VIII. EXHIBITS

All Bids shall be submitted on the forms provided herein this Section. Failure to complete all forms and applicable exhibits in the quantities specified will result in Bids being deemed non-responsive and not eligible for Contract Award. Only the exhibits marked “required” below shall be submitted with the bid packet. All other information shall be requested by the apparent low bidder and shall be returned to the Owner within ten (10) days. Failure to submit the required post-bid information within the time specified will result in rendering the bid non-responsive. The Owner reserves the right to contract with the next lowest responsive bidder.

**Exhibit No. 1**: Contract Relationship

**Exhibit No. 2**: Scope of Work

**Exhibit No. 3**: Project Schedule

**Exhibit No. 4**: Bid forms [utilized to submit Bidder’s offer in accordance with terms, conditions and scope of work outlined *(Required)*]

**Exhibit No. 5**: Insurance Requirements

**Exhibit No. 6**: Joint Venture Firm Declaration *(Required)*

**Exhibit No. 7**: Data Confidentiality Agreement

**Exhibit No. 8**: Bid Bond *(Required)*

**Exhibit No. 9**: Corporate Resolution or other approved documentation *(Required)*

**Exhibit No. 10**: Additional Bidder Data

**Exhibit No. 11**: Louisiana State Contractor’s License Number *(Required)*

**Exhibit No. 12**: Verification of Employees Affidavit

**Exhibit No. 1**: Contract Relationship
The Contract shall be among the Contractor and Ernest N. Morial New Orleans Exhibition Hall Authority (“the Authority”), a political subdivision of the State of Louisiana; and New Orleans Public Facility Management, Inc. (“NOPFMI”), a quasi-public body that is charged with the responsibility of managing the New Orleans Ernest N. Morial Convention Center on a day-to-day basis. NOPFMI and the Authority are referred to herein collectively as “Owner”. The Contractor is referred to herein as “Contractor”. The “Owner” and “Contractor” may be referred to collectively as the “Parties”.

**Exhibit No. 2:** Scope of Work
The contractor will be responsible for the providing all labor and material for the following:

**BASE BID:** Phase I Exhibit Hall Floor Polishing as indicated in the specifications. *Cost shall be based on square foot.*

**ALTERNATE NO. 1:** Phase I Exhibit Hall Floor Repair as indicated in the specifications. *Cost shall be based on linear foot.*

**Exhibit No. 3:** Project Schedule
TO: Ernest N. Morial New Orleans Exhibition Hall Authority  
900 Convention Center Blvd.  
New Orleans, Louisiana 70130

BID FOR: Phase I Exhibit Hall Floor Polishing & Repair

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: OWNER __________ and dated: ___ December 2013 (Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following ADDENDA: (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) _______________

TOTAL BASE BID: For all work required by the Bidding Documents for Phase I Exhibit Hall Floor Polishing price designated in square foot (including any and all unit prices designated “Base Bid” * but not alternates) the sum of:

______________________________ Dollars ($_________ )

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 Phase I Exhibit Hall Floor Repair price designated in linear foot the sum of:

______________________________ Dollars ($_________ )

Alternate No. 2 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

______________________________ Dollars ($_________ )

Alternate No. 3 (Owner to provide description of alternate and state whether add or deduct) for the lump sum of:

______________________________ Dollars ($_________ )

NAME OF BIDDER: ________________________________

ADDRESS OF BIDDER: ________________________________

LOUISIANA CONTRACTOR’S LICENSE NUMBER: ________________________________

NAME OF AUTHORIZED SIGNATORY OF BIDDER: ________________________________

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: ________________________________

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: ________________________________

DATE: ________________________________

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** If someone other than a corporate officer signs for the Bidder/Contractor, a copy of a corporate resolution or other signature authorization shall be required for submission of bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless bidder has complied with La. R.S. 38:2212(A)(1)(c) or RS 38:2212(O).
**BID SECURITY** in the form of a bid bond, certified check or cashier’s check as prescribed by LA RS 38:2218.A is attached to and made a part of this bid.

**LOUISIANA UNIFORM PUBLIC WORK BID FORM**

**UNIT PRICE FORM**

**TO:** Ernest N. Morial New Orleans
Exhibition Hall Authority
900 Convention Center Blvd.
New Orleans, Louisiana 70130

**BID FOR:** Phase I Exhibit Hall Floor Polishing & Repair
Project No. C0510
Contract No. C-1076

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

<table>
<thead>
<tr>
<th>DESCRIPTION: [ ] Base Bid or [ ] Alt.# ___</th>
<th>REF. NO.</th>
<th>QUANTITY:</th>
<th>UNIT OF MEASURE:</th>
<th>UNIT PRICE</th>
<th>UNIT PRICE EXTENSION (Quantity times Unit Price)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Base Bid or [ ] Alt.# ___</td>
<td>224,351</td>
<td>Square Foot</td>
<td></td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>DESCRIPTION: [ ] Base Bid or [ ] Alt.# ___</th>
<th>REF. NO.</th>
<th>QUANTITY:</th>
<th>UNIT OF MEASURE:</th>
<th>UNIT PRICE</th>
<th>UNIT PRICE EXTENSION (Quantity times Unit Price)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Base Bid or [ ] Alt.# ___</td>
<td>3500</td>
<td>Linear Foot</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Wording for “DESCRIPTION” is to be provided by the Owner.**

**All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner.**
C-1076 Phase I Exhibit Hall Floor Polishing & Repair Exhibits
Exhibit No. 5: Insurance Requirements

Note: Insurance is due 5 days after the Notice of Award is issued.

A. Comprehensive general liability or commercial general liability insurance with limits of at least $1,000,000 each occurrence/$3,000,000 aggregate, with broad form comprehensive general liability endorsement including coverage for premises and operations, independent contractors, products/completed operations, personal injury (with XCU, employee and contractual exclusions deleted) broad form contractual coverage, and broad form property damage.

B. Installation Floater covering contractor's labor, materials and equipment to be used for completion of the work performed under this contract against all risks of direct physical loss, including earthquake and flood, for an amount equal to the full amount of the contract improvements. Coverage shall end when the work is accepted by the Owner.

C. Worker's Compensation, which shall cover Contractor and its employees for injuries and/or disease arising out of all applicable Louisiana Workers’ Compensation laws, including statutory limits in accordance with the Louisiana Workers’ Compensation Act and shall include Employers Liability limits in the amount of at least $1,000,000. Property insurance coverage with respect to all property brought onto the premises by Contractor, owned or maintained by Contractor within ENMCCNO in values sufficient to cover Contractor’s property and additional property in the care, custody and control of the Contractor.
D. Comprehensive Motor Vehicle Liability Insurance shall be provided with the limits of not less than $1,000,000 for all injuries and/or deaths resulting from any one occurrence. The limit of liability for property damage shall not be less than $1,000,000 for each occurrence. Such insurance shall include coverage for loading and unloading hazards and shall remove the fellow employee exclusion.

E. Excess Umbrella Liability in the amount of $1,000,000.

Sample Certificate:
C-1076 Phase I Exhibit Hall Floor Polishing & Repair Exhibits

New Orleans
Ernest N. Morial
Convention Center

CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

IMPORTANT: If the certificate holder is an additional insured, the policy(ies) must be endorsed. If subrogation is waived, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<table>
<thead>
<tr>
<th>PRODUCER</th>
<th>Public Works</th>
</tr>
</thead>
</table>

| INSURER A: | |
| INSURER B: | |
| INSURER C: | |
| INSURER D: | |
| INSURER E: | |
| INSURER F: | |

<table>
<thead>
<tr>
<th>COVERAGE</th>
<th>CERTIFICATE NUMBER</th>
<th>REVISION NUMBER</th>
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</table>

<table>
<thead>
<tr>
<th>TYPE OF INSURANCE</th>
<th>ADDITIONAL INSURED</th>
<th>EXCESS LIMITS</th>
<th>POLICY NUMBER</th>
<th>POLICY DETERMINATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL LIABILITY</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>AUTOMOBILE LIABILITY</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>ANY AUTO</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>NONOWNED AUTOS</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>HIRED AUTOS</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>UMBRELLA LIABILITY</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</td>
<td>X</td>
<td>N/A</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>EACH OCCURRENCE DAMAGE TO TOWED INJURED (EACH OCCURRENCE)</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED EXP (Any one person)</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PERSONAL &amp; ACCIDENTAL</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GENERAL AGGREGATE</td>
<td>$ 3,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRODUCTS - COMPROD AGG</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUTOMOBILE LIABILITY</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BODY INJURY (Per person)</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BODY INJURY (Per occurrence)</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROPERTY DAMAGE</td>
<td>$</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EACH OCCURRENCE</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AGGREGATE</td>
<td>$</td>
<td></td>
<td></td>
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<tr>
<td>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>E.L. EACH ACCIDENT</td>
<td>$ 1,000,000</td>
<td></td>
<td></td>
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<tr>
<td>E.L. DISEASE - EA EMPLOYEE</td>
<td>$ 1,000,000</td>
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<tr>
<td>E.L. DISEASE - POLICY LIMIT</td>
<td>$ 1,000,000</td>
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<td></td>
</tr>
</tbody>
</table>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder named as additional insured with respect to all policies except the Workers' Compensation Policy. Additionally, all policies shall waive rights of subrogation against Certificate holder.

CERTIFICATE HOLDER

New Orleans Public Facility Management Inc.
Ernest N. Morial New Orleans Exhibition Hall Authority
City of New Orleans
900 Convention Center Blvd.
New Orleans, LA 70110

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05) The ACORD name and logo are registered marks of ACORD
Exhibit No. 6: Name of Joint Venture Firm shall be attached to this page (Required)
Exhibit No. 7: Data Confidentiality Agreement

The Contractor agrees by signature below that any financial, personal, technical and other data and information relating to the Owner’s operation which it deems confidential by the Owner and made available to the Contractor in order to carry out this Agreement, or which becomes available to the Contractor in carrying out this Agreement shall be protected by the Contractor from unauthorized use and disclosure.

___________________________________
Signature

___________________________________
Date

___________________________________
Name

___________________________________
Title
C-1076 Phase I Exhibit Hall Floor Polishing & Repair Exhibits

**Exhibit No. 8:** Bid Bond in the amount of five percent (5%) of Bidder's total bid shall be attached to this page *(Required)*


**Exhibit No. 9:** Corporate Resolution or other documentation acceptable to the Owner which establishes that the Bidder’s Representative have the authority to bind the Corporation shall be attached to this page *(Required)*
Exhibit No.10: Additional Bidder Data to be furnished at Bidder’s option shall be attached to this page.
Exhibit No. 11: Provide Bidder’s Building Construction State Contractor’s License number with the sub-classification of Concrete and Terrazzo Flooring. *(Required)*

**Note:** Due 5 days after issuance of the Notice of Award, the Contractor is to provide the Owner with the Louisiana State Contractor’s License number(s) for any sub-contractors employed for sub-contracts in the amount of fifty thousand dollars ($50,000) or more for commercial projects, one dollar ($1) or more for hazardous materials or mold remediation, or ten thousand dollars ($10,000) or more for Plumbing, Electrical or Mechanical.
Exhibit No.12: Verification of Employees Affidavit

LA. R.S. 38:2212.10 VERIFICATION OF EMPLOYEES

A. Proposer is registered and participates in a status verification system to verify that all employees in the State of Louisiana are legal citizens of the United States or legal aliens.

B. If awarded the contract, Proposer shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the State of Louisiana.

C. If awarded the contract, Proposer shall require all subcontractors to submit to it a sworn affidavit verifying compliance with Paragraphs (A) and (B) of this Subsection.

____________________________________ ________________________________________________
NAME OF BIDDER/ NAME OF AUTHORIZED SIGNATORY OF BIDDER

____________________________________ ________________________________________________
DATE/ TITLE OF AUTHORIZED SIGNATORY OF BIDDER

__________________________________________________________
__________________________________________________________
SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER

Thus done and signed before me this ___________ day of ___________ , 20__

NOTARY PUBLIC

My Commission Expires ________________________________