



Bid Number 5000146038

**Furnish Labor, Materials and Equipment to
Install Techmatic Window Shades for
Jefferson Parish Recreation Department**

BID DUE: August 15, 2024 AT 11:00 AM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received on the Purchasing Department's eProcurement site, www.jeffparishbids.gov, by the bid due date and time. Late bids will not be accepted.

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053**

**Purchasing Specialist I Name: Brenda Bellow
Purchasing Specialist I Email: brenda.bellow@jeffparish.gov
Purchasing Specialist I Phone: 504-364-2683**

DATE: 8/12/2024

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 5

BID NO.: 50-00146038

JEFFERSON PARISH

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:
BBELLOW

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

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

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

DELIVERY: FOB JEFFERSON PARISH	14-21 days after PO issued
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES	_____
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	immediately upon receipt of materials
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	2-3 days after materials received

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

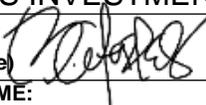
Acknowledge Receipt of Addenda: NUMBER: NO ADDENDA

NUMBER: _____

NUMBER: _____

NUMBER: _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) N/A

*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***	
FIRM NAME: SIR CHARLES INVESTMENTS, INC	
SIGNATURE: (Must be signed here) 	TITLE: OWNER/MANAGING MEMBER
PRINT OR TYPE NAME: BRITTNY CHARLES	
ADDRESS: 196 TRAVIS DRIVE	
CITY, STATE: AVONDALE, LA	ZIP: 70094
TELEPHONE: (504) 553.6853	FAX: (---)-----
EMAIL ADDRESS: INFO@SIRCHARLESINV.COM	

TOTAL PRICE OF ALL BID ITEMS: \$ 14,695.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146038

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	JOB	<p>FURNISH LABOR, MATERIALS AND EQUIPMENT TO INSTALL TECHMATIC WINDOW SHADES FOR JEFFERSON PARISH RECREATION DEPARTMENT</p> <p>0001-EB ADMIN OFFICE WINDOW BLINDS-LABOR MATERIALS AND EQUIPMENT TO INSTALL THIRTY-ONE DRAPER TECHMATIC MANUAL WINDOW SHADES</p> <p>LOCATION:</p> <p>EB JPRD ADMINISTRATION 6921 SAINTS DR. METAIRIE, LA 70003</p> <p>***AS PER BID SPECIFICATIONS***</p>	\$ 14,695.00	\$ 14,695.00

**LABOR, MATERIALS AND EQUIPMENT TO INSTALL THIRTY-ONE (31)
DRAPER TECHMATIC MANUAL WINDOW SHADES AT THE JEFFERSON
PARISH RECREATION DEPARTMENT ADMINISTRATIVE OFFICE
6921 SAINTS DRIVE, METAIRIE, LA 70003**

Section 1.0 – Pre-Bid Conference:

There will be no pre-bid conference for this project. The successful bidder will be responsible for all measurements, etc. All site visits should be arranged through Gerry Constant by calling the office at 504-349-5000 or email at gconstant@jeffparish.net.

Section 2.0 – Scope:

We extend this bid to cover all labor, materials, and necessary essentials to install thirty-one (31) Draper Techmatic Manual Window Shades at the Jefferson Parish Recreation Department Administrative Office 6921 Saints Drive, Metairie, LA 70003

Section 3.0 – Quantities/Inspection:

Bidders must inspect the site and perform their own measurements in order to complete this project. All measurements given in these specifications are informational only.

Section 4.0 – Bid Specifications:

The successful bidder shall supply all labor, materials and necessary essentials to perform the following at the Jefferson Parish Recreation Administrative Office:

- Install Thirty-One (31), 4' X 4' Interior Draper Techmatic Manual Window Shades or equal.
- Shade Fabric- Sheerweave Style Basic 5% fabric thickness, color to be selected by owner.
- Stainless Steel (standard) bead chain clutch operator- 10lb. High carbon steel and molded fiberglass reinforced polyester. White (standard) or black in color. Operator Location: Right hand (standard).

BID SPECIFICATIONS FOR BID #5000146038

- Hem Bar- Kiln- Dried Maple Wood Slat (standard) inside of a 1 5/8" (30mm) pocket.
- End Caps- 1018 steel stamping. 3 3/8" X 3 7/8" (86 X 98mm) with fascia. Complete with roller mounting bracket. Installs to face, ceiling or jamb.
- End Cap Covers- Plastic covers snap onto endcaps. Available in ivory, bronze, black or white to match fascia.
- Fascia- "L" shaped cover of 6063-T5 extruded aluminum, .060 wall. Assembly snaps onto endcaps without exposed fasteners. Clear anodized finish (standard) or ivory, bronze, black or white powder coat. 3 3/8" X 3 7/8" (86 X 98 mm.)
- Bracket- Universal mounting bracket, plated steel with adequate projection to clear all window fixtures. Small size only 1 5/8". Brackets do not require additional adapters.
- Two (2) Minimum Trip Allowances.

Section 5.0 - Hours of Work:

Work shall be performed during normal working hours. All work must be scheduled with owner representative 5 days in advance. The successful bidder shall work normal building working hours (8:00am – 4:00pm) to provide a safe work environment at no extra charge to Jefferson Parish.

Section 6.0 – Cleaning Area and Safety:

Job site must be clean and free of all litter and debris daily and upon completion of the contract. Area must be kept clean and free of material, equipment, and debris at all times. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

Section 7.0 – Warranty:

All workmanship and material to have one (1) year warranty and a ten (10) year manufactory warranty from the date of acceptance of the project. The bidder must agree, upon written notice from the owner, promptly and without charge, and to the satisfaction of the owner, to make changes, replacements, and corrections which may be required to make good all defects in materials and/or equipment under its intended use, within the warranty period, at no cost to the owner.

Section 8.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences. No work shall be performed until the successful bidder receives a written “Notice to Proceed” to begin work, from the Department of Recreation.

Section 9.0 – Construction Term:

The successful bidder agrees that all work shall be completed within 30 days of issuance of Notice to Proceed.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/05/2024

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 have ADDITIONAL INSURED provisions or 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).

PRODUCER AMERICA'S COMMERCIAL AGENCY 5916 Willow Wood Lane Dallas, TX 75252 License #:		CONTACT NAME: PHONE (A/C, No. Ext): (972)248-6492		FAX (A/C, No):	
		E-MAIL ADDRESS: acaagency@sbcglobal.net			
		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A : INFINITY INS			
INSURED SIR CHARLES INVESTMENTS INC 21911 HANNOVER VILLAGE COURT SPRING TX 77388		INSURER B : MARKEL			
		INSURER C :			
		INSURER D :			
		INSURER E :			
		INSURER F :			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		X	AU073123-1	073124	073125	COMBINED SINGLE LIMIT (Ea accident) \$ 100000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	WC073123-1	080124	080125	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100000 E.L. DISEASE - EA EMPLOYEE \$ 100000 E.L. DISEASE - POLICY LIMIT \$ 100000

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

CERTIFICATE HOLDER**CANCELLATION**

	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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CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
SIR CHARLES INVESTMENTS, INC

INCORPORATED.

AT THE MEETING OF DIRECTORS OF SIR CHARLES INVESTMENTS, INC
INCORPORATED, DULY NOTICED AND HELD ON AUGUST 12, 2024,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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



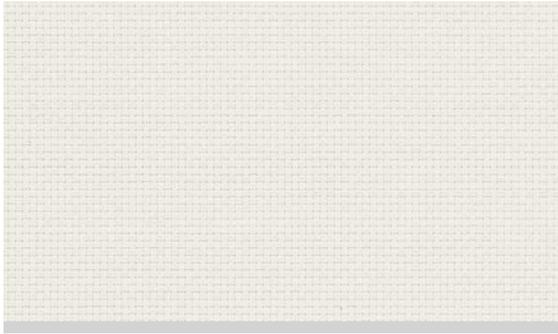
SECRETARY-TREASURER

AUGUST 12, 2024

DATE

SheerWeave® 2000 / 2100

Conventional | 5% 10%



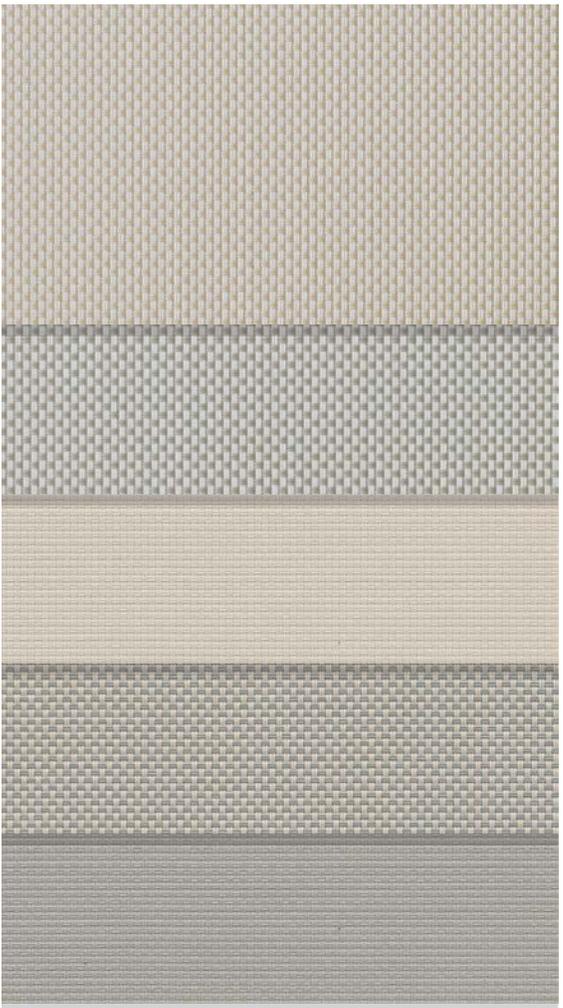
5% | 2000

White



10% | 2100

White



White/
Bone

White/
Platinum

Bone

Bone/
Platinum

Platinum



Bronze

Charcoal

Charcoal/
Grey

Charcoal/
Chestnut

Fabric on waterfalls are 5% openness

SheerWeave® 2000 5%, 2100 10%

SPECIFICATIONS		CLASSIFICATIONS	
Product Category	Conventional	Fire Classification	California U.S. Title 19 (small scale), NFPA 701 TM#1 (small scale), NFPA 101 (Class A Rating), IBC Section 803.1.1 (Class A Rating), BS 5867 Part 2 Type B Performance, NFPA 701 TM#2 (large scale), CAN/ULC-S 109 (large and small scale), CAN/CGSB2-4.162-M80
Fabric Style	Non-directional Basketweave	Bacterial & Fungal Resistance	ASTM E 2180, ASTM G21, ASTM G22, AATCC30 Part 3, ASTM D 3273, GREENGUARD Mold and Bacteria Standard ASTM 6329; includes Microban antimicrobial additives
Openness Factor	2000–5%, 2100–10%	Environmental	GREENGUARD Gold
Composition	37% Fiberglass, 63% PVC on Fiberglass	Acoustic	5%–NRC 0.10/SAA 0.11 10%–NRC 0.05/SAA 0.06
UV Blockage	Approximately 90-95%	Acoustic Performance	NRC (Noise Reduction Coefficient) and SAA (Sound Absorption Average) tested in accordance with ASTM C423-09a.
Roll Length	30 ly		
Max Fabric Width	2000–126", 2100–98"		
Weight	5%–14.4 oz/yd ² 10%–12.9 oz/yd ²		
Thickness	5%–0.021" 10%–0.021"		
Railroad Seaming	Yes		
	Yes		
Hembar Options	<ul style="list-style-type: none"> Sealed Pocket with Weight RB 500 	<ul style="list-style-type: none"> Fabric Wrapped Extruded Exposed Extruded 	<ul style="list-style-type: none"> 2" Flat Exposed 2" Flat Wrapped

FENESTRATION	FABRIC PROPERTIES								SHGC/G VALUE g-tot (glass & blind)			
	SOLAR OPTICAL								SINGLE		INSULATING	
	Ts (%)		Rs (%)		As (%)		Tv (%)		1/4 CL		1 HA	
COLOR	5%	10%	5%	10%	5%	10%	5%	10%	5%	10%	5%	10%
White	20	22	67	60	13	18	16	16	0.30	0.34	0.28	0.30
White/Bone	18	19	61	54	21	27	13	14	0.32	0.37	0.30	0.31
White/Platinum	13	16	49	47	38	37	11	12	0.38	0.40	0.32	0.33
Bone	18	19	55	44	27	37	12	15	0.36	0.42	0.31	0.35
Bone/Platinum	12	16	43	38	45	46	10	14	0.41	0.44	0.34	0.36
Platinum	10	10	35	31	55	59	9	9	0.45	0.47	0.37	0.37
Bronze	5	8	7	5	88	87	6	9	0.59	0.61	0.44	0.44
Charcoal	6	9	4	4	90	87	6	10	0.61	0.62	0.44	0.44
Charcoal/Gray	7	11	9	8	84	81	7	12	0.58	0.60	0.44	0.44
Charcoal/Chestnut	6	11	7	6	87	83	6	12	0.59	0.61	0.44	0.44

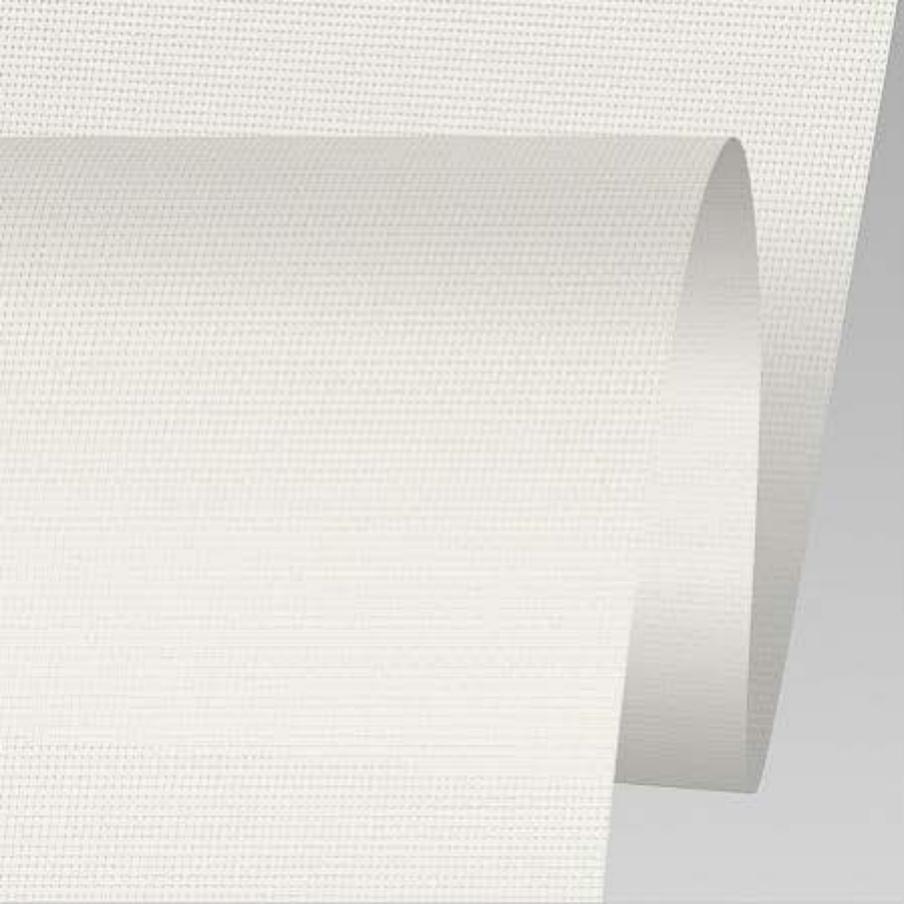
WARRANTY 5 Year Interior

CARE & HANDLING Clean with mild soap and water. Commercial and hospital grade cleaners/disinfectants may be used. Test in an inconspicuous area prior to use. Diluted bleach solution (10% dilution or less). Rinse thoroughly after cleaning.

TS - Solar Transmittance, RS - Solar Reflectance, AS - Solar Absorptance, TV - Visual Transmittance
SHGC = Solar Heat Gain Coefficient, 1/4 CL = Clear Glass, 1 HA = 1" Heat Absorbing Glass

Fabrics Installed Internally, Zero-Degree Profile Angle, Solar Heat Gain Coefficient (SHGC) shown calculated according the Office of Building Technology, State and Community Programs, Energy Efficiency and Renewable Energy, U.S. Department of Energy's definition of SHGC. SHGC represents the percentage of solar heat gain that is transmitted to the interior through the glass and shading system. If you are using glass whose performance is listed in terms of SC, you may convert to SHGC by multiplying the SC by 0.87.

The fenestration data provided above and derived from information provided by Hunter Douglas' vendors and/or testing conducted by Hunter Douglas or its vendors. Test methods used a intended to demonstrate the qualities and performance of the specific fabric samples tested, and the data may not reflect or predict the quality or performance of the fabric under actual conditions. In addition, tests may not have been conducted by certified or governmentally approved testing facilities and, accordingly, the results may vary from those that would be obtained at such certified or approved facilities. Hunter Douglas assumes no liability to its customer or any other person or entity whatsoever arising out of any loss or damage suffered or sustained, or for any amounts required to be paid, as a result of the performance (or nonperformance) of the fabric under actual conditions.



SheerWeave® 2000

Content: 37% Fiberglass, 63% PVC on Fiberglass / **Openness Factor** 5% / **Meets or Exceeds Fed. FR Spec. CCC-C-521E**(type 11 fiberglass) A-A150 / **Fabric style:** Non-directional basketweave

Max Fabric Width: 126"

Roll Length - Yards: 30 yd

Fabric Weight: 14.4 oz/yd²

Fabric Thickness: 0.021"

Openness: 5%

Composition: 37% Fiberglass, 63% PVC on Fiberglass

UV Blockage: 95%

Acoustical Value: NRC: 0.10, SAA: 0.11

Bacterial and Fungal Resistance: ASTM E 2180, ASTM G21, ASTM G22, AATCC30 Part 3, ASTM D 3273, GREENGUARD Mold and Bacteria Standard ASTM 6329; includes Microban antimicrobial additives

Certifications: GREENGUARD Gold

Fabric can be turned: Yes

Fabric can be seamed: Yes

Hembar Options: Sealed Pocket with Weight / RB 500 / Exposed Extruded / Fabric Wrapped Extruded / 2" Flat Exposed / 2" Flat Wrapped



RB Basics Roller Shade System

Fascia Color & Design Options



WHITE



VANILLA



ANODIZED ALUMINUM



BRONZE



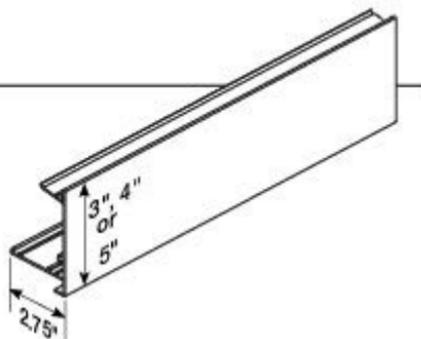
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Note: Color and finish images are for illustration only. For accurate specification, please request product samples. Fascia for RB Basics may not be an exact color match with RB 500+ system.

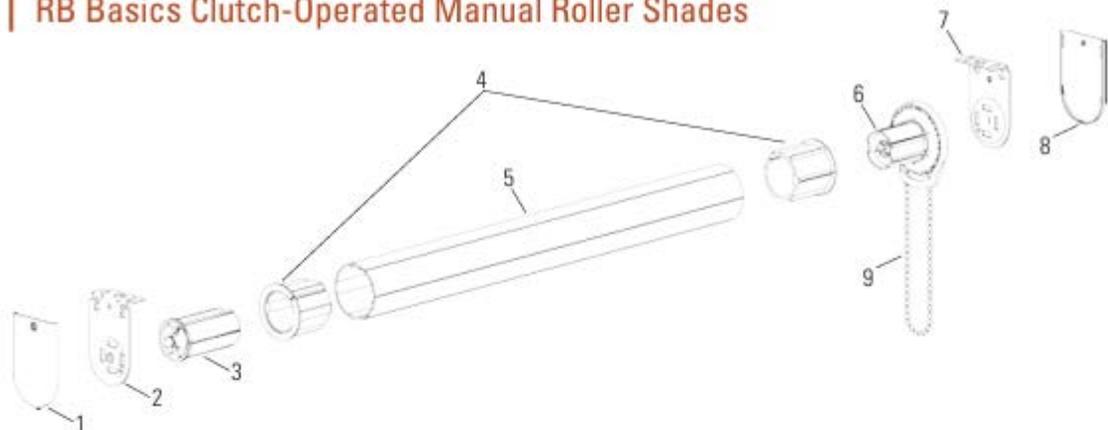
Design Options:

- Available on manual, motorized and dual* roller shade systems
- Offered in 3", 4", and 5" standard profiles

Fig. 1
Standard
Fascia Detail



RB Basics Clutch-Operated Manual Roller Shades



RB Basics Clutch-Operated Manual Roller Shades with Fascia

