

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE TANGIPAHOA PARISH RURAL FIRE PROTECTION DISTRICT NO. 2 WILL MEET IN **REGULAR SESSION** ON MONDAY, JULY 22, 2019 IMMEDIATELY FOLLOWING THE REGULAR MEETING OF THE TPC, TANGIPAHOA PARISH GOVERNMENT BUILDING, 206 EAST MULBERRY STREET, AMITE, LA.

**AGENDA
TANGIPAHOA PARISH
RURAL FIRE PROTECTION DISTRICT NO. 2
REGULAR MEETING JULY 22, 2019**

CALL TO ORDER

ROLL CALL

PUBLIC INPUT - *Anyone Wishing to Address any Agenda Item*

ADOPTION OF MINUTES- Regular meeting dated June 22, 2019

LORANGER FIRE MATTERS

1. Ratification of Full Time Position

KENTWOOD FIRE MATTERS

2. Approval to Purchase Portable Radios Off of State Contract

NATALBANY FIRE MATTERS

3. Approval to Surplus Asset
4. Ratification of Full Time Position
5. Ratification of Part Time Position

EIGHTH WARD FIRE MATTERS

6. Approval to Surplus and Scrap Assets
7. Ratification of Part Time Position

HUSSER FIRE MATTERS

8. Ratification of Part Time Position

MONTHLY REPORTS AND REGISTERS

ADMINISTRATORS REPORT

9. Approval of 2019-2020 Insurance Premiums
10. Laura Gray- Audit Presentation for FYE 12-31-2018

OTHER FIRE MATTERS

ADJOURN

POSTED July 18, 2019

PUBLISHED DAILY STAR July 18, 2019

S/Carlo S. Bruno, President
T. P. Rural Fire District No. 2

S/Kristen Pecararo, Secretary
T. P. Rural Fire District No. 2

Item Attachment Documents:

1. Ratification of Full Time Position

**TANGIPAOHA PARISH RURAL FIRE # 2
POSITION RATIFICATION FORM**

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: firefighter Position Number: _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>48</u>	<input checked="" type="checkbox"/> Biweekly
<input checked="" type="checkbox"/> Reg F/T	Days per week: _____	<input type="checkbox"/> Monthly
<input type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input checked="" type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>Justin Morel</u>	Date: <u>7/11/2019</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>ELi Brignac</u>	Date: <u>7/11/2019</u>
Compensation: <u>\$8.00</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>Aug. 1st</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

Item Attachment Documents:

2. Approval to Purchase Portable Radios Off of State Contract

Tangipahoa Parish Government Purchasing Form
Rural Fire Protection District No. 2
Kentwood Volunteer Fire Department
Phone: 985-229-4418
Fax: 985-229-6541

Date	PR Number	PO Number	Vendor No.	Vendor Name	Requested By	
6/17/19				Bearcom	Allyce Cutrer 985-969-0600	
Stock No.	Item	Qty	Description		Unit Price	Total Price
		15	Motorola 700mhz portables		1874.00	28110.00
			On State contract			
Account Code			Purpose of Requisition			

Approved by Chief: *Ronald Huffeth*

TPRFPD No. 2 Approval: _____



Customer/Quotation #: VBQ06406132013-Tangipahoa Parish Rural Fire Dist 2-APX4000
 Quotation Date: 6/13/2019
 Customer Name: Tangipahoa Rural Fire Dist 2
 Customer Number: Kentwood Fire Dept
 Customer Address: Kentwood Fire Dept
 Customer Contact: Gerard Griffin
 Contract Number: STATE OF LOUISIANA PORTABLE CONTRACT 4400014555

15 Radios

28110

CONTRACT		EQUIPMENT DETAILS AND PRICING								
CATALOG NUMBER	ITEM	MODEL	DESCRIPTION	QTY	LIST PRICE	EXTENDED PRICE	APC	Disc	CONTRACT PRICE	EXTENDED PRICE
440014555	1	H51UCF9RW6 N	APX 4000 7800 MH-Z MODEL 2 PORTABLE	15	\$ 1,874.00	\$ 37,480.00			\$ 1,874.00	\$ 37,480.00
1063171		QA04865	ADD: TMO KNOB CONFIGURATION							
		QA02756	ENH: 3600 OR 9600 TRUNKING BAUD SIN							
		H865BK	ADD: 3 YEAR SERVICE FROM THE START LITE							
		PLAMN4069	IMPRES RSM, 3.5MM AUDIO JACK							
		PLM1N4174A	CHGR DESKTOP SINGLE UNIT IMPRES, US/MA							
			TOTAL							\$ 37,480.00

Manufacturer's Rep: Vaughn Bourgeois - 225-235-1085

Beacon

P.O Checklist

PO issued to Motorola Solutions Inc. must:

- Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- Have a PO Number/Contract Number & Date
- Identify "Motorola Solutions Inc." as the Vendor
- Have Payment Terms or Contract Number
- Be Issued in the Legal Entity's Name
- Include a Bill-To Address with a Contact Name and Phone Number
- Include a Ship-To Address with a Contact Name and Phone Number
- Include an Ultimate Address (only if different than the Ship-To)
- Be Greater than or Equal to the Value of the Order
- Be in a Non-Editable Format
- Identify Tax Exemption Status (where applicable)
- Include a Signature (as Required)



STATE OF LOUISIANA Competitive Contract

Vendor: 310015221
Company
MOTOROLA INC
19546 SPYGLASS HILL DR.
BATON ROUGE LA 70809
Phone : 2252058499
Fax : 8477611338

T Number: 92835
Version: 7
LAPS Contract: Yes
Fiscal Year: 2018
Min.Ord.Value: 0.00
Distributor Contract: No
PCard:Yes
Co-op Agreement:Yes

Contract number: 4400014555
Description: Motorola BN Portable Radio Contract

Buyer Information
Name: MARGARET SHAHEEN
Tel Number: 225-342-5491
Email: claire.shaheen@la.gov

SEBD Vendor: No
SEHI Vendor: No
VSE Vendor: No
DVSE Vendor: No
Contract Valid Dates:
05/27/2018 - 07/26/2019

Supplier Text: This is a Statewide Contract to furnish Motorola Brand Name Portable Radios for a period of two (2) months beginning May 27, 2019 and ending July 26, 2019.

Contract Documents Include:
Attachment A - Special Terms & Conditions - Pages 1-7
Attachment B - Price List - Pages 1-7

Notice to Vendor:

Line	Material No. ----- Supplier Part No.	Description	Prod. Cat.	UOM	Net Price	Discount
1		Motorola Brand Name Portable Radio	43191510		0.00000	

Recommending Approval: _____ Approved by: _____

Contract number: 4400014555 T Number: 92835	Vendor: 310015221 Distributor Contract: NO	Page 2 of 3
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Standard Terms and Conditions

1. THIS IS NOT AN ORDER TO SHIP (OR BEGIN SERVICE), A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE ISSUING AGENCY PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE IV AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

8. IN ACCORDANCE WITH EXECUTIVE ORDER NUMBER JBE 2018-15, EFFECTIVE MAY 22, 2018, FOR ANY CONTRACTS WITH A VALUE OF \$100,000 OR MORE AND FOR ANY VENDOR WITH 5 OR MORE EMPLOYEES, THE VENDOR CERTIFIES THAT IT IS NOT ENGAGING IN A BOYCOTT OF ISRAEL AND IT WILL, FOR THE DURATION OF ITS CONTRACTUAL OBLIGATIONS, REFRAIN FROM A BOYCOTT OF ISRAEL.

9. CONTRACT CANCELLATION

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT IMMEDIATELY FOR ANY OF THE FOLLOWING REASONS: (A) MISREPRESENTATION BY THE CONTRACTOR; (B) CONTRACTOR'S FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE OF LOUISIANA; (C) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (D) ABUSIVE OR BELLIGERENT CONDUCT BY CONTRACTOR TOWARDS AN EMPLOYEE OR AGENT OF THE STATE; (E) CONTRACTOR'S INTENTIONAL VIOLATION OF THE PROCUREMENT CODE (LA. R.S. 39:1551 ET SEQ.) AND ITS CORRESPONDING REGULATIONS; OR, (F) ANY LISTED REASON FOR DEBARMENT UNDER LA. R.S. 39:1672.

THE STATE OF LOUISIANA MAY TERMINATE THE CONTRACT FOR CONVENIENCE AT ANY TIME (1) BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION: OR (2) BY NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE. THE STATE SHALL PAY CONTRACTOR FOR, IF APPLICABLE: (A) DELIVERABLES IN PROGRESS; (B)

THE PERCENTAGE THAT HAS BEEN COMPLETED SATISFACTORILY; AND, (C) FOR TRANSACTION-BASED SERVICES UP TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY.

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT FOR CAUSE BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION FOR ANY OF THE FOLLOWING NON-EXCLUSIVE REASONS: (A) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (B) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; OR, (C) ANY OTHER BREACH OF CONTRACT.

Attachment B – Price List

Motorola Brand Name Portable Radio Contract #4400014555

Catalog Item #	Short Description	Long Description	Price	Valid From Date	Valid To Date
1063175	APX4000 Model 3.1	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,380.00	5/27/19	7/26/19
1063189	APX6000 Model 3.52	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,678.00	5/27/19	7/26/19
1063191	APX6000XE Model 1.50	Top Display, 3 sides Buttons, Toggle Switch, ABC Switch, Emergency Button, Firefighter Design. Available in Black, Yellow, or Green, 7/800MHz, LWIN P25 Trunking Phase 1, 3 Yr. Warranty, Belt Clip, Remote Speaker Microphone, IMPRES Battery, IMPRES Charger, MIL-STD 810 C, D, E, F, G. IP67, SLC, Delta-T Submersible 2 meters/2 hours), Intrinsically Safe	\$3,398.00	5/27/19	7/26/19
1063177	APX4000 Model 3.3	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,844.00	5/27/19	7/26/19
1063173	APX4000 Model 2.2	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr.	\$2,380.00	5/27/19	7/26/19

		Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger			
1063193	APX8000 Model 2.53	Two Knob, Top Display, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter / 30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip Antenna, Remote Speaker Microphone, IMPRES Charger	\$6,923.00	5/27/19	7/26/19
1063171	APX4000 Model 2.0	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, MIL-STD 810 C, D, E, F, G, SLC, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$1,874.00	5/27/19	7/26/19
1063195	APX8000 Model 3.53	Two Knob, Top Display, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter / 30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip Antenna, Remote Speaker Microphone, IMPRES Charger	\$7,133.00	5/27/19	7/26/19
1063199	APX6000 XE Model 3.53	Top Display, Front Color Display, Full Keypad, 1000CH, 3 Side Buttons, Toggle Switch, ABC Switch, Emergency Button, Firefighter Design. Available in Black, Yellow, or Green, 7/800MHz, LWIN P25 Trunking Phase 1, 3 Yr. Warranty, Belt Clip, Remote Speaker Microphone, IMPRES Battery, IMPRES Charger, MIL-STD 810 C, D, E, F, G, IP67, SL5, Delta-T Submersible 2 meters/2 hours), Intrinsically Safe	\$4,513.00	5/27/19	7/26/19
1063181	APX6000LI Model 2.53	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,668.00	5/27/19	7/26/19

1063179	APX6000LI Model 2.51	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,160.00	5/27/19	7/26/19
1063197	APX6000 XE Model 2.53	Top Display, Front Color Display, Limited Keypad, 1000CH, 3 Side Buttons, Toggle Switch, ABC Switch, Emergency Button, Firefighter Design. Available in Black, Yellow, or Green, 7/800MHz, LWIN P25 Trunking Phase 1, 3 Yr. Warranty, Belt Clip, Remote Speaker Microphone, IMPRES Battery, IMPRES Charger, MIL-STD 810 C, D, E, F, G, IP67, SL5, Delta-T Submersible 2 meters/2 hours), Intrinsically Safe	\$4,285.00	5/27/19	7/26/19
1063183	APX6000LI Model 3.52	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,678.00	5/27/19	7/26/19
1063201	APX8000 XE Model 2.53	Two Knob, Top Display, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C,D,E,F,G,SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger, Available in Green, Yellow or Black	\$7,710.00	5/27/19	7/26/19
1063185	APX6000 Model 2.51	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,554.00	5/27/19	7/26/19
1063203	APX8000 XE Model 3.52	Two Knob, Top Display, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD	\$7,717.00	5/27/19	7/26/19

		810 C,D,E,F,G,SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger			
1063187	APX6000 Model 2.53	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$4,103.00	5/27/19	7/26/19
1063192	APX8000 Model 2.52	Two Knob, Top Display, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter / 30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip Antenna, Remote Speaker Microphone, IMPRES Charger	\$6,719.00	5/27/19	7/26/19
1063174	APX4000 Model 2.3	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,629.00	5/27/19	7/26/19
1063176	APX4000 Model 3.2	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip; Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,640.00	5/27/19	7/26/19
1063194	APX8000 Model 3.52	Two Knob, Top Display, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter / 30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip Antenna, Remote Speaker Microphone, IMPRES Charger	\$6,929.00	5/27/19	7/26/19

1063190	APX6000 Model 3.53	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$4,356.00	5/27/19	7/26/19
1063178	APX6000LI Model 2.50	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SLC, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,686.00	5/27/19	7/26/19
1063188	APX6000 Model 3.51	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,807.00	5/27/19	7/26/19
1063180	APX6000LI Model 2.52	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,433.00	5/27/19	7/26/19
1063184	APX6000LI Model 3.53	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,916.00	5/27/19	7/26/19
1063198	APX6000 XE Model 3.52	Top Display, Front Color Display, Full Keypad, 1000CH, 3 Side Buttons, Toggle Switch, ABC Switch, Emergency Button, Firefighter Design. Available in Black, Yellow, or Green, 7/800MHz, LWIN P25 Trunking Phase 1, 3 Yr. Warranty, Belt Clip, Remote Speaker Microphone, IMPRES	\$4,354.00	5/27/19	7/26/19

		Battery, IMPRES Charger, MIL-STD 810 C, D, E, F, G. IP67, SL3, Delta-T Submersible 2 meters/2 hours), Intrinsically Safe			
1063196	APX6000 XE Model 2.52	Top Display, Front Color Display, Limited Keypad, 1000CH, 3 Side Buttons, Toggle Switch, ABC Switch, Emergency Button, Firefighter Design. Available in Black, Yellow, or Green, 7/800MHz, LWIN P25 Trunking Phase 1, 3 Yr. Warranty, Belt Clip, Remote Speaker Microphone, IMPRES Battery, IMPRES Charger, MIL-STD 810 C, D, E, F, G. IP67, SL3, Delta-T Submersible 2 meters/2 hours), Intrinsically Safe	\$4,126.00	5/27/19	7/26/19
1063182	APX6000LI Model 3.51	Two Knob, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,404.00	5/27/19	7/26/19
1063200	APX8000 XE Model 2.52	Two Knob, Top Display, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C,D,E,F,G,SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger, Available in Green, Yellow or Black	\$7,506.00	5/27/19	7/26/19
1063186	APX6000 Model 2.52	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 1000 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL3, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$3,926.00	5/27/19	7/26/19
1063202	APX8000 XE Model 3.53	Two Knob, Top Display, Front Color Display, Full Keypad, Emergency Button, 3 Side Buttons, VHF/UHF/700/800MHz, LWIN P25 Trunking Phase 1, 3000 Channels, MIL-STD 810 C,D,E,F,G,SL5, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr.	\$7,921.00	5/27/19	7/26/19

		Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger			
1063172	APX4000 Model 2.1	Two Knob, Front Color Display, Limited Keypad, Emergency Button, 3 Side Buttons, 7/800MHz, P25 Trunking Phase 1, 512 Channels, (Upgradable to 870) MIL-STD 810 C, D, E, F, G, SL1, IP67 (Submersible 1 meter/30 minutes), IMPRES Battery, 3 Yr. Warranty, Belt Clip, Antenna, Remote Speaker Microphone, IMPRES Charger	\$2,126.00	5/27/19	7/26/19

Attachment A
Special Terms and Conditions
Motorola Brand Name Portable Radio Contract #4400014555

Scope of Products and Services:

Portable radios are to operate on the LWIN (Louisiana Wireless Information Network) Statewide 700/800 MHz system.

All items must meet the following minimum specifications and functionality:

- Manufacturer must be approved by LSP Radio Communications representing Louisiana SIEC for the LWIN system.
- Must be able to operate on 700/800 MHz frequencies.
- Must be able to operate on conventional frequencies as well as on mutual aid frequencies.
- Must meet or exceed P-25 standards.
- Must meet or exceed Mil-specs standard.
- Must be FCC type accepted.
- Must have a minimum three-year manufacturer's warranty.

All items to be furnished must be the manufacturer's current state-of-the-art and must be certified to be in current new production. All items delivered under the contract must be new. Refurbished items are not acceptable for new purchases.

Vendor's Forms: The purchase order is the only binding document to be issued against the contract. Signing of vendor's forms is not allowed.

ADMINISTRATIVE FEE OR REBATE

The State shall be due a minimum 1% administrative fee or rebate to be payable to the State of Louisiana, Office of State Procurement in exchange for the management and facilitation of the contract(s) resulting from this solicitation. The calculation of the administrative fee or rebate includes any entity receiving contract pricing resulting from the awarded contract(s). The administrative fee or rebate shall be submitted quarterly and shall be based on the total net (gross sales minus returns, credits and deductions) sales made to entities located in the State of Louisiana under the contract. The check is to be made payable to the State of Louisiana, Division of Administration, Office of State Procurement. The check is to be mailed to the Office of State Procurement, Attn: OSP Receivables Specialist, either through the U. S. Postal Service to our box at: P. O. Box 94095, Baton Rouge, LA 70804-9095, or through a courier service to our physical location at: 1201 North 3rd Street, Suite 2-160, Baton Rouge, LA 70802. The calculation of the administrative fee or rebate shall begin immediately upon execution of the contract and payment shall be made in accordance with the following schedule:

<u>Quarter</u>	<u>Payment Period</u>	<u>Payment Due Date</u>
First Quarter	July 1 through September 30	October 31
Second Quarter	October 1 through December 31	January 31
Third Quarter	January 1 through March 31	April 30
Fourth Quarter	April 1 through June 30	July 31

Contract Usage Reports: The Contractor shall submit detailed contract usage reports quarterly to the Office of State Procurement Contracts Manager for the contract in accordance with the below schedule. Initiation and submission of the quarterly reports to the Office of State Procurement is the responsibility of the Contractor without prompting or notification by the Office of State Procurement Contracts Manager. If these reports are not submitted in a timely manner, the Office of State Procurement shall have the right to terminate the contract.

The specific usage report content, scope, and format requirements is available on the Office of State Procurement website under Purchasing/Online Forms/Vendor Forms:

<http://www.doa.la.gov/pages/osp/vendorcenter/forms/index.aspx>.

In addition, the person's name who compiles the report and their contact information shall be provided. The Office of State Procurement reserves the right to request copies of any purchase orders issued against the contract.

The usage reports shall be submitted utilizing this format or an equivalent format that has been pre-approved by the Office of State Procurement.

Schedule for submittal of usage reports:

Quarter	Reporting Period	Due Date
First Quarter	July 1 through September 30	October 31
Second Quarter	October 1 through December 31	January 31
Third Quarter	January 1 through March 31	April 30
Fourth Quarter	April 1 through June 30	July 31

Brand Name Contracts: Brand name contracts are expected to have \$50,000 usage annually. This usage amount may be waived in whole or in part due to extenuating circumstances, in the state's best interest. The Office of State Procurement will consider contract purchases from both state agencies and political subdivisions. The inability or failure to timely produce usage reports evidencing adequate sales volumes may result in cancellation of your brand name contract for a period of two (2) years.

Invoices. Invoices will be submitted by the Vendor to the using agency as indicated on the purchase order and the invoice shall refer to the delivery ticket number, delivery date, purchase order number, quantity, unit price and delivery point. A separate invoice for each order delivered and accepted should be submitted by the Vendor in duplicate directly to the accounting department of the using Agency. Invoices shall show the amount of any cash discount and shall be submitted on the Vendor's own invoice form.

Using Agencies are directed to pay the Vendor upon presentation of a properly executed invoice after goods have been received, inspected and accepted. Invoices will be paid within thirty (30) days of receipt of a properly executed invoice, or receipt of goods, whichever is later. Payment will be made on the basis of unit price as listed in the contract or the invoiced price, whichever is lower. Such price and payment will constitute full compensation for furnishing and delivering the requested contract commodities. In no case will the using agency refuse to make partial payments to the Vendor although all items have not been delivered. This payment in no way relieves the Vendor of his responsibility to effect shipment of the balance of the order.

PAYMENTS WILL BE MADE TO THE VENDOR AND TO THE ADDRESS AS SHOWN ON THE PURCHASE ORDER. ADVANCED PAYMENTS WILL NOT BE ALLOWED IN THE CONTRACT.

Cooperative Purchase.

It is the intent of the Office of State Procurement (OSP) to accommodate cooperative purchasing in this contract.

As described below, Political Subdivisions of the State, Quasi State Agencies, and Agencies of the United States Government are to be authorized (potential) users of the contract, subject to the pricing and terms set forth in the contract.

- Political Subdivisions of the State include, but are not limited to, parish governments, municipal governments, school districts, human service districts, local governments and public utilities.
- Quasi State Agencies include, but are not limited to, non-profit or for-profit organizations created by the State of Louisiana or any political subdivision or agency thereof, or any special district or authority, or unit of local government, to perform a public purpose.

The current list of approved cooperating purchasing entities (including political subdivisions, quasi state agencies and external procurement units) is maintained and regularly updated on the OSP website at: <http://www.doa.la.gov/pages/osp/aboutus/approvedquasiunits.aspx> and may be used as a reference.

Delivery. Delivery to any agency of the State government eligible by State statute and/or authorized to purchase from the contract. Delivery is to be made upon the issuance of a purchase order.

Contractors will have access to an adequate supply of all items in order to meet deliveries of not more than ninety (90) business days.

Non-Exclusive Contract. This agreement is non-exclusive and shall not in any way preclude State Agencies from entering into similar agreements and/or arrangements with other vendors or from acquiring similar, equal, or like goods and/or services from other entities or sources.

F.O.B. Destination: All prices and terms shall be net.

Orders. All State Agencies are directed to issue purchase orders for a supply of the items required, as and when needed. Political Subdivisions of the State and Quasi Agencies who have been authorized to purchase from contracts made by the Office of State Procurement, are directed to issue their regular purchase orders directly to the supplier, making reference to the contract and line item numbers.

Risk of Loss/Passage of Title. Title to the equipment purchased under the Contract shall pass from Contractor to State on the date of installation for Contractor-installed equipment or on the date of delivery for State-installed equipment. Prior to the passage of title all risk of loss or damage shall be on the Contractor.

Contract Period. The Contract shall be effective for a period of two (2) months beginning May 27, 2019 and ending July 27, 2020 unless, otherwise terminated in accordance with the termination provision of the Contract.

Renewal. At the option of the Office of State Procurement and acceptance by the Contractor, the contract may be extended for one (1) additional twelve (12) month period and one (1) additional ten (10) month period at the same prices, terms and conditions. Contract not to exceed thirty-six (36) months.

Contract Revisions. Requests for revisions to the contract shall be addressed to the Office of State Procurement and shall refer to the contract item number (with brief explanation of request). Distributor vendor changes, price reductions and item deletions may be requested at any time during the contract period.

New item additions will be considered only on the anniversary date of the contract. Exceptions to this will be allowed only when the Office of State Procurement has determined additions will be of substantial benefit to the State and will justify the time, effort and cost required to make such additions.

Contractor must immediately notify the Office of State Procurement when any dealer on the contract is terminated, relocated, or added. All orders placed with dealers prior to receipt of such notification to the Office of State Procurement must be honored.

Revisions will become effective upon approval by the Office of State Procurement.

Contractor's Responsibility. During the course of the contract, any price reduction in the contract price must be immediately extended to the State by the Contractor. Failure to offer the benefit of these price reductions to the State within two (2) weeks after general announcement may result in the cancellation of the contract. These price reductions must be granted on any order not shipped. Contractor must maintain a list of equipment on order and be able to provide a list to the Office of State Procurement within 48 hours of the request.

Proprietary. Only brand names and numbers stated in the award are approved for delivery under the contract and any substitution must receive prior written approval of the Office of State Procurement.

Single Point of Contact. At a minimum, the Contractor shall assign one person and at least one backup within the Contractor's organization to serve as a primary contact person for the contract related activities. These activities include but are not limited to: resolution of contract issues, all pre-sale and post-sale activities, including system configuration and implementation, order processing and status, billing-related issues, operating feature and function questions of the products and contract, training coordination. This designated contact person should be prepared to handle routine tasks, answer inquiries, and resolve problems that arise on a daily basis. The Contractor shall designate this single point of contact within fourteen (14) days of award. The Contractor shall keep the contact list current during the term of the contract and provide updates to the Office of State Procurement.

Contractor Utilization. By submitting a bid, bidder acknowledges that he agrees to the following terms that will be a part of any resulting contract(s) from this solicitation:

The contract has been designated as a Louisiana Pricing Schedule ("LAPS") contract. The State intends to use the following process before placing orders under the contract, and the contractor explicitly understands and agrees to the use of this process before accepting orders under the contract. Where multiple LAPS contracts exist for functionally equivalent products and/or services and the procurement is above \$25,000, all eligible users of these contracts will utilize the following procedures:

- 1) Prepare a Request for Responses (an informal process used to make a best value determination) that include, if applicable:
 - A) Performance – based statement of work that includes such things as
 - The work to be performed
 - Location of work
 - Period of performance
 - Deliverable schedule
 - Applicable performance standards
 - Acceptance criteria
 - Any special requirements (e.g., security clearances, special knowledge, etc.)

- The products required (using a generic description of products and functions whenever possible.)

B) If necessary or applicable, a request for submittal of a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.

C) A best value determination is one that considers, in addition to underlying contract pricing, such factors as:

- Probable life of the item selected
- Environmental and Energy efficiency considerations
- Technical qualifications
- Delivery Terms
- Warranty
- Maintenance availability
- Administrative costs
- Compatibility of an item within the user's environment
- User's familiarity with the item or service

D) A request for submittal of a firm-fixed total price for labor and/or products which are no higher than the prices in the LAPS contract.

2) Submit the Request for Response to at least three (3) LAPS contract holders, whenever available, offering functionally equivalent products and/or services that will meet the agency's needs.

3) Evaluate responses and select the Contractor to receive the order:

A) After responses have been evaluated, the order shall be placed with the contractor that represents the best value that meets the Agency's needs. The ordering agency should give preference to small-entrepreneurships or small and emerging businesses when two or more contractors can provide the services and/or products at the same firm-fixed price.

B) The ordering agency shall document in the procurement file the evaluation of the contractor's responses that formed the basis for selection. The documentation shall identify the contractor from which the services and/or products were purchased, the services and/or products purchased, and the cost of the resulting purchase order.

C) Purchases shall not be artificially divided to avoid the requirements of this section when recurring requirements for same products are known.

Indemnification and Limitation of Liability. Neither party shall be liable for any delay or failure in performance beyond its control resulting from acts of God or force majeure. The parties shall use reasonable efforts to eliminate or minimize the effect of such events upon performance of their respective duties under the contract.

Contractor shall be fully liable for the actions of its agents, employees, partners or subcontractors and shall fully indemnify and hold harmless the State from suits, actions, damages and costs of every name and description relating to personal injury and damage to real or personal tangible property caused by the Contractor, its agents, employees, partners or subcontractors, in the performance of the contract without limitation; provided, however, that the Contractor shall not indemnify for that portion of any claim, loss or damage arising hereunder due to the negligent act or failure to act of the State.

Contractor shall indemnify, defend and hold the State harmless, **without limitation**, from and against any and all damages, expenses (including reasonable attorneys' fees), claims judgments, liabilities and costs which may be fully assessed against the State in any action for infringement of a United States Letter Patent with respect to the products, materials or services furnished by the Contractor under its bid response and the contract, or of any copyright trademark, trade secret or intellectual property right, provided that the State shall give the Contractor: (i) prompt written notice of any action, claim or threat of infringement suit, or other suit, (ii) the opportunity to take over, settle or defend such action, claim or suit at Contractor's sole expense, and (iii) assistance in the defense of any such action at the expense of the Contractor. Where a dispute or claim arises relative to a real or anticipated infringement, the State may require the Contractor at its sole expense, to submit such information and documentation, including formal patent attorney opinions, as the Commissioner of Administration shall require.

The Contractor shall not be obligated to indemnify that portion of a claim or dispute based upon: (i) the State's unauthorized modification or alteration of the products or materials; (ii) the State's use of the products or materials in combination with other products or materials not furnished by the Contractor; (iii) the State's use of the products or materials in other than the specified operating conditions and environment.

In addition to the foregoing, if the use of any item(s) or part(s) thereof shall be enjoined for any reason or if Contractor believes that it may be enjoined, Contractor shall have the right, at its own expense and sole discretion as the state's exclusive remedy to take action no later than six (6) months after the issuance of an injunction in the following order of precedence: (i) to procure for the State the right to continue using such item(s) or part(s) thereof, as applicable; (ii) to modify the component so that it becomes non-infringing equipment of at least equal quality and performance; or (iii) to replace said item(s) or part(s) thereof, as applicable, with non-infringing components of at least equal quality and performance, or (iv) if none of the foregoing is commercially reasonable, then provide monetary compensation to the State up to the dollar amount of the Contract. Any injunction that is issued against the State which prevents the State from utilizing the Contractor's product in excess of six (6) months and for which the contractor has not obtained for the State or provided to the State one of the alternatives set forth in the foregoing sentence is cause for the State to terminate the Contract. In the event of such termination, the State will not be obligated to compensate the Contractor for any costs incurred by the Contractor.

For all other claims against the Contractor where liability is not otherwise set forth in the contract as being "without limitation", and regardless of the basis on which the claim is made, the Contractor's liability **for direct damages, shall be the greater of \$100,000, the dollar amount of the products or materials, or two (2) times the charges for services rendered by the Contractor under the contract.** Unless otherwise specifically enumerated herein mutually agreed between the parties, neither party shall be liable to the other for special, indirect or consequential damages, including lost data or records, even if the party has been advised of the possibility of such damages. Neither party shall be liable for lost profits, lost revenue or lost institutional operating savings.

The State may, in addition to other remedies available to it at law or equity and upon notice to the Contractor, retain such monies from amounts due Contractor, or may proceed against the performance and payment bond, if any, as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against them.

Assignment. The Contractor shall not assign any interest in the contract by assignment, transfer or novation without prior written consent of the State. This provision shall not be construed to prohibit the Contractor from assigning his bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to the State.

Right to Audit. The State Legislative auditor, federal auditors and internal auditors of the Division of Administration, or others so designated by the DOA, shall have the option to audit all accounts directly pertaining to the contract for a period of five (5) years from the date of final payment or as required by applicable State and Federal Law. Records shall be made available during normal working hours for this purpose.

Late Payments. Interest due by a State Agency for late payments shall be in accordance with La. R.S. 39:1695 at the rates established in La. R.S. 13:4202.

Termination for Non-Appropriation of Funds. The continuation of the contract is contingent upon the continuation of an appropriation of funds by the Legislature to fulfill the requirements of the contract. If the Legislature fails to appropriate sufficient monies to provide for the continuation of the contract or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriations for the year from exceeding revenues for that year or for any other lawful purpose and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the last day of the fiscal year for which funds are not appropriated.

Waiver Clause. Waiver of any breach of any term or condition of the contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of the contract shall be held to be waived, modified, or deleted except by the written consent of both parties.

Severability. If any term or condition of the contract or the application thereof is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application; to this end, the terms and conditions of the contract are declared severable.

Code of Ethics. The Contractor acknowledges that Chapter 15 of Title 42 of the Louisiana Revised Statutes (R.S. 42:1101 et. seq., Code of Governmental Ethics) applies to the Contracting Party in the performance of products/services called for in the Contract. The Contractor agrees to immediately notify the State if potential violations of the Code of Governmental Ethics arise at any time during the term of the Contract.

Applicable Law. The contract shall be governed by and interpreted in accordance with the laws of the State of Louisiana. Venue of any action brought with regard to the contract shall be in the Nineteenth Judicial District Court, parish of East Baton Rouge, State of Louisiana.

Contract Controversies. Any claim or controversy arising out of the contract shall be resolved by the provisions of Louisiana Revised Statutes 39:1673.

Item Attachment Documents:

3. Approval to Surplus Asset

TO: FIRE DIST #2
ATTN: KRISTEN
FROM: NATALBANY FIRE DEPARTMENT
SUBJECT: SURPLUS PROPERTY FORM

Item Attachment Documents:

4. Ratification of Full Time Position

**TANGIPAHOA PARISH RURAL FIRE # 2
POSITION RATIFICATION FORM**

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: Firefighter/Operator **Position Number:** _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

Is the Job description current?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>48</u>		<input checked="" type="radio"/> Biweekly
<input checked="" type="radio"/> Reg F/T	Days per week: _____		<input type="radio"/> Monthly
<input type="radio"/> Reg P/T			
<input type="radio"/> Temp F/T			
<input type="radio"/> Temp P/T			
FLSA Status:	<input type="radio"/> Exempt (Salary)	<input type="radio"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>Sam M. L...</u>	Date: <u>24 June 2019</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>SAMMY TAYLOR</u>	Date: <u>24 June 2019</u>
Compensation: <u>\$8.50</u> <input checked="" type="radio"/> Per hour	Per Year Other: _____ Start Date: <u>1 July 2019</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals

Item Attachment Documents:

5. Ratification of Part Time Position

**TANGIPAHOA PARISH RURAL FIRE # 2
POSITION RATIFICATION FORM**

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: Fire Fighter/OPERATOR **Position Number:** _____

Location: Kentwood Independence Husser Wilmer

Loranger Natalbany Hammond Ponchatoula

8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: _____

Is the Job description current?	Yes	No	Payroll Mode:
Status: Employment Category	Hours per week: <u>18</u>		<u>Biweekly</u>
Reg F/T	Days per week: _____		Monthly
<u>Reg P/T</u>			
Temp F/T			
Temp P/T			
FLSA Status:	Exempt (Salary)	Non Exempt (Hourly)	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>24 June 2019</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information: Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>RYAN Williams</u>	Date: <u>24 June 2019</u>
Compensation: _____ Per hour Per Year Other: _____	Start Date: <u>1 July 2019</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals

Item Attachment Documents:

6. Approval to Surplus and Scrap Assets

TANGIPAHOA PARISH RURAL FIRE #2 PROPERTY DISPOSAL FORM

A. REQUEST TO: (Check one)

1. Transfer to following property to another fire department (at no cost).
2. Transfer the following property to another department (at cost).
3. Act of donation to another public agency.
4. Surplus available for sale, advertisement, sealed bids.
5. Relieve the following property from responsibility/accountability due to: Trade in, Loss, Theft, Destruction, or Other Cause. (Documentation Required)
6. Relieve the following property from responsibility/accountability due to: Obsolescence, Un-repairable, or No longer usable by department but still functioning.

B. HAZARDOUS EQUIPMENT: Check if any item listed has been used in conjunction with Hazardous, Radiological or Biological materials? Yes No ; has the equipment been decontaminated or render safe? Yes No

C. Condition Code: N=New E=Excellent G=Good P=Poor S=Salvage X=Scrap

D. Dispositions Instructions: SA=Sold @ Auction AB = Advertise & Bid DL = Disposed Landfill AD=Donation
TC=Transfer @ Cost TNC= Transfer @ no cost

ID Tag No.	Full Description of Item(s)	Condition Code	Disposition Instructions	Present Location	Unit Cost
22082	L: FeBnk 1000 AFD	X	DL	511 42382 Hwy 445	

*NV: Mark this box if the item is obsolete, un-repairable, or has no value.

Surrendering Department

Fire Department EIGHTH WARD
 Signature of Fire Chief [Signature]
 Effective Date of this Action 6/19/19
 Contact Person J.R. Brown
 Contact Phone Number 985-542-6417

IF NV is marked the Fire Chief is certifying that the item has no value. DO NOT WRITE BELOW THIS LINE

FOR RELIEF FROM ACCOUNTABILITY

Report No. Date Fire Dept. Chief
 (Dept+ Tag Number)

Approved Disapproved

.....
 Tangipahoa Parish Rural Fire # 2 Administrator

TANGIPAHOA PARISH RURAL FIRE #2 PROPERTY DISPOSAL FORM

A. REQUEST TO: (Check one)

- 1. Transfer to following property to another fire department (at no cost).
- 2. Transfer the following property to another department (at cost).
- 3. Act of donation to another public agency.
- 4. Surplus available for sale, advertisement, sealed bids.
- 5. Relieve the following property from responsibility/accountability due to: Trade in, Loss, Theft, Destruction, or Other Cause. (Documentation Required)
- 6. Relieve the following property from responsibility/accountability due to: Obsolescence, Un-repairable, or No longer usable by department but still functioning.

B. HAZARDOUS EQUIPMENT: Check if any item listed has been used in conjunction with Hazardous, Radiological or Biological materials? Yes No ; has the equipment been decontaminated or render safe? Yes No

C. Condition Code: N=New E=Excellent G=Good P=Poor S=Salvage X=Scrap

D. Dispositions Instructions: SA=Sold @ Auction AB = Advertise & Bid DI. = Disposed Landfill AD=Donation
TC=Transfer @ Cost TNC= Transfer @ no cost

ID Tag No.	Full Description of Item(s)	Condition Code	Disposition Instructions	Present Location	Unit Cost
3752	Centurion Generator	X	DL	51142382 Hwy 445	

*NV: Mark this box if the item is obsolete, un-repairable, or has no value.

Surrendering Department

Fire Department EIGHTH WARD
 Signature of Fire Chief [Signature]
 Effective Date of this Action 6/19/19
 Contact Person F. Ca. Brown
 Contact Phone Number 985-542-6417

IF NV is marked the Fire Chief is certifying that the item has no value. DO NOT WRITE BELOW THIS LINE

FOR RELIEF FROM ACCOUNTABILITY

Report No. _____ Date _____ Fire Dept. Chief _____
(Dept+ Tag Number)

Approved Disapproved

Tangipahoa Parish Rural Fire # 2 Administrator

Item Attachment Documents:

7. Ratification of Part Time Position

TANGIPAHOA PARISH RURAL FIRE # 2 POSITION RATIFICATION FORM

This form is to be used for all position replacements or additions. Any change to the job description for this position may be forwarded with this form.

Position Title: Fire fighter Position Number: 813

Location: Kentwood Independence Husser Wilmer
 Loranger Natalbany Hammond Ponchatoula
 8th Ward (Robert) Manchac Other _____

Position Information: Replacement For: New

Is the Job description current?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Payroll Mode:
Status: Employment Category	Hours per week: <u>Various</u>	<input checked="" type="checkbox"/> Biweekly
<input type="checkbox"/> Reg F/T	Days per week: <u>Various</u>	<input type="checkbox"/> Monthly
<input checked="" type="checkbox"/> Reg P/T		
<input type="checkbox"/> Temp F/T		
<input type="checkbox"/> Temp P/T		
FLSA Status:	<input type="checkbox"/> Exempt (Salary) <input checked="" type="checkbox"/> Non Exempt (Hourly)	

Approvals:

Chief: <u>[Signature]</u>	Date: <u>7/7/19</u>
Fire Board President: _____	Date: _____
Administrator: _____	Date: _____

New Position Information! Complete this form before attending Fire Board meeting to request approval to ratify position.

Name of Person: (please print) <u>Gary Drury, Jr</u>	Date: <u>7/2/19</u>
Compensation: <u>\$9.95</u> <input checked="" type="checkbox"/> Per hour <input type="checkbox"/> Per Year <input type="checkbox"/> Other: _____	Start Date: <u>7/23/19</u>

Start date should be the beginning of a pay period. This allows enough time to schedule drug screens, physicals and the processing of paperwork.

Item Attachment Documents:

8. Approval of 2019-2020 Insurance Premiums

Tangipahoa Parish Rural Fire District #2

2019-2020 Premium Summary

Coverage	Company	AM Best Rating	Premium	Tax	Fee	Total Premium
Package Policy	American Alternative Ins Co	A+ XV	247,186.00		1,597.02	248,783.02
TOTAL ANNUAL PREMIUM			247,186.00	0.00	1,597.02	248,783.02

Premium Comparison

Coverage	18/19 (Annualized) Expiring Premium	19/20 (Estimated) Renewal Premium
Commercial Property	57,910.00	60,308.90
General Liability	1,694.00	1,694.00
Auto	161,115.20	170,629.00
Excess Liability	11,573.00	13,174.00
Management Liability	1,424.00	1,424.00
Equipment	1,634.97	1,553.12
TOTAL ANNUAL PREMIUM	235,351.17	248,783.02

** 9 vehicles were added during the 2018-2019 policy term**



Proposal of Insurance

prepared for:

Tangipahoa Parish Rural Fire District #2
PO Box 818
Amite LA 70422

Presented by:
David Drake
Account Executive

Jana Grace, CIC, CISR
Account Manager

5/29/2019





Important Please Read

As you review our proposal, please keep these thoughts in mind.

Always refer to the policies for specific coverage questions. Our proposal is a general overview only. The policy contract determines where and if coverage is available.

Consider flood and earthquake coverage. Neither flood loss nor earthquake loss are covered under standard property policies. All of us have exposure to floods and earthquakes.

The property and liability limits that we illustrate in this proposal are options only. We can provide additional alternative limit options if you request. The selection of limits is solely your decision.

Please notify us throughout the policy year of changes in your business that may affect your exposure to risk. Failure to do so may result in uncovered losses.

Our inspections, reports and recommendations are provided to assist in your efforts to establish and maintain a safe workplace and not to warrant workplace safety or compliance with applicable laws, regulations or standards. Our observations and suggestions are not a substitute for legal advice. You bear this ultimate responsibility and are encouraged to seek appropriate legal counsel when implementing a program or process to maintain a comprehensive workplace safety program.

Loss control is a daily responsibility of your management. Our visits are not a substitute for your own loss control program. Recommendations are developed from conditions observed at the time of our visit. They do not include every possible loss potential, code violation, or exception to good practice.

The solvencies of the insurance carriers that you select are of utmost importance. Unless notified otherwise, all carriers have a Best Guide rating of A- or better.

In order to offer you choices, our agency maintains relationships with a number of insurance companies. Most of these companies pay our agency a commission when we place coverage with them. Some companies issue policies on a net basis to us, and we in turn, will charge you an agency fee. Some companies do pay our agency a contingency commission at the end of the calendar year if the group of insurance customers placed with that company has been profitable. Such an arrangement is an incentive for our agency to work with you to prevent losses as well as send profitable business to insurance carriers.

Our relationship with you is based on trust and we do our best to make no representation that would mislead anyone about any aspect of the products or services that we offer.

We value your trust and have always held it in the highest regard; therefore, we will continue to do all that we can to fully represent you in the insurance marketplace.

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Tangipahoa Parish Rural Fire District #2's Service Team

The following individuals are dedicated to providing service for your insurance needs.

Team Member	How They Can Help	Contact Numbers	Email Address
David Drake	Gathers your risk information and oversees and executes resources and services.	(225) 336-3218	david.drake@bxsi.com
Jana Grace	Manages and implements all day-to-day changes and any services you need.	(225) 215-9424	jana.grace@bxsi.com

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Named Insured's Schedule

Name	FEIN	For Policies
Tangipahoa Parish Rural Fire District #2	72-6001371	Package Policy

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Package Policy

Issuing Company:
Policy Term:

American Alternative Ins Co
6/01/19 – 6/01/20

General Liability Limits

General Liability	Limits
General Aggregate Limit	\$2,000,000
Products/Completed Operations Aggregate Limit	\$2,000,000
Personal/Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Damage to Premises Rented to You Limit (each occurrence)	\$1,000,000
Medical Expense Limit (any one person)	\$5,000
Form – Occurrence or Claims Made	Occurrence

Management Liability

Coverage	Limits
Each Offense or Wrongful Act	\$1,000,000
Aggregate	\$2,000,000
Defense Expense for Injunctive Relief	\$50,000
Form – Occurrence or Claims Made	Occurrence
Cyber Liability – Each Event Limit Retro Date: 6/1/2014	\$1,000,000
Privacy Crisis Management Expense – Each Privacy Event Retro Date: 6/1/2014	\$50,000
Cyber Extortion Expense – Each Event Limit	\$20,000
Privacy Crisis Management Expense and Cyber Extortion Expense – Aggregate	\$50,000
Form – Occurrence or Claims Made	Occurrence

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Business Automobile

Your exposure to a loss may exceed your limits and even those quoted here. Higher limits may be available. Please let us know if you would like additional information or a quote.

COVERED AUTO SYMBOLS

(1) ANY AUTO	(4) OWNED AUTOS OTHER THAN PRIVATE PASSENGER	(7) AUTOS SPECIFIED ON SCHEDULE
(2) ALL OWNED AUTOS	(5) ALL OWNED AUTOS WHICH REQUIRE NO-FAULT COVERAGE	(8) HIRED AUTOS
(3) OWNED PRIVATE PASSENGER AUTOS	(6) OWNED AUTOS SUBJECT TO COMPULSORY U.M. LAW	(9) NON-OWNED AUTOS

Limits

Limits of Liability	Symbol	Limit
Combined Single Limit	1	\$1,000,000
Medical Payments	7	\$10,000
Hired Auto Liability	8	\$1,000,000
Non Owned Auto Liability	9	\$1,000,000

Uninsured/Underinsured Motorists	Symbol	Limit
Uninsured Combined Single Limit	2, 8, 9	\$1,000,000

Physical Damage Coverage	Symbol	Limit
Hired Car Comprehensive Deductible	8	\$1,000
Hired Car Collision Deductible	8	\$1,000
Hired Car Physical Damage Limit	8	
Comprehensive	7, 8	See Schedule of Vehicles
Collision	7, 8	See Schedule of Vehicles

Schedule of Vehicles

Ins Veh #	Veh #	Year	Make/Model VIN	Liab	Med Pay	PIP	UM	UIM	Comp Ded	Coll Ded
	1		See spreadsheet							

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Excess Liability

Coverage Description	Limit
Each Occurrence	\$10,000,000
Annual Aggregate	\$20,000,000

Coverage	Limits	Limit Description	Company/Policy Term
General Liability	\$1,000,000	Each Occurrence	American Alternative Insurance Corp 6/1/2019 6/1/2020
	\$2,000,000	General Aggregate	
	\$2,000,000	Products/Completed Ops	
Business Auto Liability	\$1,000,000	Combined Single Limit BI Each Accident BI Each Person	American Alternative Insurance Corp 6/1/2019 6/1/2020

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Commercial Property Limits

Subjects of Insurance	Amount	Cause of Loss	Valuation	Co-insurance	Deductible
Loc. 1 - Kentwood VFD - 14400 Hwy 38, Kentwood, LA 70444					
Building	\$1,246,107	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$29,247	Special (Including theft)	Replacement Cost		1,000
Loc. 2 - Kentwood VFD - 310 Avenue G, Kentwood, LA 70444					
Business Personal Property	\$53,814	Special (Including theft)	Replacement Cost		1,000
Loc. 3 - Kentwood VFD - 19055 Hwy 1055, Kentwood, LA 70444					
Building	\$107,353	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$11,699	Special (Including theft)	Replacement Cost		1,000
Loc. 4 - Kentwood VFD Garage - 12287 Hwy 440, Tangipahoa, LA 70465					
Building	\$125,175	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 5 - Wilmer VFD - 22115 Hwy 10, Kentwood, LA					
Building	\$421,409	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 6 - Wilmer VFD - 66616 Hwy 1058, Roseland, LA 70456					
Building	\$105,666	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 7 - Wilmer VFD - 20163 Hwy 16, Amite, LA 70422					
Building	\$53,922	Special (Including theft)	Guaranteed Replacement Cost		1,000

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Subjects of Insurance	Amount	Cause of Loss	Valuation	Co-insurance	Deductible
Loc. 8 - Husser VFD - 56296 Hwy 445, Amite, LA 70422					
Building	\$862,712	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$23,397	Special (Including theft)	Replacement Cost		1,000
Loc. 9 - Loranger VFD - 53096 Hwy 40, Loranger, LA 70446					
Building	\$592,919	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$23,397	Special (Including theft)	Replacement Cost		1,000
Loc. 10 - Loranger VFD – Garage - 20032 Firehouse Road, Loranger, LA 70446					
Building	\$122,338	Special (Including theft)	Replacement Cost	80%	1,000
Loc. 11 - Loranger VFD – Garage - 27208 N Cooper Rd, Loranger, LA 70446					
Building	\$36,227	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 12 - Loranger VFD – Garage - 16466 E cooper Rd, Loranger, LA 70446					
Building	\$36,227	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 13 - 8th Ward VFD - 42382 Hwy 445, Robert, LA 70455					
Building 1					
Building	\$843,143	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$175,479	Special (Including theft)	Replacement Cost		1,000
Building 2 – Truck Canopy					
Building	\$40,945	Special (Including theft)	Replacement Cost	80%	1,000

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Subjects of Insurance	Amount	Cause of Loss	Valuation	Co-insurance	Deductible
Loc. 14 - Natalbany VFD - 11380 Hwy 1064, Natalbany, LA 70451					
Building	\$64,411	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 15 - Independence VFD - 52291 Redhill Rd, Independence, LA 70443					
Building	\$68,638	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 16 - Independence VFD - 52018 Noto Rd, Independence, LA 70443					
Building	\$68,638	Special (Including theft)	Guaranteed Replacement Cost		1,000
Loc. 17 - Manchac VFD - 30221 Hwy 51, Akers, LA 70421					
Building 1					
Building	\$123,417	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$37,435	Special (Including theft)	Replacement Cost		1,000
Building 2 - Storage					
Building	\$11,173	Special (Including theft)	Replacement Cost	80%	1,000
Business Personal Property	\$7,603	Special (Including theft)	Replacement Cost		1,000
Loc. 18 - Manchac VFD - 32266 Hwy 51, Manchac, LA 70421					
Building	\$37,889	Special (Including theft)	Replacement Cost	80%	1,000
Loc. 19 - Ponchatoula VFD - 610 Pine St, Ponchatoula, LA 70454					
Building	\$1,174,941	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$128,708	Special (Including theft)	Replacement Cost		1,000

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Subjects of Insurance	Amount	Cause of Loss	Valuation	Co-insurance	Deductible
Loc. 20 - Ponchatoula VFD - 21275 Hwy 22, Ponchatoula, LA 70454					
Building 1					
Building	\$693,201	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$19,739	Special (Including theft)	Replacement Cost		1,000
Building 2 – Modular Bunkhouse					
Building	\$61,868	Special (Including theft)	Actual Cash Value	80%	1,000
Loc. 21 - Ponchatoula VFD - 40015 Morgan Dr, Ponchatoula, LA 70454					
Building	\$427,845	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$8,658	Special (Including theft)	Replacement Cost		1,000
Loc. 22 - Hammond Rural VFD - 44532 S. Baptist Rd, Hammond, LA 70404					
Building 1					
Building	\$319,342	Special (Including theft)	Guaranteed Replacement Cost		1,000
Business Personal Property	\$58,493	Special (Including theft)	Replacement Cost		1,000
Building 2 - Office					
Building	\$31,264	Special (Including theft)	Replacement Cost	80%	1,000
Business Personal Property	\$11,699	Special (Including theft)	Replacement Cost		1,000
Building 3 - Storage					
Building	\$7,265	Special (Including theft)	Replacement Cost	80%	1,000
Business Personal Property	\$9,359	Special (Including theft)	Replacement Cost		1,000

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Subjects of Insurance	Amount	Cause of Loss	Valuation	Co-insurance	Deductible
Building 4 – Training Room					
Building	\$47,485	Special (Including theft)	Replacement Cost	80%	1,000
Business Personal Property	\$9,359	Special (Including theft)	Replacement Cost		1,000

Scheduled Equipment

Item #	Description	Year / Make / Model	Serial #	Amount of Insurance
1	Inmar 14.5 Inflatable 25 HP Boat	430-5R		\$2,000
2	Inmar 14.5 Inflatable 25 HP Boat	430-5R		\$2,000
3	War Eagle	2017 War Eagle 754 LDV	MTW34012K617	\$4,800
4	War Eagle	2017 War Eagle 754 LDV	MTW34011K617	\$4,800
5	Magic Tilt	2017 Magic Tilt JBV-15-17WBC		\$1,150
6	Magic Tilt	2017 Magic Tilt JBV-15-17WBC		\$1,150
7	Magic Tilt	2017 Magic Tilt MT16XWL1500	1M5BB1813H1E34393	\$1,200
8	Magic Tilt	Magic Tilt MT16XWL1500	1M5BB1811H1E34392	\$1,200
9	Evinrude	2017 Evinrude E50DGTLAG	5487316	\$6,000
10	Evinrude	2017 Evinrude E50DGTLAG	5487317	\$6,000
11	Motor	Suzuki 25 HP		\$4,000
12	Motor	Suzuki 25HP		\$4,000

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Item #	Description	Year / Make / Model	Serial #	Amount of Insurance
13	35 Rescue Vests @ \$200 Each			\$7,000
14	15 NRS Tow Tether @22.95 Each			\$345
15	15 Throw Bag/Rope @ \$50.95 EA			\$765
16	35 NRS Fox 40 Whistle @ \$6.24 EA			\$219
17	15 NRS Havoc Helmet @34.95 EA			\$525
18	15 NRS Omega Carabiners @ \$11 EA			\$165
19	2018 Gator Trax Boat		LAZ13473J718	\$10,623
20	2018 Mudbuddy 35 HP Motor		025849	\$10,255
21	2018 McClain 18x54 Trailer		4LYBG1811JH002587	\$2,387
22	Roadclipper Trailer	RUL16X77	46UFU1624H1187415	\$2,575
23	Continental Cargo Trailer	8.5 X 24	5NHUNSZ26KU121465	\$6,565
			Total Limit	\$79,724.00
Replacement Cost				
Deductible - \$250				

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Coinsurance Clause

Most property insurance policies contain a coinsurance provision. A Coinsurance provision requires the insured to insure the covered property to some specified percentage of its full value, either replacement cost or actual cash value – typically 80, 90 or 100 percent – in exchange for a coinsurance rate credit. If at the time of loss it is determined that the limits carried are less than those required by the coinsurance provision, the loss recovery will be limited to the same percentage of loss as the ratio of the amount of insurance carried to the amount of insurance required. The “Coinsurance Formula” Exhibit below shows the calculation of the amount payable after application of the coinsurance requirement.

Replacement Cost	\$100,000
80% Limit Required	\$80,000
Amount of Coverage Carried	\$60,000
Amount of Loss	\$40,000
Deductible	\$1,000

Loss Calculation

$$\$40,000 \times (\$60,000 / \$80,000) - \$1,000 = \$29,000$$

Total Claim Paid	\$29,000
------------------	----------

For the purposes of this exhibit, noncompliance with the coinsurance clause resulted in an \$11,000 penalty.

The coinsurance clause affects the amount of recovery only in partial loss situations. In the event of a total loss, the policy would pay the total limit of liability applicable to that property, in this case \$60,000.

IMPORTANT NOTICE: Flood coverage is typically not covered under a standard commercial property policy. We may be able to provide a quote for commercial flood insurance to a limit of \$500,000 for your building and to a limit of \$500,000 for its contents. You may be able to purchase excess flood insurance to rebuild properties valued above those limits.

Depending on your geographic location, certain occurrences in nature (Flood, Earthquake, Tropical Storms, Hurricanes, etc.) could limit our binding authority.

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Premium Summary

Coverage	Company	AM Best Rating	Premium	Tax	Fee	Total Premium
Package Policy	American Alternative Ins Co	A+ XV	247,186.00		1,597.02	248,783.02
TOTAL ANNUAL PREMIUM			247,186.00	0.00	1,597.02	248,783.02

Premium Comparison

Coverage	18/19 (Annualized) Expiring Premium	19/20 (Estimated) Renewal Premium
Commercial Property	57,910.00	60,308.90
General Liability	1,694.00	1,694.00
Auto	161,115.20	170,629.00
Excess Liability	11,573.00	13,174.00
Management Liability	1,424.00	1,424.00
Equipment	1,634.97	1,553.12
TOTAL ANNUAL PREMIUM	235,351.17	248,783.02

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Understanding Best's Financial Strength Ratings

A Best's Financial Strength Rating can be assigned to an insurance company on an interactive or non-interactive basis. In both cases, the rating scale and descriptors are:

Secure	Vulnerable
A++, A+ (Superior)	B, B- (Fair)
A, A- (Excellent)	C++, C+ (Marginal)
B++, B+ (Good)	C, C- (Weak)
	D (Poor)
	E (Under Regulatory Supervision)
	F (In Liquidation)
	S (Suspended)

Financial Size Category			
Class	Adj. PHS (\$ Millions)	Class	Adj. PHS (\$ Millions)
I	Less than 1	IX	250 to 500
II	1 to 2	X	500 to 750
III	2 to 5	XI	750 to 1,000
IV	5 to 10	XII	1,000 to 1,250
V	10 to 25	XIII	1,250 to 1,500
VI	25 to 50	XIV	1,500 to 2,000
VII	50 to 100	XV	2,000 or greater
VIII	100 to 250		

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Acceptance of Proposal

Tangipahoa Parish Rural Fire District #2

Please bind coverage as proposed by BXS Insurance, effective _____.

I understand that this proposal is only an outline of the insurance policy/policies and does not include all of the terms, coverages, exclusions, limitations and conditions included in the insurance policy/policies. Regardless of the terms, limitations and conditions carried in prior years, this proposal contemplates only the limits, terms, conditions, warranties and exposures represented herein. The insurance policy/policies will include these specific details.

_____ I accept the proposal as presented

_____ I accept the proposal with the following changes:

_____ I reject this proposal

Binding Subjectivities

Date Signed

Authorized Signature of Named Insured

Title

Print Name

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



Discussion

These items are for discussion only and do not represent all of your potential exposures.

Property	
	Accounts Receivable/Valuable Papers
	Equipment Breakdown
	Electronic Data Processing Equipment
	Equipment Floaters
	Flood/Earthquake/Wind
	Ordinance or Law
	Business Income/Extra Expense/Loss of Rents
	Signs/Glass
	Off Premises Power Failure
	Cargo
	Terrorism
	Dependent Property
Crime	
	Employee Dishonesty
	ERISA
	Forgery or Alteration
	Money & Securities
	In Transit
	Money Orders/Counterfeit Money
	Computer Crime
	Computer Fraud
	Funds Transfer Fraud
	Claims Expense
Other	
	Foreign Coverage
	Kidnap & Ransom
	Travel Accident
	Aviation

Liability	
	Employee Benefits
	Directors & Officers
	Employment Practices
	Fiduciary
	Internet & Privacy
	Liquor
	Pollution
	Product Recall
	Professional/Errors & Omissions
	Stop Gap Workers Compensation
	Garage
	Railroad Protective
	Terrorism
Automobile	
	Drive Other Car
	Hired/Non-owned Auto Liability
	Hired Car Physical Damage
	MCS-90
	Employees As Insureds
	Terrorism
Workers Compensation	
	US Longshoreman's & Harbor Workers
	Jones Act
	Maritime
	Stop Gap
	Foreign
Excess Liability	
	Terrorism

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



BXSI Resource Options

Resources

You Currently Have Checked Items

	<p>PRESS – Stewardship report providing detail analysis of losses on all coverage lines, multiple policy years.</p> <ul style="list-style-type: none"> • Identifies Severity and Frequency Trends • Provides Loss Ratio by Line/Policy Year • Itemizes Exposures/Rates on GL and WC • Provides Benchmarking/RCOR Analysis • Overview of Resources
	<p>Loss Control – Specializes in helping you proactively prevent, reduce and manage exposures while reducing the frequency and severity of losses. Rather than restricting services by a predetermined date, we provide loss control services at the time needs arise.</p>
	<p>Work Comp Injury Triage – provides professional and immediate response on work compensation claims:</p> <ul style="list-style-type: none"> • Access to Occupational Registered Nurse 24/7 for Treatment Recommendations • Claim reporting completes 1st Report of Injury, Notifies Carrier • Controls and Reduces Claim Cost • Reduces Fraudulent Claims/Records All Calls • Interpreters Available
	<p>CARE – Internal workers' compensation monitoring tool designed to reduce impact of claims which ultimately reduces experience modifier. The program monitors workers' compensation claims:</p> <ul style="list-style-type: none"> • Any Claim over \$5,000 • Claims with Indemnity Reserve • Any Claim Open Longer than 180 Days • Experience Mod Reviewed before Unit Stat • Experience Mod Checked at Renewal
	<p>Transportation Compliance Services – provides assistance to motor carriers to maintain compliance with the U.S. DOT and the FMCSA.</p> <ul style="list-style-type: none"> • Evaluate State of Compliance • Quarterly DOT style audits with action plans • Manage Drug and Alcohol Consortium • Carrier Compliance Audits • Drive MVR Reports • Hazardous Materials Training • IFTA Processing & Reporting • Accident Investigation/Vehicle Inspections
	<p>Certificate E-Service Issuance – Online certificate service offering electronic generation of certificates and auto ID cards 24/7 at no cost.</p> <p>Tracking – Automates the tracking of Vendors, Sub-contractors, Project by Expiration Date, compares contract requirement, automates certificate request and notices of deficiencies of coverage</p>

This is only a brief summary, not a contract. Please see policy for full details, limitations and exclusions.



ThinkHR Workplace A cloud-based platform of integrated HR resources and training supported by live HR experts.



ThinkHR Live

ThinkHR Live's team of experienced HR Advisors are there in the moment that matters to point you in the right direction, offer a second opinion, or coach you on critical workforce issues.

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- Environmental compliance
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- Job description builder
- Compliance guidelines and checklists
- Performance review tools
- HR audit checklist
- Salary benchmarking
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- Downloadable forms and tools

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Call the ThinkHR Live team at 877.225.1101

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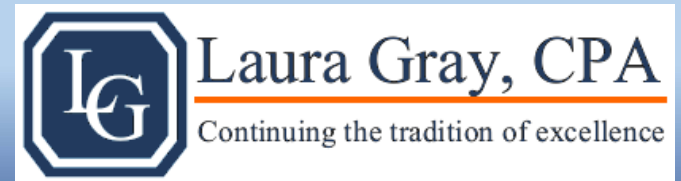
Item Attachment Documents:

9. Laura Gray- Audit Presentation for FYE 12-31-2018

Tangipahoa Parish Rural Fire Protection District No. 2.
(A Component Unit of Tangipahoa Parish Government)
and 8 Volunteer Fire Departments

Financial Audit Presentation
Year Ended December 31, 2018

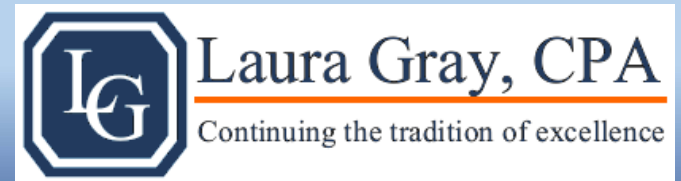
By Laura Gray, CPA



Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
FYE 12-31-18 Financial Audit

• The 8 Volunteer Fire Departments Reported are:

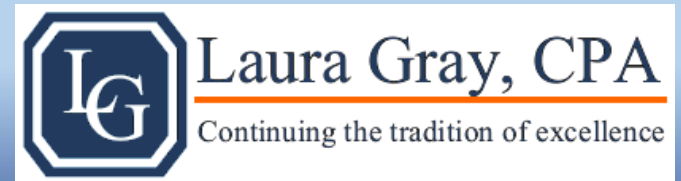
- ✓ Hammond Rural Fire Department
- ✓ Ponchatoula Volunteer Fire Department, Inc.
- ✓ Independence Volunteer Fire Department, Inc.
- ✓ Husser Volunteer Fire Department, Inc.
- ✓ Loranger Volunteer Fire Department, Inc.
- ✓ Wilmer Volunteer Fire Department, Inc.
- ✓ Manchac Volunteer Fire Department, Inc.
- ✓ Eighth Ward Volunteer Fire Department



Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

• HIGHLIGHTS

- Unmodified Opinion on District and Volunteers (Best Opinion they Can Receive) page 1
- Management's Discussion and Analysis can be found on pages 5-9
- Only Reported on Public Funds for Volunteers
- Natalbany Volunteer Fire Department and Kentwood Volunteer Fire Department did not report in 2018 with the District. They each had separate audits.
- Decrease in net position:
 - ✓ District \$95,561
- Decrease in net position:
 - ✓ Volunteers \$414,839



Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

- **HIGHLIGHTS**

- The department that had a positive change in Net Position is:

Manchac Volunteer Fire Department, Inc.

- The departments that had a negative change in Net Position are:

Hammond Rural Fire Department

Husser Volunteer Fire Department, Inc.

Independence Volunteer Fire Department, Inc.

Loranger Volunteer Fire Department, Inc.

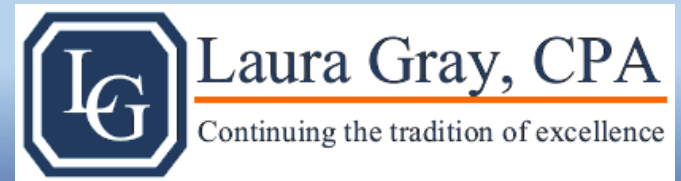
Ponchatoula Volunteer Fire Department, Inc.

Wilmer Volunteer Fire Department, Inc.

Eighth Ward Volunteer Fire Department

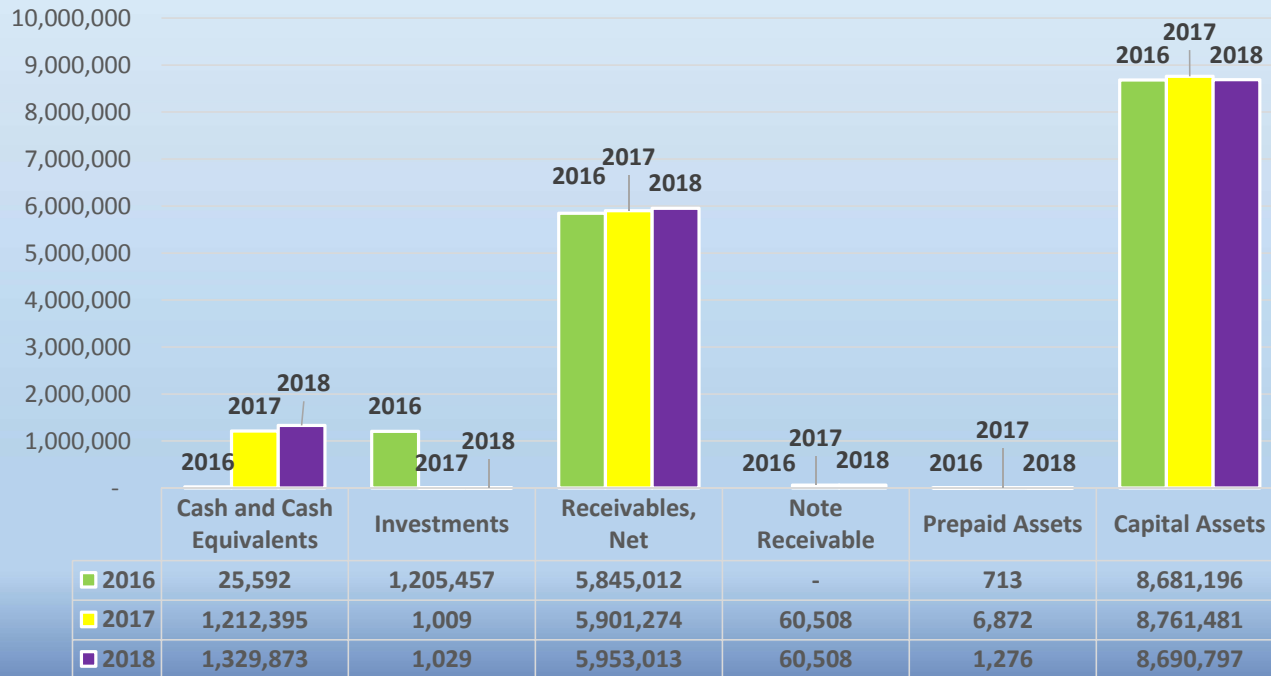
- The department that had negative Net Position at year end is:

Loranger Volunteer Fire Department, Inc.

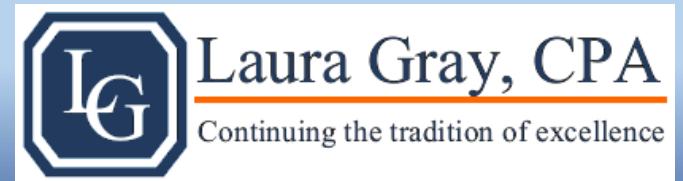


Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

• Fire # 2 - Assets

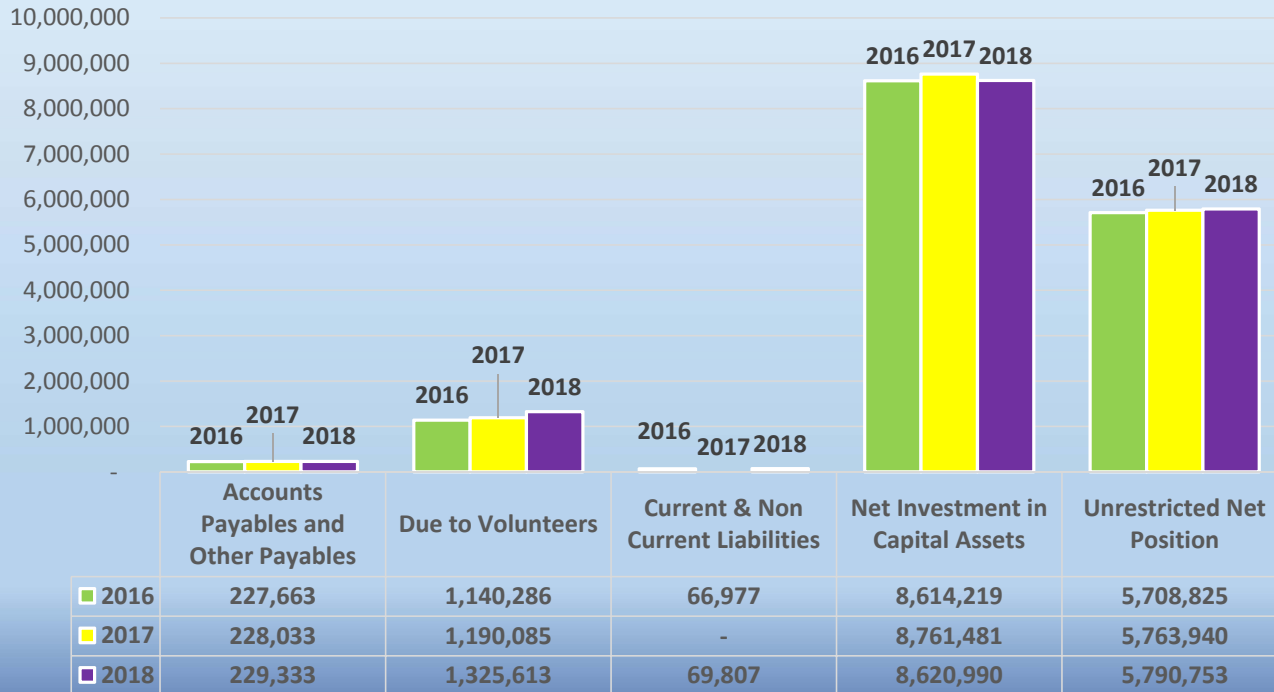


- See page 11
- Total Assets for 2018
\$16,036,496



Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
FYE 12-31-18 Financial Audit

• Fire # 2 – Liabilities and Net Position

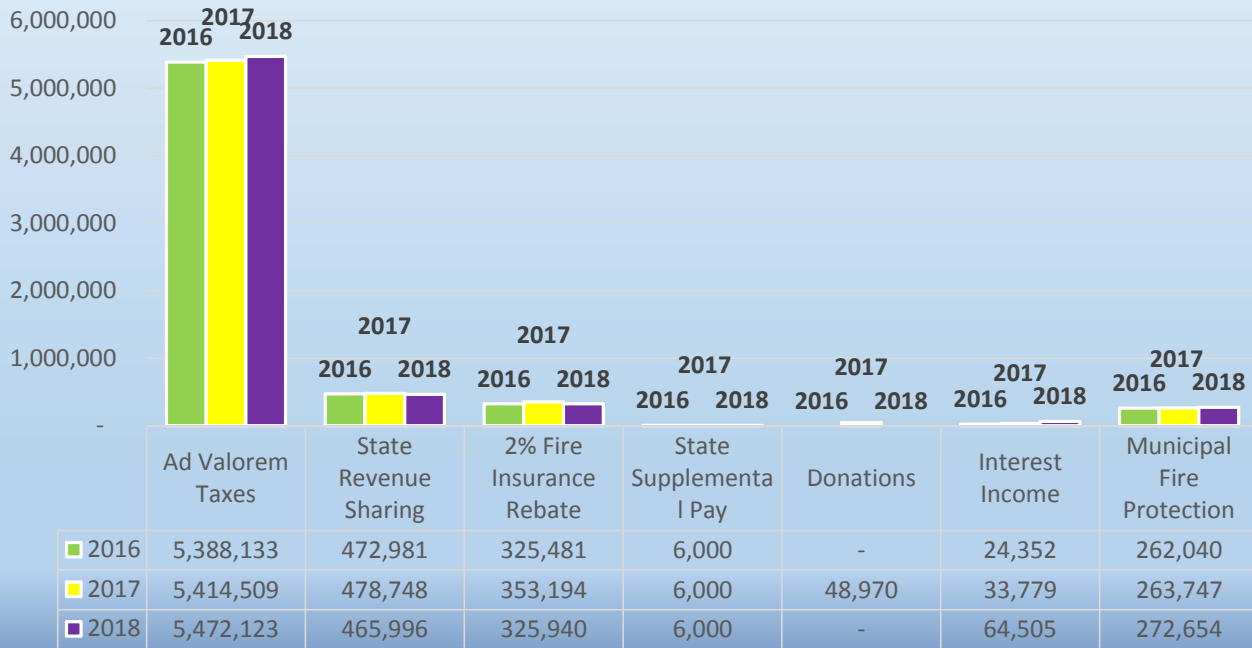


- See page 11
- Total Liabilities for 2018- \$1,624,753
- Total Net Position 2018- \$14,411,743

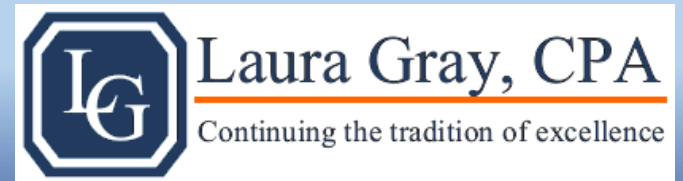


Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

• Fire # 2 - Revenues

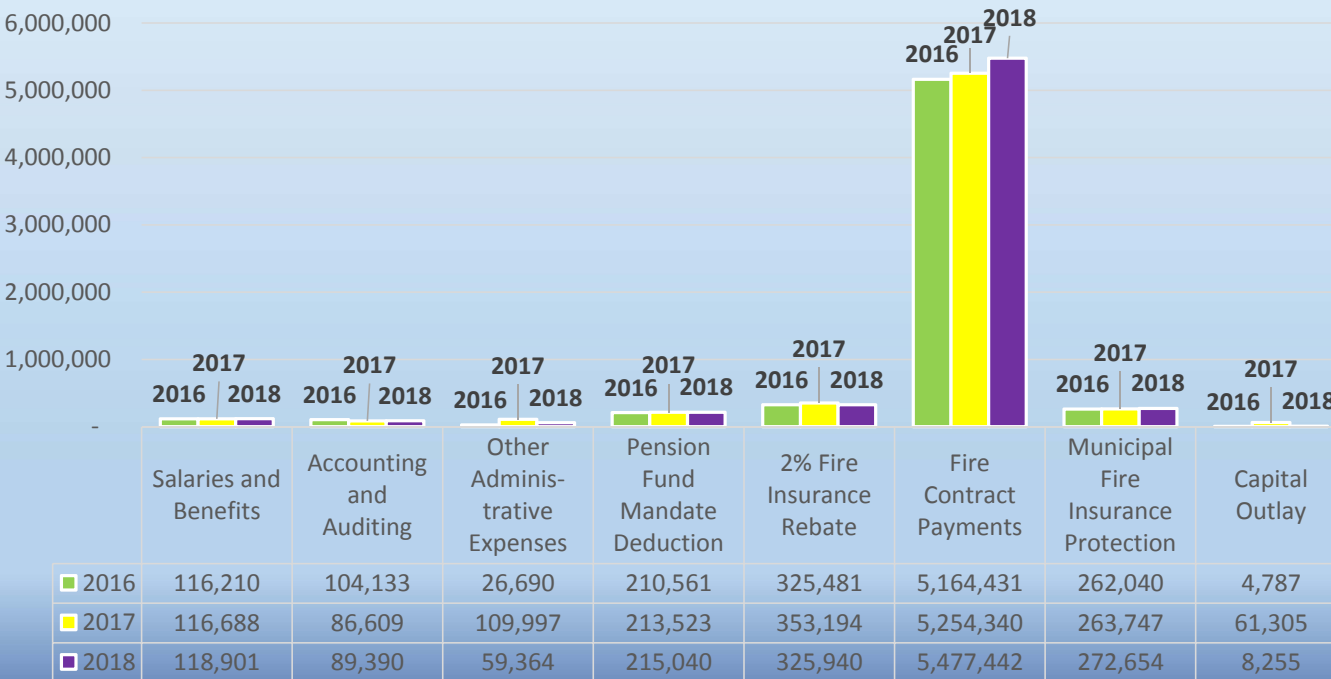


- See page 15
- Total Revenues \$6,607,218

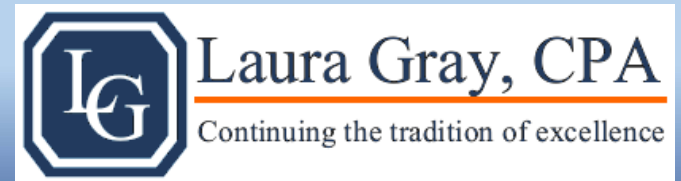


Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
FYE 12-31-18 Financial Audit

• Fire # 2 - Expenditures



- See page 15
- Total Expenditures \$6,566,986



Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

	Hammond Rural Fire Dept., Inc.	Husser Vol. Fire Dept., Inc.	Independence Vol. Fire Dept., Inc.	Loranger Vol. Fire Dept., Inc.	Manchac Vol. Fire Dept., Inc.	Ponchatoula Vol. Fire Dept., Inc.	Wilmer Vol. Fire Dept., Inc.	Eighth Ward Vol. Fire Dept., Inc.	Total
Assets									
Cash and Cash Equivalents	\$ 1,462,123	\$ 120,986	\$ 121,372	\$ 69,450	\$ 977,937	\$ 811,423	\$ 276,819	\$ 278,647	\$ 4,118,757
Investments	186,776	117,948	8	19	101	116	16	13	304,997
Due from Other Governments	249,818	83,273	135,964	91,280	19,217	224,195	91,280	99,287	994,314
Due from Independence VFD	-	-	-	-	95,858	-	-	-	95,858
Due from Loranger VFD	-	-	-	2,371	-	227,577	-	-	229,948
Prepaid Assets	4,531	8,321	3,326	4,726	10,917	17,462	7,288	15,601	72,172
Capital Assets, Net	-	-	52,728	-	-	112,127	10,340	708,777	883,972
Total Assets	\$ 1,903,248	\$ 330,528	\$ 313,398	\$ 167,846	\$ 1,104,030	\$ 1,392,900	\$ 385,743	\$ 1,102,325	\$ 6,700,018
Liabilities									
Accounts Payable	\$ 103,649	\$ 24,578	\$ 18,657	\$ 21,719	\$ 1,432	\$ 19,998	\$ 11,907	\$ 20,832	\$ 222,772
Payroll & Related									
Liabilities Payable	14,226	5,551	17,587	11,970	-	24,582	10,309	6,310	90,535
Due to Other Governments	-	-	69,539	-	-	-	-	-	69,539
Current Obligations	-	-	9,420	25,555	-	-	-	-	34,975
Non-Current Obligations	-	-	86,438	202,022	-	-	-	-	288,460
Total Liabilities	\$ 117,875	\$ 30,129	\$ 201,641	\$ 261,266	\$ 1,432	\$ 44,580	\$ 22,216	\$ 27,142	\$ 706,281
Net Position									
Net Investment in Capital Assets	\$ -	\$ -	\$ 52,728	\$ -	\$ -	\$ 112,127	\$ 10,340	\$ 708,777	\$ 883,972
Restricted for:									
Other Purposes	1,785,373	300,399	59,029	(93,420)	1,102,598	1,236,193	353,187	366,406	5,109,765
Total Net Position	\$ 1,785,373	\$ 300,399	\$ 111,757	\$ (93,420)	\$ 1,102,598	\$ 1,348,320	\$ 363,527	\$ 1,075,183	\$ 5,993,737

Tangipahoa Parish Rural Fire Protection District No. 2. and 8 Volunteer Fire Departments FYE 12-31-18 Financial Audit

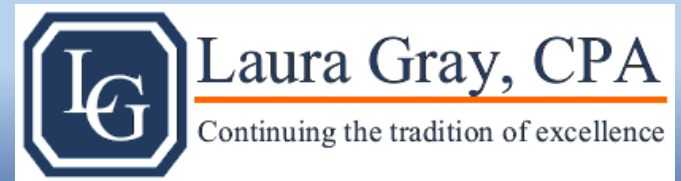
	Hammond Rural Fire Dept., Inc.	Husser Vol. Fire Dept., Inc.	Independence Vol. Fire Dept., Inc.	Loranger Vol. Fire Dept., Inc.	Manhac Vol. Fire Dept., Inc.	Ponchatoula Vol. Fire Dept., Inc.	Wilmer Vol. Fire Dept., Inc.	Eighth Ward Vol. Fire Dept., Inc.	Total
Expenses:									
Salaries & Related Benefits	\$ 1,127,727	\$ 441,276	\$ 881,767	\$ 542,819	\$ 48,066	\$ 1,058,634	\$ 484,734	\$ 459,918	\$ 5,044,941
Depreciation	-	-	26,566	-	-	32,120	10,607	40,413	109,706
Fire Service Contract	325,000	-	-	31,378	-	-	31,378	7,182	394,938
Fuel	15,178	10,723	12,052	9,325	2,300	26,034	11,750	17,989	105,351
Insurance	25,090	40,603	32,000	29,912	16,539	86,841	25,334	41,028	297,347
Legal & Professional	2,942	5,292	5,516	7,430	2,515	7,553	7,496	24,081	62,825
Office Supplies & Postage	4,059	612	4,019	4,563	1,036	10,197	6,406	7,485	38,377
Station Supplies	36,865	18,479	10,342	23,747	8,322	41,037	9,837	39,322	187,951
Repairs & Maintenance	53,451	57,291	74,458	43,276	10,556	62,398	65,306	108,462	475,198
Telephone & Utilities	16,782	22,906	12,442	13,433	7,090	39,076	13,012	24,959	149,700
Training	2,554	4,242	3,263	4,372	323	6,778	1,367	10,342	33,241
Uniforms	2,400	1,163	2,943	4,629	234	3,050	1,244	336	15,999
Miscellaneous	27,942	10,068	9,228	5,806	1,303	24,118	6,321	10,829	95,615
2% Fire Rebate Payments	-	-	-	-	-	57,039	-	-	57,039
Debt Service Payments	23	-	9,660	7,686	-	12,932	-	-	30,301
Equipment	286,941	38,892	22,753	7,287	2,060	355,621	53,708	3,890	771,152
Total Expenses	1,926,954	651,547	1,107,009	735,663	100,344	1,823,428	728,500	796,236	7,869,681
Program Revenues:									
Charges for Services	-	-	248,480	-	-	-	-	-	248,480
Operating Grants	-	-	-	-	-	-	-	89,532	89,532
Net Program (Expenses) Revenues	(1,926,954)	(651,547)	(858,529)	(735,663)	(100,344)	(1,823,428)	(728,500)	(706,704)	(7,531,669)
General Revenues:									
Ad Valorem Taxes	978,999	326,333	363,987	357,711	75,308	878,589	357,711	389,089	3,727,727
State Revenue Sharing	89,102	29,701	33,128	32,556	6,854	79,963	32,556	35,412	339,272
2% Fire Insurance Rebate	63,558	21,186	23,631	23,223	4,889	114,079	23,223	25,260	299,049
Interest Income	28,392	3,950	3,610	2,533	25,210	23,230	5,344	4,454	96,723
State Supplemental Pay	42,000	-	34,533	36,000	-	21,750	17,250	-	151,533
Miscellaneous Revenue	529,250	254,394	397,828	257,787	24,079	514,677	276,639	247,872	2,502,526
Total General Revenues	1,731,301	635,564	856,717	709,810	136,340	1,632,288	712,723	702,087	7,116,830
Change in Net Position	(195,653)	(15,983)	(1,812)	(25,853)	35,996	(191,140)	(15,777)	(4,617)	(414,839)
Net Position:									
Beginning - Originally Stated	1,981,026	316,382	110,014	(56,595)	1,066,602	1,539,460	379,304	1,091,235	6,427,428
Prior Period Adjustment	-	-	3,555	(10,972)	-	-	-	(11,435)	(18,852)
Beginning - Restated	1,981,026	316,382	113,569	(67,567)	1,066,602	1,539,460	379,304	1,079,800	6,408,576
End of the Year	\$ 1,785,373	\$ 300,399	\$ 111,757	\$ (93,420)	\$ 1,102,598	\$ 1,348,320	\$ 363,527	\$ 1,075,183	\$ 5,993,737

Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
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• Schedule of Long Term Debt – Fire # 2 only

District	Balance 01/01/18 Restated	Additions	Reductions	Balance 12/31/18	Due Within One Year
Lease payable	\$ 85,828	\$ -	\$ 16,021	\$ 69,807	\$ 16,723
Total	\$ 85,828	\$ -	\$ 16,021	\$ 69,807	\$ 16,723

- For details refer to Note 7 on page 32



Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
FYE 12-31-18 Financial Audit

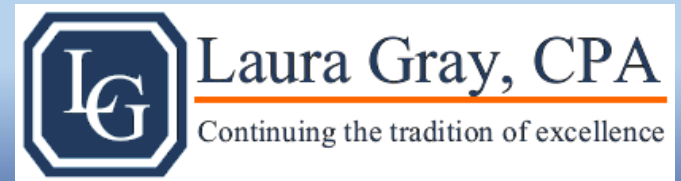
• **Other Notable Items:**

- Discretely Presented Component Units Notes Payable on page 32
- Note 11 – Tax Abatements on page 34
- Note 13 - Subsequent Events on page 35
- Budget Comparison Schedule on page 37



Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
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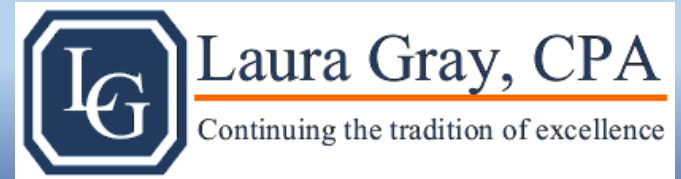
- Clean Opinion on Internal Control over Financial Reporting and on Compliance
- Findings
 - The District had no findings in 2018



Tangipahoa Parish Rural Fire Protection District No. 2. and
8 Volunteer Fire Departments
FYE 12-31-18 Financial Audit

• State Wide Agreed Upon Procedures:

- The Louisiana Legislative Auditor (LLA) has prescribed statewide agreed-upon procedures (AUP's) for all entities that meet the legal requirement to have an audit under the Audit Law.
- 6 procedures were performed by the auditor in year 2.
- No exceptions were noted.
- The details of the procedure performed and the exceptions noted by the auditor can be found in a separate report.





QUESTIONS?



Thank you