

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

The St. Tammany Parish School Board will receive sealed bids until 2:00 p.m., Monday, December 5, 2022, for inspecting, testing, servicing, and recharging Wall-Hung Fire Extinguishers located at the various School Board facilities, and any other facilities which may be added during the term of the contract, in accordance with the attached specifications, following conditions, and requirements of the National Fire Prevention Association.

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1. Bids shall be submitted on the attached bid form. All conventional paper bids shall be either hand delivered or sent by registered or certified mail, UPS or FedEx with a return receipt requested to the St. Tammany Parish School Board Office, 321 N. Theard Street, Covington, Louisiana 70433, in a sealed envelope clearly marked on the outside "BID #1817 ON WALL-HUNG FIRE EXTINGUISHER SERVICE – December 5, 2022." All bids arriving after this date and hour will be returned unopened to the bidders. No bid may be withdrawn for at least thirty (30) days after the scheduled closing time for receipt of bids.
2. Bids may also be submitted electronically. Please find bid related materials and place electronic bids at www.centralbidding.com.
3. Sales Tax IS NOT to be included in your bid price. St. Tammany Parish School Board is exempt from sales tax as provided by LA R.S. 47:301(8)(c). Sales tax exemption only applies to purchases between St. Tammany Parish School Board and the contractor/vendor. Sales tax exemption does not apply to purchases made directly by the contractor/vendor to other companies on behalf of the school board. Those purchase are not sales tax exempt.
4. Initial contractual period is to begin January 2, 2023 through December 31, 2023, with an option to extend the contract on a yearly basis for an additional three (3) years if both parties agree to do so. All work on wall-hung fire extinguishers shall be completed no later than Friday, March 31, 2023. Failure to perform during the stated period of time may be sole cause for cancellation of contract.
5. ALL BIDS SHALL BE ACCOMPANIED BY A BID BOND, CERTIFIED CHECK, CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF ONE THOUSAND DOLLARS (\$1,000.00). BIDS WILL NOT BE CONSIDERED UNLESS THE REQUIRED CHECK OR BID BOND IS ATTACHED.
6. **If submitting a bid electronically, then bid security must be in the form of an original, valid fully executed bid bond and be included in your bid submittal.** STPSB must be able to verify the validity of the bond within 72 hours. If bonding company cannot validate within this timeframe, bid may be awarded to next lowest responsive bidder. Cashier's check, certified check or money order will not be accepted for an electronic bid. **Failure to comply will cause your bid to be non-responsive.**
7. A Performance Bond in the amount of \$1,000.00 shall be furnished by successful bidder(s) within fourteen (14) days after receipt of contract.

8. Successful bidder must consent to and yield to the exclusive venue and jurisdiction of the 22nd Judicial District Court for the Parish of St. Tammany, and waive any and all claims of entitlement to removal of any case from this jurisdiction, including any removal to any Federal Court, in connection with any proposal or bid.

9. Successful bidder(s) shall prepare an itemized receipt for all work performed. Receipts shall be signed by School Board personnel at each facility. Copies of the signed receipts shall be attached to all invoices submitted to the School Board.

10. An inventory sheet, by each individual location, must be provided to the St. Tammany Parish School Board, Attn: Cathy Serpas. (A sample form is attached) Use as many sheets per location as necessary to list each extinguisher separately. Inventories must include the date of the inspection and name of technician performing work. Inventories must also include the location of the extinguisher, manufacturer, type, size, last date of hydrostatic testing, last date of recharging and last date of operational maintenance. (An example form is attached) Payment will be made upon receipt of inventories and invoices.

11. The successful bidder must furnish Certificates of Insurance to the School Board within fourteen (14) days after receipt of the contract and prior to any work being done. The Certificate of Insurance should provide the following:

- a. Comprehensive General Liability - \$1,000,000.00 combined single limit. Coverage to include premises, operations, contractor's protective liability, products and completed operation, contractual liability.
- b. Comprehensive General Automobile Liability Insurance with minimum limits of Bodily Injury – Each Person \$1,000,000.00, Bodily Injury – Each Occurrence \$1,000,000.00, Property Damage – Each Occurrence \$1,000,000.00. Coverage shall be written to include all owned, non-owned and hired vehicles.
- b. Workers' Compensation - State of Louisiana, Employer's Liability, Statutory requirements \$1,000,000.00.

12. All companies certifying, inspecting, installing, maintaining and servicing portable fire extinguishers are required to have a current license(s) in good standing with the Fire Marshal's office for each trade related to this contract in accordance with life safety & property protection licensing law LA. R.S. 40:1664.4, 1664.6, 1664.7 & 1664.14. Contractor shall comply with all licensing laws and rules administered by the Louisiana State Fire Marshal and are required to have a Life Safety and Property Protection License with a Portable Fire Extinguisher/Fire Hose Endorsement through the Louisiana Office of State Fire Marshal's office. Licensing requirements for Life Safety and Property Protection endorsements can be found at http://sfm.dps.louisiana.gov/lic_steps.htm. A copy of this license must be included with your bid.

13. Successful bidder must consent to and yield to the exclusive venue and jurisdiction of the 22nd Judicial District Court for the Parish of St. Tammany, and waive any and all claims of entitlement to removal of any case from this jurisdiction, including any removal to any Federal Court, in connection with any proposal or bid.

14. The St. Tammany Parish School Board reserves the right to reject any and all bids, adjust quantities by increasing or decreasing and to increase or decrease the number of facilities to be serviced.

15. The School Board reserves the right to obtain clarification of a vendor's bid or to obtain additional information necessary to properly evaluate their bid. Failure to a vendor to respond, within forty-eight 48 hours, to such a request for additional information or clarification may result in rejection of the vendor's bid.



FRANK J. JABBIA
Superintendent

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

BID FORM FOR SERVICING WALL-HUNG FIRE EXTINGUISHERS

Bid for on-site inspecting, testing, servicing, and recharging approximately Two thousand seven hundred seventy-five (2,775) wall-hung fire extinguishers located at Sixty-nine (69) School Board facilities, and any other facilities which may be added during the term of the contract. Attached is a listing of the School Board facilities and the approximate number of Fire Extinguishers by size and type.

Contractor is responsible for compliance with provisions LA. R.S. 40:1664, LAC 55:V.Chapter 30. All service to be performed shall be in accordance with National Fire Prevention Association NFPA 10. Each unit inspected, tested, serviced, or recharged shall be so marked, or tagged as outlined in NFPA 10. Per Chapter 4 of NFPA 10, obsolete fire extinguishers shall be removed from service. New replacement fire extinguishers will be taken from the School Board's inventory located at the Maintenance Warehouses.

I. ANNUAL SERVICE

1. INSPECTION: To include a thorough cleaning; i.e., removing old wires, outdated stickers, strings, etc., as outlined in NFPA 10.

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| A. Unit price for inspecting any type of wall-hung fire extinguisher (2,775) | PRICE EACH _____ |
| B. Unit price to repair by replacing the following: | |
| (1) Valve stems (100 ea.) | PRICE EACH _____ |
| (2) O-Rings | PRICE EACH _____ |
| (3) Pull Pins (600 ea.) | PRICE EACH _____ |
| (4) 100# PSI Gauges | PRICE EACH _____ |
| (5) 195# PSI Gauges (30 ea.) | PRICE EACH _____ |
| (6) Brackets | PRICE EACH _____ |
| (7) Top Handle (20 ea.) | PRICE EACH _____ |
| (8) Bottom Handle | PRICE EACH _____ |
| (9) Hose Assemblies | PRICE EACH _____ |
| (10) Dry Chemical Firehose (5 ea.) | PRICE EACH _____ |

NOTE: Quantities listed for the repair parts are for bidding purposes only and will be used in the bid evaluation process. Actual requirements may be more or less than quantities listed.

2. HYDROSTATIC TESTING: If required, as outlined in NFPA 10. Prices to include all labor, equipment, parts and materials needed to complete hydrostatic testing and procedure to include appropriate markings for record-keeping purposes.

A. Unit price for hydrostatic testing of
Stored Pressure Dry Chemical Fire
Extinguishers
(Required every 12 years) PRICE EACH _____

B. Unit price for hydrostatic testing of
K Class Wet Chemical Fire Extinguishers
(Required every 5 years) PRICE EACH _____

3. OPERATIONAL MAINTENANCE: If required, 5-year or 6-year operational maintenance of Fire Extinguishers as outlined in NFPA 10. Procedure to include appropriate markings for record-keeping purposes. Prices to include all labor, equipment, parts and materials needed to complete the 5-year or 6-year maintenance.

A. Unit price for operational maintenance
of Stored Pressure Dry Chemical Fire
Extinguishers
(Required every 6 years) PRICE EACH _____

B. Unit price for operational maintenance
Of K Class Wet Chemical Fire Extinguishers
(Required every 5 years) PRICE EACH _____

4. RECHARGING: If required, as outlined in NFPA 10. Prices to include all labor, equipment, parts and materials needed to recharge each fire extinguisher.

A. Unit price for recharging 5 lb. ABC Dry
Chemical Fire Extinguisher PRICE EACH _____

B. Unit price for recharging 10 lb. ABC Dry
Chemical Fire Extinguisher PRICE EACH _____

C. Unit price for recharging K Class Wet
Chemical Fire Extinguisher PRICE EACH _____

5. ADDITIONAL FIRE EXTINGUISHERS: As needed, new fire extinguishers will be purchased. All fire extinguishers bid must have metal control heads, those having plastic control heads will not be considered. All Fire Extinguishers supplied under this bid must be manufactured the same year as installed. Your bid price must include all installation materials as well as delivery charges.

BIDDER, PLEASE MARK ONE OF THE FOLLOWING STATEMENTS:

_____ I WOULD be willing to furnish and install new Fire Extinguishers even if I do not receive the service contract.

_____ I WOULD NOT be willing to furnish and install new Fire Extinguishers unless I also receive the service contract.

- A. 5 lb. ABC Dry Chemical Fire Extinguisher PRICE EACH _____
- B. 10 lb. ABC Dry Chemical Fire Extinguisher PRICE EACH _____
- C. K Class Kitchen Use Wet Chemical PRICE EACH _____
Fire Extinguisher

NOTE: The above bids (Item 5) shall be evaluated on each part and awards made for any part or combination of parts unless the bidder specifically states that his bid is to be on an "All or None" basis as indicated below.

BIDDER, PLEASE MARK ONE OF THE FOLLOWING STATEMENTS:

_____ Prices bid on Item 5 are submitted on an item by item basis; that is, I would accept an order for only one kind of Fire Extinguisher or a combination of Fire Extinguishers on which I have bid.

_____ Prices bid on Item 5 are submitted on an "All or None" basis; that is, I wish to be awarded all kinds of Fire Extinguishers on which I have bid, or none of them.

ST. TAMMANY PARISH SCHOOL BOARD RESERVES THE RIGHT TO PURCHASE ADDITIONAL FIRE EXTINGUISHERS THROUGH THE CURRENT LOUISIANA STATE CONTRACT.

II. INTERIM SERVICE

Interim Service includes additional inspecting, testing, servicing, and recharging, if requested by the St. Tammany Parish School Board. This is to apply in the event that the School Board requests Interim Service made necessary by discharge, tampering, accident, or vandalism. Charges for such services shall be at the same rates as quoted in Part I Annual Service with no additional cost for travel or mileage being charged or authorized. Call-backs for equipment not serviced initially shall not be considered Interim Service.

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BID SUBMITTED BY:

Name of Company

Date of Bid

Mailing Address

Typed Name of Representative

City, State, Zip Code

Signature of Representative

Telephone Number

Email Address of Representative

NAME OF LOCATION: _____

DATE OF INSPECTION: _____

TECHNICIAN: _____

ITEM NUMBER	DESCRIPTION OF LOCATION	MANUFACTURER	TYPE/SIZE	DATE OF LAST HYDROSTATIC TESTING	DATE OF LAST OPERATIONAL MAINTENANCE

COMMENTS: _____

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

Abita Springs Elementary School	22410 Level Street, Abita Springs
Abita Springs Middle School	72079 Maple Street, Abita Springs
Abney Elementary School	825 Kostmayer Avenue, Slidell
Abney Early Childhood	829 Kostmayer Avenue, Slidell
Alton Elementary School	38276 North 5 th Avenue, Slidell
Bayou Lacombe Middle School	27527 St. Joseph Street, Lacombe
Bayou Woods Elementary School	35614 Liberty Drive, Slidell
Bonne Ecole Elementary School	900 Rue Verand, Slidell
Boyet Jr. High School	59295 Rebel Drive, Slidell
Brock Elementary School	259 Brakefield Street, Slidell
Carolyn Park Middle School	35708 Liberty Drive, Slidell
Chahta-Ima Elementary School	27488 Pichon Road, Lacombe
Clearwood Jr. High School	130 Clearwood Drive, Slidell
Covington Elementary School	325 S. Jackson Street, Covington
Covington High School	73030 Lion Drive, Covington
Creekside Jr. High School	65434 Highway 41, Pearl River
Cypress Cove Elementary School	540 S. Military Road, Slidell
Fifth Ward Jr. High School	81419 Highway 21, Bush
Florida Avenue Elementary School	342 Florida Avenue, Slidell
Folsom Elementary School	82144 Highway 25, Folsom
Folsom Jr. High School	83055 Hay Hollow Road, Folsom
Fontainebleau High School*	100 Bulldog Drive, Mandeville
Fontainebleau Jr. High School	100 Hurricane Alley, Mandeville
Honey Island Elementary School	500 S. Military Road, Slidell
Lake Harbor Middle School	1700 Viola Street, Mandeville
Lakeshore High School*	#1 Titan Trace, Mandeville
Lancaster Elementary	133 Pine Creek Dr., Madisonville
Lee Road Jr. High School	79131 Highway 40, Covington
Little Oak Middle School	59241 Rebel Drive, Slidell
Little Pearl Elementary School	63829 Highway 11, Pearl River
Lyon Elementary School	1615 N. Florida Street, Covington
Madisonville Elementary School	317 Highway 1077, Madisonville
Madisonville Jr. High School	106 Cedar Street, Madisonville
Magnolia Trace Elementary School	1405 Highway 1088, Mandeville

Mandeville Elementary School	519 Massena Street, Mandeville
Mandeville High School*	#1 Skipper Drive, Mandeville
Mandeville Jr. High School	639 Carondelet Street, Mandeville
Mandeville Middle School	2525 Soult Street, Mandeville
Marigny Elementary School	1715 Viola Street, Mandeville
Mayfield Elementary	31820 Highway 190 W, Slidell
Monteleone Jr. High School	63000 Blue Marlin Drive, Mandeville
Northshore High School*	100 Panther Drive, Slidell
Pearl River High School*	39110 Rebel Lane, Pearl River
Pine View Middle School	1200 W. 27th Avenue, Covington
Pitcher Jr. High School	415 S. Jefferson Avenue, Covington
Pontchartrain Elementary School	1500 W. Causeway Approach, Mandeville
Riverside Elementary School	38480 Sullivan Drive, Pearl River
St. Tammany Jr. High School	701 Cleveland Avenue, Slidell
Salmen High School*	300 Spartan Drive, Slidell
Sixth Ward Elementary School	72360 Highway 41, Pearl River
Slidell High School*	#1 Tiger Drive, Slidell
Slidell Jr. High School	333 Pennsylvania Avenue, Slidell
Tchefuncte Middle School	1530 W. Causeway Approach, Mandeville
Whispering Forest Elementary	38374 Spiehler Road, Slidell
Woodlake Elementary School	1620 Livingston, Mandeville
Brooks Educational Complex	2544 Sgt. Alfred Drive, Slidell
CJ Schoen Administrative Complex	321 N. Theard Street, Covington
Covington Warehouse	19380 Claiborne Street, Covington
Educational Center	71460 Edna Street, Covington
Harrison Curriculum Center	706 W. 28th Avenue, Covington
Information Technology	215 West 17th Avenue, Covington
Project Team East	2552 Sgt. Alfred Drive, Slidell
Slidell Annex	980 Ninth Street, Slidell
Slidell Child Search	2346 Ciruti Street, Slidell
Slidell Pupil Appraisal	2552 Sgt. Alfred Drive, Slidell
Slidell Support Facility	100 Stone Road, Slidell
Slidell Warehouse	38086 Coast Blvd., Slidell
Treen Technology Center	2024 Livingston Street, Mandeville
Transportation Center (Includes 46 School Board owned Buses)	68391 James Street, Mandeville

NOTE: SCHOOLS WITH AN ASTERIK * HAVE BUSES ON SITE THAT NEED INSPECTING.

**ST. TAMMANY PARISH SCHOOL BOARD
COVINGTON, LOUISIANA**

**ESTIMATED QUANTITIES OF WALL-HUNG FIRE EXTINGUISHERS
THROUGHOUT SCHOOL BOARD FACILITIES &
SCHOOL BOARD OWNED BUSES**

<u>SIZE AND TYPE</u>	<u>ESTIMATED QUANTITY</u>
5# ABC	1,155 each
10# ABC	1,500 each
K CLASS	<u>120 each</u>
TOTAL	2,775 each