



**Bid Number 50-00143152**

**Purchase of Fire Fighting Hose for the  
East Bank Consolidated Fire Department**

**Bid Due: August 31, 2023 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](http://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  
Purchasing Specialist II, Mark Buttery  
Email: [MButtery@jeffparish.net](mailto:MButtery@jeffparish.net)  
Phone: 504-364-2810**

**Eastbank Consolidated Fire Department  
Fire Hose Specification**

**\*\*These bid specifications must be completed by selecting Compliance or Exception to each item and included with your bid submission\*\***

**Item #1 - 4” Double Jacket Attack Hose: (110) – 100 ft lengths, (14) – 50 ft lengths, (20) – 25 ft lengths**

**1.0 Scope**

1.1 Hose bid must meet current NFPA 1961 Standards. Hose manufactured to this specification shall be of superior quality and workmanship. The hose will withstand the usage of front-line firefighting. Lengths shall be available up to 100 feet. Due to lack of verification of adherence to NFPA 1961, the Eastbank Consolidated Fire Department will only accept hose that is manufactured, coupled, and tested in the U.S.A. The hose must be manufactured, coupled, and tested in the same facility. This allows the manufacturer to oversee the entire hose manufacturing process to assure an unmatched and reliable quality from procurement of premium quality raw materials, through twisting and weaving of yarns, liner and cover extrusion, jacket impregnation, hose assembly, curing/vulcanization, and coupling attachment process. The Manufacturer is defined for this specification as the one creating the hose by using all of these processes.

- Compliance
- Exception

1.2 The Eastbank Consolidated Fire Department will not accept hose that is purchased from one manufacturer and coupled by a second party. **(No Exception)**

- Compliance

1.3 The hose will carry a 10-year warranty on the assembly with an additional lifetime liner delamination warranty. **(No Exception)**

- Compliance

1.4 A copy of the manufacture’s hose specification, testing procedure and warranty must be submitted with the formal quote. **(No Exception)**

- Compliance

1.5 A letter from the hose manufacture stating that their hose meets this specification must be submitted on company letterhead with each vendor’s bid.

- Compliance
- Exception

1.6 Each vendor must submit the Manufacture, Model and inside diameter of the hose they are bidding. **(No Exception)**

- Compliance

**2.0 Jacket Construction**

2.1 Double jacket hose manufactured to this specification shall be tightly woven with filament polyester yarn in the filler, and ring spun polyester yarn in the warp of both the inside and outside jackets. Inside jackets manufactured from 100% filament polyester do not meet this specification. The inside and outside jackets shall be manufactured with a minimum pick count of 11 picks per inch for increased strength and abrasion resistance. The inside jacket shall be manufactured using a reverse twill process to reduce friction loss. The inside jacket shall be manufactured on a circular loom in a clockwise direction and the outside jacket in a counterclockwise direction. The outer jacket shall be woven with a double tracer stripe for ease in identification and twist.

- Compliance                       Exception

**3.0 Abrasion**

The outer jacket must be coated with a polyurethane base impregnation and be highly abrasion resistant. Impregnated hose shall meet the current requirements of MIL-H-24606B latest edition for abrasion resistance.

- Compliance                       Exception

**4.0 Lining**

The rubber lining shall be a single-ply extruded tube of synthetic high tensile EPDM compounded to resist ozone. The finished form shall be free of pits or other imperfections and have a smooth finish for better flow characteristics. Polyurethane tubes, SBR and/or PVC tubes that sacrifice durability of the hose life for the sake of weight are not acceptable. The tube thickness shall be a minimum of .020". The adhesion between the tube and jacket shall meet a minimum requirement of 12 pounds on a 1 1/2" strip when tested in accordance to UL-19 standards. The minimum tensile strength requirements for the finished tube requirement shall be 1800 PSI.

- Compliance                       Exception

**5.0 Colors**

The color for the attack hose shall be offered in Clear (White), Red, Yellow, Blue, Green, Orange, Purple, Tan, and Black.

- Compliance                       Exception

**6.0 Couplings**

The couplings shall be manufactured in the USA with quick connect storz connections. (Imported couplings will not be accepted.)

- Compliance                       Exception

**7.0 Performance**

7.1 The minimum burst test pressure, when tested in accordance with NFPA 1961, for 4" diameter shall be 900 PSI/62 Bar.

- Compliance                       Exception

7.2 Each vendor and or manufacturer must submit the coefficient of the hose they are bidding. The testing procedure that was used to determine the co-efficient must also be submitted by the hose manufacturer if requested. **(No Exception)**

Compliance

**8.0 Thermal Resistance Safety Factor:**

This hose shall meet the safety factors for heat resistance without exceeding the normal fire hose weight. Thermal testing shall comply with the UL-19 Standard for lined fire hose and hose assemblies and shall have an **Underwriter’s Laboratories® Certificate of Compliance** for Radiant heat test #37 and Conductive heat test #38, fourteenth edition. The test results shall be provided by the hose manufactures to hose purchaser upon request. **(No Exception)**

Compliance

**9.0 Standards**

9.1 The fire hose manufactured to this specification shall meet and exceed all performance requirements of NFPA 1961. A valid UL/ULC Underwriters Laboratories® inspection procedure shall be in force. Service test pressure of 300 PSI shall be stenciled on the hose and shall be in accordance with current minimum requirements of NFPA 1962.

Compliance                       Exception

9.2 If the hose that has been delivered by the manufacture & vendor fails to meet these specifications, it will be the responsibility of that manufacture / vendor to pay for all shipping costs back to the hose manufacturing facility at no cost to the Eastbank Consolidated Fire Department. **(No Exception)**

Compliance

**10.0 Service Capability**

Hose manufacturer must have an authorized service center within **75** miles of the Eastbank Consolidated Fire Department.

Compliance                       Exception

**Item #2 – Double Jacket 2 1/2” Attack Hose – (176) – 50 ft lengths**

**1.0 Scope:**

1.1 Hose bid must meet current NFPA 1961 Standards. Hose manufactured to this specification shall be of superior quality and workmanship. The hose will withstand the **rough** usage of front line firefighting. Lengths shall be available up to 100 feet.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.2 The hose must be manufactured, coupled and tested in the same facility, with a 10-Year Warranty. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.3 EBC Fire Department will only accept hose that is manufactured, tested and coupled in the U.S.A.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.4 EBC Fire Department will not accept hose that is purchased from one manufacture and coupled by a second party. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.5 A letter from the hose manufacture stating that their hose meets this specification must be submitted on company letterhead with each vendor's bid.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.6 A copy of the manufactures testing procedure and warranty must be submitted in writing with their formal quote. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.7 Each vendor must submit the Manufacture, Model and inside diameter of the hose they are bidding. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**2.0 Jacket Construction:**

2.1 Double jacket hose manufactured to this specification shall be tightly woven with filament polyester yarn in the filler, and ring spun polyester yarn in the warp of both the inside and outside jackets.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**2.2 Inside jackets manufactured from 100% filament polyester do not meet this specification.**

**Comply: \_\_\_\_\_ Exception: \_\_\_\_\_**

2.3 The inside and outside jackets shall be manufactured with a minimum pick count of 11 picks per inch for increased strength and abrasion resistance.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

2.4 The inside jacket shall be manufactured using a reverse twill process to reduce friction loss.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

2.5 The inside jacket shall be manufactured on a circular loom in a clockwise direction and the outside jacket in a counter-clockwise direction.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

2.6 The outside jacket shall be woven with a double tracer stripe for ease in identification and twist.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

2.7 The hose must be of sufficient body and weight to meet the demands of heavy-duty firefighting usage.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

2.8 The outer jacket must be coated with a polyurethane base impregnation and be highly abrasion resistant. Impregnated hose shall meet the current requirements of MIL-H-24606B for abrasion resistance.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**3.0 Colors:**

3.1 The color for the attack hose shall be offered in Blue, Red, Green, Yellow, White, Tan, Orange and Black.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**4.0 Lining:**

4.1 The rubber lining shall be a single-ply extruded tube of synthetic high tensile EPDM compounded to resist ozone.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

4.2 The finished form shall be free of pits or other imperfections and have a smooth finish for better flow characteristics.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

4.3 Polyurethane tubes, SBR and/or PVC tubes that sacrifice durability of the hose life for the sake of weight are not acceptable.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

4.4 The tube thickness shall be a minimum of .020". The adhesion between the tube and jacket shall meet a minimum requirement of 12 pounds on a 1 1/2" strip when tested in accordance to UL-19 standards.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

4.5 Minimum tensile strength requirements for the finished tube requirement shall be 1800 PSI.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**5.0 Couplings:**

5.1 Lightweight aluminum threaded couplings with 2 1/2" NST threads. All couplings shall be made in the USA. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

5.2 Each vendor must submit the bowl size of the coupling that they are using on the 2 1/2" hose that they are bidding. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**6.0 Performance:**

6.1 The minimum burst test pressure, when tested in accordance to NFPA 1961, shall be 1200 PSI/82 Bar.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

6.2 Service test pressures stenciled on the hose shall be in accordance with current minimum requirements of NFPA 1962.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

6.3 A valid USA/ULC Underwriters 800 PSI/55 Bar listing shall be in force.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

6.4 The hose shall be resistant to most chemicals and petrol products, and resist deterioration due to exposure to UV-rays and ozone.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

6.5 The hose shall not be affected by rot or mildew.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**7.0 Standards:**

7.1 The fire hose manufactured to this specification shall meet and exceed all performance requirements of NFPA 1961 and Underwriter’s Laboratories.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

7.2 A valid USA/ULC Underwriters inspection procedure shall be in force.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**8.0 Note:** If the hose that has been delivered by the manufacture & vendor fails to meet these specifications, it will be the responsibility of that manufacture / vendor to pay for all shipping costs back to the hose manufacturing facility at no cost to the EBC Fire Department. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**Item #3 – Double Jacket 1 3/4” Attack Hose – (152) – 50 ft lengths**

**1.0 Scope:**

1.1 Hose bid must meet current NFPA 1961 Standards. Hose manufactured to this specification shall be of superior quality and workmanship. The hose will withstand the rough usage of front line firefighting. Lengths available up to 75 feet.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.2 The hose must be manufactured, coupled and tested in the same facility. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.3 EBC Fire Department will only accept hose that is manufactured, tested and coupled in the U.S.A.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.4 EBC Fire Department will not accept hose that is purchased from one manufacture and coupled by a second party. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.5 A letter from the hose manufacture stating that their hose meets this specification must be submitted on company letterhead with each vendor’s bid.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_



1.6 A copy of the manufactures testing procedure and warranty must be submitted in writing with their formal quote. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.7 Each vendor must submit the Manufacture, Model and inside diameter of the hose they are bidding. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.8 The inside diameter of the 1 3/4" hose shall be **1.88"**. **(No exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.9 A list of at least (50) Metropolitan Fire Departments in the United States with current contact names and phone numbers shall be submitted with the vendor's proposal.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

1.10 Hose shall carry a 10 year written warranty, plus a 1-year wear/tear warranty.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**2.0 Hose Construction:**

2.1 This hose is designed specifically for aggressive fire attack operations. The outer jacket is woven from ring spun staple polyester yarns over an inner liner consisting of a one-piece extruded through-the-weave nitrile/PVC tube. Double dip color or clear coat abrasion resistant process as a standard on the outer jacket.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**3.0 Inner Liner Properties:**

3.1 When the hose is tested in accordance with NFPA 1961, the liner or cover shall have the following properties:

a. Ultimate Tensile Strength shall not be less than 1200 PSI

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

b. Ultimate Elongation shall not be less than 400%

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

c. Accelerated Aging Test shall meet requirements of UL19 for accelerated aging.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

d. Adhesion between reinforcement and liner shall be a minimum of 20 pounds.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**4.0 Ozone Resistance:** The liner shall show no signs of visible cracking of the cover of liner when tested in accordance with ASTM D1149-91 and ASTM D518-86 (R91), Procedure B.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**5.0 Chemical Resistance:**

Exposure to seawater and contamination by most chemicals shall have no effect on the short or long term performance of the hose.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**6.0 Safety Factors:**

**6.1 Flashover Resistance Safety Factor:**

6.1a Heat resistance is of the utmost importance when evaluating interior attack hose. This hose shall meet the safety factors for heat resistance without exceeding the normal fire hose weight. The hose shall be subjected to a static pressure of 100 PSI and be capable of withstanding a surface temperature of 1200 degrees F for a minimum of 30 seconds without bursting.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**7.0 Abrasion Resistance:**

7.1 A direct relationship to the safe performance of the fire hose. The UL abrasion test most closely resembles the fire ground use of fire hose and as such, is considered of prime importance. The hose shall pass a burst test after 5000 cycles on a reciprocating abrasion tester as specified in UL Standard 19.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**8.0 Cold Resistance Safety Factor:**

8.1 Hose shall be capable of safe use down to -50 degrees F. The hose shall have no apparent damage to cover reinforcement or lining when subjected to the following cold bending test: A 50 ft. length of dry hose is coiled and placed in a cold box at -50 degrees for 24 hours. The hose shall not show any damage to the reinforcement when subjected to hydrostatic acceptance test pressure.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**9.0 Color:**

9.1 The hose must be available in the following colors, Red, Yellow, Green, Blue, Orange and White with a red & blue colored stripe woven into the outer jacket.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**10.0 Couplings:**

10.1 Lightweight aluminum threaded couplings with 1 1/2" NST threads. All couplings shall be made in the USA. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

10.2 Lightweight aluminum couplings shall have a bowl size of 2 1/4". **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**11.0 Performance:**

11.1 The service test pressure of hose made to this specification shall be 500 PSI. The proof test pressure shall be 1000 PSI, and the burst test pressure of a 3ft. sample shall be at least 1500 PSI. At 600 PSI pressure, a 50 ft. hose shall not elongate more than 30 inches. The twist of the hose shall not exceed 2 right hand turns per 50 ft. nor shall it rise up from the test surface. **The hose must resist kinking and be flexible at temperatures as low as -65F°.**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

11.2 The tendency for a hose to absorb water while in a wet environment can create significant handling difficulties. When tested against the procedure listed in MIL-H-24606B, the maximum weight gain shall not exceed 3 lbs. per 50 foot length.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

11.3 The hose shall not be affected by rot or mildew. The hose must be of sufficient body and weight to meet the demands of heavy-duty firefighting usage.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

11.4 A letter from the hose manufacture stating the current co-efficient for their 1 3/4" hose that they are bidding must be submitted on company letterhead with each vendor's bid. The testing procedure that was used to determine the co-efficient and all relevant documentation must also be submitted by the manufacture of the hose. **(No Exception)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

11.5 The following friction loss guidelines will be strictly adhered to in this specification.

150 G.P.M. NO MORE THAN 18 LBS. PER 100' COUPLED

185 G.P.M. NO MORE THAN 25 LBS. PER 100' COUPLED

210 G.P.M. NO MORE THAN 32 LBS. PER 100' COUPLED

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**12.0 Standards:**

12.1 The fire hose manufactured to this specification shall meet and exceed all performance requirements of NFPA 1961, Underwriter’s Laboratories and MIL-H-24606B.

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**13.0 Notes:**

13.1 If the hose that has been delivered by the manufacture & vendor fails to meet these specifications, it will be the responsibility of that manufacture / vendor to pay for all shipping costs back to the hose manufacturing facility at no cost to the EBC Fire Department. **(No Exceptions)**

Comply: \_\_\_\_\_ Exception: \_\_\_\_\_

**Item #4 – Rubber Covered 1 3/4” Attack Hose – (28) – 50 ft lengths and (14) – 10 ft Lengths**

**1.0 Scope**

1.1 Hose bid must meet current NFPA 1961 Standards. Hose manufactured to this specification shall be of superior quality and workmanship. The hose will withstand the usage of front-line firefighting. Lengths shall be available up to 100 feet. Due to lack of verification of adherence to NFPA 1961, the Fire Department will only accept hose that is coupled and tested in the U.S.A. Hose furnished under these specifications will have a potential service life and warranty of 10 years, barring mistreatment that would render it unfit for service. Upon delivery the hose shall be free from defects in workmanship and materials. A letter from the hose manufacture stating that their hose meets this specification must be submitted on company letterhead with each vendor’s bid.

Compliance                       Exception

1.2 A copy of the manufacturer’s testing procedure and warranty must be submitted with the formal quote. **(No Exception)**

Compliance

1.3 Each vendor must submit the Manufacture, Model and inside diameter of the hose they are bidding. **(No Exception)**

Compliance

**2.0 Hose Construction**

Hose shall be made from 100% high tenacity synthetic polyester yarn, circularly woven and completely protected by a through-the-weave extruded PVC/Nitrile rubber, forming a single homogeneous construction without the use of glues or adhesives of any type. This hose features a raised thick rib construction to aid abrasion resistance.

Compliance                       Exception

**3.0 Abrasion**

Hose shall withstand 10,000 cycles on the Taber Abrasion Machine (H-22 Wheel: 0.5 kg), without exposing the liner. Key Hose, on request, will supply written certification that hose being provided meets a minimum 10.000 cycles.

- Compliance       Exception

**4.0 Chemical Resistance**

Exposure to sea water and contamination by most chemical substances, hydrocarbons, oils, alkalis, acids, and greases must have no effect on the short- or long-term performance of the hose.

- Compliance       Exception

**5.0 Lining**

Ultimate Tensile Strength – Tensile strength of the lining and cover shall not be less than 1200 psi.  
Ultimate Elongation – 400% minimum  
Accelerated Aging Test – The tensile strength and ultimate elongation of the vulcanized rubber compound which has been subjected to the action of oxygen at a pressure of 300 psi (± 10 psi) and a temperature of 158° F (± 18° F) for a period of 96 hours shall retain 60% of its originally stated properties.

- Compliance       Exception

**6.0 Couplings**

As required by the purchaser, couplings must be expansion ring threaded. Couplings must be manufactured in North America.

- Compliance       Exception

**7.0 Performance**

The minimum burst test pressure, when tested in accordance with NFPA 1961, for rubber covered attack hose shall be 900 PSI. Service test pressure of 300 shall be stenciled on the hose and shall be in accordance with current minimum requirements of NFPA 1962

- Compliance       Exception

**8.0 Thermal Resistance Safety Factor:**

This hose shall meet the safety factors for heat resistance without exceeding the normal fire hose weight. Thermal testing shall comply with the UL-19 Standard for lined fire hose and hose assemblies and shall have an **Underwriter’s Laboratories® Certificate of Compliance** for Radiant heat test #37 and Conductive heat test #38, fourteenth edition. The test results shall be provided by the hose manufactures to hose purchaser upon request. **(No Exception)**

- Compliance       Exception

**9.0 Standards**

9.1 The fire hose manufactured to this specification shall meet and exceed all performance requirements of NFPA 1961 and Underwriters Laboratories® Standards. A valid UL/ULC Underwriters Laboratories® inspection procedure shall be in force.

- Compliance
- Exception

9.2 If the hose that has been delivered by the manufacture & vendor fails to meet these specifications, it will be the responsibility of that manufacture / vendor to pay for all shipping costs back to the hose manufacturing facility at no cost to the City of or Fire Department. **(No Exception)**

- Compliance

**10.0 Colors**

The colors shall be offered in Red, and Yellow. Other colors are available upon special request.

- Compliance
- Exception

**11.0 Service Capability**

Hose manufacturer must have an authorized service center within 75 miles of EBC Fire Department.

- Compliance
- Exception

DATE: 8/16/2023  
BID NO.: 50-00143152

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

## JEFFERSON PARISH

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

BUYER: MBUTTERY@jeffparish.net

**BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 8/31/2023 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](http://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.

**Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)**

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](http://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.

**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.**

**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.: 50-00143152

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<b>Purchase of Fire Fighting Hose for the East Bank Consolidated Fire Department</b>		
1	28.00	EA	0001 KEY, 1.75" X 50' DURA FLOW, RUBBER COVERED ATTACK HOSE, RED  PART #RC17-600-RED	\$	\$
2	14.00	EA	0002 KEY, 1.75" X 10' DURA FLOW, RUBBER COVERED ATTACK HOSE, RED  PART #RC17-600-RED	\$	\$
3	110.00	EA	0003 KEY, 4" X 100' HY FLOW, LIGHTWEIGHT DJ RUBBER-LINED ATTACK HOSE, YELLOW  PART #DP-40-600-YELLOW	\$	\$
4	14.00	EA	0004 KEY, 4" X 50' HY FLOW, LIGHTWEIGHT DJ RUBBER-LINED ATTACK HOSE, YELLOW  PART #DP-40-600-YELLOW	\$	\$
5	20.00	EA	0005 KEY, 4" X 25' HY FLOW, LIGHTWEIGHT DJ RUBBER-LINED ATTACK HOSE, YELLOW  PART #DP-40-600-YELLOW	\$	\$
6	88.00	EA	0006 KEY, 2.5" X 50', ECO-10 LIGHTWEIGHT DJ RUBBER-LINED ATTACK HOSE, YELLOW  PART #DP25-800-ECO-YELLOW	\$	\$
7	88.00	EA	0007 KEY, 2.5" X 50', ECO-10 LIGHTWEIGHT DJ RUBBER-LINED ATTACK HOSE, WHITE  PART #DP25-800-ECO-WHITE	\$	\$
8	76.00	EA	0008 KEY, 1.75" X 50' COMBAT SNIPER ATTACK HOSE DJ THROUGH THE WEAVE HOSE, YELLOW  PART #DP17-1005-YELLOW	\$	\$
9	76.00	EA	0009 KEY, 1.75" X 50' COMBAT SNIPER ATTACK HOSE DJ THROUGH THE WEAVE HOSE, WHITE  PART #DP17-1005-WHITE	\$	\$

## 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**

## **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 or 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 **NO** 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 \_\_\_\_\_.