



# JEFFERSON PARISH

## PURCHASING DEPARTMENT

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR



April 23, 2025

### JEFFERSON PARISH INVITATION TO BID NOTIFICATION

This notification is to inform bidders of the following bid solicitation for Jefferson Parish Government. Please review this notification in its entirety for details on how to access the on-line bidding site to view and download the Invitation to Bid, including all required bidding documents. The notification also states how to submit the bid response to the Jefferson Parish Purchasing Department.

**BID #50-00147661**

#### **Purchase of Tv Inspection Truck for the Jefferson Parish Department of Public Works**

All bids must be submitted electronically through Jefferson Parish's E-Procurement site, Central Bidding, which can be accessed by visiting [www.centralbidding.com](http://www.centralbidding.com) or [www.jeffparishbids.net](http://www.jeffparishbids.net). Bids will only be received until 2 p.m., **May 8, 2025.**

Bids submitted after 2 p.m. will not be accepted. All bids will be publicly opened and read aloud at 2:30 p.m. the West Bank Purchasing location, 200 Derbigny Street, Suite 4400, Gretna, LA 70053.

**Where to obtain the Invitation to Bid:** This Invitation to Bid may be viewed, and/or downloaded from our on-line bidding site, Central Bidding by clicking, <http://www.jeffparishbids.net>. All vendors are encouraged to register with Central Bidding in order to respond, free of charge, to the Invitation to Bid. This Invitation to Bid is also posted on LaPac (State of Louisiana website) for view and download purposes only, which can be obtained through [www.jeffparish.gov](http://www.jeffparish.gov).

For more information on this bid, please contact the Purchasing Specialist assigned to this bid:

**Sean Dumas, Purchasing Specialist II**  
**504-364-2808**

[Sean.Dumas@jeffparish.gov](mailto:Sean.Dumas@jeffparish.gov)

Or you may visit the Purchasing Department's webpage at [www.jeffparish.gov](http://www.jeffparish.gov).

May 7, 2025

Jefferson Parish  
Department of Purchasing  
General Government Building  
200 Derbigny Street, Suite 4400  
Gretna, LA 70053

Re: Bid: Purchase of a TV Inspection Truck for the Jefferson Parish Public Works

Bid Number: 50-00147661

Dear Ladies and Gentlemen;

Covington Sales & Service, Inc., is pleased to submit our bid as follows:

One (1) New International Model CV515 Chassis with a Cues supplied  
16' Hi-Cube Box, as per your advertised specifications. We take no  
exceptions to your specifications.

**BID PRICE \$ 294,669.00 ea.**

Thank you for allowing us the opportunity to submit our bid.

Regards,

Covington Sales & Service, Inc.



Chris Kinchen  
President



Bid Number 50-00147661

**Purchase of TV Inspection Truck for the Jefferson Parish Department  
of Public Works**

**BID DUE: May 8, 2025 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: Sean Dumas  
Email: [Sean.Dumas@jeffparish.gov](mailto:Sean.Dumas@jeffparish.gov)  
Phone: 504-364-2808

## **Purchase of TV Inspection Truck for the Jefferson Parish Department of Public Works**

**1 16' CARGO BOX WITH ATTIC**

- 1 LED Light Package Includes Body Clearance and Stop / Tail / Turn
- 1 Full Width Barn Doors with CAM (Pipe) Locks on Each Door
- 2 Laminated Steel Lock
- 1 Kemlite Covering on Inside Rear Doors
- 1 Back Up Alarm
- 1 Special Aluminum Subfloor, Undercoating

**1 CABINETS IN ATTIC**

**1 SAFE ENTRY/EXIT BUMPER INSTALLED**

- 1 Three (3) Steps Evenly Spaced
- 1 Bottom Step Folds Up for Ground Clearance
- 1 Safety Grab Handle

**1 BACK-UP COLOR CAMERA SYSTEM [CHASSIS]**

**1 LOCKABLE METAL STORAGE CABINET MOUNTED UNDER CHASSIS 72" W X 20"H X 24" D**

**1 LOCKABLE METAL STORAGE CABINET MOUNTED UNDER CHASSIS 30" W X 20"H X 24" D**

**1 STORAGE BOX, 36X24X24, ALUM,**

**2 LED TRAFFIC ADVISOR, WHELEN**

**1 TV HIGH CUBE VAN EXTERIOR LIGHTING & CONTROL ROOM - EVOLUTION 3.0 TO  
INCLUDE:**

- 2 Adjustable LED Floodlights Rear of Vehicle Area Illumination
- Control Room Interior:
  - 1 Lonseal Lonplate Flooring
  - 1 Kemlite covered walls and weather resistant/smooth finished ceiling.
  - 1 Bulkhead Wall with Passage Door from Control Room to Equipment Room
  - 1 Tinted Viewing Window in Bulkhead Wall
  - 1 Tinted Viewing Window in Bulkhead Door
  - 1 Above Desk Control Console with Rack Mount for Electronic Equipment
  - 1 Desktop / Work Area
  - 1 12V High Intensity LED Light Fixture
  - 2 Multi-Outlet Power Strip with USB Ports
  - 1 Fire Extinguisher with Bracket, 10BC Rating
  - 1 Operators Chair, Swivel with Casters
  - 1 Breaker Box Storage Area with Locking Positive Latch
  - 1 Battery Powered Carbon Monoxide Alarm

- 1 SLIDING KIT, WINDOW, HI-CUBE
- 1 KIT, A/C, WALL MOUNT, COOL CAT, W/HEATER
  - 1 Cool Cat Cabinet Mounted Air Conditioner
  - 1 Heater with Housing
  - 1 Parts Kit
- 1 DOUBLE STORAGE CLOSET
- 1 CURBSIDE DOOR FOR EVO 3.0
- 1 SIDE DOORSTEPS
- 1 BENCH SEAT IN VIEWING ROOM
- 1 CUSHION FOR BENCH SEAT
- 1 TV HI-CUBE VAN EQUIPMENT ROOM INTERIOR - EVOLUTION 3.0 TO INCLUDE:
  - 1 Aluminum Diamond Plate Flooring
  - 1 Kemlite covered walls and weather resistant/smooth finished ceiling.
  - 1 Electrical Outlet with Dual Receptacles
  - 1 12V High Intensity LED Light Fixture
  - 1 15 Minute Courtesy Timer Located at Rear Door Area for 12V LED Interior Lights
- 1 ADDITIONAL LIGHTING
- 2 MULTI-OUTLET WORKSTATION WITH LIGHTS AND USB PORTS
- 1 EXTENDED LOWER CABINET WITH HINGED TOP IN QUIPMENT ROOM
- 1 ALUMINUM COVERED STORAGE SHELF WITH SOLID BOTTOM 30X18X3
- 2 ALUMINUM COVERED STORAGE SHELF WITH SOLID BOTTOM 76X18X3
- 1 7 DRAWER TOOL CHEST, MODULINE
- 1 4 1/2" VISE, BENCH MOUNT
- 1 FOUL WEATHER DOOR
- 1 INGERSOLL RAND AIR COMPRESSOR MODEL P1LIU-A9

- 1 **CUSTOM BOX FOR AIR COMPRESSOR**
- 1 **RETRACTABLE AIR HOSE REEL WITH 25' AIR HOSE, AND CHUCK (Mounted under shelf on driver side)**
- 1 **7500-WATT QUIET DIESEL ONAN GENERATOR**
  - 1 120 Volt 60 HZ 7500 Watt (Minimum) Commercial Grade "Quiet" Generator
    - 1 Diesel Powered
    - 1 Electric Start
- 1 **GENERATOR COMPARTMENT [UNDER CHASSIS MOUNT]**
  - 1 Generator Storage Compartment with Lockable External Access Door
  - 1 Slides (Pair)
  - 1 Commercial Power Supply Receptacle
  - 1 Electrical Supply Center with Circuit Breaker Box
  - 1 Commercial power and Generator Power Connectors
  - 1 Automatic Power Transfer Switch
- 1 **SYSTEM ENGINEERING PANEL, FOR POWER INFORMATION AND GENERATOR FUNCTIONS, RACK MOUNTED, TO INCLUDE:**
  - 1 Four Function AC Power Meter displaying Critical Power Information including:
    - 1 Voltage
    - 1 Hertz
    - 1 Amperage
    - 1 Active Power (Watts)
  - 1 Front panel Selector Switch for two modes of operation:
    - 1 Fixed reading
    - 1 Continuous Auto-cycling
  - 1 Generator Battery Meter to Display Starting and Charging Voltage
  - 1 Generator Hour Meter
  - 1 Generator Remote Start/Stop Control Switch
  - 1 On/Off Switch for Emergency Warning beacons (Switch to Illuminate When On)
- 1 **25' 110V SHORE POWER CABLE**
- 1 **NO CAMERA**
- 1 **NO TRANSPORTER**
- 1 **KIT, DOWNHOLE, STD**
  - 1 Top roller Assembly, Manhole, TV Only, AI
  - 1 Claw Hook, Manhole Adapter, f/WT319
  - 1 Hook Assembly, Retrieval (SNGL, SHTY/LMP/PR)
  - 6 Pole Assembly, Retrieval / Downhole tl,58"
  - 1 Roller Assembly, Invert f/ WT319
- 2 **POLE ASSY, RETRIEVAL/DOWNHOLE TL, 58"**
- 1 **KICKPLATE DOWNHOLE POLE STORAGE, LOW PROFILE**
- 1 **NO TRAINING REQUIRED BY CUSTOMER**

**1 TRUCK DELIVERY-LOUISIANA**

**LOUISIANA DEALERS LICENSE**

In accordance with LA RS 32:1254 et seq and LA RS 38:2212.8, a Louisiana State Dealer's License is required. All bidders must provide a copy of their valid Louisiana Dealer's License with their bid submission. Failure to submit this copy will result in bid rejection.

If an alternate brand to the one we specify is proposed, you will be are required to submit specifications so we can evaluate the sufficiency of the alternate.



## CHASSIS SPECIFICATIONS:

### 2025 or NEWER CHASSIS

<b>AXLE CONFIG:</b>	4X2
<b>TRANSMISSION:</b>	Requested GVWR: 17780. Calc. GVWR: 19500. Calc. GCWR: 26000
<b>DIMENSION:</b>	Wheelbase: 235.00, CA: 119.80, Axle to Frame: 75.00
<b>ENGINE, DIESEL:</b>	{International 6.6} EPA 2024, 350HP @ 2500 RPM, 750 lb-ft Torque @ 1400 RPM, 2900 RPM
<b>TRANSMISSION, AUTOMATIC:</b>	Governed Speed, 350 Peak HP (Max) {Allison 1700 HS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, Includes Park Pawl, with 19,500-lb GVW and 26,000-lb GCW Max
<b>AXLE, FRONT NON-DRIVING:</b>	{Dana Spicer D-800N} I-Beam Type, 7,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Dana Spicer S14-110} Single Reduction, 13,500-lb Capacity, 190 Wheel Ends Gear Ratio: 4.10
<b>CAB:</b>	Conventional 6-Man Crew Cab
<b>TIRE, FRONT:</b>	(2) 225/70R19.5 Load Range G HSR 5 (CONTINENTAL), 647 rev/mile, 87 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 225/70R19.5 Load Range G HSR 5 (CONTINENTAL), 647 rev/mile, 87 MPH, All-Position
<b>SUSPENSION, REAR, SINGLE:</b>	13,500-lb Capacity, Vari-Rate Springs
<b>PAINT:</b>	Cab schematic 100CX Location 1: 9219, Winter White (Std) Chassis schematic N/A

Base Chassis with 235.00 Wheelbase, 119.80 CA, and 75.00 Axle to Frame. 1570

TOW HOOK, FRONT (2) Frame Mounted

AXLE CONFIGURATION 4x2

#### Notes

FRAME RAILS High Strength Low Alloy Steel (50,000 PSI Yield), Straight Top Flange with Contoured Bottom, Height Transitions from 7.375" (187.325mm) to 9.125" (231.775mm) to 7.625" (193.675mm); Width:

3.079" (78.21mm); Thickness: 0.3125" (7.94mm); 383.3" (9735.8mm) Max OAL  
LICENSE PLATE HOLDER Includes Upper & Lower Mounting Plate Hardware, Mounted in Existing Holes in Front Bumper

BUMPER, FRONT Contoured, Steel, Painted Black

WHEELBASE RANGE 185" (470cm) Through and Including 236" (600cm)

AF RANGE 50" (128cm) Through and Including 75" (190cm)

AXLE, FRONT NON-DRIVING {Dana Spicer D-800N} I-Beam Type, 7,000-lb Capacity

SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 7,000-lb Capacity, with Shock Absorbers

BRAKE SYSTEM, HYDRAULIC {Bosch} Split System, with Four Channel ABS, Traction Control, Electronic Stability Control, Hydromax Brake Booster with High Speed Master Cylinder and Trailer Sway Control

DUST SHIELDS, FRONT BRAKE for Hydraulic Brakes

DUST SHIELDS, REAR BRAKE for Hydraulic Brakes

BRAKE, PARKING {Bosch} DSSA Type, 12" x 3"; for Hydraulic Brake Chassis; Foot Operated in Cab; Differential Mounted

BRAKES, FRONT {Meritor Quadraulic} Hydraulic Disc Type, with Four 64mm Diameter Pistons, 8,000-lb Capacity

BRAKES, REAR {Meritor Quadraulic} Hydraulic Disc Type, with Four 64mm Diameter Pistons,



15,500-lb Capacity per Axle

STEERING COLUMN Tilting  
STEERING WHEEL 4-Spoke; 15" Dia., Black  
STEERING GEAR {Bosch S2 8014 Plus} Power  
DRIVELINE SYSTEM {Dana Spicer} SPL100, for 4x2/6x2  
EXHAUST SYSTEM Horizontal Dual Aftertreatment System, Frame Mounted Under Right Rail, for  
Single Horizontal Tail Pipe

ENGINE EXHAUST BRAKE for International 6.6 Engine  
MANUAL REGEN Capability  
ELECTRICAL SYSTEM 12-Volt for CV Model

Includes

: HAZARD SWITCH Push On/Push Off, Located on Top of Steering Column  
Cover  
: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever  
: PARKING LIGHT PARKING LIGHT Integral with Front Turn Signal and Rear  
Tail Light  
: TURN SIGNALS, FRONT Includes Reflectors and Solid State Flashers; Flush  
Mounted  
: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature,  
Integral with Turn Signal Lever

ALTERNATOR {Denso SC2} Brush Type, 12 Volt, 150 Amp Capacity  
TRAILER BRAKE CONTROL Integrated  
BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Crew Cab at Left Frame; Includes  
One Sealed Connector for Separate Ground/Backup/Left- and Right-Hand  
Turn, Left and Right-Hand Tail/Stop/ Accessory Power and Combined for  
Left- and Right-Hand Stop/Turn

BATTERY SYSTEM {VARTA} Maintenance-Free, (2) 12-Volt 1100CCA Total, Top

Threaded Stud 8RNN RADIO AM/FM/USB Input/Auxiliary Input/SD Card Slot, with

4.2" Color Touch Panel Display 8RNU SPEAKERS (6)

CAMERA SYSTEM, REAR VIEW Includes Camera, Mounting, Wiring and Interface to the Monitor,  
for the Back-up Camera System

TRAILER CONNECTION SOCKET Mounted at Rear of Frame, Wired for Turn Signals Combined with  
Stop, Compatible with Trailers with Combined Stop, Tail, Turn Lamps

STOP, TURN, TAIL & B/U LIGHTS Multi-Function, Sealed, Incandescent Stop, Turn and Tail Lights,  
Backup Lights with Rear Reflex Reflector, Includes License Plate Light

HORN, ELECTRIC (1) Trumpet Style  
BATTERY BOX Steel, with Plastic Cover, 2 Battery Capacity, Parallel to Rail, 28" Wide, Mounted Left  
Side Under Cab

HEADLIGHTS Halogen, Composite Aero Design, Black Trim Bezel, with Daytime

Running Lights 8XJP SWITCH, AUXILIARY 1 to 4 Latching Switches with 30-Amp

Fuses

CLEARANCE/MARKER LIGHTS (5) Amber LED Lights, Flush Mounted on Cab

STARTING MOTOR 12 Volt

LOGOS EXTERIOR Model Badges

GRILLE Molded in Dark Gray

RADIATOR STONE GUARD Mounted to Front Bumper

BUG SCREEN Mounted Behind Grille

FRONT END Tilting, Fiberglass, with Three Piece Construction

FENDER EXTENSIONS Painted

PAINT SCHEMATIC, PT-1 Single Color, Design 100

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone  
VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA /OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.

GCWR RANGE GCWR Equal to or Less than 30,000-lb  
GVWR WEIGHT CLASSIFICATION Class 5 (16,001-19,500 lbs)  
ENGINE, DIESEL {International 6.6} EPA 2024, 350HP @ 2500 RPM, 750 lb-ft Torque @ 1400 RPM, 2900

RPM Governed Speed, 350 Peak HP (Max)

12TTM FAN DRIVE Viscous Type, Screw On, Rear Tether, Electronically Controlled

AIR CLEANER Single Element, with Water Separator  
EMISSION, CALENDAR YEAR {International 6.6} EPA, OBD and GHG Certified for

Calendar Year 2025 GOVERNOR Electronic Road Speed Type; with 79 MPH Default

CARB IDLE COMPLIANCE Low NOx Idle Engine, Complies with California Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

CARB EMISSION WARR COMPLIANCE for International 6.6 Engines  
RADIATOR Aluminum, 3-Row, Down Flow, Front to Back System, 730 SqIn Louvered, with 578 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler

TRANSMISSION, AUTOMATIC {Allison 1700 HS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, Less PTO Provision, Less Retarder, Includes Park Pawl, with 19,500-lb GVW and 26,000-lb GCW Max

NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released

SHIFT CONTROL PARAMETERS {Allison} 1000 or 2000 Series Transmissions, Performance

Programming AXLE, REAR, SINGLE {Dana Spicer S14-110} Single Reduction, 13,500-lb

Capacity, 190 Wheel Ends . Gear  
Ratio: 4.10

SUSPENSION, REAR, SINGLE 13,500-lb Capacity, Vari-Rate Springs

SHOCK ABSORBERS, REAR (2)

AXLE, REAR, LUBE {EmGard FE-75W-90} Synthetic Oil; 1 thru 29.99 Pints

FUEL TANK Top Draw, Plastic, Rectangular, 17" Tank Depth, 40 US Gal (151L), Includes Auxiliary Draw Port and Fuel Filler Assembly, Mounted Between Frame Rails and Behind Rear Axle

DEF TANK 6.75 US Gal (26L) Capacity, Frame Mounted Outside Right Rail,

Under Cab 16196 CAB Conventional 6-Man Crew Cab

Includes

: CAB DOOR LOCKS Power Door Locks All Doors

: DOME LIGHT, CAB with OFF/DOOR/ON Settings; Located in Overhead Console

: READING LIGHT, CAB Located in Overhead Console

: STEP (4) One Step Per Door

: STORAGE POCKET, DOOR (2) Full Length, Driver and Passenger Door

MIRROR, INSIDE REAR VIEW with Manual Tilt

GLASS, ALL WINDOWS Deep Tinted, Rear Glass Only on Day Cab, Rear Doors and Rear Glass on Crew Cab

COLOR, INTERIOR Dark Ash

GAUGE CLUSTER English Speedometer, Includes English Odometer; Includes 3.5" Monochromatic Display with Personalization, Warning Messages and Vehicle Information

SEAT, DRIVER High Back with Integral Headrest, with Recline, Vinyl,

Fixed Lumbar SEAT, REAR BENCH, Vinyl

SEAT, TWO-MAN PASSENGER High Back with Integral Headrest in Outboard Position, Center Fold-Down Armrest with Storage, Vinyl, with Recline

MIRRORS (2) Manual Folding and Extending, Power Adjust, Heated, Turn Signal Indicator Located in Mirror, Black Heads and Arms, for 96" Load Width

CAB INTERIOR TRIM Classic, for Crew Cab

Includes

: SUN VISOR (2) Vinyl

AIR BAG, FRONT, DRIVER SIDE

AIR BAG, FRONT, PASSENGER SIDE

WINDOW, POWER (4) in Left and Right Doors, Front and Rear

AIR BAG, SIDE, DRIVER Seat Mounted, Outboard Side-Impact

Airbag 16XDG AIR BAG, SIDE, PASSENGER Seat Mounted,

Outboard Side-Impact Airbag

AIR BAG, SIDE CURTAIN Roof Mounted, for Front and Rear Outboard Seating Positions for Driver and Passenger Sides

AIR CONDITIONER with Heater, Single Zone

WHEELS, FRONT {Accuride 50180} DISC; 19.5x6.75 Rims, Powder Coat Steel, 4-Hand Hole, 8-Stud, 275mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

WHEELS, REAR {Accuride 50180} DUAL DISC; 19.5x6.75 Rims, Powder Coat Steel, 4-Hand Hole, 8-Stud, 275mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

PAINT IDENTITY, FRONT WHEELS Disc Wheels; with Vendor Applied Black Powder

Coat Paint PAINT IDENTITY, REAR WHEELS Disc Wheels; with Vendor Applied

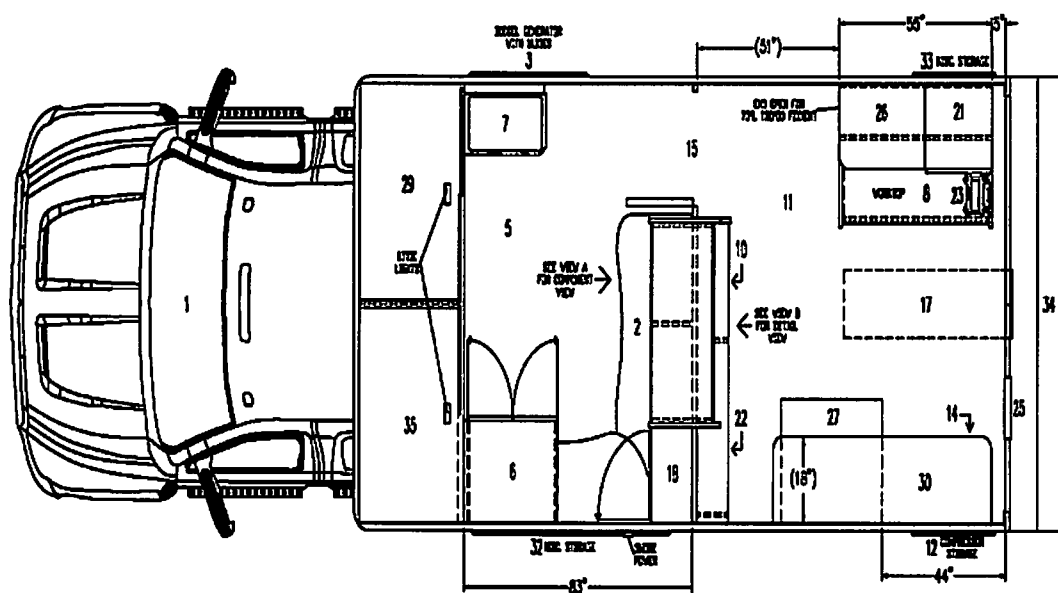
Black Powder Coat Paint

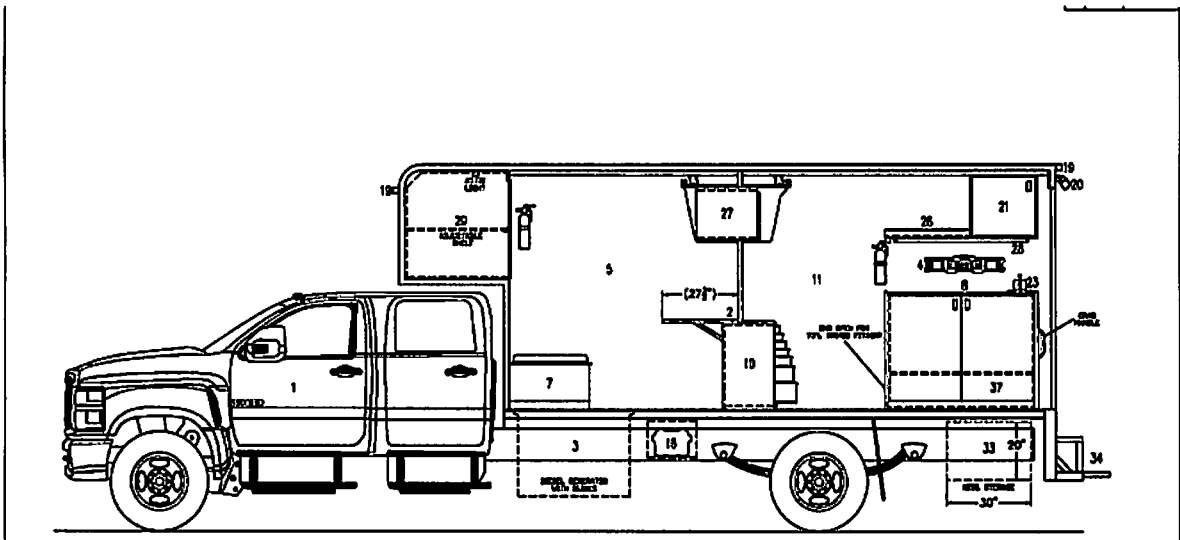
(2) TIRE, FRONT 225/70R19.5 Load Range G HSR 5 (CONTINENTAL), 647 rev/mile, 87 MPH, All-Position

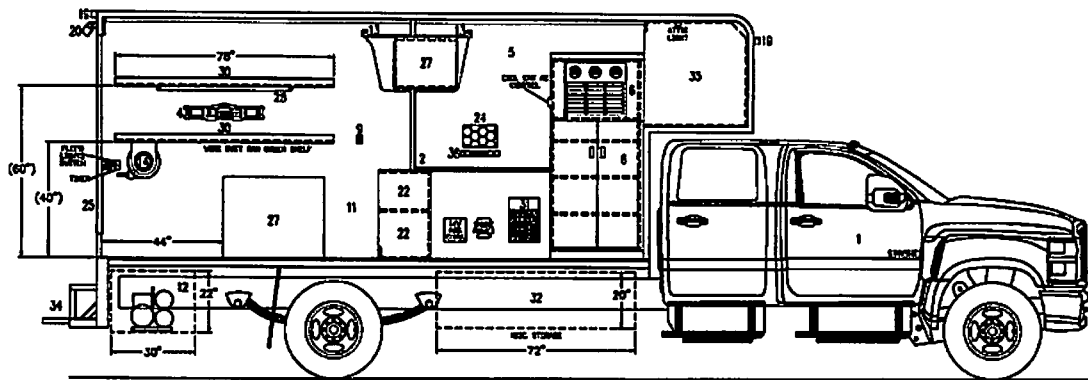
(4) TIRE, REAR 225/70R19.5 Load Range G HSR 5 (CONTINENTAL), 647 rev/mile, 87 MPH, All-Position

If an alternate brand to the one we specify is proposed, you will be required to submit specifications so we can evaluate the sufficiency of the alternate.

[illegible]









DATE: 4/23/2025  
BID NO.: 50-00147661

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:  
Sean.Dumas@jeffparish.gov

**BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 5/08/2025 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 AND MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.**

**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://www.jeffparish.gov/464/Purchasing> 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://WWW.JEFFPARISH.GOV/464/PURCHASING](http://WWW.JEFFPARISH.GOV/464/PURCHASING)**

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://www.jeffparish.gov/464/Purchasing> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> 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://www.jeffparish.gov/464/Purchasing>.

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://www.jeffparish.gov/464/Purchasing> and clicking on Online Forms.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW. IF THE NUMBER IS NOT SPECIFIED IN THIS BOX, IT IS NOT APPLICABLE FOR THIS BID.

**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 Building Permits. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Building Permits. 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 municipality, 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. Any deviation from the Standard Insurance Requirements must be requested in writing prior to bid opening. Written approval for any deviation, must be submitted with your bid submission. 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 0 %INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12/31/2025

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

60-90 DAYS ARO

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

**THIS SECTION MUST BE COMPLETED BY BIDDER:**FIRM NAME: COVINGTON SALES & SERVICE, INC.ADDRESS: 7868 FLORIDA BLVD.CITY, STATE: DENHAM SPRINGS, LA ZIP: 70726TELEPHONE: (225) 664-7427 FAX: (225) 665-1567EMAIL ADDRESS: PAT@COVINGTONSALES.COM

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: \$ 294,669.00AUTHORIZED SIGNATURE: Chris KinchenTITLE: PRESIDENTCHRIS KINCHEN

Printed Name

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.: 50-00147661

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	EA	<p>PURCHASE OF TV INSPECTION TRUCK FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS</p> <p>0001 - TV INSPECTION TRUCK, HIGH CUBE/ INTERIOR MOUNTED ON A 5500 CHASSIS PER ATTACHED SPECIFICATIONS.</p> <p>In accordance with LA RS 32:1254 et seq and LA RS 38:2212.8, a Louisiana State Dealer's License is required. All bidders must provide a copy of their valid Louisiana Dealer's License with their bid submission. Failure to submit this copy will result in bid rejection.</p> <p>*** SEE PROVIDED SPECIFICATIONS ***</p>	\$ <u>294,669.<sup>00</sup></u>	\$ <u>294,669.<sup>00</sup></u>



## **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 Louisiana

PARISH/COUNTY OF Livingston

BEFORE ME, the undersigned authority, personally came and appeared: Chris  
Kinchen, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized President of Covington Sales & Service, Inc. (Entity),  
the party who submitted a bid in response to Bid Number 50-00147661, 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.

Chris Kinchen

Signature of Affiant

Chris Kinchen

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 7th DAY OF May, 2025.

Patricia H. Sanchez

Notary Public

Patricia H. Sanchez

Printed Name of Notary

5/225

Notary/Bar Roll Number

My commission expires with death.



## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Covington Sales & Service,  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Covington Sales & Service,  
INCORPORATED, DULY NOTICED AND HELD ON January 24, 2013,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Chris Kinchen, President, 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.

Karli Elrod

SECRETARY-TREASURER

5/7/2025

DATE

License No. SV-2024-00143  
DPS Code: SDCF

2024-2026

Not Transferable  
Valid Only at Address Below

# Louisiana Motor Vehicle Commission

This Certifies that

Covington Sales & Service, Inc.  
7868 Florida Boulevard  
Denham Springs, LA 70726  
Chris Kinchen, Dealer-Operators

is duly licensed as a

Specialty Vehicle Dealer

of the following

Conversion(s): ARM Leaf Collectors, CUES, Duraco, Labrie Expert, Labrie Automizer, Leach  
Wittke, LeeBoy Brands, Palfinger Epsilon A-Frame, Palfinger Epsilon L-Boom  
Palfinger Epsilon Z-Boom, NewWay, PB Loader, PipeHunter, Schwarze, VAC-CON

For the period ending May 31, 2026,

unless license is sooner revoked.

In Witness whereof, LOUISIANA MOTOR VEHICLE COMMISSION, under and by virtue of the  
authority vested in it by the laws of the State of Louisiana, has caused this license to be issued with its seal  
imprinted hereon.

LOUISIANA MOTOR VEHICLE COMMISSION

Dated July 25, 2024  
Signed, Sealed and Attested

Issue Date: 07/25/2024

  
Executive Director

(To be prominently displayed in place of business)

