge temp shall be displayed via thermostat.
- D. VAV Box Controller shall have integral damper actuator, CFM pickup tube connections, and two-wire space temperature sensor connection, as well as LON bus terminations.

SEQUENCES OF OPERATION

VAV Terminal Unit with HW Reheat

1. A space temperature sensor located where indicated, shall transmit temperature changes to the terminal unit DDC controller. Unless indicated otherwise, space temperature setpoint shall be adjustable from the wall module (thermostat), but local setpoint shall have programmable high/low temperature control limits (initially set 72F/66F).
2. On a drop in room temperature below setpoint, the terminal unit shall be modulated from a maximum airflow to minimum air flow. On a further drop, the hot water reheat coil valve shall modulate open to maintain supply air setpoint as sensed by discharge air sensor. On a rise in room temperature, the reverse shall occur.

VAV Terminal Unit Points List:

Point Description	DI	DO	AI	AO
Damper Control				X
CFM			X	
CFM Setpoint				X
Space Temperature			X	
Discharge Air Temperature			X	
HW Valve				X
Override	X			