Jefferson Parish
State of Louisiana

Bid Number 50–00134963

TWO YEAR CONTRACT TO PROVIDE RETROREFLECTIVE PAVEMENT MARKINGS (MATERIAL ONLY) FOR THE JEFFERSON PARISH DEPARTMENT OF ENGINEERING- TRAFFIC ENGINEERING DIVISION

BID DUE: AUGUST 03, 2021 AT 2:00 PM

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.net, 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
Buyer Name: DONNA M EVANS
Buyer Email: DMEVANS@jeffparish.net
Buyer Phone: 504-364-2691

DATE: 7/14/2021

BID NO.: 50-00134963

INVITATION TO BID
THIS IS NOT AN ORDER

JEFFERSON PARISH

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

BUYER: DMEVANS@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 8/03/2021 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from http://purchasing.jeffparish.net and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part 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 any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at http://purchasing.jeffparish.net.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053.
You may also obtain a copy by visiting the Purchasing Department webpage at http://purchasing.jeffparish.net and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

10, 12, 13, 15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.

2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.

3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.

5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.

6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

7. PUBLIC WORKS BIDS: All awards for public works in excess of $5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of $25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.

8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.

9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.

10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.

11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.

12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.

13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

See Page 1 for Conflicts of Interest Statement

BID FORM

Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed,for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: ( ) _____ FAX: ( ) _____

EMAIL ADDRESS: _____

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: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: $ _____

AUTHORIZED SIGNATURE: _____ _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00134963

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO YEAR CONTRACT TO PROVIDE RETROFLECTIVE PAVEMENT MARKINGS (MATERIAL ONLY) FOR THE JEFFERSON PARISH DEPARTMENT OF ENFINEERING-TRAFFIC ENGINEERING DIVISION		
1	200.00	PKG	0010 FOUR INCH SOLID WHITE FOUR INCHES BY THREE FEET PREMARK PM600100 SWARCO 3490		
			TWO (2) YEAR CONTRACT FOR A SUPPLY OF RETROREFLECTIVE PAVEMENT MARKINGS FOR THE JEFFERSON PARISH TRAFFIC ENGINEERING DIVISION		
2	200.00	PKG	0020 FOUR INCH SOLID YELLOW FOUR INCHES BY THREE FEET PREMARK PM600101 SWARCO 3491		
3	150.00	PKG	0030 EIGHT INCH SOLID WHITE EIGHT INCHES BY THREE FEET PREMARK PM600102 SWARCO 3494		
4	100.00	PKG	0040 TWELVE INCH SOLID WHITE TWELVE INCHES BY THREE FEET PREMARK 8431064 SWARCO 3496		
5	60.00	PKG	0050 TWELVE INCH SOLID YELLOW TWELVE INCHES BY THREE FEET PREMARK 8431064Y SWARCO 3497		
6	300.00	PKG	0060 TWENTY FOUR INCH SOLID WHITE LINES TWENTY FOUR INCHES BY THREE FEET PREMARK 8430566 SWARCO 3502		
7	30.00	PKG	0070 LEFT TURN ARROW EIGHT FEET		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00134963

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			STANDARD WHITE TWO PER PACK PREMARK 8330241L SWARCO 3545		
8	30.00	PKG	0080 RIGHT TURN ARROW EIGHT FEET STANDARD WHITE TWO PER PACK PREMARK 8330241R SWARCO 3546		
9	20.00	PKG	0090 STRAIGHT ARROW NINE FEET BY SIX INCHES STANDARD WHITE TWO PER PACK PREMARK 8330240 SWARCO 3550		
10	25.00	PKG	0100 LEFT/STRAIGHT ARROW TWELVE FEET BY NINE INCHES STANDARD WHITE ONE PER PACK PREMARK 8330142L SWARCO 3553		
11	25.00	PKG	0110 RIGHT/STRAIGHT ARROW TWELVE FEET BY NINE INCHES WHITE ONE PER PACK PREMARK 8330142R SWARCO 3554		
12	30.00	PKG	0120 "ONLY" LEGEND EIGHT FEET WHITE ONE PER PACK PREMARK 8130102 SWARCO 3639		
13	30.00	PKG	0130 "RXR" KIT TWENTY FEET BY EIGHT FEET WHITE		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00134963

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ONE PER PACK PREMARK PMK8130103A SWARCO 3644		
14	15.00	PKG	0140 "SCHOOL" LEGEND TEN FEET WHITE ONE PER PACK PREMARK 8120100 SWARCO 3646		
15	30.00	PKG	0150 "SCHOOL" LEGEND EIGHT FEET WHITE ONE PER PACK PREMARK 8110101 SWARCO 3645		
16	50.00	PKG	0160 HANDICAP KIT WHITE ON BLUE WITH VIZIGRIP FORTY EIGHT INCHES BY FORTY EIGHT INCHES TWO PER PACK PREMARK 89230230HS SWARCO 3802		
17	30.00	PKG	0170 BICYCLE SYMBOL WITH VIZIGRIP SIX FEET BY THREE FEET FOUR INCHES FIVE PER PACK PREMARK 89230576LHS SWARCO 3789		
18	30.00	PKG	0180 BICYCLE SHARED LANE SYMBOL WITH VIZIGRIP NINE FEET FOUR INCHCES BY THREE FEET FOUR INCHES TWO PER PACK PREMARK PM600833L SWARCO 3792		
19	10.00	PKG	0190 SHARED BICYCLE LANE SYMBOL WITH GREEN CONTRAST BOX FOUR FEET BY TEN FEET WHITE WITH GREEN CONTRAST ONE PER PACK		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00134963

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PREMARK PMSK6902768L SWARCO 4092		
20	20.00	PKG	0200 LIGHT GREEN LINE TWENTY FOUR INCHES BY THREE FEET PREMARK PMSK89430566LG SWARCO 4047		
21	25.00	EA	0210 SWARCO 2090 PRIMER FIVE GALLON CONTAINERS FOR CONCRETE APPLICATIONS SWARCO 1048		
22	40.00	PKG	0220 BUNDY PLUS FIVE INCHES BY FIVE INCHES BLACK RPM ADHESIVE ONE HUNDRED FORTY PER PACK PREMARK 8430055BK SWARCO 4277		
23	40.00	PKG	0230 SUPER BUNDY PLUS PAD EIGHT INCHES BY EIGHT INCHES RPM ADHESIVE EIGHTY PER PACK PREMARK 8434056 SWARCO 4013		
24	8.00	EA	0240 MAGNUM EXTRA LONG PROPANE FIELD TORCH KIT TWENTY FOUR INCH X-LONG BRASS TORCH HANDLE WITH 70 MM ELECTRONIC NOZZLE		

JEFFERSON PARISH DEPARTMENT OF ENGINEERING

TRAFFIC ENGINEERING DIVISION
SPECIFICATIONS FOR THERMOPLASTIC PAVEMENT MARKINGS
MATERIAL ONLY

GENERAL NOTES: The following specifications describe are for a two-year contract to provide retroreflective pavement marking (MATERIAL ONLY). The material shall include but not be limited to: Raised Pavement Markers, Pavement Marking, and Preformed Letters, Legends, and Symbols. All material and legends shall conform to these specifications and to those listed in the Manual of Uniform Traffic Control Devices, 2009 Edition.

HOT APPLIED THERMOPLASTIC PAVEMENT MARKING

DESCRIPTION: This specification describes a reflectorized thermoplastic pavement striping material that is applied using the propane torch method recommended by the manufacturer, to the road surface in a molten state by mechanical means. The material must be able to be applied without minimum requirements for ambient and road temperatures and without any preheating of the pavement to a specific temperature. Upon cooling to normal pavement temperatures the resulting traffic marking shall produce a stripe of specified thickness and width that is retroreflective in dry and wet conditions and capable of resisting deformation by traffic.

a) The markings must be a resilient white or yellow thermoplastic product with uniformly distributed glass beads throughout the entire cross sectional area. The markings must be resistant to the detrimental effects of motor fuels, lubricants, hydraulic fluids etc. Lines, legends, and symbols are capable of being affixed to bituminous and/or Portland cement concrete pavements by the use of the normal heat of a propane torch. Other colors shall be available as required.

b) The markings must be capable of conforming to pavement contours, breaks and faults through the action of traffic at normal pavement temperatures. The markings shall have resealing characteristics, such that it is capable of fusing with itself and previously applied thermoplastic when heated with the torch.

c) The markings must be able to be applied in temperatures down to 32 degrees F. without any special storage, preheating, or treatment of the material before application.

d) Sealer shall be required for all markings on portland cement concrete and other non-bituminous surfaces where the marking is at street level and would be subjected to vehicular traffic. The sealer shall be supplied in 5 gallon pails. Expiration date for the sealer shall be clearly stamped on the container label.

MATERIALS: The thermoplastic material shall be homogeneously composed of pigment, binder, and glass beads. ***PREHEATED MATERIAL WILL NOT BE ACCEPTED.*** All material shall conform to the Manual of Uniform Traffic Control Devices, 2009 Edition.

The material shall be comprised of maleic modified rosin ester resin and high boiling plasticizer resistant to degradation by motor fuels, lubricants, etc. in conjunction with aggregates, pigments, binders, and glass beads which have been factory produced as a finished product, and meets the requirements of the current edition of the Manual on Uniform Traffic Control Devices. The binder shall be a minimum of 50% maleic modified rosin ester.

The thermoplastic material shall conform to AASHTO designation M249-79 (86), with the exception of the relevant differences due to the material being supplied in a preformed state.

The thermoplastic material shall be free of skins, dirt and foreign debris.

The reflective media shall be made up by the internal and external application of glass beads and shall conform to the following requirements:

Glass Beads- The material must contain a minimum of thirty percent (30%) graded glass beads by weight and shall in the "received state" have surface beads firmly affixed. The beads shall be clear and transparent. Not more than twenty percent (20%) of the beads shall consist of irregular fused spheroids, or silica. The index of refraction shall not be less than 1.50.

The thermoplastic materials shall have the following characteristics:

- Shall not deteriorate upon contact with pavement materials, petroleum droppings from traffic and chemicals, such as sodium chloride or calcium chloride, used to prevent formation of ice on roadways or streets.

- Shall not scorch, discolor, or deteriorate if kept at the manufacturer's recommended application temperature, or deteriorate if kept at the manufacturers recommended application temperature, or at least 400° F (204.4° C) for 4 hours.

- Has a temperature versus viscosity characteristic that remains constant from batch to batch through 3-4 re-heat cycles.

- The thermoplastic material in the plastic state shall not exude fumes that are toxic, or cause injury to persons or property.

The Thermoplastic materials shall have the following composition:

- The pigment, beads and filler shall be uniformly dispersed in the resin. The thermoplastic shall be free of skins, dirt, and foreign objects and shall comply with requirements according to Table 3.

Table 3 - COMPOSITION

All Weather Thermoplastic		
	Weight Percent	
Component	White	Yellow
Binder	18% minimum	18% minimum
Type I Glass Spheres (AASHTO M247, Type I)	30% - 40%	30% - 40%
TI02, Type II Rutile	10% minimum	As needed
Pigment Yellow 83	None	See Note 1
Calcium Carbonate and Intert Filler (200 mesh sieve)	42% Maximum	See Note 1

Note 1- The amount of yellow pigment, calcium carbonate and inert fillers shall be at the option of the manufacturer, providing all other requirements of this specification are met.

- The thermoplastic material shall be produced without the use of lead chromate or arsenic.
- The thermoplastic shall contain clear glass beads as described above.
- The thermoplastic shall be formulated and manufactured from first-grade materials and specifically compounded for traffic markings.
- The thermoplastic shall resist smearing or spreading under normal traffic conditions below 120° F (49° C).
- The finished line shall maintain its original dimensions and placement.
- The finished line shall be free from tack below 120° F (49° C) and is not slippery when wet.
- The thermoplastic line shall be homogenous with even distribution of pigments, and beads throughout the plastic matrix.
- The physical properties of the thermoplastic line shall be uniform throughout the plastic matrix.
- The thermoplastic line shall resist lifting from the pavement in freezing weather and possess cold ductility properties that permit reasonable movement resulting from thermal expansion and contraction with the road surface to minimize chipping or cracking.

The Thermoplastic materials shall have the following physical characteristics:

Storage Life – The thermoplastic material shall meet the requirements of this specification and melt uniformly with no evidence of skins or un-melted particles for a period of one year.

Yellowness Index – Test according to recommendations in ASTM D 4960 and make yellowness index measurements according to ASTM E 1349 using a 2 degree observer and D 65 illuminant. The yellowness index for the white thermoplastic shall not exceed 15.

Cracking Resistance at Low Temperature - After heating the thermoplastic for 240 +/-5 minutes at 425° +/-3° F (218° +/- 2° C) and then applying to concrete blocks, and cooling to 15° +/-3.6° F (-9.4° +/-2.0° C) the material shall show no cracks. Ref: (AASHTO T-250-04 section 12).

Impact Resistance - After heating the thermoplastic for 240 +/-5 minutes at 425° +/-3° F (218° +/- 2° C) and making test specimens and testing per ASTM 256, Method A (un-notched), the impact resistance shall be a minimum of 8.8 inch-lbs. (1.0 J) Ref: (AASHTO T-250-04 section 14).

Softening Point - After heating the thermoplastic for 240 +/-5 minutes at 425° +/-3° F (218° +/- 2° C) and testing in accordance with ASTM D 36 the materials shall have a softening point of 215° +/-15° F (102.5° +/-5° C).

Flowability - After heating the thermoplastic for 240 +/-5 minutes at 425° +/-3° F (218° +/- 2° C) and testing for flowability, the white thermoplastic shall have a maximum percent residue of 18 and the yellow thermoplastic shall have a maximum percent residue of 21. Ref: (AASHTO T-250-04 section 11).

Flowability with Extended Heating - After heating the thermoplastic for 8.0 +/- 0.5 hrs. at 425° +/-3° F (218° +/- 2° C), with stirring the last 6 hrs., and testing for flowability, the thermoplastic shall have a maximum percent residue of 28. Ref: (AASHTO T-250-04 section 17).

Flash Point – When tested in accordance with ASTM D 92 the thermoplastic will have a flash point not less than 475° F (248° C).

Indentation Resistance – Test according to ASTM D 2240 Shore Durometer, A2. Durometer and panel at 110° F (43.3° C) with a 4.4 lb load applied. Measurement is taken after 15 seconds. The thermoplastic should have a minimum value of 40 and a maximum value of 75. **Note:** Extra care should be taken to ensure the intermix is thoroughly mixed and uniform in the test samples. A non-uniform sample will result in erratic measurement values.

- **Note:** During measurement of thermoplastic containing large glass beads the durometer probe may impact a large bead during the test resulting in a much higher than expected result. If the value is unreasonably high, it may be necessary to retest in another location on the sample.

Specific Gravity – Test according to ASTM D 153. The thermoplastic should have a minimum no less than 1.9 maximum of no more than 2.3.

Water Absorption - Test according to ASTM D 570. The thermoplastic sample should have a maximum of 0.5% water absorption.

Ultra Violet Light and Condensate Exposure – Make samples and test according to ASTM G 154. After 300 hrs. exposure the thermoplastic samples shall meet the requirements below.

Color – Make and test thermoplastic samples according to ASTM D 4960. Make color measurements according to ASTM D 6628-03 using a 2 degree observer and D 65 illuminant. The thermoplastic material, after heating for 240 +/-5 minutes at 425° +/ 3° F (218° +/- 2° C) and then cooled to 77° +/-3° F (25° +/ 2° C) shall meet the following criteria:

- **White Reflectance:** Daylight reflectance *(Cap Y)* measured at 45/0 degrees is 75% minimum.

- **White Color:** The color shall reasonably match Federal Test Standard number 595B, color 17886 and shall be within the following chromaticity limits "color box" defined by plotting the following four (x,y) pairs on a C.I.E. 1931 chromaticity diagram.

  (x1,y1) = (0.355, 0.355)

  (x2,y2) = (0.305, 0.305)

  (x3,y3) = (0.285, 0.325)

  (x4,y4) = (0.335, 0.375)

- **Yellow Reflectance:** Daylight reflectance (*Cap Y*) measured at 45/0 degrees is 45% minimum.

- **Yellow Color**: The color shall reasonably match Federal Test Standard number 595B, color 13538 and shall be within the following chromaticity limits "color box" defined by plotting the following four (x,y) pairs on a C.I.E. 1931 chromaticity diagram.

  (x1,y1) = (0.560, 0.440)

  (x2,y2) = (0.490, 0.510)

  (x3,y3) = (0.420, 0.440)

  (x4,y4) = (0.460, 0.400)

Retroreflectance – Typical initial retroreflectance are shown in the Table 4 below. Typical retroreflectivity averaged over many readings [mcd(ft-2)(fc-1)] metric equivalent [mcd(m-2)(lux-1)]

Table 4

Typical Initial Retroreflectivity* Average values over many applications (mcd (ft-2) (fc-1) ; {metric equivalent mcd (m-2) (lux-1)}		
	White	**Yellow**
Dry (ASTM E1710)	400	300
Wet recovery (ASTM E2177)	345	280
Wet Continuous (ASTM E2176)	125	90

*Note : Typical Retroreflectivity results represent average performance for smooth pavement surfaces. Results may vary due to differences in pavement type and surface roughness. Increased element drop rate may be necessary to compensate for increased surface area characteristics of rough pavement surfaces.

Some reasonable variance should be expected (for example, application on very rough road surfaces or differences in glass beads).

The initial retroreflectance of a single installation shall be the average value determined to the measurement and sampling procedures outlined in ASTM D 6359, using a 30-meter (98.4 feet) retrofeflectometer. R_L shall be expressed in units of millicandelas per square foot per foot-candle [mcd(ft-2)(fc-1)] metric equivalent [mcd(m-2)(lux-1)].
Initial performance of pavement marking shall be measured no sooner than 4 - 7 days after application.

Wet retroreflectance values measured under a "condition of continuous wetting" (simulated rain) shall be in accordance with ASTM E2176, and to reduce variability between measurements, the test method shall be performed in a controlled laboratory environment while the marking is positioned with a 3 to 5 degree lateral slope. Measurements shall be reported as the average of the minimum of three locations. Samples of the completed finished product shall be applied to flat panels during application and brought back to the lab for testing.

On The Road Track-Free Time – When applied at a temperature range of 412.5° +/- 12.5° F (211° +/- 7° C) and a thickness of 60 mils to 185 mils (1.5mm-4.7mm) the material shall set to bear traffic in not more than 2 minutes when the air and road temperature is 50° +/- 3° F. (10° +/-2° C) and not more than ten minutes when the air and road temperature is 90° +/- 3° F (32° +/-2° C).

- **Track Free** - shall be considered as the condition where no visual deposition of the traffic marking to the pavement surface is observed when viewed from a distance of 50 feet, after a free-rolling traveling vehicle's tires have passed over the line.

Color After Application – The color of the applied white and yellow stripes and markings (with beads) shall conform to the daytime and nighttime color requirements in ASTM Designation: D 6628-03.

- **White Reflectance:** Daylight reflectance *(Cap Y)* measured at 45/0 degrees is 35% minimum.

- **White Color:** The color shall reasonably match Federal Test Standard number 595B, color 17886 and shall be within the following chromaticity limits "color box" defined by plotting the following four (x,y) pairs on a C.I.E. 1931 chromaticity diagram.
  (x1,y1) = (0.355, 0.355)
  (x2,y2) = (0.305, 0.305)
  (x3,y3) = (0.285, 0.325)
  (x4,y4) = (0.335, 0.375)

- **Yellow Reflectance:** Daylight reflectance (*Cap Y*) measured at 45/0 degrees is 25% minimum.

- **Yellow Color**: The color shall reasonably match Federal Test Standard number 595B, color 13538 and shall be within the following chromaticity limits "color box" defined by plotting the following four (x,y) pairs on a C.I.E. 1931 chromaticity diagram.
  (x1,y1) = (0.560, 0.440)
  (x2,y2) = (0.490, 0.510)
  (x3,y3) = (0.420, 0.440)
  (x4,y4) = (0.460, 0.400)

PACKAGING: The preformed thermoplastic markings shall be placed in protective plastic film with cardboard stiffeners where necessary to prevent damage in transit. Linear material must be cut to a maximum of 3' long pieces. Legends and symbols must also be supplied in flat pieces. The cartons in which packed shall be non-returnable and shall not exceed 40" in length and 25" in width, and be labeled for ease of identification. The weight of the individual carton must not exceed seventy (70) pounds. A protective film around the box must be applied in order to protect the material from rain or premature aging.

PAYMENT: Reflectorized thermoplastic pavement striping material will be paid for at the contract unit price, under:

ITEM NO.	PAY ITEM	PAY UNIT
0010	Four Inch Solid White Pavement Marking	Package
0020	Four Inch Solid Yellow Pavement Marking	Package
0030	Eight Inch Solid White Pavement Marking	Package
0040	Twelve Inch Solid White Pavement Marking	Package
0050	Twelve Inch Solid Yellow Pavement Marking	Package
0060	Twenty Four Inch Solid White Pavement Marking	Package
0070	Left Turn Arrow Pavement Marking	Package
0080	Right Turn Arrow Pavement Marking	Package
0090	Straight Arrow Pavement Marking	Package
0100	Left/Straight Arrow Pavement Marking	Package
0110	Right/Straight Arrow Pavement Marking	Package
0120	"ONLY" Legend Pavement Marking	Package
0130	"R X R" Kit Pavement Marking	Package
0140	Ten Foot "SCHOOL" Legend Pavement Marking	Package
0150	Eight Foot "SCHOOL" Legend Pavement Marking	Package
0160	Handicap Kit, White on Blue	Package
0170	Bicycle Symbol	Package
0180	Shared Lane Symbol	Package
0190	Left Shared Bike Lane Symbol	Package
0200	Light Green Line	Package

Primer for Preformed Thermoplastic
2090 Primer
5 gallon
Item 1048
39 pounds
Covers 400 square feet

Thermoplastic Primer is added to the road surface prior to applying the preformed thermoplastic material. The addition of the primer helps strengthen the bond between the thermoplastic and the substrate, helping to eliminate early delaminating (loss of adhesion) - USE ESPECIALLY OVER CONCRETE! On Portland Cement surfaces and aged asphalt/concrete having less than eighty percent (80%) bituminous concrete, primer-sealer shall be applied to the area where the thermoplastic pavement markings are to be placed. This Primer forms a continuous film and dries very quickly. All solvents shall have evaporated from the primer/sealer prior to the application of the molten thermoplastic materials.

0210	Swarco Primer 2090 (Item 1048)	Each

Bundy

FOR ADHERING PLASTIC RAISED PAVEMENT MARKERS

Bundy is non-toxic, zero V.O.C., preformed thermoplastic adhesive designed to adhere raised pavement markers (RPMs) to the road surface. When heated with a propane heat torch, a Bundy liquefies and fuses with the road surface and the marker providing a bond that will last throughout the marker's lifetime. Bundys are also ideal for maintenance applications. If a marker is lost, it can be replaced by melting a new Bundy on top of the old.

Provides exceptional bond and increased daytime visibility

- Available in 5" x 5" 125-mil squares
- Available in white, black, yellow and blue
- Installation with a propane heat torch on asphalt.

A sealer is required for installation on non-asphaltic surfaces such as brick or concrete. There are no minimum ambient or road temperature requirements.

SuperBundy

FOR ADHERING LARGE OBJECTS ON HORIZONTAL SURFACES

SuperBundy is non-toxic, zero V.O.C. preformed thermoplastic adhesive designed for applications where the object bonded to the road surface may be hit with extreme force. The SuperBundy has resilient characteristics which enable it to remain flexible throughout its lifetime. SuperBundys bond delineator posts, curbstones, turtle markers and other objects which can be bonded to the road surface with epoxy or bitumen. SuperBundys can be installed on asphalt, brick, iron or concrete surfaces with a propane heat torch and without the use of a sealer.

- Bonds delineator posts, curbstones, turtle markers and other objects which can be bonded to the road surface with epoxy and bitumen.
- Available in two sizes: 2" x 39" strips and 8" x 8" pads
- Each layer of two-piece system is 100 mil thick. Do not attempt to use only a single piece as this will result in inadequate bonding.
- Standard color: gray
- Simple installation on asphalt, brick, iron or concrete without the use of a sealer. No minimum ambient or road temperature requirements.
- Cuts easily with scissors or knife
- No mixing or waste

PAYMENT: Bundy and Super Bundy shall be paid for at the contract unit price. Payment will be made under:

ITEM NO.	PAY ITEM	PAY UNIT
0220	Bundy	Package
0230	Super Bundy	Package

PROPANE FIELD TORCH KIT

DESCRIPTION: This specification describes an Extra-long, Propane fuel Field Torch Kit. The torch shall be propane gas fueled and used with a propane gas bottle to heat thermoplastic pavement markings when applying to asphalt or concrete roads, surfaces, etc. The torch shall be used to apply thermoplastic lines, letters, and thermoplastic legends on a variety of different surfaces to create a durable finish that can be walked on and driven over within minutes. The torch shall be easily operated by one person. The gas torch shall attach to a gas bottle (not provided) and work by manual application.

MATERIALS: The torch kit shall include the following:

- 24" Extra-Long brass torch handle with 70mm electronic nozzle
- 600,000 BTU
- 33' U/L listed regulator
- Swivel hose connector
- Safety stand
- Lightweight and balanced
- Brass constructed
- Interchangeable nozzles
- Electronic ignition

PAYMENT: The propane field torch kit shall be paid for at the contract unit price. Payment will be made under:

ITEM NO.	PAY ITEM	PAY UNIT
0240	Extra-long Propane Field Torch Kit	Each

NOTE: Contract will be awarded to the lowest responsible bidder bidding and supplying **ALL items listed per specifications.

Non-Public Works Bid
Affidavit Instructions

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned authority, personally came and appeared: _____ _____, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized _____ of _____ (Entity), the party who submitted a bid in response to Bid Number _____, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A <u>or</u> B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B _____ There are **<u>NO</u>** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[*The remainder of this page is intentionally left blank.*]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

_____
Signature of Affiant

_____
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE _____ DAY OF _____, 20___.

_____
Notary Public

_____
Printed Name of Notary

_____
Notary/Bar Roll Number

My commission expires _____.

JEFFERSON PARISH
DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

September 2020

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

Total Bid Price Must Include the Cost of Naming Jefferson Parish as Additional Insured: Bidder acknowledges that Bidder recovered the cost of any required insurance in the contract price as required by La.R.S. 9:2780.1 and that Bidder recovered any such cost for the purposes of insuring an obligation to indemnify Jefferson Parish, defend Jefferson Parish, or hold Jefferson Parish harmless and that Bidder's indemnity liability is limited to the amount of the proceeds that are payable under the insurance policy or policies that Bidder has obtained.

Electronic Procurement: Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions; and will only accept bid submissions electronically via our e-Procurement system, Central Bidding. Central Bidding can be accessed by visiting either www.centralbidding.com or www.jeffparishbids.net. All bidders will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link: https://www.centralauctionhouse.com/registration.php.

Probable Construction Cost: Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

Insurance Requirement: All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123
OFFICE 504.364.2678
EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

_____

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED THAT _____, 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

_____
DATE

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☑ **WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be $1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than $500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☑ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: $1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☑ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability $1,000,000.00 each person; $1,000,000.00 each occurrence. Property Damage Liability $1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.