

DATE: 11/25/2015

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00115164

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

VENDOR: \_\_\_\_\_

BUYER: LFRANCIS

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order 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 at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work is to be done in a workman-like manner, according to standard practices. Any deviations or alterations from the specifications must be indicated and backup documentation supplied with your quotation.

<b>DELIVERY: FOB JEFFERSON PARISH</b>	
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES	<u>10 WORKING</u>
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	<u>10 WORKING</u>
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	<u>10 WORKING</u>

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: \_\_\_\_\_  
 NUMBER: \_\_\_\_\_  
 NUMBER: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 12-0991128

\*\*\* ALL BIDDERS MUST COMPLETE SECTION BELOW \*\*\*

FIRM NAME:	<u>Economical Janitorial and Paper Supplies</u>	
SIGNATURE:	<u>Suzie Migliore</u>	TITLE: <u>President</u>
(Must be signed here)		
PRINT OR TYPE NAME:	<u>Suzie Migliore</u>	
ADDRESS:	<u>P.O. Box 23607</u>	
CITY, STATE:	<u>New Orleans LA</u>	ZIP: <u>70183-3607</u>
TELEPHONE:	<u>504 464-7166 x3110</u>	FAX: <u>504 465-9563</u>
EMAIL ADDRESS:	<u>Suzie@economicaljanitorial.com</u>	

TOTAL PRICE OF ALL BID ITEMS: \$ 5873.75

DATE: 11/25/2015

INVITATION TO BID FROM JEFFERSON PARISH - continued

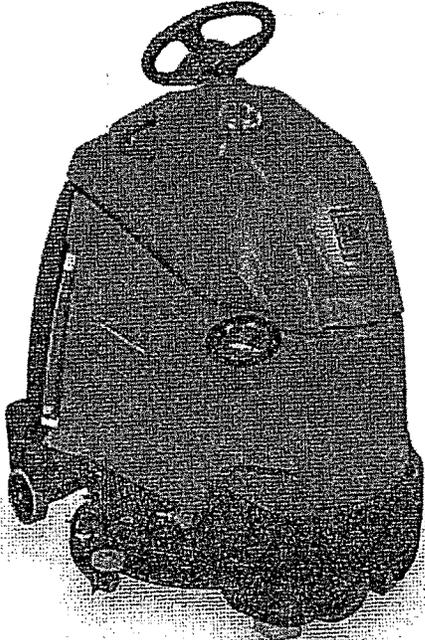
Page: 5

BID NO.: 50-00115164

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	EA	<p>RIDE-ON SCRUBBER FOR JEFFERSON PARISH DEPARTMENT OF PARKS AND RECREATION</p> <p>0010 Scrubber - ride on type - 20 inch with gel batteries</p> <p>Advance SC1500 REV 20 Inch Model Number 58104013</p> <p>Designed to deliver superior cleaning performance. This ride on scrubber provides a flexible, extremely maneuverable and compact solution for small to medium sized areas. Plus, with high-capacity tank, and high scrub speed capabilities, the scrubber covers more surface faster, while maximizing your bottom line.</p> <p>*Simple, intuitive controls minimize operator training                      *Safety dead-man switch and go pedal provides easy to control operation                      *Quiet mode for daytime cleaning and noise-sensitive areas                      *Eco-Flex on board detergent system provides flexible cleaning performance                      *Large recovery tank opening, complete draining and smooth interior for easy cleaning.</p>	<p>5873.75</p> <p>WINDSOR CHARIOT A</p> <p>1 SCRUB 20X</p> <p>#9.841-256.0</p> <p>Includes gel Batteries, chemical metering SELF charger</p>	5873.75

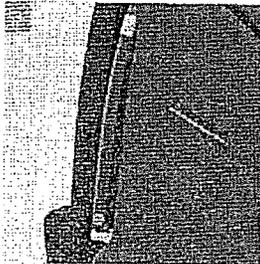
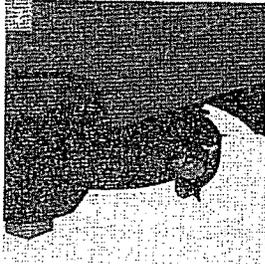
# Chariot 2 iScrub 20 Deluxe



## Exceeding scrubbing expectations.

Designed with the patented stand-on cleaning technology, the Chariot 2 iScrub 20 Deluxe significantly increases productivity and cleaning quality. Its 360° visibility allows the operator to see more of the cleaning area for a safe and effective cleaning process. Chemical metering is available.

\*Q1 2015 anthracite conversion



### Open accessibility

Wide open accessibility allows for simple servicing, cleaning of recovery tanks and battery charging.

### Patented technology

The center-pivot squeegee uses Aqua-Mizer technology and provides 100% water pick-up even in turns.

### No stress cleaning

Solution dump hose rotates to the floor for simple, operator-free dumping.

### Easy to gauge

Chemical metering is available with the Chariot 2 iScrub 20 Deluxe.

# Technical Data and Equipment

## Chariot 2 iScrub 20 Deluxe

- ☒ Swiveling no-adjustment squeegee with Aqua-Mizer technology
- ☒ Quiet operation for daytime cleaning
- ☒ External fill port for quick access to fill solution tank

Technical data		
Cleaning path	in	20
Cleaning rate	ft <sup>2</sup> /hr	18,000
Brushes		20" disc
Brush motor	HP	.33
Brush speed	RPM	180
Brush pressure	lbs	50
Solution capacity	gal	10
Recovery capacity	gal	10
Electrical system		36V 3x12V 130 A/H, 36V 3x12V 114 A/H AGM
Operating noise level	dB(A)	67
Weight (w/o batteries)	lbs	250
Dimensions (L x W x H)	in	42" x 26.5" x 50.75"

Equipment			
Product name	Order No.	Description	List Price
Chariot 2 iScrub 20 Deluxe	9.840-898.0	36V 3x12V 130 A/H batteries, 21A automatic charger w/ pad driver	\$7,569.00
Chariot 2 iScrub 20 Deluxe	9.840-900.0	36V 3x12V 114 A/H AGM batteries, 21A automatic charger w/ pad driver	\$8,015.00
Chariot 2 iScrub 20 Deluxe	9.840-901.0	36V 3x12V 114 A/H AGM batteries, 21A on-board charger w/ pad driver	\$8,473.00
Chariot 2 iScrub 20 Deluxe	9.840-902.0	36V 3x12V 130 A/H batteries, 21A automatic charger w/ poly brush	\$7,569.00
Chariot 2 iScrub 20 Deluxe	9.840-904.0	36V 3x12V 114 A/H AGM batteries, 21A automatic charger w/ poly brush	\$8,015.00
Chariot 2 iScrub 20 Deluxe	9.840-905.0	36V 3x12V 114 A/H AGM batteries, 21A on-board charger w/ poly brush	\$8,473.00
Chariot 2 iScrub 20 Deluxe	9.841-255.0	36V 3x12V 130 A/H batteries, 21A automatic charger w/ chemical metering, pad driver	\$8,111.00
Chariot 2 iScrub 20 Deluxe	9.841-258.0	36V 3x12V 130 A/H batteries, 21A automatic charger w/ chemical metering, poly brush	\$8,111.00
Chariot 2 iScrub 20 Deluxe	9.841-256.0	36V 3x12V 114 A/H AGM batteries, 21A automatic charger w/ chemical metering, pad driver	\$8,589.00
Chariot 2 iScrub 20 Deluxe	9.841-259.0	36V 3x12V 114 A/H AGM batteries, 21A automatic charger w/ chemical metering, poly brush	\$8,589.00
Chariot 2 iScrub 20 Deluxe	9.841-257.0	36V 3x12V 114 A/H AGM batteries, 21A on-board charger w/ chemical metering, pad driver	\$9,079.00
Chariot 2 iScrub 20 Deluxe	9.841-260.0	36V 3x12V 114 A/H AGM batteries, 21A on-board charger w/ chemical metering, poly brush	\$9,079.00

Accessories for Chariot 2 iScrub 20 and Chariot 2 iScrub 20 Deluxe			
Product name	Order No.	Description	List Price
Front squeegee	8.632-606.0	Linatex	\$28.14
Rear squeegee	8.632-607.0	Linatex	\$30.49
Front squeegee	8.634-205.0	Urethane	\$29.68
Rear squeegee	8.634-206.0	Urethane	\$36.82
Pad driver	8.600-041.0	20"	\$200.67
Polypropylene brush	8.600-042.0	20"	\$199.29
Nylon brush	8.600-043.0	20"	\$239.43
Grit brush	8.600-044.0	20", mild	\$469.18

# Chariot® iScrub 20X



More Productive, More Maneuverable, & Easier To Use  
than any other 20" scrubber.

*The evolution of scrubbing.*



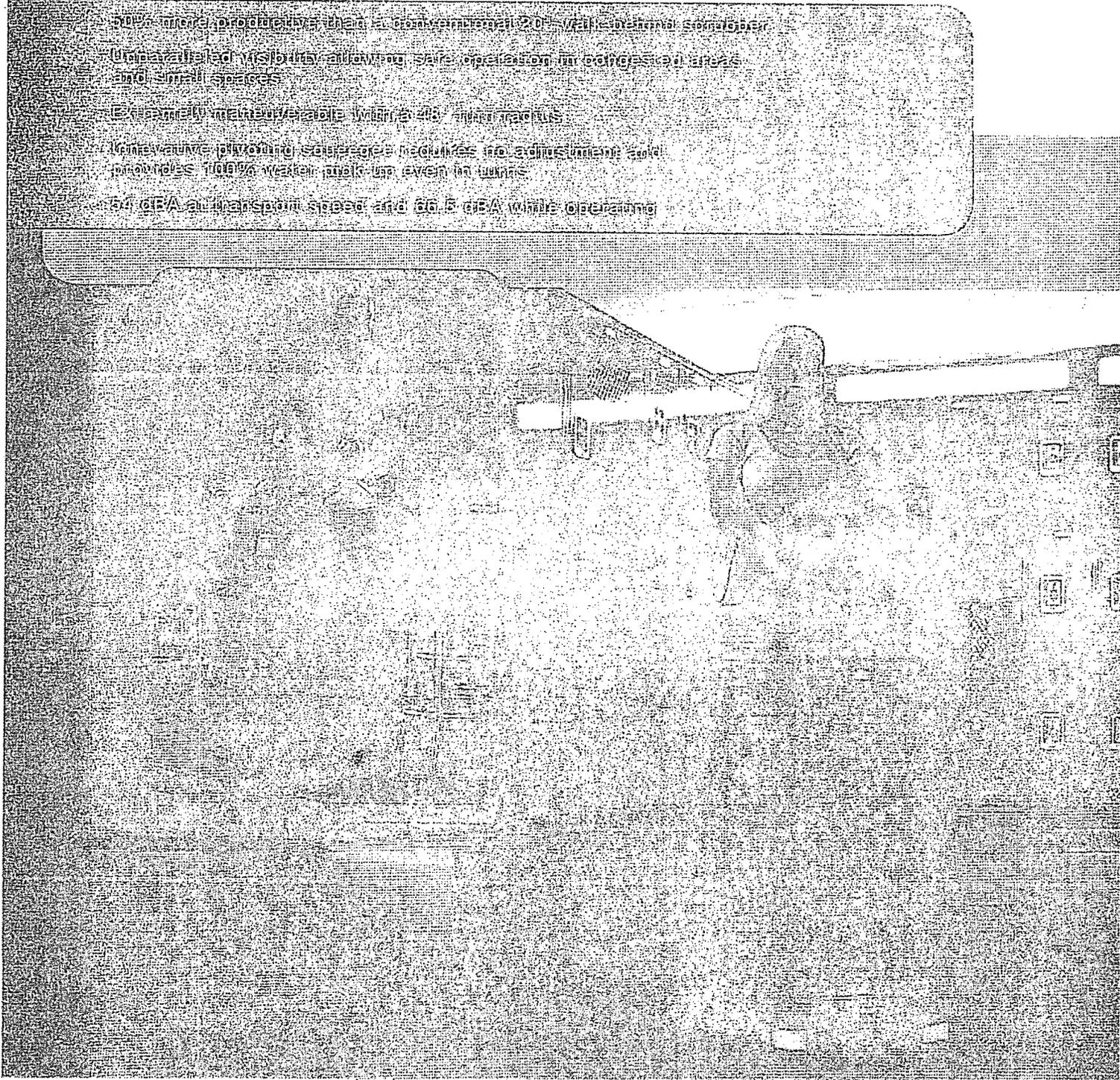
20" iScrub iScrub 20X is the most maneuverable 20" scrubber available.

It's the only 20" scrubber that can be used in tight spaces.

It's the only 20" scrubber that can be used in tight spaces.

It's the only 20" scrubber that can be used in tight spaces.

It's the only 20" scrubber that can be used in tight spaces.

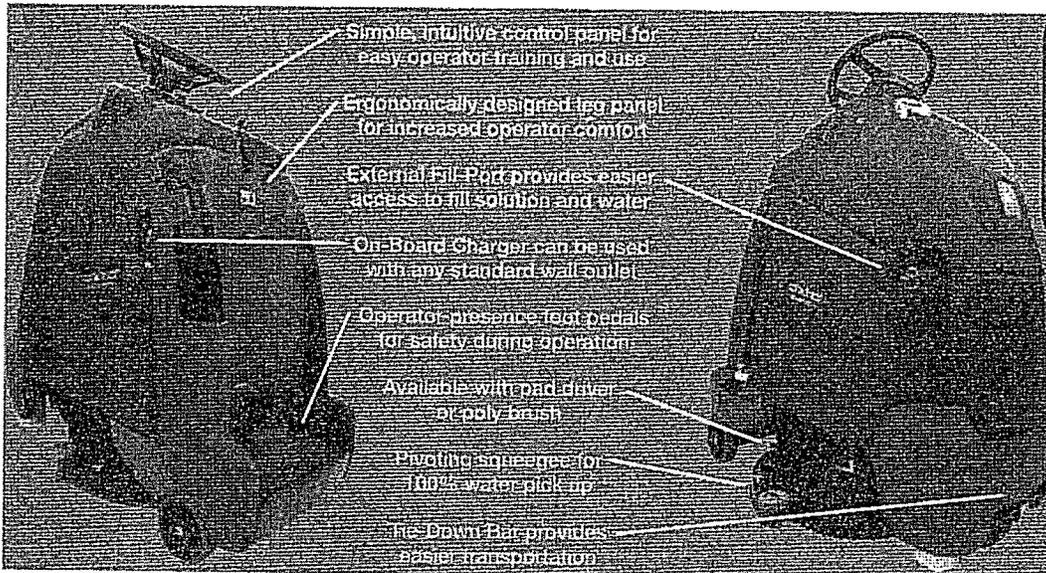




## Technical Specifications

	Iscrub 20 Deluxe
Cleaning Rate:	18,000 ft <sup>2</sup> /hour
Cleaning Path:	20"
Brushes, Pad Drivers:	1 x 20"
Brush Motor:	.33 hp
Brush Speed:	180 rpm
Scrub Head/Squeegee Lift:	Actuator:
Brush/Pad Pressure:	50 lbs
Solution Capacity:	10 Gallons
Recovery Capacity:	10 Gallons
Drive System:	Gear Motor w/Chain Drive
Transport Speed:	1.8 / 2.7 mph
Operating Speed:	1.8 / 2.7 mph
Noise Level:	54 dBA (Transport), 67 dBA (Operation)
Wheels:	Urathana, 6" (Rear) / 8" (Front)
Solution Control:	Gravity
Flow Rate:	.33 gpm
Vacuum Motor:	2 Stage, .63 hp
Cleaning Function Control:	Automatic Pre-set Function Dial
Electrical System:	36V, 3 x 12V 130 A/H 36V, 3 x 12V 114 A/H AGM
On-Board Charger:	15A, Water-Proof, Charges Wet or AGM
Brake:	Electric Parking Brake
Weight w/o Batteries:	209 lbs
Dimensions (L x W x H):	42" x 26.5" x 50.75"
Squeegee:	Center Pivot, Wrap Around, No Adjustment

Specifications are subject to change without notice.



Simple, intuitive control panel for easy operator training and use

Ergonomically designed leg panel for increased operator comfort

External Fill-Pod provides easier access to fill solution and water

On-Board Charger can be used with any standard wall outlet

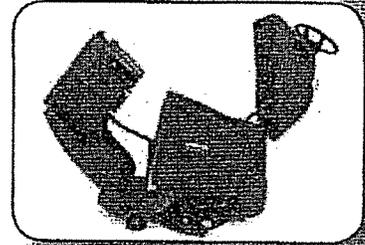
Operator presence foot pedals for safety during operation

Available with pad driver or poly brush

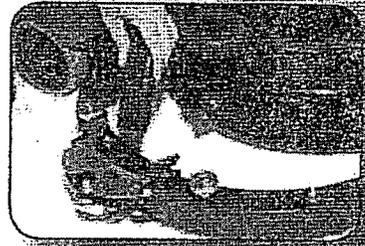
Pivoting squeegee for 100% water pick up

Re-Brown Bar provides easier transportation

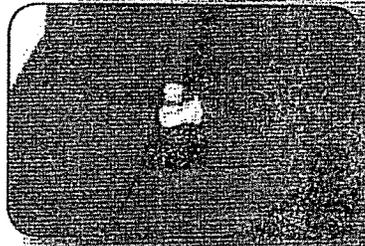
## Performance Features



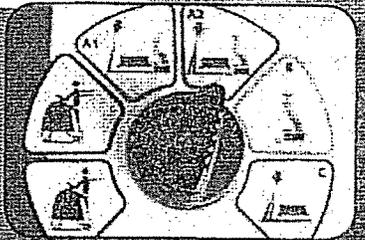
Wide-open access for solution reservoir, easy to clean. Includes 100% pickup even in corners.



Re-brown bar provides 100% pickup even in corners.



Solution alarm and operator presence pedal for easy operator training.



Intuitive function dial with easy-to-use controls. Includes 100% pickup even in corners.

Windsor Innovations Protect:



Indoor Air Quality



Water



People



Environment

White Paper



Bold Innovation. Expert Results.

# Chariot® iScrub 20 Chariot® iScrub 20 Deluxe

Never Walk-Behind a Scrubber Again.



## iScrub 20 Rider vs. Walk-Behind Comparison

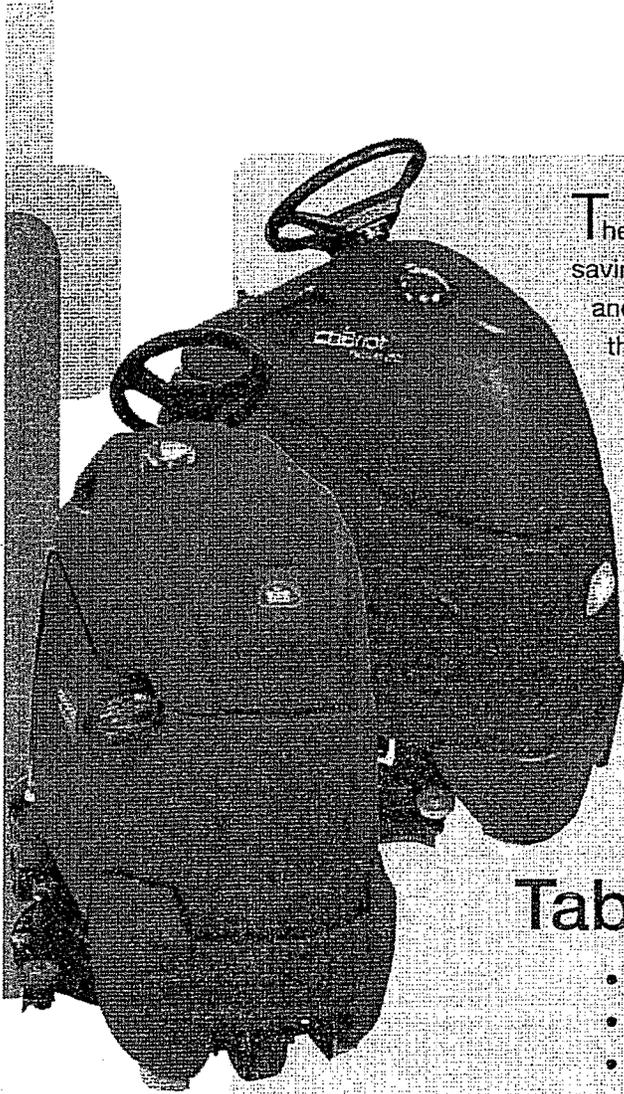
Save \$15,000 or 34%\* vs. 26" Walk-Behind

Save \$16,000 or 36%\* vs. 24" Walk-Behind

Save \$20,000 or 40%\* vs. 20" Walk-Behind

Save \$41,000 or 58%\* vs. 17" Walk-Behind

\* Estimated 3-year operational savings.

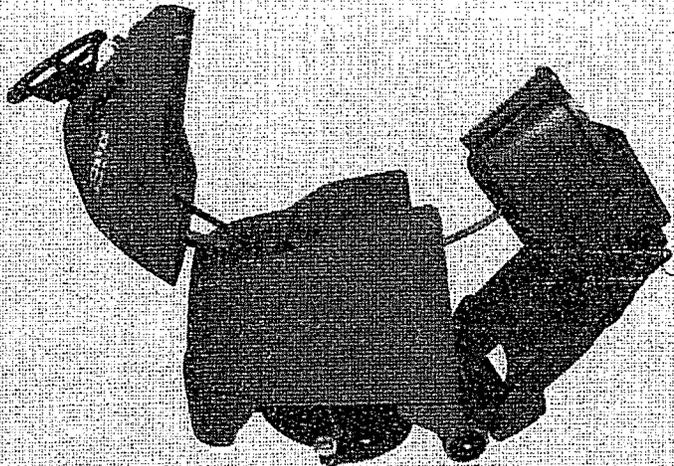


The Chariot iScrub 20 delivers substantial operational cost savings and cleaning with far fewer resources. The cost savings and productivity delivered by the Chariot iScrub 20 make it the most practical machine to consider in any application currently utilizing a walk-behind scrubber from 17 inches in size all the way up to 26 inches in size.

Users can expect 3-year operational savings ranging anywhere from \$15,000 to \$41,000 when using a Chariot iScrub 20 in place of a 17" to 26" walk-behind auto-scrubber.

## Table of Contents:

- Page 2 Operational Cost Savings
- Page 4 Small Footprint
- Page 4 Superior Sightlines
- Page 5 Simplified Training
- Page 5 Hygiene
- Page 5 Pivoting Squeegee with Aqua-Mizer
- Page 6 For Larger Applications
- Page 6 Chariot Productivity Chart



## Operational Cost Savings:

- The iScrub 20 is much more productive than a wide range of walk-behind scrubbers, from 17-inch scrubbers up to 26 inch scrubbers, and it costs much less to operate.

## Price/Productivity:

- The price is approximately the same as a standard 20" walk-behind unit and therefore is very easy to justify.
- The Chariot iScrub 20 offers a significant increase in productivity due to the fact that the operator is riding and not walking and therefore cleaning speeds are much quicker and more consistent.

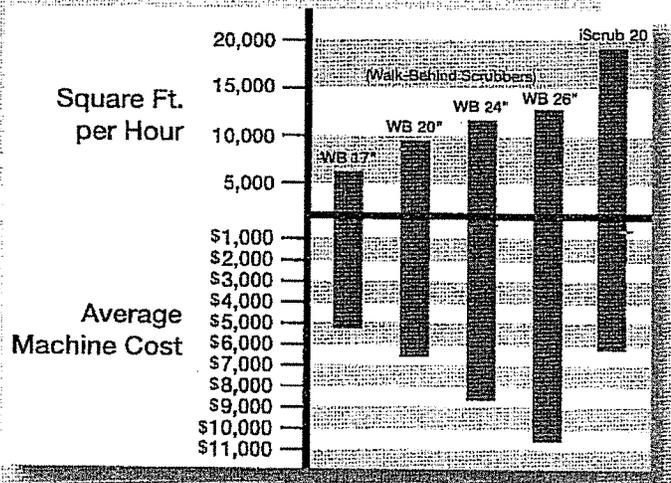
## ISSA Cleaning Times

For the operational cost savings analysis and comparison to walk-behind scrubbers we used industry standard ISSA Cleaning Times data.

- The industry accepted source of productivity numbers is the ISSA 540 Cleaning Times
- ISSA 540 Cleaning Times publish two sets of machine production rates: theoretical and practical.
- Theoretical rates are not practical in real world applications and therefore are not used in this analysis. Theoretical rates are generally not accepted when calculating real world productivity.
- Practical rates account for actual cleaning speeds, obstacles, dumping, and filling the units. For purposes of this analysis we used ISSA 540 Cleaning Time Practical Rates.
- The Chariot iScrub 20 operates at a 50% higher speed which allows for greatly increased productivity that can be practically attained.
- This gives the Chariot iScrub 20 an average productivity rate of 18,000 square feet per hour!
- Ability to scrub up to 54,000 square feet on one charge.
- A \$15/hour fully loaded labor rate was used in this analysis.

## Conclusion

- It costs less to operate than any walk-behind scrubber from a 17 inch all the way up to a 26 inch!
- The iScrub 20 costs 58% less to operate than a 17 inch scrubber and 33% less to operate than a 26 inch scrubber.



Another factor in cost of ownership is the maintenance and upkeep of a machine. A well accepted rule of thumb in our industry is that in dealing with any piece of cleaning equipment you will pay for the machine again over the life of the machine in maintenance and parts. This means that if you pay \$8,000 for a scrubber it is a safe bet that when you factor in labor to maintain the machine daily, replacement items such as squeegees, and repair items, over the life of the machine, which is generally 5 to 7 years, that you will invest about \$8,000. Most machines are covered under warranty for the first 3 years, so the costs are lower in that part of a machines life, however there are still daily maintenance costs and replacement costs that need to be considered.

## ISSA Productivity Calculations

In the chart below we have performed some calculations using ISSA 540 Cleaning Times productivity rates and cost of ownership calculations to provide a true picture of the savings that can be attained from a Chariot iScrub 20.

Area to be cleaned			40,000			Weekly Frequency			4			Labor Rate		\$15.00	
Machine	ISSA 540 Times Production Rates	Minutes to clean	Cost per cleaning	Cost per week	Cost per year	Machine Cost (List Price)	Service Repair Over 3 Years	3 Year Cycle Cost	3 Year Savings using Chariot iScrub 20 (\$)	3 Year Savings using Chariot iScrub 20 (%)					
17"	5,917	406	\$101.40	\$405.61	\$21,091.77	\$5,100.00	\$1,785.00	\$70,160.31	-\$40,720.31	-58%					
iScrub 20	18,000	133	\$33.33	\$133.33	\$6,933.33	\$6,150.00	\$2,240.00	\$29,440.00							
20"	9,274	259	\$64.70	\$258.79	\$13,456.98	\$6,200.00	\$2,170.00	\$48,740.93	-\$19,300.93	-40%					
24"	11,132	216	\$53.90	\$215.59	\$11,210.92	\$8,700.00	\$3,045.00	\$45,377.77	-\$15,937.77	-35%					
26"	12,526	192	\$47.90	\$191.60	\$9,963.28	\$10,500.00	\$3,675.00	\$44,064.83	-\$14,624.83	-33%					

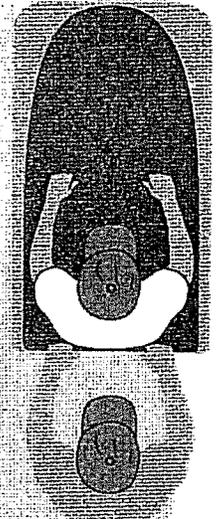
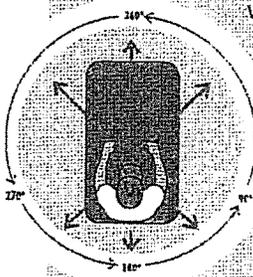
Based on ISSA Times

## Smaller Footprint

The Chariot iScrub 20 occupies a smaller footprint than most walk-behind scrubbers. The benefit of this smaller footprint is that it makes the iScrub 20 easier to store, fill, dump, and maneuver in congested areas.

## Superior Sightlines

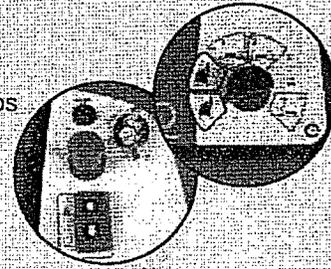
The operator can see within 12 inches from the front of the iScrub 20 and directly down the sides. This allows for safe operation in tight spaces. Furthermore, when operating next to walls the operator can very effectively monitor how close they are which in turn minimizes costly repairs to walls in your facility.



## Simplified Operation

The simplified control panel virtually eliminates training and helps provide consistent results. To operate the Chariot iScrub 20:

- Select cleaning mode
- Enjoy consistent results



The operator can choose between the following modes:

### Cleaning mode A1

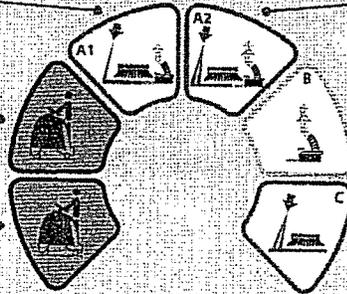
For daily cleaning, 2.7 mph, .33 GPM Flow Rate, 50 lbs pad pressure

### Transport speed 2

2.7 mph for transporting in open areas

### Transport Speed 1

1.8 mph for transporting in congested areas



### Cleaning mode A2

For deep cleaning, 1.8 mph, .33 GPM Flow Rate, 50 lbs pad pressure

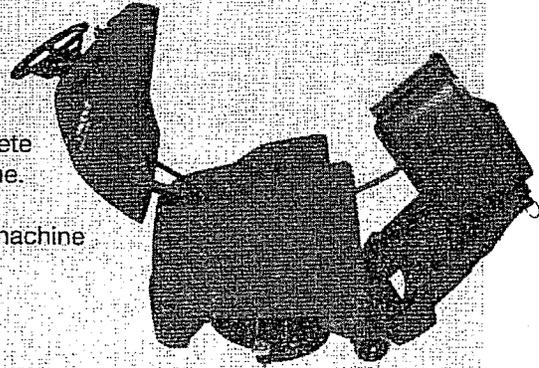
### Vacuum Only

### Scrub Only

The machine is pre-programmed so that all the user has to do is turn the dial to the mode they want.

## Hygiene

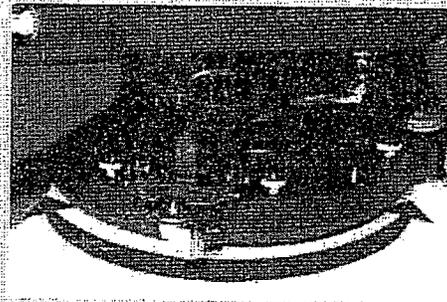
- The Chariot iScrub 20 is designed with a hygienic recovery tank that allows the user to have complete access to the tank for cleaning after using the machine.
- The tank actually lifts completely off the body of the machine so that it can be removed for thorough cleaning.



## Pivoting Squeegee with Aqua-Mizer™ Technology

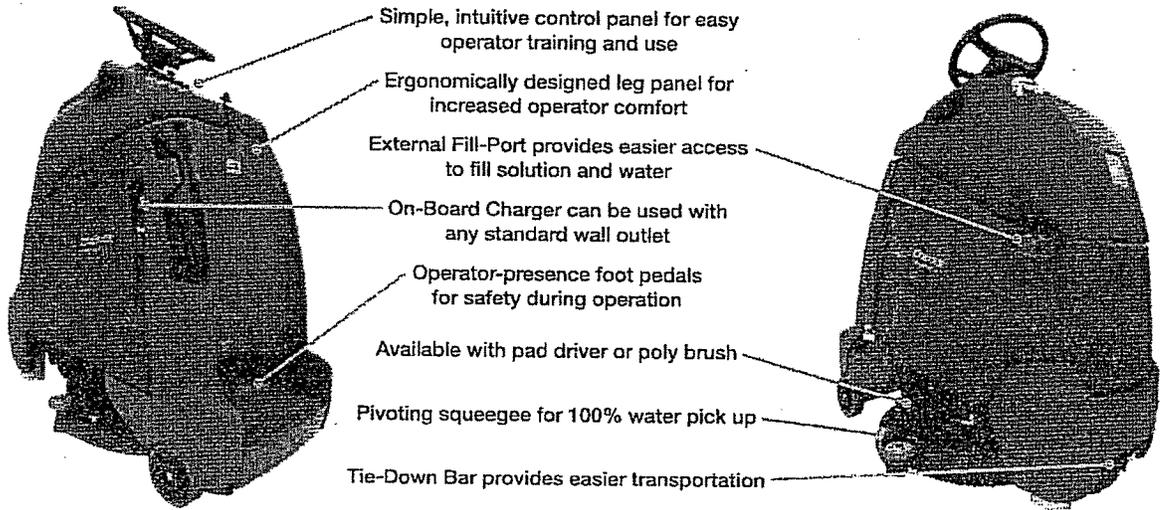
The squeegee is designed so that it rotates around the brush deck and follows the path of water providing superior recovery even when utilizing the zero-turn radius of the iScrub 20.

The user can remove it by simply pressing down on the grey release button and pulling the squeegee off. It uses Windsor's Aqua-Mizer Technology, creating a cleaning chamber that holds the solution so that it is used to the fullest effectiveness.



Aqua-mizer helps you lower your water and chemical consumption.

## Chariot iScrub 20 Deluxe Features:



## Never Walk-Behind a Scrubber Again

- The Chariot costs less to operate than any walk-behind scrubber from 17 to 26 inches
- The iScrub 20 has a smaller footprint than any other walk-behind scrubber, making it easier to store and maneuver
- The iScrub 20 has better sightlines than a walk behind scrubber making it safer to maneuver through your facility
- The iScrub 20 is simple to operate which makes training a snap and provides consistent results
- The iScrub 20 is hygienic and easy to maintain
- The iScrub 20 has a unique pivoting squeegee with Aqua-mizer Technology that requires no adjustment by the user, is easy to remove and clean, and provides excellent pick-up on a variety of surfaces

## For Larger Applications

- For larger cleaning applications Windsor recommends the Chariot iScrub 24 rotary scrubber or the Chariot iScrub 26 cylindrical scrubber. These larger unit incorporate many of the same features found on the iScrub 20 in a larger, more productive platform.
- Also available with our Productivity Plus Package. This package includes 2 sets of batteries and 2 battery exchange carts.







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Page: 1

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

VENDOR:

BUYER: LFRANCIS

Bids will be received until 11:00 AM, 12/02/2015 via fax: 504-364-2693 or via online at [www.jeffparish.net](http://www.jeffparish.net)

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. A copy of these resolutions 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 [www.purchasing.jeffparish.net](http://www.purchasing.jeffparish.net) and clicking on On-line forms.

All vendors submitting bids must register as a Jefferson Parish vendor if not already yet registered. Bidders may be required to furnish current W-9 Forms and respective Tax Identification Numbers within 10 days after bid opening if such information is not on file or not up to date. Registration forms may be downloaded from [www.purchasing.jeffparish.net](http://www.purchasing.jeffparish.net) and clicking on Vendor information.

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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

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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.

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.

All formal Addenda require written acknowledgment 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.

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.

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 A1 17.1-1991).

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## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

## 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.

Please visit the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

## ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW

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1. All bidders must attend the pre-bid conference in relation to this bid; attendance is mandatory. Failure to attend will prohibit a company from submitting a bid. Vendors are hereby notified that any vendor arriving after the mandatory pre-bid conference begins will not be allowed to sign in as evidence of attendance.
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.

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## 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. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached sheet. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected. JEFFERSON PARISH reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
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 (in Original Format) required; Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit and E-Verify Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department on all solicitations for construction, alteration or demolition of public building or project, including but not limited to requirements found in LSA-RS 38:2212.9; LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. 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 for the bid to be considered responsive.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits (in Original Format) required: Non-Collusion Affidavit, and Campaign Contribution Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department. See LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1 Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. 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 for the bid to be considered responsive.
16. Since a bid surety is required, bid response may not be faxed. Bid submission will only be accepted online or as delivered to the Purchasing Department, 200 Derbigny Street, Suite 4400, Gretna, LA 70053 by 11am on the bid due date. All sureties must be in original format (no copies).

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.