



Bid Number 50-00144209

**Three (3) Year Contract for Grass Cutting of Rough Cut Areas
(Sloped and Flat) for the Jefferson Parish Department of
Public Works – Drainage**

BID DUE: March 21, 2024 AT 2:00 P.M.

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: Doris Abraham
Buyer Email: DABRAHAM@jeffparish.net
Buyer Phone: 504-364-2690**

GRASS CUTTING – ROUGH CUT AREAS (SLOPED & FLAT)

Three (3) year contract for grass cutting – rough cut areas (sloped and flat) for the Jefferson Parish Department of Public Works – Drainage.

PERFORMANCE BOND:

A performance bond in the amount of \$1,000,000.00 is required.

BID BOND:

A bid surety bond in the amount of \$5,000 is required.

LICENSE REQUIREMENTS:

Bidder must have a Louisiana Contractor’s license. Classification shall be **Landscaping, Grading, and Beautification.**

SERVICE LOCATIONS:

See Attachment Sheets (A-H)

Other areas may be added or removed from this contract in the future as needed. Additional/omitted areas for grass cutting will be priced by bidders lump sum per cycle price divided by the approximate acreage given per cycle. This is to ensure a price per acre that is comparable to contract price.

This can be described as a “maintenance assistance contract”. It is basically intended to supplement work performed by regular maintenance forces of the Jefferson Parish Public Works – Drainage Department.

1. SPECIAL CONDITIONS

The following are definitions, technical terms, and conditions included in these specifications.

1.1 DEBRIS REMOVAL

Waste, such as grass clippings, dirt, or any other natural rubbish, created as a direct result of the contractor’s performance will be considered debris. Debris, as described, shall be removed by the contractor as a part of the grass cutting performance; debris shall be picked up daily. Under no circumstances shall the debris from the maintenance work be allowed to remain overnight in any one area.

1.2 TRASH REMOVAL

Any non-organic or man-made debris that is not part of, or obstructs, the area to be maintained by the contractor is considered to be trash and will be removed prior to any cutting. Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted. Trash considered too large to be removed by hand or which requires specialized equipment to remove, shall be noted in the comments section of the daily maintenance report. This method of reporting shall alert the Public Works Department of Jefferson Parish for removal of the trash.

1.3 EQUIPMENT REQUIREMENTS

The vendor "shall include equipment, operators, fuel, maintenance, and transportation which will be included in the vendors' pricing. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame. Continual breakdown, repairs, or work stoppage due to equipment failure will not be permitted. There will be a minimum equipment list provided by Jefferson Parish as Attachment "K", designated specifically for this contract. Upon the request of Jefferson Parish, contractor must provide Jefferson Parish with copies of registration certificates or lease agreements for equipment specified in the minimum equipment list (Attachment K). The contractor shall maintain equal amounts of equipment on East and West Banks of Jefferson Parish at all times during cutting season (see Attachment K).

1.4 WORK COMPLIANCE

The proposed work must comply with OSHA (Occupational Safety and Health Administration), DOTD (Department of Transportation), Jefferson Parish, and any other applicable agency requirements and regulations regarding this variety of work. The contractor will present Jefferson Parish with all permits required to perform the work, thirty (30) days prior to the award of contract.

1.5 MAINTENANCE REPORTS

Contractor shall complete a daily maintenance report for each day work is performed. Reports will be emailed or faxed daily, no later than 8:00 a.m. next business day to the Drainage Department of Jefferson Parish. These reports are used as the record for tracking the quantity and quality of work being performed. In addition, the daily maintenance report shall be utilized to record anything which might impede the contractor in performing the scope of work. The contractor is required to notify Jefferson Parish immediately within 24 hours of any problems and/or restrictions that would prevent him from performing his duties. Contractor shall only use Jefferson Parish Drainage Departments "Grass Cut Daily Report" form. See attached form.

1.6 INSPECTIONS

Using the daily maintenance reports submitted by the contractor, inspections of areas of work performed shall be made by Jefferson Parish personnel to determine the acceptance of the work performed. In the event the work is considered unacceptable, the contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within five (5) days of notice, without any extra cost to Jefferson Parish. Also, if during inspections pipe damage occurs and is not reported by the contractor, then is found to be damaged by contractor and not reported, cost shall be borne by the contractor for repairs.

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1.7 TRAFFIC CONTROL SIGNS

The contractor shall provide all necessary barricades, signs, lights and warning devices or any other item necessary in order to properly move traffic around or through his operations. Set up, removal, and maintenance of all traffic control equipment shall be the contractor's responsibility. Slow moving vehicles signs and flashing lights shall be installed on all moving equipment that will used the public right of ways for transportation of equipment. The contractor shall be responsible for providing safe and expedient movement of traffic through the work areas. The contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed. The Louisiana State Manual for uniform traffic control should be followed.

1.8 WORK PERIODS

All work time periods and days shall be in accordance with the requirements and standards of Jefferson Parish. In the event that the contractor wishes to work weekends, holidays or outside the allowed times of the local governing bodies, contractor must secure permission from Jefferson Parish, and provide at least 72 hours of notification. The contractor must also be aware of any local event and existing traffic patterns that may affect scheduled maintenance operations. Contractor may be required to alter work schedule, accordingly. This modification to the schedule will not be grounds for any additional cost.

1.9 UTILITY SERVICE INTERRUPT

In the event of interruption of public or private utility service or general damage to public or private properties as a result of accidental breakage or any other actions by the contractor, contractor shall immediately notify the proper authority and/or property owner and shall fully cooperate with said authority or owner until the service is restored to its previous capacity.

1.10 DAMAGE TO FACILITIES

The slope cutting areas covered under these specifications include numerous obstructions such as CMP (Corrugated Metal Pipe), RCP (Reinforced Concrete Pipe), PVC (Polyvinyl Chloride Pipe) and other types of drainage outfall culverts and structures. The contractor shall take exceptional precaution when performing cutting operations near these structures in order to eliminate the possibility of damage. In the event that damage occurs, the contractor shall immediately notify Parish representative. In addition, the contractor shall note in the comments section of the daily maintenance report the time, location, person notified, type of damage and circumstances of the damage. All costs associated with the repair and/or replacement of the outfall pipe or structure shall be borne by the contractor.

1.11 ONGOING CONTRACTS

It is possible that other contractors may be working within close proximity of the locations of work. The contractor shall coordinate his work with any other contractors working in or around the locations. Should a conflict occur, a Jefferson Parish Representative will make the final decision.

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1.12 NUISANCE CONTROL

The contractor shall include in the bid the control of dust, noise and odors created by work operations. All controls shall be completed in order that nuisances are minimized and occur within the standards of all governing bodies.

1.13 EQUIPMENT STORAGE

Parking of grass cutting equipment and associated trucks and/or service vehicles during non-working hours (except during the mid-day meal period) shall take place in Parish designated and approved areas only. It is the intent of this section to eliminate the parking and storage of equipment near public right of ways, buildings and private facilities. The Parish will make areas available for parking equipment after working hours, weekends and holidays in relatively close proximity to the work areas. In the event that the contractor does not wish to utilize the areas provided by the Parish, the contractor must move and store equipment as directed by the Parish representative. Regardless of the areas designated by the Parish and used by the contractor, the Parish assumes no liability for the contractor's equipment. Any losses due to occurrences, such as theft, malicious damage, breakage, fire or general loss, will be assumed by the contractor.

1.14 TRANSFERRING CONTRACT

Transfer of this contract shall not be allowed under any circumstance unless prior written approval has been received from Jefferson Parish.

1.15 SAFETY PRECAUTIONS

The contractor shall strictly follow approved and normal safety practices during all operations. The contractor shall follow the guideline per OSHA requirements.

2. BID REQUIREMENTS

This contract will bid on a lump sum per cycle, per category basis. There are 8 categories that will be provided. The bidder will price each category per cycle as a lump sum. The lowest bid price will be determined by the bidders lump sum per cycle; price multiplied by the cycles per contract for that category; then, all 8 categories will be totaled to come up with the lowest bid price. Locations will be provided to bidders in **Attachments (A-H)** it is the bidders' responsibility to evaluate each location and price accordingly. Bid Award will be based on the overall low bid.

3. SUMMARY OF WORK

Jefferson Parish is currently using the departmental approach for its landscape maintenance and mowing operations. Each department is responsible for maintaining a different part of the Parish's facilities and public right of ways. This will be a maintenance assistance bid which is intended to supplement the work performed by the departments of Jefferson Parish with respect to the maintenance of Parish facilities and public right of ways. Jefferson Parish is soliciting bids from qualified contractors for the turnkey operation of grass cutting, weed control weed eating, and cleaning of pavement - incidental work and associated maintenance of various canals and right of ways within Jefferson Parish. The expression turnkey shall include but may not be limited to all labor, material, equipment, transportation, insurances, licenses, qualifications, experience, removal and disposal.

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To accomplish the scope of work as defined, Jefferson Parish will contract with a qualified contractor capable of providing turnkey planning management, implementation and the coordination of these efforts with Parish Officials.

4. SCOPE OF WORK

The scope of work shall include all items as listed within these specifications. This shall include turnkey maintenance of designated areas to include all aspects of lawn and garden maintenance for Jefferson Parish. Lump sum price per cycle includes equipment, operator, fuel and transportation to the work site. The contractor shall be aware and shall be held responsible under this contract to the requirements prescribed by the following Resolution and all the amendments, contractor shall refer to **Resolution No.136353**, which provides a uniform set of "General Conditions and Agreement for all contractors engaged in performing work or services for the Parish of Jefferson".

4.1 SLOPE MOWING

Canal Slope Mowing and Roadside-Ditch.

4.1.1 CANAL SLOPE MOWING (CLASSIFICATION #1)

Canal slope areas are sloped areas directly adjacent to drainage canals. These areas are identified by the fact that they fall under the jurisdiction of the Jefferson Parish Drainage Department.

****SPECIALIZED DECKS ARE REQUIRED FOR CUTTING THESE AREAS****

Specifications for the specialized decks are included in Attachment "I" and "J". Decks meeting or exceeding these specs are acceptable. Proposers should include technical data if submitting equivalent brand names.

The frequency shall be: a minimum of one cut every six weeks or forty-two (42) calendar days for each eight month period; unless, otherwise determined by the Drainage Department and these locations can be found on Attachments "A - H" The preceding mentioned frequency of cutting represents 6 cuts per 8 month period. The grass shall be cut to a minimum height of four inch (4"), and a maximum of six inch (6") of exposure. Specialized cutting decks will be needed for the cutting of canal slopes.

Specifications for these specialized cutting decks have been provided as **Attachments "I"- "J"**. Cutting of the canal slopes and right of ways directly adjacent to the canal slopes shall be scheduled simultaneously so that the grass is maintained at the same level without an obvious transition between the two. Canal slopes will be maintained right up to the start of the slope. No flat area buffer zone shall be left next to any canal slope. At no time shall a tractor pulling batwing, triple cutter or bush hog be allowed to drive on canal slope.

4.2 SERVICES

The following services will be inclusive to the contract. Cutting shall be performed to such a manner as to leave the areas with a smooth, level, cut on the grass; conforming to the existing grade. No gouging, scalping or similar actions shall be permitted. The contractor is responsible for scheduling the grass cutting in such manner that all areas are evenly cut. For example,

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medians with canals will be cut on the same day as the flat areas around the canals.

4.2.1 HAND MOWING

Hand mowing is a form of cutting that will be performed using a push mower that may be required to complete some slope cutting areas. The push mower can be used for sites with small amounts of grass to be cut or sites with awkward slopes and angles. Hand mowing is a part of the slope cutting bid item.

4.2.2 WEED EATING

Grass areas around any and all existing fixed features including but not limited to signs, monuments, benches, statues, landscaped beds, may be cut using a mechanical trimmer. In addition, weed eating shall be required in any slope area that cannot be reached by the slope mowing equipment. Examples of these areas include but may not be limited to, outfall pipes, pilings, erosion control, structures and the canal water's edge. These areas shall be cut to a one inch (1") height and a twelve inches (12") distance around all objects. Weed eating will not be allowed around any trees or plant material where damage may occur to the bark of the trunk of the plant or tree. Spraying shall only be allowed around trees for the purpose of weed control. The use of a mechanical trimmer is incidental to the cutting bid item. Cost for weed eating is to be included in the cutting bid item. Weed eating on slopes shall be completed on the same day that the slope is completed. For work to be considered as complete no lag time is acceptable.

4.2.3 CLEANING OF PAVED AREAS

The paved areas adjacent to turf areas being cut will be free of grass, leaves, cigarette butts, and any other type of debris. Cleaning shall be performed immediately after each cutting and edging operation. The contractor shall determine the equipment or method to be used. Debris shall not be blown from the paved to the turf areas. Code 1961 17-3 Ordinance No. 2120 2-14-01 Sec. 27-71 (A) states: "It shall be unlawful to dump or place material of any type into parish catch basins, in a canal/ditch, on the banks of a drainage canal/ditch or in drainage servitude without a permit." Contractor will not blow grass clippings into roadways and/or drainage catch basins. If upon inspection the paved area/areas have not been cleaned to Jefferson Parish's satisfaction, Jefferson Parish will contact the contractor who has two (2) hours to clean this/these area(s) of pavement. If at the end of the allotted time period the contractor has not cleaned area/areas to Jefferson Parish's satisfaction, then the Parkways Department will send a sweeper to the location and charge the contractor an hourly rate of \$125.00 for cleaning area/areas. This hourly rate will include travel time to the location, clean up time and travel time, back to the sweeper's initial location. The charge will be withheld from the invoice payment for that cycle which incident occurred. All debris, i.e., litter, cigarette butts, clippings, etc., shall be removed from paved and turf area. Locations of areas of maintenance: All Parish facilities and public right of ways now maintained by Jefferson Parish in whole or in part may be a part of the bid. Jefferson Parish will determine the extent of the area to be maintained by the contractor. Locations may change from week to week. The contractor, with the assistance of Jefferson Parish, will schedule the cutting areas based on the geographic location and size of the area to be maintained, to insure that the travel time from site to site is kept to a minimum. The main focus will be on the canal slopes and tops, rough cut flat areas. The contractor should visit as many of these sites as required to get a full comprehension of the scope of work to be performed under this bid.

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5. REMEDYING DEFICIENCIES

Proposer must remedy any deficiencies identified by parish personnel within 24 hours of notification. Failing to remedy the deficiency will result in parish personnel being dispatched and all charges incurred during repair work for hourly rate of labor and equipment will be deducted from the proposer's next invoice.

6. WORK STOPPAGE DUE TO PUBLICLY DECLARED EMERGENCY

If there is an emergency declared by the Federal, State or Local Government in Jefferson Parish or any portion thereof, then all work on this project shall cease until such time as the contractor is instructed to resume work by Department Director of Jefferson Parish (no one else) who has jurisdiction over the project.

8 CATEGORIES FOR BIDDING PER CYCLE PRICE

- 1) Drainage W.B. Canal Slopes - Attachment A
- 2) Drainage W. B. Canal Slopes - Attachment B
- 3) Drainage W.B. Canal Tops - Attachment C
- 4) Drainage W.B. Canal Tops - Attachment D
- 5) Drainage W.B. Pump Stations - Attachment E
- 6) Drainage E. B. Canal Slopes - Attachment F
- 7) Drainage E. B. Canal Tops - Attachment G
- 8) Drainage E.B. Pump Stations - Attachment H

**ATTACHMENT "A"
WESTBANK DRAINAGE CANALS
DISTRICT 1-SLOPES
CATEGORY 1
CUT 2 TIMES PER YEAR**

PARCEL LOCATION

Ames Canal (Mayronne Canal-Ames P.S.)
Ames Ditch (4th St- Railroad Tracks)
Anna St Ditch (La 45 -Pen Levee)
August Ln P.S.
August Rd (La 45- August P.S.)
Avenue D Canal (10th St. – Wichers Dr.)
Avondale Canal (Hwy.90- Main Canal)
Avondale Garden Rd. Canal (Hwy 90- Cat. P. S.)
Avondale Holmes (Hwy.90 No) (Avondale Canal- Glendella Canal)
Avondale Holmes (Hwy. 90 So) (Lapalco Blvd. -Avondale Garden Rd.)
B & C Canal (4th St.-Two Mile Canal)
Bayou Des Famillies (Cousins Blvd. - V Levee)
Bent Tree Canal (Pipeline Canal- Pritchard Ditch)
Breaux Ditch (East Ames - Pritchard Ditch)
Brickwall Canal (4th St. - Mayronne Canal)
Bridge City Canal #3 (Fire Training Center- Labranch Canal)
Bundy St Ditch (La 45 - Pen Levee)
California Canal (2 Mile Canal - Cousins Canal)
Camphor Ditch (Orchid St- Swift Canal)
Canal "C" - Bridge City (Bridge City Canal #3 - LP&L #1)
Canal C - Marrero (Bayou Des Famillies- V Levee)
Canal D (Ames Blvd - B & C Canal)
Canal G (Pipeline Canal- Powerline Canal)
Cardinal Ditch (Crestwood Dr. -Pipeline Canal)
Celotex Servitude (4th St- Fence)
Cemetery Ditch (La 45- Pen Levee)
Caroline St Ditch (La 45 (To Pond) - Pond to Caroline St)
Central St Ditch (La 45- Pen Levee)
Cousins Canal (Cousins P.S. - Bayou Des Famillies)
Crown Point Pump Station (Leo Kerner/Lafitte Hwy- Crown Point Pump Station)
Dandelion Ditch (River Rd - RR Tracks [Live Oaks])
Deerrun Canal (Destrahan Ave -Woodmere Canal)
Destrehan Ditch (Inwood Dr. -Canal "G")
Deutsch Ditch (Taffy Dr. - Pritchard Ditch)
Douglas Canal (4th St. -Two Mile Canal)
Dugues Canal (4th St. - Mayronne Canal)
Ed Perrin (La 45- Pen Levee)
Ehret Ditch (Ames Blvd. -Ames Canal)

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Emily St Ditch (MacArthur Dr. - Swift Canal)
Ethel Ditch (La 45 - Pen Levee)
Faith St Ditch (Adama Dr. - Gulizo Canal)
First Avenue Canal (Two Mile Canal-Cousins PS)
Fleming Canal (P.S. by Verret St- Levee)
Fleming Pump Station
Fourth St.Ditch (Barataria Blvd.-Destrehan Ave.)
Garden Rd Swale (WB Expwy- 4th St)
Giaise Canal (Ames Blvd. - Gulizo Canal)
Glendella Canal (Railroad Tracks- Hwy 90)
Grand Cross #1 Canal (Mayronne Canal-Watling Dr.)
Grand Cross #2 Canal (Mayronne Canal- Ames Canal)
Gulizo Canal (2 Mile Canal- Ames Canal)
Herman Adams Ditch (La45- Pen Levee)
Hooter Ditch (River Road- La 18)
Industry Rd Ditch (Mac Arthur Blvd- Swift Canal)
Inner Cataouatche (Hwy90 P.S. - Bayou Segnette Park)
Jackson Ditch (La 45 - Pen Levee)
Justice Ditch (4th St.-Two Mile Canal)
Kelly Canal (Maderia St. - Main Canal)
Kenta Canal (Millaudon Canal- Oak Cove Levee)
Keyhole Canal (4th St. - Westwego Outfall Canal)
Klien St Ditch (Klien St - Ave C)
Live Oak Plantation Ditch (South Kenner - Dead End Subdivision)
L P & L #1 Canal (River Rd.-Main Canal)
L P & L #2 Canal (La 18 - LP&L #1 Canal at R.R.)
Labranch Canal (Bridge City Canal #3 - Main Canal)
Lateral Canal #1 (Hwy. 90 -Inner Cataouatche Canal)
Lateral Canal #3 (Hwy. 90- Marsh Canal)
Latigue Road Ditch (Railroad Tracks- Foundry St.)
Lincolnshire Ditch (Lincolnshire Dr. - Bayou Segnette PS)
Main Canal (Avondale Gard. Rd. - Lp. &L Canal #1)
Marsh Canal (Avondale Garden Rd-Lateral #1 Canal)
Mayronne canal (Dugues Canal-Ames Canal)
Millaudon Canal (Seivers Canal- Oak Cove Levee)
Modern Farms Ditch (Manor Lane to Live Oak - Waggamann Canal)
Morningside Ditch (So. Kenner Rd- S. Kenner Canal)
Nine Mile Rd Canal (Bridge City Ave. - Wiegand Ditch)
North Railroad Canal (Saul's Canal- St. Charles Parish Line Levee)
Nunez St Ditch (La 45- Pen Levee)
Oak Forest Ditches #1, 2, & 3 (Pin Oaks- Bayou Des Families)
Oak Forest Ditch # 4 (Sandpiper Cir- Bayou Des Familles)
Orange St Pump Station
Orange St Levee (2nd St- Shipyard)
Paillet Rd (Privateer Blvd- Paillet P.S.)
Pelican Bay Canal (Canal C {Marrero} – Pelican Bay Blvd.)

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Penick & Ford Ditch (Two Mile Canal- Lapalco Blvd.)
Pipeline Canal (Cousins Canal- V Levee)
Pitre Rd (La 45- Pitre P.S.)
Powerline Canal (Harvey Canal- Pipeline Canal)
Pritchard Ditch (Glover St.-Pipeline Canal)
Railroad Canal (Short St. Ditch- Bayou Segnette P.S.)
Rojas Ditch (La 45- Pen Levee)
Rosethorne P.S.
Saul's Canal (River Road- Waggaman Canal)
Saul's Ditch (River Road- N. Railroad Canal)
Sauvage Ditch (Mayronne Canal- Lapalco Blvd)
Seivers Canal (Seivers Ditch- Ames Canal)
Seivers Ditch (Ames Blvd. - Seivers Canal)
Seth St Levee (LA 45 -Intracoastal Canal)
Short St Ditch (La Ave - Railroad Canal)
South Kenner Canal (River Road- Sauls Canal)
South Railroad Canal (S Kenner Road- Sauls Canal)
Swift Co. Canal (Fourth St. -Two Mile Canal)
Tenth St Ditch (Twelfth St- Bridge City #3)
Two Mile Canal (B & C Canal- Harvey P.S.)
V Levee (Pipeline Canal- Leo Kerner/Lafitte Hwy)
Waggaman Canal (Sauls Canal -Inner Cat. Canal)
W Tish Ditch (Hwy 90 to Container Yard@ Railroad Company
William Adams Ditch (LA45 - Pen Levee)
Winn Dixie Ditch (Hwy 90 to Container Yard- @RR Co)
W.P.A. Canal (Westwego P.S. - Keyhole Canal)
WestMinister Ditch (Westwood Dr. - Grand Cross #2)
Westwego Outfall Canal (Westwego PS- Westwego Airport)
Whiskey Bayou Canal (La 18 - Bayou Segnette PS)
Whiskey Branch Canal (La 18 -Whiskey Bayou Canal)
Wiegand Ditch (La 18 to Lpl #2@ End of Wiegand)
Winn Dixie Ditch (Hwy. 90 -Container Yard @ Railroad Co.)
Woodmere Canal (Deerrun Canal - Powerline Canal)

Total Approx. Acres: 354.09

**ATTACHMENT "B"
WESTBANK DRAINAGE CANALS
DISTRICT 9- SLOPES
CATEGORY 2
CUT 6 TIMES PER YEAR**

PARCEL LOCATION

Appleby Ditch (Antoinette St. -Verret Canal)
Bayou Barataria Outfall Canal (N.O.Parish Line {Holmes Blvd.} -Hero Pump Station)
Bayou Fatma Canal (Three Mile Canal-Bayou Barataria)
Brown Canal (Expressway- Gardere Canal)
Commerce Ditches (Commerce St- Fortado Canal)
Cottonseed Ditch (4th St- 8th St)
Coulee Canal (Hassel's Trail. Pk. - Bayou Barataria Outfall Canal)
Fortado Canal (Industry Canal- Bayou Fatma)
Gardere Canal (8th St. - Murphy Canal)
Grand Isle Track (Behrman Hwy- Whitney Canal)
Hebee Canal (Expressway- Verret Canal)
Industry Canal (Fairfield Ave- Oakwood Canal)
Murphy Canal (Lapalco Blvd- Bayou Barataria O/F)
Nineth St Ditch (Edison Ditch -Queens Levee)
Oakwood Canal (Holmes Blvd. - Bayou Fatma)
Par 3 Ditch (Vulcan -Woodland West Subdivision)
Planter's By Pass Canal (Bayou Barataria Outfall - Planters PS)
Queen's Ditch & Levee (1st St. – 9th St. Ditch)
Rathborne Ditch (36th St - Paliet St.)
Seventh St Ditch (Rochelle Ave- Queens Levee)
Stall #1 Ditch (Cerritas Via -Verret Canal)
Terry Parkway Canal (Guardian -Industry Canal)
Three Mile Canal (Peters Rd. - Hebee Canal)
Verret Canal (Belle Chasse Hwy. -Bayou Barataria O/F Canal)
Weyerauch Canal (Belle Chase Hwy- Bayou Fatma)
Whitney Barataria Bypass Canal (Bayou Barataria Outfall Canal Whitney Barataria Bypass P.S.)
Whitney Canal (Stumpf Blvd- Belle Chasse Hwy.)
Wright Ave Canal (Stumpf Blvd- Belle Chase Hwy)

Total Approx. Acres: 113.06

**ATTACHMENT "C"
WESTBANK DRAINAGE CANALS
DISTRICT 1-TOPS
CATEGORY 3
CUT 2 TIMES PER YEAR**

PARCEL LOCATION

Ames Canal (Mayronne Canal- Ames P.S.)
Ames Ditch (4th St- Railroad Tracks)
Anna St Ditch (La 45- Pen Levee)
August Ln P. S.
August Rd (La 45- August P.S.)
Avenue D Canal (10th St. - Wichers Dr.)
Avondale Canal (Hwy.90- Main Canal)
Avondale Garden Rd. Canal (Hwy 90- Cat. P. S.)
Avondale Holmes (Hwy. 90 N.) (Avondale Canal- Glendella Canal)
Avondale Holmes (Hwy.90s.) (Lapalco Blvd.-Avondale Garden Rd.)
B & C Canal (4th St. -Two Mile Canal)
Bayou Des Famillies (Cousins Blvd. - V Levee)
Bent Tree Canal (Pipeline Canal- Pritchard Ditch)
Breux Ditch (East Ames - Pritchard Ditch)
Brickwall Canal (4th St. - Mayronne Canal)
Bridge City Canal #3 (Fire Training Center- Labranch Canal)
Bundy St Ditch (LA 45- Pen Levee)
California Canal (2 Mile Canal- Cousins Canal)
Camphor Ditch (Orchid St- Swift Canal)
Canal "C"- Bridge City (Bridge City Canal #3 – LP&L #1)
Canal C- Marrero (Bayou Des Famillies- V Levee)
Canal D (Ames Blvd- B & C Canal)
Canal G (Pipeline Canal- Powerline Canal)
Cardinal Ditch (Crestwood Dr. -Pipeline Canal)
Celotex Servitude (4th St- Fence)
Cemetery Ditch (LA 45- Pen Levee)
Caroline St Ditch (LA 45 (To Pond) - Pond to Caroline St)
Central St Ditch (LA 45- Pen Levee)
Cousins Canal (Cousins P. S. - Bayou Des Famillies)
Crown Point Pump Station (Leo Kerner/Lafitte Hwy- Crown Point Pump Station)
Dandelion Ditch (River Rd-RR Tracks [Live Oaks])
Deerrun Canal (Destrahan Ave. - Woodmere Canal)
Destrehan Ditch (Inwood Dr. -Canal "G")
Deutsch Ditch (Taffy Dr. - Pritchard Ditch)
Douglas Canal (4th St.-Two Mile Canal)
Dugues Canal (4th St. - Mayronne Canal)
Ed Perrin (LA 45- Pen Levee)
Ehret Ditch (Ames Blvd.-Ames Canal}

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Garden Rd Swale (WB Expwy. - 4th St)
Giaise Canal (Ames Blvd. - Gulizo Canal)
Glendella Canal (Railroad Tracks- Hwy 90)
Grand Cross #1 Canal (Mayronne Canal- Watling Dr.)
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Jackson Ditch (LA 45- Pen Levee)
Justice Ditch (4th St. -Two Mile Canal)
Kelly Canal (Maderia St. - Main Canal)
Kenta Canal (Millaudon Canal- Oak Cove Levee)
Keyhole Canal (4th St. -Westwego Outfall Canal)
Klien St Ditch (Klien St-Ave C)
Live Oak Plantation Ditch (South Kenner - Dead End Subdivision)
L P & L #1 Canal (River Rd. -Main Canal)
L P & L #2 Canal (LA 18- LP&L #1 Canal at R.R.)
Labranch Canal (Bridge City Canal #3- Main Canal)
Lateral Canal #1 (Hwy.90- Inner Cataouatche Canal)
Lateral Canal #3 (Hwy.90- Marsh Canal)
Latigue Road Ditch (Railroad Tracks-Foundry St.)
Lincolnshire Ditch (Lincolnshire Dr. -Bayou Segnette Ps)
Main Canal (Avondale Gard. Rd. - L.P. &L Canal #1)
Marsh Canal (Avondale Garden Rd -Lateral #1 Canal)
Mayronne Canal (Dugues Canal- Ames Canal)
Millaudon Canal (Seivers Canal-Oak Cove Levee)
Modern Farms Ditch (Manor Lane to Live Oak - Waggamann Canal)
Morningside Ditch (S. Kenner Rd- S. Kenner Canal)
Nine Mile Rd Canal (Bridge City Ave.-Wiegand Ditch)
North Railroad Canal (Saul's Canal- St. Charles Parish Line Levee)
Nunez St Ditch (LA 45 - Pen Levee)
Oak Forest Ditches #1, 2, & 3 (Pin Oaks-Bayou Des Familles)
Oak Forest Ditch# 4 (Sandpiper Cir- Bayou Des Familles)
Orange St Pump Station
Orange St Levee (2nd St- Shipyard)
Pallet Rd (Privateer Blvd- Pallet P.S.)
Pelican Bay Canal (Canal C {Marrero} - Pelican Bay Blvd.)

Bid Specifications for Bid No. 50-00144209

Penick & Ford Ditch (Two Mile Canal-Lapalco Blvd.)
Pipeline Canal (Cousins Canal- V Levee)
Pitre Rd (LA 45- Pitre P.S.)
Powerline Canal (Harvey Canal-Pipeline Canal)
Pritchard Ditch (Glover St.-Pipeline Canal)
Railroad Canal (Short St. Ditch-Bayou Segnette P.S.)
Rojas Ditch (LA 45- Pen Levee)
Rosethorne P.S.
Saul's Canal (River Road- Waggaman Canal)
Saul's Ditch (River Road - N. Railroad Canal)
Sauvage Ditch (Mayronne Canal- Lapalco Blvd)
Seivers Canal (Seivers Ditch- Ames Canal)
Seivers Ditch (Ames Blvd. - Seivers Canal)
Seth St Levee (LA 45 -Intracoastal Canal)
Short St Ditch (LA Ave- Railroad Canal)
South Kenner Canal (River Road- Sauls Canal)
South Railroad Canal (S Kenner Road- Sauls Canal)
Swift Co. Canal (Fourth St.-Two Mile Canal)
Taravella Ditch (Barataria Blvd- Gulizo Canal)
Tenth St Ditch (Twelfth St- Bridge City #3)
Two Mile Canal (B & C Canal- Harvey P.S.)
V Levee (Pipeline Canal- Leo Kerner/Lafitte Hwy)
Waggaman Canal (Sauls Canal- Inner Cat. Canal)
W Tish Ditch (Hwy 90 to Container Yard @ Railroad Company)
William Adams Ditch (LA 45- Pen Levee)
Winn Dixie Ditch (Hwy 90 to Container Yard- @RR Co)
W.P.A. Canal (Westwego P.S. - Keyhole Canal)
Westminister Ditch (Westwood Dr. - Grand Cross #2)
Westwego Outfall Canal (Westwego PS - Westwego Airport)
Whiskey Bayou Canal (LA 18- Bayou Segnette PS)
Whiskey Branch Canal (LA 18- Whiskey Bayou Canal)
Wiegand Ditch (LA 18 to Lpl #2 @ End of Wiegand)
Winn Dixie Ditch (Hwy.90 -Container Yard @ Railroad Co.)
Woodmere Canal (Deerrun Canal - Powerline Canal)

Total Approx. Acres: 619.30

**ATTACHMENT "D"
WESTBANK DRAINAGE CANALS
DISTRICT 9-TOPS
CATEGORY 4
CUT 6 TIMES PER YEAR**

PARCEL LOCATION

Appleby Ditch (Antoinette St.-Verret Canal)
Bayou Barataria Outfall Canal (N.O.Parish Line [Holmes Blvd.] - Hero Pump Station)
Bayou Fatma Canal (Three Mile Canal-Bayou Barataria)
Brown Canal (Expressway- Gardere Canal)
Commerce Ditches (Commerce St- Fortado Canal)
Cottonseed Ditch (4th St- 8th St)
Coulee Canal (Hassel's Trail. Pk -Bayou Barataria Outfall Canal)
Fortado Canal (Industry Canal- Bayou Fatma)
Gardere Canal (8th St. - Murphy Canal)
Grand Isle Track (Behrman Hwy- Whitney Canal)
Hebee Canal (Expressway- Verret Canal)
Industry Canal (Fairfield Ave- Oakwood Canal)
Murphy Canal (Lapalco Blvd- Bayou Barataria O/F)
Nineth St Ditch (Edison Ditch - Queens Levee)
Oakwood Canal (Holmes Blvd. B - Bayou Fatma)
Par 3 Ditch (Vulcan -Woodland West Subdivision)
Planter's By Pass Canal (Bayou Barataria Outfall- Planters PS)
Queen's Ditch & Levee (1st St. -9th St. Ditch)
Rathborne Ditch (36th St- Pallet St.)
Seventh St Ditch (Rochelle Ave- Queens Levee)
Stall #1 Ditch (Cerritas Via -Verret Canal)
Terry Parkway Canal (Guardian- Industry Canal)
Three Mile Canal (Peters Rd. - Hebee Canal)
Verret Canal (Belle Chasse Hwy. -Bayou Barataria O/F Canal)
Weyerauch Canal (Belle Chase Hwy- Bayou Fatma)
Whitney Barataria Bypass Canal (Bayou Barataria Outfall Canal Whitney Barataria by Pass P.S.)
Whitney Canal (Stumpf Blvd- Belle Chasse Hwy.)
Wright Ave Canal (Stumpf Blvd- Belle Chase Hwy)

Total Approx. Acres: 220.94

**ATTACHMENT "E"
WESTBANK DRAINAGE PUMP STATIONS
CATEGORY 5
CUT 18 TIMES PER YEAR**

PARCEL LOCATIONS

Ames PS (5100 Rochester Dr., Marrero)
Bayou Segnette 1 (801 Louisiana St, Westwego)
Bayou Segnette 2 (802 Louisiana St., Westwego)
Cousins Pump Stations 1,2,3 (2466 Destrehan Ave., Harvey)
Estelle 1 (Canal B)
Estelle 2 (North South Canal G & East West Canal G)
Harvey PS (1600 Destrehan Ave., Harvey)
Hero PS (4644 Peters Rd., Harvey)
Lake Cataoutche 1&2 (3901 Highway 90, Avondale)
Mount Kennedy (3100 Mount Kennedy Dr., Marrero)
Planters PS (268 Bypass Rd., Belle Chasse)
Westminster PS (2050 Watling Dr., Marrero)
Westwego 1 (100 Vic A. Pitre Dr., Westwego)
Westwego 2 (Lapalco Blvd. & Westwego Bridge)
Whitney-Barataria (1301 Engineers Rd., Belle Chasse)

Total Approx. Acres: 19.97

ATTACHMENT "F"
EASTBANK DRAINAGE CANALS SLOPES
CATEGORY 6
CUT 6 TIMES PER YEAR

Parcel Location

Bonnabel Canal (Canal#3-P.S. #1)
Butler Canal (ICRR Ditch- P.S. #5)
Canal#1 (Duncan Canal- Elmwood Canal)
Canal#2 (Duncan Canal-Lake Avenue)
Canal#3 (Duncan Canal-Bonnabel Blvd)
Canal#4 (Duncan Canal-Bonnabel Blvd)
Canal #5 (Duncan Canal-Amoult Road)
Canal#6 (Frabielles Ditch -Plauche Ditch)
Canal#7 (Canal #17-Duncan Canal)
Canal#10 (Canal#12-Canal#7)
Canal#11 (Canal#10-Duncan Canal)
Canal#12 (Canal#10-Duncan Canal)
Canal#13 (Butler Canal- Duncan Canal)
Canal#14 (Butler Canal- Canal#19)
Canal#17 (Butler Canal- Canal#7)
Canal#19 (Airport Property-Canal#19)
Canal Street Ditch (I-10- Lake Avenue)
Crochet Ditch (Powerline Ditch - Canal#6)
Cross Canal (St. Peters Ditch- Soniat Canal)
Duncan Canal (Airline Highway- P.S. #4)
Elmwood Canal (Canal#3 - P.S. #3)
KCRR Ditch (David Drive-Belview Street)
L&A Road Ditch A (L&A Rd - Hoey's Canal)
L&A Road Ditch A (l&A Rd - Hoey's Canal)
Loyola Canal (Vintage Drive - Canal#7)
Plauche Ditch W/S (Cross Canal- Canal #5)
Pontiff Playground (Metairie)
Powerline Ditch (River Road - Timesaver Ave)
Soniat Canal (Bellgrove to Citrus) (Citrus to ICRR – Westside)
Soniat Canal (Cross Canal-Canal #5)
Taca Canal (Airport Service Rd - Butler Canal)
Causeway Retention Pond (Shrewsbury- Jefferson)
Clearview Retention Pond (Earhart Interchange)
Earhart Stockpile (Jefferson)
17th Street Canal (Airline Highway- Hoey's Gate)
Hoey's Canal (Blue Jay Rd/L&A Rd - Shrewsbury Rd)
Brown Miller Ditch (Citrus Boulevard- Cross Canal)

Total Approx. Acres: 632.64

ATTACHEMENT"G"
EASTBANK DRAINAGE CANALS TOPS
CATEGORY 7
CUT 18 TIMES PER YEAR

PARCEL LOCATION

Bonnabel Canal (Canal #3-P.S. #1)
Butler Canal (ICRR Ditch- P.S. #5)
Canal#1 (Duncan Canal-Elmwood Canal)
Canal#2 (Duncan Canal- Lake Avenue)
Canal#3 (Duncan Canal- Bonnabel Boulevard)
Canal#4 (Duncan Canal- Bonnabel Boulevard)
Canal#5 (Duncan Canal - Arnoult Road)
Canal#6 (Frabelles Ditch - Plauche Ditch)
Canal#7 (Canal#17 - Duncan Canal)
Canal#10 (Canal#12 - Canal#7)
Canal#11 (Canal#10- Duncan Canal)
Canal#12 (Canal#10- Duncan Canal)
Canal#13 (Butler Canal- Duncan Canal)
Canal#14 (Butler Canal- Canal#19)
Canal#17 (Butler Canal- Canal#7)
Canal#19 (Airport Property- Canal #19)
Canal Street Ditch (I-10- Lake Avenue)
Crochet Ditch (Powerline Ditch - Canal#6)
Cross Canal (St. Peters Ditch - Soniat Canal)
Duncan Canal (Airline Highway- P.S. #4)
Elmwood Canal (Canal#3 - P.S. #3)
KCRR Ditch (David Drive - Belview Street)
L&A Road Ditch (L&A Road - Hoey's Canal)
LP&L Right-of-way (Canal #5 - Canal #3)
Loyola Canal (Vintage Drive -Canal #17)
Plauche Ditch W/S (Cross Canal- Canal#5)
Pontiff Playground (Metairie)
Powerline Ditch (River Road-Timesaver Avenue)
Soniat Canal (Mazoue to Cross Canal)
Soniat Canal (Canal#5 - Canal#3)
Soniat Canal (Canal#5 - P.S. #2)
Soniat Canal (Cross Canal- Canal#5)
Suburban Canal (Canal #5- P.S. #2)
Taca Canal (Airport Service Road - Butler Canal)
Causeway Retention Pond (Shrewsbury-Jefferson)
Clearview Retention Pond (Earhart Interchange)
Earhart Stockpile (Jefferson)
17th Street Canal (Airline Highway- Hoey's Gate)

Bid Specifications for Bid No. 50-00144209

Hoey's Canal (Blue Jay Rd/L&A Rd - Shrewsbury Road)
Brown Miller Ditch (Citrus Boulevard - Cross Canal)

Total Approx. Acres: 287.49

**ATTACHMENT "H"
EASTBANK DRAINAGE PUMP STATIONS
CATEGORY 8
CUT 18 TIMES PER YEAR**

PARCEL LOCATION

Bonnabel PS (1500 Beverly Gardens Dr., Metairie)

Duncan PS (1800 Joe Yenni Blvd., Kenner)

Elmwood PS (5400 Caryota Dr., Metairie)

Harahan Pump to the River (1088 Dickory Ave., Harahan)

Parish Line PS (3100 Grand Lake Blvd., Kenner)

Suburban PS (4800 Lake Villa Dr., Metairie)

Total Approx. Acres: 6.98

ATTACHMENT "I"

Specifications

BOOM AXE® 50- HEAVY- DUTY ROTARY CUTTER

It is the purpose of this specification to describe a heavy-duty 50" rotary cutter that is capable of cutting grass and weeds at a minimum height of four inches. The unit bid shall be the manufacturer's current production that meets or exceeds the following minimum specifications. Only a standard production machine may be bid on these specifications. The unit bid must have been in production a minimum of 4-years.

DECK:

Cutting head width shall be 50in

The deck shall be constructed of 10-guage steel

The sides shall be constructed of double-wall 10-guage steel

Reinforcements shall be 3/8" flat bar X-frame

Center section shall be 1/2" x 12" x 20"

The skid shoes shall be full-length and replaceable

DECK ROTATION:

The deck shall have a rotation of 220-degrees

SPINDLE:

The spindle shall be 4-7/16" at the largest diameter x 8-15/16" long, made of alloy steel and splined. Tapered roller bearings with 2" I.D. top and 2-9/16" I.D. bottom in an oil bath shall be used. The housing shall be a 1030 cast steel uni-body

MOTOR TO SPINDLE DRIVE:

The motor to spindle drive shall be splinted, direct drive and enclosed. This specifically excludes a chain or flexible coupling

BLADE BAR:

The blade bar shall be a single leaf bar with a 4-bolt attachment to the spindle

BLADES:

The blades shall be tempered steel 1/2" x 4", full swinging (360-degrees), offset and provide lift with fans

Bid Specifications for Bid No. 50-00144209

BLADE BOLTS:

The blade bolts shall be 1" minimum diameter and grade 8 minimum strength

MOTOR:

The motor shall be steel gear type, rated at 101-horsepower and direct coupled.

The spindle RPM shall be 1240 RPM at 38 GPM from pump

SAFETY SHIELDS:

The front and rear shield shall be a 3-ply rubber belting and full-length

CUT HEIGHT:

Minimum 4"

ATTACHMENT "J"

Specifications

BOOM AXE® 60- HEAVY-DUTY ROTARY CUTTER

It is the purpose of this specification to describe a heavy-duty 60” rotary cutter that is capable of cutting grass and weeds at a minimum height of four inches. The unit bid shall be the manufacturer's current production that meets or exceeds the following minimum specifications. Only a standard production machine may be bid on these specifications. The unit bid must have been in production a minimum of 4-years.

DECK:

Cutting head width shall be 60”

The deck shall be constructed of 14-guage steel.

The sides shall be constructed of double wall, 14-guage and 10-guage steel

Reinforcements shall be 3/8” flat bar X-frame

Center section shall be 1/2" x 12" x 20”

The skid shoes shall be full-length and replaceable

DECK ROTATION:

The deck shall have a rotation of 220-degrees

SPINDLE:

The spindle shall be 4-7/16" at the largest diameter x 8-15/16" long, made of alloy steel and splined. Tapered roller bearings with 2” I.D. top and 2-9/16" I.D. bottom in an oil bath shall be used. The housing shall be a 1030 cast steel uni-body

MOTOR TO SPINDLE DRIVE:

The motor to spindle drive shall be splined, direct drive and enclosed. This specifically excludes a chain or flexible coupling

BLADE BAR:

The blade bar shall be a single leaf bar with a 4-bolt attachment to the spindle

BLADES:

The blades shall be tempered steel ½” x 4", full swinging (360-degrees), offset and provide lift with fans

BLADE BOLTS:

The blade bolts shall be 1” minimum diameter and grade 8 minimum strength

MOTOR:

Bid Specifications for Bid No. 50-00144209

The motor shall be steel gear type, rated at 101-horsepower and direct coupled.

The spindle RPM shall be 1240 RPM at 38 GPM from pump

SAFETY SHIELDS:

The front and rear shield shall be a 3-ply rubber belting and full-length

CUT HEIGHT:

Minimum 4"

A. Deep Deck Design

The purpose of the specialty deep deck as required is to minimize or eliminate scalping. The deep deck design allows for a trailer mowing height by extending a standard deck sidewall. However, this is not the only modification that would be required to achieve a taller cut of grass. To provide the proper lift of grass, special updraft blades are used in conjunction with a larger area between the blade tops and underside of the deck. This larger area is achieved by another extension of the deck sidewall, creating a very heavy deck. These heavy modified decks would carry too much weight to be used on 28 foot slope mowers. Therefore, the width of the cutting decks would be trimmed from a standard 60" width to a 50" width. This 50" width deck will be used on all 28 foot slope mowers. The 23 foot slope mowers will still use a 60" deep deck draft.

Bid Specifications for Bid No. 50-00144209

ATTACHMENT "K"

MINIMUM EQUIPMENT LIST	
<u>QUANTITY</u>	<u>DESCRIPTION</u>
10	Boom Mowers Minimum 28 Foot Reach
4	Fifteen Foot Flex wing Mowers or
10	Large Tractors (85 + HP) with attachments (60" or 72" Rotary Cutters) or,
12	Manicure Mowers with (60" or 72") Cutting Decks
30	String Trimmers minimum 25cc
5	Back Pack Blowers minimum 50cc
10	Specialized Deep Draft Rotary Cutting Decks (reference 4.1.1. Attachments G and H)

DATE: 2/21/2024
BID NO.: 50-00144209

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

PURCHASING SPECIALIST:
DABRAHAM@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 3/21/2024 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. 136353 and/or Resolution No. 141125 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 Purchasing Specialist'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 any 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. 136353 or 141125 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.

3, 4, 5, 6, 8, 10, 11, 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 as per the appendix instructions. Failure to submit applicable certifications per the appendix instructions 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.: 50-00144209

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	18.00	EA	Three (3) Year Contract for Grass Cutting of Rough Cut Areas (Sloped and Flat) for the Jefferson Parish Department of Public Works - Drainage 0010 DRAINAGE WB CANALS (SLOPES) CATEGORY 1- CUT 2 TIMES A YEAR PER ATTACHMENT "A"	\$	\$
2	18.00	EA	0020 DRAINAGE WB CANALS (SLOPES) CATEGORY 2- CUT 6 TIMES A YEAR PER ATTACHMENT "B"	\$	\$
3	18.00	EA	0030 DRAINAGE WB CANALS (TOPS) CATEGORY 3- CUT 2 TIMES A YEAR PER ATTACHMENT "C"	\$	\$
4	36.00	EA	0040 DRAINAGE WB CANALS (TOPS) CATEGORY 4- CUT 6 TIMES A YEAR PER ATTACHMENT "D"	\$	\$
5	54.00	EA	0050 DRAINAGE WB PUMP STATIONS CATEGORY 5- CUT 18 TIMES A YEAR PER ATTACHMENT "E"	\$	\$
6	18.00	EA	0060 DRAINAGE EB CANALS (SLOPES) CATEGORY 6- CUT 6 TIMES A YEAR PER ATTACHMENT "F"	\$	\$
7	54.00	EA	0070 DRAINAGE EB CANALS (TOPS) CATEGORY 7- CUT 18 TIMES A YEAR PER ATTACHMENT "G"	\$	\$
8	54.00	EA	0080 DRAINAGE EB PUMP STATIONS CATEGORY 8- CUT 18 TIMES A YEAR PER ATTACHMENT "H"	\$	\$

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

Bid Bond

An Electronic Bid Bond must be submitted with this bid, through one of the respective clearing houses at www.jeffparish.net or www.centralbidding.com. To access the bonding companies on Central Bidding, hover over the "Central Bidding" link at the top of the page and select the "Bid Bonds" link.

The electronic bid bond number is to be placed in the required section listed on the standard envelope. Scanned copies of bid bonds will not be accepted with your submission.

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FROM CENTRAL AUCTION HOUSE

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<https://www.centralauctionhouse.com/central-bidding/bid-bonds>

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 _____.

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.