



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

August 28, 2023

ADDENDUM #2

Bid Number: 50-00143087

Bid Opening Date: September 07, 2023

Description of Bid: Two Year Contract for Labor, Material and Equipment for Grass Cutting and Trimming of all Jefferson Parish Water Facilities- Jefferson Parish Department of Water

Clarification:

Specifications have been revised to include coordinates on three (3) locations. Please see attached.

Sincerely,

Donna M. Evans
Purchasing Specialist II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of This addendum on the bid form as indicated. Failure to do so will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

Lawn Maintenance Services

Highly recommend site visits to all locations. Vendor is responsible for all measurements.

Contacts are as follows:

EB Water Plant - 3600 Jefferson Hwy., Bldg. D, Jefferson, LA 70121

Mervin Graves (504) 838-4398

WB Water Plant - 4500 Westbank Expressway, Marrero, LA 70072

David Mahner (504) 349-5085

EB Outside Maint.-3600 Jefferson Hwy., Jefferson, LA 70121

WB Outside Maint.-1540 River Park Rd., Bridge City, LA 70094

Mario Kennedy (504-838-4334)

License Requirements:

LA State Contractor's Commercial License: Landscaping, Grading, and Beautification

Bonds:

- **Performance Bond is required in the amount of 50% of the contract amount and due at the signing of the formal contract.**
- **Payment Bond is required in the amount of 50% of the contract amount and due at the signing of the formal contract.**
- **An Electronic Bid Bond in the amount of 5% of the total bid price is required with bid submission. The electronic bond number shall be in the appropriate field on the electronic bid envelope. Scanned copies of bonds will not be accepted.**

Bid for Complete Water Department Facilities – All 17 Locations

(Flat Rate per site including trimming based on 27 cuttings per year)

The low bidder will be required to supply a list of equipment upon request.

By submitting this bid, the contractor certifies that it is qualified to perform all services under the contract in a workmanlike and professional manner. It further certifies that it has sufficient equipment and manpower available to accomplish all mowing and trimming on a regular basis and timely manner.

Scope of Work

Areas where lawn maintenance is to take place include: (Approx. 998,348 square feet total per cut)
(Vendor is responsible to visit sites, and get actual square footage)

Westbank

Westbank Water Plant	4500 Westbank Expressway
Old River Station	4602 River Road
Marrero Road Tower	328 Marrero Road
Bridge City Booster Station	320 Third Emmanuel Street
Drake Booster Station	Drake Ave. and Hwy. 90 West
Fairmont Tower	451 Fairmont-Lot 7 & 8 Square 2-Homedale Subdivision
Patriot Tower	1564 Allo Street Lot 21 Square 3
Wall Blvd. Booster Station	2005 Harvard Street
Lafitte #1 Booster Station	4.7 miles south of intersection of Hwy 45 and Lafitte Larose Hwy. (29.79947235749618, -90.12318790411541)
Lafitte #2 Booster Station	1900 block of Hwy. 45 in the Curve (grass lot with no actual address) (29.75022741450171, -90.13575212059828)
Lafitte #3 Tower	3456 Jean Lafite Blvd. (29.716015174266385, -90.11250129544825)
Lafitte #4 Booster Station (GI Station)	498 Boffone Dr.
WB Outside Maintenance	1540 River Park Rd.

Eastbank

Eastbank Water Plant	3600 Jefferson Hwy.
David Drive Tower	3198 David Drive (Corner of David Dr. and Veterans)
Causeway Tower	3300 S i-10 Service Rd. West
EBOM Compound (Pipe Yard)	3600 Jefferson Hwy.

The contractor's responsibility shall be limited to the property line unless noted otherwise.

The contractor shall have mobile phones and provide the Water Department with numbers that will be answered at all times. These phones are to be used to provide immediate response to any questions or concerns that may arise. The contractor shall also supply a list of decision-making personnel.

Regarding trimming service, both labor and equipment are to be included with each trimming. String trimming will be performed around trees, bushes, and other landscaping in such a manner as to not damage them. String trimming will be performed around obstacles such as flag poles, fences, and the foundations of buildings as to maintain a generally neat appearance.

Any heavy clippings created from the mowing and trimming process will be blown from all paved surfaces. All trimming and mowing will be completed as needed and at Water Department direction.

All mowing and trimming will be at appropriate height and on agreed upon scheduled days.

Litter removal is not included. However, the contractor will attempt to remove minor amounts of litter that is noticed during the mowing and trimming process when possible.

The contractor shall be provided with a list of Water Department personnel authorized to direct services. No other authorization shall be honored.

Immediately after each of the lawn service events, the contractor's representative shall be available to tour the activity areas with a designated Water Department representative to review the work.

If any person employed on the work site, in the opinion of the Water Department staff, is intemperate, disorderly, incompetent, willfully negligent or dishonest in the performance of their duties, they shall be directed by the contractor to cease work and vacate the job site immediately.

If the contractor intends to subcontract any part of the work at any time during the contract term, then the submitted bid shall include a list of the names of the subcontractors that will be used to perform the work.

The contractor shall adequately protect the work, adjacent property, and the public, and shall be responsible for any damage or injury due to its neglect. The contractor shall be entirely responsible for all apparatus, equipment, and appurtenances it furnishes in connection with the work and special care shall be taken to protect all parts thereof in such a manner as may be necessary or as directed.

The contractor shall be responsible for conducting all activities on Water Department premises in accordance with the current provisions of the Occupational Safety and Health Act.