

*New Orleans*
ERNEST N. MORIAL
CONVENTION CENTER
C-852 VOIP Exhibits

VIII. EXHIBITS

All Proposals 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 Proposals being deemed non-responsive and not eligible for Contract Award.

Exhibit No. 1: Contract Relationship

Exhibit No. 2: Scope of Work including all Technical Specifications, Drawings, Photos, and Diagrams.

Exhibit No. 3: Proposal forms utilized to submit Proposer's offer in accordance with terms, conditions and scope of work outlined.

Exhibit No. 4: Project Schedule.

Exhibit No. 5: Insurance Certificate to be submitted by apparent low bidder at the time the Notice of Award is signed.

Exhibit No. 6: Name of Firm for Subcontract/Joint Venture.

Exhibit No. 7: Data and Confidentiality Agreement.

Exhibit No. 8: Bid Bond in the amount of five percent (5%) of Bidder's total bid.

Exhibit No. 9: Copy of Contractor's Current and up-to-date Louisiana State Contractor's License. **NOT REQUIRED FOR THIS PROJECT.**

Exhibit No. 10: Corporate Resolution or other approved documentation shall be submitted with bid.

Exhibit No. 11: Additional Proposer Data to be furnished at Proposer's option.



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER
C-852 VOIP Exhibits

Exhibit No. 1: Contract Relationship:

The Contract shall be between The Ernest N. Morial New Orleans Exhibition Hall Authority (“the Authority”) a political subdivision of the State of Louisiana. New Orleans Public Facility Management, Inc. (“NOPFMI”) a quasi-public body that is charged with the responsibility of managing the Ernest N. Morial Convention Center-New Orleans (“ENMCCNO”) on a day-to-day basis. NOPFMI and the Authority are referred to herein collectively as “Owner” and the Successful Contractor. The Owner and Contractor may be referred to collectively as the “Parties”.



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER
C-852 VOIP Exhibits

Exhibit No. 2: Scope of Work shall include furnishing and installing a complete Voice over IP Telephone System to replace the existing NEC System and to serve as a front-end trunk interface to the existing back office ShoreTel phone system. The solution shall include capabilities to utilize existing digital PSTN trunks and deliver analog and IP extensions to any location within the approximate one (1) mile wide facility on existing wiring plant. System shall accommodate the delivery of IP services to any point in the facility across the existing cabling plant and shall include all equipment, materials and labor to install system infrastructure. No telephone devices or where applicable, Intel based computers will be required.


New Orleans
ERNEST N. MORIAL
CONVENTION CENTER
C-852 VOIP Exhibits

Exhibit No. 3: Proposal Forms

PROPOSAL

DATE: _____

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

Gentlemen:

(I) (We) _____
(PRINT OR TYPE NAME OF COMPANY SUBMITTING PROPOSAL)

do hereby declare that (I) (we) have carefully examined the Proposal Documents prepared by the Ernest N. Morial Convention Center--New Orleans for the Ernest N. Morial New Orleans Exhibition Hall Authority (Owner) to **FURNISH AND INSTALL VOICE OVER IP TELEPHONE SYSTEM** and that (I) (we) have carefully examined the job site premises and have a clear understanding of the said documents and premises. (I) (We) hereby propose to furnish all tools, machinery, equipment, labor, materials, services, and other means of construction outlined in the Contract and Proposal Documents, necessary for completing all work specified on this Proposal Form.

Base Bid: FURNISH AND INSTALL VOICE OVER IP TELEPHONE SYSTEM

Shall include all labor, supervision, tools, equipment, materials, supplies, and other means necessary to replace the existing NEC System with a complete Voice Over IP telephone system.

\$ _____ *(figures).*
_____ *(words).*

TOTAL BID PRICE (BASE BID):

\$ _____ *(figures).*
_____ *(words).*

(I) (We) agree, if awarded the contract, (I) (We) will commence and execute work within the timeframe outlined in the Contract and Bid Documents.


ERNEST N. MORIAL
CONVENTION CENTER

PROPOSAL

(I) (We) agree, if awarded the Contract, (I) (we) will commence and execute work within time frames outlined in the Contract and Proposal Documents.

The undersigned hereby designates the office to which the "Notice of Award" and Contract may be mailed:

PROPOSER'S NAME:

_____ *(Print or Type Name of Individual Preparing Proposal)*

COMPANY NAME:

COMPANY ADDRESS:

STATE OF
INCORPORATION:

(If Applicable)

PHONE NO.:

() _____

FAX NO.:

() _____

It is clearly understood that (my) (our) Proposal may be withdrawn at any time prior to the scheduled time of Proposal opening, or any authorized postponement thereof, provided that the Owner receives (my) (our) written request for such withdrawal prior to Proposal Opening or any authorized postponement thereof.

It is further understood that (my) (our) Proposal may not be withdrawn until ninety (90) calendar days after the date of the Proposal Opening, if notice is not received until after Proposals are opened.

(My) (Our) Proposal is made with the understanding that the Owner reserves the right to reject all Proposals or any part of any Proposals that is not complete or in compliance with the terms and conditions set forth in the Proposal Documents or for reasons relating to budgetary restraints and/or scope of work reductions.

Alternate Proposals, if any, will be awarded in the order of their priority listing and in accordance with budgetary restraints.


ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

PROPOSAL

Page 3 of 3

ADDENDUM RECEIPT

(I) (We) acknowledge receipt of the following addenda and have included their provisions in (my) (our) Proposal. (If none, write in none or N/A in each blank).

- | | |
|---------------------------------|---------------------------------|
| 1. Addendum No. ____ Date _____ | 4. Addendum No. ____ Date _____ |
| 2. Addendum No. ____ Date _____ | 5. Addendum No. ____ Date _____ |
| 3. Addendum No. ____ Date _____ | 6. Addendum No. ____ Date _____ |

If awarded the Contract, the undersigned agrees to obtain and deliver to the Owner, prior to Contract signing, a Labor and Material Bond (if applicable) for fifty percent (50%) of the Contract amount (Total Bid Price). In the event the Contract amount is increased by Change Order the undersigned agrees to obtain and deliver to the Owner riders to said Bonds covering Contract amount increases.

If awarded the Contract, the undersigned agrees to record the above-mentioned Bond(s) (if applicable) and Contract for public record with the Recorder of Mortgages in Orleans Parish. Final payment shall be made on Owner's receipt of a Clear Lien and Privilege Certificate from the undersigned as issued by the Recorder of Mortgages for Orleans Parish and upon completion of any punch list items.

The undersigned certifies that the required licenses are current and in good standing as required by the laws of the State of Louisiana.

Respectfully submitted: {Print or Type}

Company Name: _____

Company Address: _____

BY: _____ SIGNATURE : _____

TITLE: _____

DATE: _____



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

NOTE:

If Proposer is a corporation, write state of incorporation beneath signature, and if a partnership, give full name of all partners.

Proposals by corporations or Limited Liability Companies (LLC's) must be executed in the corporate name by the President or Vice President or other authorized corporate officer or agent. All Proposals must be accompanied by a corporate resolution, or other documentation acceptable to the Owner, which establishes that the corporate representative has the authority to bind the corporation. The Owner reserves the right to request and obtain such additional documentation as the Owner deems necessary.

 *New Orleans*
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 4: Project Schedule

 *New Orleans*
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 5: Insurance Requirements.

- A. Comprehensive general liability or commercial general liability insurance with limits of at least \$1,000,000.00 each occurrence/\$2,000,000 aggregate, with broad form comprehensive general liability endorsement including coverage for premises and operations, independent contractors, products/completed operations, personal injury (with employee and contractual exclusion deleted) broad form contractual coverage, and broad form property damage.
- B. Worker's Compensation and Employer's Liability Insurance, which shall cover Contractor and its employees for liabilities arising under all applicable Workers' Compensation laws limits based on statutory limits from State of Louisiana.
- C. Property insurance coverage with respect to all property brought onto the premises by Contractor, owned or maintained by Contractor within ENMCCNO.
- D. Comprehensive Motor Vehicle Liability Insurance shall be provided with the limits of not less than \$500,000 for all injuries and/or deaths resulting from any one occurrence. The limit of liability for property damage shall not be less than \$500,000 for each occurrence. Such insurance shall include coverage for loading and unloading hazards.



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 6: Name of Firm for Subcontract/Joint Venture shall be attached to this page.

 *New Orleans*
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 7: Signed Data and Confidentiality Agreement shall be attached to this page.

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

Signature

Date

Name

Title



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

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



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 9: Current and up-to-date copy of Proposer's State Contractor's License shall be attached to this page.

NOT REQUIRED FOR THIS PROJECT.



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 10: Corporate Resolution or other documentation acceptable to the Owner which establishes that the Proposer's Representative have the authority to bind the Corporation shall be attached to this page.



New Orleans
ERNEST N. MORIAL
CONVENTION CENTER

C-852 VOIP Exhibits

Exhibit No. 11: Additional Proposers Data to be furnished at Proposer's option shall be attached to this page.