



**Bid Number 50 - 123424**

Two year contract for truck rental including operator and fuel for Jefferson Parish Department of Public Works all Divisions.

**July 10, 2018 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 in the Purchasing Department by the bid due date and time.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Donna Reamey  
Dreamey@Jeffparish.net  
504-364-2684**

# SPECIFICATIONS FOR BID # 50-123424

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Two Year contract for truck rental including operator and fuel for Jefferson Parish Department of Public Works, All Divisions

## **BONDS:**

**Surety Bond:** A bid bond will be required **with** bid submission in the amount of 5% of the total bid. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies). If submitting a bid online, vendor must submit an electronic bid bond through the respective online clearinghouse bond management system 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.

**Performance Bond:** A performance bond in the amount of 50% of the contract price is required at the signing of the contract.

## **EQUIPMENT LIST**

Bidders shall submit a list of all units owned and/or rented **with** their bid. List shall include year, make, model, serial number and license number of each unit and state how many units can be made available on a two (2) hour notice. Failure to comply will cause your bid to be rejected.

## **SLUDGE HAULING PERMIT**

The successful contractor will be required to obtain all necessary permits and licenses at his own expense in order to haul wastewater treatment sludge (approx. 25% solids) from sewerage plants located on the east & west banks of Jefferson Parish to the Jefferson Parish sanitary landfill (west bank Hwy 90 west).

## **SCOPE**

This specification sets forth the requirements for the rental of contractor's trucks trailers, and excavators with operator, fuel, and maintenance for use by all departments of Jefferson Parish.

## **GENERAL CONDITIONS AND REQUIREMENTS**

The general specifications for these contract documents are the general specifications of Jefferson Parish adopted under Jefferson Parish council resolution no 113646 and as amended by ordinances and resolutions. These documents are not reproduced herein;

However, bidder shall be presumed to have full knowledge of these general conditions. Copies are available with the clerk of Jefferson Parish council.

The contractor must be able to respond, be on site and be ready to work within two (2) hours of initial call-out. Assignments for work in progress will be given by the user department's supervisory personnel prior to the end of the work day.

All units rented by Jefferson Parish shall comply with all federal, state and local codes and safety standards.

It is assumed that all trucks, trailers and excavators are available for rental use on both the east and westbanks of Jefferson Parish. Should the contractor have any geographical restrictions for rental of any of his equipment, he should note same by attachment to his bid (example bid item #0090 - 20 cu. Yd. Truck available only on the east bank of Jefferson Parish)

# SPECIFICATIONS FOR BID # 50-123424

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## **TRUCKS, TRAILERS AND EXCAVATORS**

All units rented by Jefferson Parish shall comply with all federal, state and local codes and safety standards.

The contractor shall be able to supply all of the units on a one (1) day notice (24 hours):

The contractor shall give all required notices and comply with all laws, ordinances, rules and regulations necessary to accomplish the work and shall be responsible for same.

## **PAYMENTS TO CONTRACTOR**

The contractor is to execute and submit on a weekly basis daily work sheets as to type of vehicle, license number, number of hours worked and general location worked, signed by the operator counter-signed by the Parish representative on all vehicles rented, and forwarded to the department of Public Works for payment.

The contractor shall be responsible for his operator's submittal of each rented units daily work sheet. Two (2) trip record sheets will be filled out listing operator's name, truck number and number of loads completed with loading and dumping destinations. Said records will be signed by Parish personnel. Operator is to submit one copy daily to said parish representative and retain the remaining copy for his records.

## **INJURY AND DAMAGES**

The contractor assumes responsibility for all injuries to persons and damages to property of Jefferson Parish or others resulting from the negligence of himself, his employees or agents during the progress of or connected with the progression of the work.

## **WORK AND RENTAL PERIODS**

The contractor shall consider the normal work day to be between the hours of 6:00 a.m. and 4:00 p.m., Monday through Friday. The contractor shall not perform any work on any days observed as legal Jefferson Parish holidays or Saturday and Sundays unless authorized in writing to do so.

## **THE RENTAL RATE WILL BE PER DAY, WEEK, OR MONTH BASED ON:**

Alternative 1) if rental equipment is used less than three days; then the overtime will be computed daily.

Alternative 2) if rental equipment is used three or more days; then the overtime will be computed on a weekly basis of a 40 hour week. Any time after the 40 hour week will be considered overtime. The weekly period will be the one the contractor is using (i.e. Monday - Friday, Thursday - Wednesday, etc.) And will be maintained through the life of the task considered or project assigned.

The hourly rate quoted by the contractor must include the cost of operator, fuel and maintenance.

The minimum rental period on call out will be four (4) hours whether or not unit is used.

Tardiness on the part of the contractor's operator in reaching the Job site at the start of the work period or during the hauling period from loading site to disposal site will not be tolerated and such time will be deducted from contractor's payment for that day.

## SPECIFICATIONS FOR BID # 50-123424

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The rental period ends when the foreman in charge of the job dismisses the truck for the day. There shall be no compensation for travel time to and from the job site except when unit is loaded as stated previously.

Jefferson Parish reserves the right to rent units from others in the event the contractor cannot furnish units as specified herein and the contractor shall reimburse Jefferson Parish for such costs incurred.

### **REPAIRS, DAMAGES & DOWNTIME**

Any and all repairs to rental units are the sole responsibility of the contractor.

Damages due to vandalism shall be the responsibility of the contractor and covered under the contractor's insurance policy.

In the event of downtime due to tire repairs or mechanical failures, the contractor shall be allowed one (1) hour to make repairs and resume work. Any downtime in excess of one (1) hour will be deducted from contractor's payment for that day.

The contractor shall be responsible for any damage to public or private utilities or any property damage due to his negligence or carelessness.

### **SUBCONTRACTORS**

The contractor may complete his bid by use of subcontractors. However, Jefferson Parish will make payment for work performed only to the contractor any payment to subcontractors shall be the responsibility of the contractor.

DATE: 6/20/2018  
BID NO.: 50-00123424

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

## JEFFERSON PARISH

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

BUYER: DREAMEY@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 7/10/2018 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also 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

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

**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.**

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

#### THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

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

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. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

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

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

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

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

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

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.

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

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 submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office which will then respond in writing as soon as possible.

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 Parish 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).

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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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 encouraged to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

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

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. 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.

**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.
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 envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then 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. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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 stated 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. Prior to contract executions/purchase order issuance, the successful bidder will be required to provide final insurance certificates which shall name Jefferson Parish as an additional insured in accordance with the instructions in the aforementioned "Standard Insurance Requirements" sheet.
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. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) If 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.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA - RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.
17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which 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 owned 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 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

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 Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.

DATE: 6/20/2018  
BID NO.: 50-00123424

**BID FORM**  
Non Public Works

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

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

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO X

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF DURATION OF CONTRACT

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

IMMEDIATELY

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

DEQ LICENSE #193714

**THIS SECTION MUST BE COMPLETED BY BIDDER:**

FIRM NAME: MOONS TOWING SERVICE, INC.

ADDRESS: 3505 BERWICK STREET

CITY, STATE: JEFFERSON, LA ZIP: 70121

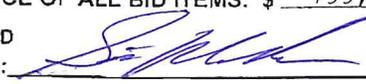
TELEPHONE: ( 504 ) 219-1895 FAX: ( 504 ) 835-4501

EMAIL ADDRESS: MOONSTOWING@BELLSOUTH.NET

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 as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: N/A  
NUMBER: N/A  
NUMBER: N/A  
NUMBER: N/A

TOTAL PRICE OF ALL BID ITEMS: \$ 799,947.00

AUTHORIZED SIGNATURE: 

SCOTT MULLEN  
Printed Name

TITLE: OWNER/PRESIDENT

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.: 50-00123424

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO YEAR CONTRACT FOR TRUCK RENTAL INCLUDING OPERATOR AND FUEL FOR JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS ALL DIVISIONS.		
1	4,000.00	HR	0010 - 12 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	36.00	144,000.00
			\$/HR (Straight Time, One (1) Unit)		
2	1.00	HR	0020 - 12 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	36.00	36.00
			\$/HR (Straight Time, Three (3) or More Units)		
3	1,000.00	HR	0030 - 12 CU. Yd. Water Level Body, Dump Truck with Operator and Fuel	36.00	36,000.00
			\$/HR (Overtime, One (1) Unit)		
4	1.00	HR	0040 - 12 CU. YD. Water Level Body. Dump Truck with Operator and Fuel	36.00	36.00
			\$/HR (Overtime, Three (3) or More Units)		
5	1.00	HR	0050 - 15 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	95.00	95.00
			\$/HR (Straight Time, One (1) Unit)		
6	1.00	HR	0060 - 15 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	95.00	95.00
			\$/HR (Overtime, One (1) Unit)		
7	3,000.00	HR	0070 - 18 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	40.00	120,000.00
			\$/HR (Straight Time, One (1) Unit)		
8	600.00	HR	0080 - 18 CU. YD. Water Level Body, Dump Truck with Operator and Fuel	40.00	24,000.00
			\$/HR (Overtime, One (1) Unit)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00123424

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
9	100.00	HR	0090 - 20 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Straight Time, One (1) Unit)	98.00	9,800.00
10	1.00	HR	0100 - 20 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Overtime, One (1) Unit)	98.00	98.00
11	2,600.00	HR	0110 - 24 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Straight Time, One (1) Unit)	99.00	257,400.00
12	100.00	HR	0120 - 24 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Overtime, One (1) Unit)	99.00	9,900.00
13	1.00	HR	0130 - 24 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Straight Time, Three (3) or More Units)	99.00	99.00
14	1.00	HR	0140 - 24 CU. YD. Water Level Body, Dump Truck with Operator and Fuel  \$/HR (Overtime, Three (3) or More Units)	99.00	99.00
15	2,000.00	HR	0150 - Tractor with 5th Wheel, Twin Axles, 45000 Lb. Tandem with 237-300 HP Diesel Engine with Operator and Fuel  \$/HR (Straight Time, One (1) Unit)	99.00	198,000.00
16	1.00	HR	0160 - Tractor with 5th Wheel, Twin Axles, 45000 Lb. Tandem with 237-300 HP Diesel Engine with Operator and Fuel  \$/HR (Overtime, One (1) Unit)	99.00	99.00
17	1.00	HR	0170 - Excavator, Hydraulic Crawler 21.1 - 24.0 Metric Tons	95.00	95.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00123424

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
18	1.00	HR	1.00 CUYD Bucket  0180 - Excavator, Hydraulic Crawler Mounted Long Reach, 45 Feet - 50 Feet Reach, 1.00 CUYD Bucket, 21 Ft. Digging Depth	95.00	95.00

## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
MOON'S TOWING SERVICE, INC.  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF MOON'S TOWING SERVICE, INC.  
INCORPORATED, DULY NOTICED AND HELD ON JULY 6, 2018,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT SCOTT MULLEN, 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

JULY 6, 2018  
\_\_\_\_\_  
DATE

## **Non-Public Works Bid Affidavit Instructions**

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

*Instruction sheet may be omitted when submitting the affidavit*

**Non-Public Works Bid**

**AFFIDAVIT**

**STATE OF** LOUISIANA

**PARISH/COUNTY OF** JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: SCOTT  
MULLEN, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized REPRESENTATIVE of MOON'S TOWING SERVICE, INC. (Entity),  
the party who submitted a bid in response to Bid Number 50-123424, 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**   x   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**   x   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.



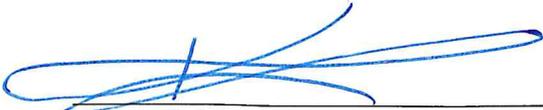
\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
SCOTT MULLEN

\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 6 DAY OF July, 2018



\_\_\_\_\_  
Notary Public



\_\_\_\_\_  
Printed Name of Notary



\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires AT MY DEATH



KIM J. LORD  
Notary Public  
Notary ID No. 58462  
Tangipahoa Parish, Louisiana

## Louisiana Secretary of State R. Kyle Ardoin

### SEARCH FOR LOUISIANA NOTARIES

A practicing notary in a parish may notarize in reciprocal parishes without additional bonding or examination.

You can also download information about all notaries on file. For more information, see Notary Bulk Data.

[Print](#)

#### Notary Search - Detail

**Name:** MS. KIM J. LORD  
**Address:** 255 HICKORY AVE.  
HARAHAN, LA 70123  
**Phone:** (504) 737-8922  
**Notary ID Number:** 58462  
**Parish:** TANGIPAHOA with STATEWIDE JURISDICTION  
**Agency:** N/A  
**Notary Type:** Non Attorney  
**Status:** Active  
**Commission Date:** 03/10/1999  
**Oath Date:** 03/08/1999  
**Surety Expiration Date:** 02/15/2019  
**Annual Report Current:** Yes

[Back to Search Results](#)

[New Search](#)

## STANDARD INSURANCE REQUIREMENTS – PUBLICLY ADVERTISED BIDS

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 advertised 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.

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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, Workmen's Compensation Insurance 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.

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### 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**

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

**UMBRELLA LIABILITY COVERAGE**

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

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

**1) OWNER'S PROTECTIVE LIABILITY**

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

**2) 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.



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Renny Simno  
Director

## **CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES**

The East bank Office of Purchasing is now open! We are located in the Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123. Bidders may submit bid responses at this location, pending authorization in each bid package. **Bidders should carefully read and must respond accordingly per the requirements of the bid packages. NOTE: Bidders submitting bids on the day of bid opening, bidders must submit at the West Bank location only.**

### **Other Changes Continued:**

- For all advertised sealed bids, written evidence of signature authority must be included with bid submission.
- Current W9 Forms 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, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- Proof of insurance is required **with** bid submission. Bidders must read the insurance requirements attachment included in each bid package for specific instructions.
- Upon contract execution, successful bidder must produce final insurance certificates per standard Jefferson Parish insurance requirements. Bidders should reference the "Additional Requirements" section of the bid instructions and/or the "Important Notice to Bidders" included in the bid package for specific requirements to respond accordingly.

For more information, please call Jefferson Parish Purchasing at 504-364-2678.

Joseph S. Yenni Building - 1221 Elmwood Park Blvd., Ste. 404, Jefferson, LA 70123  
Office 504.364.2678

General Government Bldg. - 200 Derbigny St - Suite 4400 - Gretna, LA 70053  
Office 504.364.2678

Email: [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net) Website: [www.jeffparish.net](http://www.jeffparish.net)

## EQUIPMENT LIST

TRUCK #	TYPE	DESCRIPTION	VIN #	LICENSE PLATE
02	5 <sup>TH</sup> WHEEL	1991 FRHT PORKCHOP EXPRESS	1FUVDZYB5MP396501	P146867
5	TRACTOR	2013 KENWORTH	1XKDDP9X9DJ331176	P244347
6	5 <sup>TH</sup> WHEEL	2000 NEW MACK WHITE	1M2AA18Y0YW124775	P215735
9	5 <sup>TH</sup> WHEEL	1998 PTRB	1NPFXTX7WN461081	P177623
012	DUMP TRUCK	2017 VOLVO	4V5K99EH4HN979666	P243662
015	5 <sup>TH</sup> WHEEL	2013 KENWORTH	1XKAD49X8DJ365708	P244217
16	ROLLOFF	2002 MACK WHITE	1M2AG11C82M001404	P216548
017	5 <sup>th</sup> WHEEL	2010 PETERBILT	1XPXD49XXAD114560	P237807
19	5 <sup>th</sup> WHEEL	1989 PET RED	1XP5DB9X5KN275759	P205938
20	ROLLOFF	2001 FRHT WHITE	1FVHAEA801LJ21701	P255432
23	DUMP TRUCK	2015 VOLVO GREEN	4V5K99EH0FN182862	P225235
024	DUMP TRUCK	2018 VOLVO	4V5K99EHXJN888813	P248174
25	5 <sup>TH</sup> WHEEL	2003 INTERNATIONAL	3HSCEAER63N056586	P225237
26	DUMP TRUCK	1999 PETERBILT	1XP5DB9X2XD461711	P225430
27	5 <sup>TH</sup> WHEEL	1995 PETERBILT GREEN	1XP5PBEX6SN385541	P225431
30	ROLLOFF	2006 MACK	1M2AG11C36M037877	P240050
32	5 <sup>TH</sup> WHEEL	2013 KENWORTH T660	1XKAD49X9DJ365703	P240116
39	DUMP TRUCK	2017 VOLVO	4V5K99EH1HN973341	P243740
41	DUMP TRUCK	2018 VOLVO	4V5K99EH7JN996791	P244218
	TRAILER	2017 TRAVIS	48X1F3036H1010777	J507736

## EQUIPMENT LIST

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	TRAILER	2006 TRAVIS	48X1F303161004298	L891337
	TRAILER	2014 MATE	1M9A30334EH036877	L765424
	TRAILER	1996 CLEMENT	1C9BD28CXTM110357	E662206
	EXCAVATOR	2005 DOOSAN	SERIAL #1779	NO PLATE

JOHN BEL EDWARDS  
GOVERNOR



CHUCK CARR BROWN, Ph.D.  
SECRETARY

**State of Louisiana**  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
ENVIRONMENTAL SERVICES

To: Mr. Scott Mullen  
Moon's Towing Service Inc  
PO Box 331  
Westwego, LA 70094

Date: July 1, 2018

Subject: Approval of Sewage Sludge Transporter Reauthorization H-506; Agency Interest Number 193714; TEMPO Activity Number REG20180001; 3505 Berwick St, Jefferson, LA 70121, Jefferson Parish

Dear Mr. Mullen:

The Louisiana Department of Environmental Quality (LDEQ) received your Sewage Sludge Transporter Notification Form on April 27, 2018, pertaining to the above-referenced company. The Water Permits Division has completed a review of the information submitted. Based upon the review of the submitted information, your renewal registration is approved. Your Sewage Sludge Hauler Identification Number is **H-506**. A copy of this document and the attached truck/container list must remain in all of your approved vehicles/containers that transport sewage sludge. Only the trucks/containers listed on the attached truck/container list can be used for the transportation of sewage sludge. Should you need to add or remove any vehicles on your truck/container list, you must submit written notification to the Department using the appropriate form (Form 7159). Please obtain the most up-to-date form from the LDEQ public website at [deq.louisiana.gov/page/sewage-biosolids](http://deq.louisiana.gov/page/sewage-biosolids).

Vehicles and containers used to transport sewage sludge must comply with the Standards for Transporters of Sewage Sludge located in LAC 33:IX.7301.F.2.c. LDEQ Regional Office staff may conduct inspections of your vehicle(s)/container(s) for compliance with the requirements of LAC 33:IX.7301.F.2.c. Failure to comply with the requirements of LAC 33:IX.7301.F.2.c, including successfully passing an inspection, may result in revocation of this authorization to haul sewage sludge.

**Your registration with the LDEQ as a transporter of sewage sludge will expire on June 30, 2019. If you wish to continue the operation of transporting sewage sludge, you must apply for re-registration by May 1, 2019 as required by LAC 33:IX.7301.F.1.c. Failure to submit a re-registration form by May 1, 2019 may delay receipt of a renewal registration.**

You are required by LAC 33:IX.7301.F.2.b to submit an Annual Sewage Sludge Transporter Reporting Form (Form 7362) to the Water Permits Division. For your convenience, the Annual Reporting Form is attached for your use. Additionally, the Annual Sewage Sludge Transporter Reporting Form can be accessed at the following Internet Site: [deq.louisiana.gov/page/sewage-biosolids](http://deq.louisiana.gov/page/sewage-biosolids). **The Annual Sewage Sludge Transporter Reporting Form for the reporting period of January 1, 2018 to December 31, 2018 must be submitted to the Water Permits Division on or before February 19, 2019.**

To ensure that all correspondence regarding this registration is properly filed into the Department's Electronic Document Management System, you must reference your Agency Interest Number 193714 and your Sewage Sludge Hauler Identification Number H-506 on all future correspondence to the Department.

If you have any questions regarding this action, please contact Ms. Ronda Burtch at (225) 219-3213 or Ms. Suzanne Rohli at (225) 219-3223.

Enclosures

c: IO-Biosolids

Ronda Burtch  
Water Permits Division

ec: Southeast Regional Office  
Office of Environmental Compliance



**OFFICE OF ENVIRONMENTAL SERVICES  
Water Permits Division**

**Approval of Sewage Sludge Transporter Registration**

Moon's Towing Service Inc  
3505 Berwick St  
Jefferson, LA 70121

Sewage Sludge Hauler Identification Number: H-506  
Agency Interest Number: 193714  
TEMPO Activity Number: REG20180001

to transport sewage sludge in accordance with Registration Requirements and Standards for Transporters of Sewage Sludge set forth in the Louisiana Administrative Code, Title 33, Part IX, Subpart 3, Section 7301. F.

Failure to comply with the requirements of LAC 33:IX.7301.F will result in revocation of authorization to transport sewage sludge.

Modifications to the transporter registration must be reported to the Office of Environmental Services, Water Permits Division at the address on the preceding page. Modifications include, but are not limited to changes to receiving/disposal facilities and vehicles/containers.

All registered transporters shall submit a renewal registration on or before May 1, 2019.

This authorization to haul sewage sludge shall become effective on July 1, 2018.

The authorization to haul sewage sludge shall expire on June 30, 2019.

Issued on June 25, 2018

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Scott Guilliams, Administrator

## Truck / Container List

### Moon's Towing Service, Inc. (H-506; AI 193714)

Make of Vehicle	Type of Vehicle	Year	License Plate	Registered Owner
Volvo	Dump Truck	2015	P225235	Moon's Towing Service, Inc.
Travis	Trailer	2006	L891337	Moon's Towing Service, Inc.
Mate	Trailer	2014	L765424	Moon's Towing Service, Inc.
Clement	Trailer	1996	E662206	Moon's Towing Service, Inc.
Mack	Tractor	2000	P215735	Moon's Towing Service, Inc.
Peterbilt	Tractor	2000	P225430	Moon's Towing Service, Inc.
Peterbilt	Tractor	2010	P237807	Moon's Towing Service, Inc.
Volvo	Dump Truck	2017	P243662	Moon's Towing Service, Inc.
Volvo	Dump Truck	2017	P243740	Moon's Towing Service, Inc.
Volvo	Dump Truck	2018	DI55420	Moon's Towing Service, Inc.
Kenworth	Tractor	2013	P244347	Moon's Towing Service, Inc.
Volvo	Dump Truck	2018	P248174	Moon's Towing Service, Inc.

**This company is authorized to use the above listed vehicles. This company may also use any unspecified containers (roll-off boxes, dewatering boxes, removable and non-removable tanks, etc.), which are not required to be listed above. The vehicles and/or containers may be used in State of Louisiana for the pick-up, hauling, and disposal of sewage sludge and biosolids. All vehicles and/or containers shall meet the following requirements:**

"The bodies of vehicles and/or containers transporting sewage sludge must be covered at all times except during loading and unloading, in a manner that prevents rain from reaching the sewage sludge, inhibits access by disease vectors, prevents the sewage sludge from falling or blowing from the vehicle and/or container, minimizes escape of odors, and does not create a nuisance." (LAC 33:IX.7301.F.2.c.i)

"The bodies of vehicles and/or containers that are utilized to transport liquefied sewage sludge or a sewage sludge that is capable of producing a leachate shall be constructed and/or enclosed with an appropriate material that will completely prevent the leakage or spillage of liquid." (LAC 33:IX.7301.F.2.c.ii)

"The exterior and interior of the body of a vehicle and/or container that is transporting sewage sludge shall be washed, at a designated washdown area, as often as needed to ensure against accumulation of sewage sludge and/or biosolids, and for the prevention of odors and disease vector attraction." (LAC 33:IX.7301.F.2.c.iii)

"The vehicle and/or container washdown area shall be designed, constructed, and operated to prevent groundwater contamination and stormwater run-on and disposal." (LAC 33:IX.7301.F.2.c.v)

"All water and leachate generated at the designated washdown area shall be contained and discharged in accordance with all applicable state and federal regulations or hauled off-site for proper treatment and/or disposal." (LAC 33:IX.7301.F.2.c.v)



Ronda Burtch, ES Staff

Water Permits Division



MOONS-1

OP ID: AM

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)  
07/05/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Morrison Insurance Agency, Inc 4444 York Street, Suite 201 Metairie, LA 70001 Morrison Insurance Agency		504-888-9393	<b>CONTACT NAME:</b> Morrison Insurance Agency <b>PHONE (A/C, No, Ext):</b> 504-888-9393 <b>FAX (A/C, No):</b> 504-888-9996 <b>E-MAIL ADDRESS:</b> info@morrison-ins.com
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A :</b> AmGuard Insurance Co	42390
		<b>INSURER B :</b> Colony Insurance Co	03283
		<b>INSURER C :</b> Bridgefield Casualty Ins. Co.	10335
		<b>INSURER D :</b>	
		<b>INSURER E :</b>	
		<b>INSURER F :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> GARAGE GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GL0037740-02 GP8249524	11/02/2017 11/02/2017	11/02/2018 11/02/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			K2GP800794	11/02/2017	11/02/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	19643468	06/25/2018	06/25/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	GARAGE KEEPERS			GP8249524	11/02/2017	11/02/2018	KEEPERS \$ 500,000
A	ON HOOK			K2GP800794	11/02/2017	11/02/2018	100K/250K

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

\*and Agencies under the direction of the Parish President and the Parish Council Department of engineering added as additional insureds for General Liability and Automobile. Jefferson Parish Department of Property Maintenance Zoning/Quality of Life

**CERTIFICATE HOLDER****CANCELLATION**

The Parish of Jefferson Its Districts, Departments* BID#50-123424 1221 Elmwood Park Blvd Ste 802 Jefferson, LA 70123	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---

**NOTEPAD:**

HOLDER CODE  
INSURED'S NAME Moon's Towing Service, Inc.

MOONS-1  
OP ID: AM

PAGE 2  
Date 07/05/2018

bid #50-123424  
two (2) year contract for truck rental, including operator and fuel, for  
the Jefferson Parish Public Works all divisions.

# AIA<sup>®</sup> Document A310<sup>™</sup> – 2010

## **Bid Bond**

### **CONTRACTOR:**

*(Name, legal status and address)*

Moon's Towing Service, Inc.  
3505 Berwick St.  
Jefferson, LA 70121

### **SURETY:**

*(Name, legal status and principal place of business)*

The Gray Insurance Company  
4401 N. I-10 Service Rd, Suite 200  
Metairie, LA 70006

### **OWNER:**

*(Name, legal status and address)*

Parish of Jefferson  
200 Derbigny St.  
Gretna, LA 70053

**BOND AMOUNT:** \$ Five Percent of the Bid Amount (5%)

### **PROJECT:**

*(Name, location or address, and Project number, if any)*

Bid No. 50-00123424  
Two Year Contract For Truck Rental Including Operator and Fuel For Jefferson Parish  
Department of Public Works All Divisions

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Int.

THE GRAY INSURANCE COMPANY

THE GRAY CASUALTY & SURETY COMPANY

209448

GENERAL POWER OF ATTORNEY

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint Cathy P. Grace and Sharon Carughi of Baton Rouge, Louisiana jointly or severally on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$10,000,000.00 This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLV ED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 12th day of September, 2011.



By:

*Michael T. Gray*

Michael T. Gray  
President, The Gray Insurance Company  
and  
Vice President,  
The Gray Casualty & Surety Company

Attest:

*Mark S. Manguno*

Mark S. Manguno  
Secretary,  
The Gray Insurance Company,  
The Gray Casualty & Surety Company



State of Louisiana

ss:

Parish of Jefferson

On this 12th day of September, 2011, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company and Vice President of The Gray Casualty & Surety Company, and Mark S. Manguno, Secretary of The Gray Insurance Company and The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



*Lisa S. Millar*

Lisa S. Millar, Notary Public, Parish of Orleans  
State of Louisiana  
My Commission is for: Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company and The Gray Casualty & Surety Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 10th day of July, 2018.



*Mark S. Manguno*

Mark S. Manguno, Secretary  
The Gray Insurance Company  
The Gray Casualty & Surety Company



**R. Kyle Ardoin**  
**Secretary of State**

**State of Louisiana**  
**Secretary of State**

**COMMERCIAL DIVISION**  
**225.925.4704**



Fax Numbers  
225.932.5317 (Admin. Services)  
225.932.5314 (Corporations)  
225.932.5318 (UCC)

Name	Type	City	Status
MOON'S TOWING SERVICE, INC.	Business Corporation	JEFFERSON	Active

**Previous Names**

**Business:** MOON'S TOWING SERVICE, INC.  
**Charter Number:** 34551275D  
**Registration Date:** 2/3/1997

**Domicile Address**

3505 BERWICK ST.  
JEFFERSON, LA 70121

**Mailing Address**

C/O SCOTT MULLEN  
3505 BERWICK ST.  
JEFFERSON, LA 70121

**Principal Office Address**

3505 BERWICK ST.  
JEFFERSON, LA 70121

**Status**

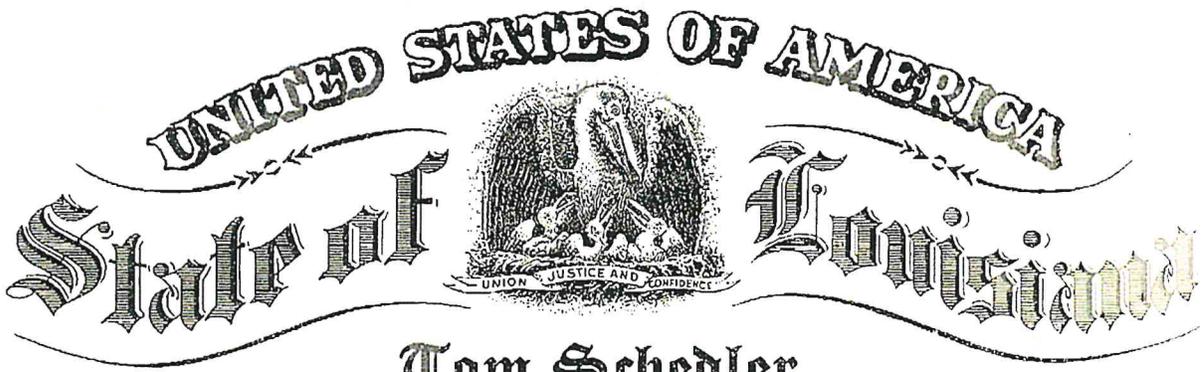
**Status:** Active  
**Annual Report Status:** In Good Standing  
**File Date:** 2/3/1997  
**Last Report Filed:** 3/8/2018  
**Type:** Business Corporation

**Registered Agent(s)**

**Agent:** SCOTT MULLEN  
**Address 1:** 3505 BERWICK ST.  
**City, State, Zip:** JEFFERSON, LA 70121  
**Appointment Date:** 2/3/1997

**Officer(s)**

**Officer:** SCOTT MULLEN  
**Title:** President, Secretary, Director  
**Additional Officers:** No



**Tom Schedler**  
SECRETARY OF STATE

*As Secretary of State, of the State of Louisiana, I do hereby Certify that*  
the attached document(s) of

**MOON'S TOWING SERVICE, INC.**

are true and correct and are filed in the Louisiana Secretary of State's Office.

34551275D ORIGF 2/3/1997 3 page(s)

In testimony whereof, I have hereunto set my  
hand and caused the Seal of my Office to be  
affixed at the City of Baton Rouge on,

September 6, 2011

*Secretary of State*

WEB 34551275D



Certificate ID: 10199670#FGT93

To validate this certificate, visit the following  
web site, go to **Commercial Division,**  
**Certificate Validation,** then follow the  
instructions displayed.

[www.sos.louisiana.gov](http://www.sos.louisiana.gov)



ARTICLE VI  
1244 STOCK

The Corporation's common stock shall be offered pursuant to Section 1244 of the Internal Revenue Code of 1954.

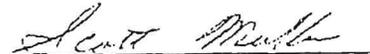
ARTICLE VII  
REGISTERED OFFICE

The registered office of the corporation shall be 101 Butterworth Street, Jefferson, Louisiana 70121.

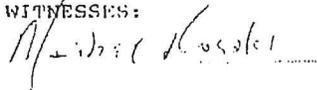
ARTICLE X

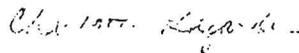
The registered agent of the corporation is Scott Mullen, who accepts herewith the appointment.

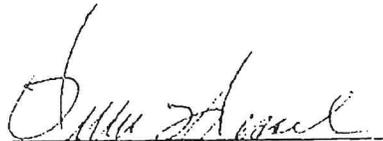
THUS DONE AND SIGNED on the day, month and year hereinabove set forth, in the presence of the undersigned competent witnesses and me, Notary, after due reading of the whole.

  
SCOTT MULLEN

WITNESSES:





  
NOTARY PUBLIC

INITIAL REPORT OF MOON'S TOWING SERVICE, INC.

This report is made in accordance with L.R.S. 12:1.

1.

The location and post office address of the Corporation's registered office is: 101 Butterworth Street, Jefferson, Louisiana 70121.

2.

The registered agent for this corporation is SCOTT MULLEN, 101 Butterworth Street, Jefferson, Louisiana 70121, who herewith accepts the appointment.

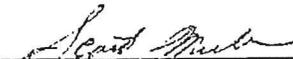
3.

The name and address of the first Director of this corporation is: Scott Mullen, 101 Butterworth Street, Jefferson, Louisiana 70121.

4.

The name and address of the First Officers of the Corporation are as follows:

Scott Mullen - President/Secretary  
101 Butterworth Street, Jefferson, Louisiana 70121.

  
SCOTT MULLEN

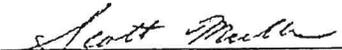
A F F I D A V I T

STATE OF LOUISIANA  
PARISH OF ORLEANS

BEFORE ME, the undersigned authority, personally came and appeared:

SCOTT MULLEN

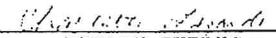
of full age of majority and a resident of the Parish of Jefferson, State of Louisiana, who, after being duly sworn, declared under oath that he signed the foregoing Initial Report of Moon's Towing Service, Inc. and the statements contained herein are true and correct and he accepts the appointment as registered agent.

  
SCOTT MULLEN

SWORN TO AND SUBSCRIBED

BEFORE ME THIS 4<sup>th</sup> DAY OF

February, 1997.

  
NOTARY PUBLIC