



Bid Number 50-00138119

Two Year Contract for Landscaping & Grass Cutting Services at Various Library Properties Located on the East Bank and West Bank of Jefferson Parish for Jefferson Parish Library Department.

BID DUE: June 9, 2022 AT 2:00 PM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received on the Purchasing Department's eProcurement site, www.jeffparishbids.net, by the bid due date and time. Late bids will not be accepted.

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

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TWO (2) YEAR CONTRACT FOR LANDSCAPING SERVICES AT VARIOUS LIBRARY PROPERTIES LOCATED ON THE EAST AND WEST BANK OF JEFFERSON PARISH FOR THE JEFFERSON PARISH LIBRARY DEPARTMENT.

We extend this proposal to cover all labor, materials, and equipment necessary to provide a two (2) year contract for landscaping services at twenty (20) library properties located on the east bank and west bank of Jefferson Parish for the Jefferson Parish Library Department.

The contract will be for a period of two (2) years. The contract start date will be September 24, 2022.

Section 1.0 Mandatory Pre-Bid Conference:

A MANDATORY Pre-Bid Conference will be held at 10:00 AM on May 27, 2022 in the General Government Building, 200 Derbigny Street, Suite 4400 Gretna, La. 70053. 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 this project.

This conference is held to allow questions to be asked, noted, and procedures for answers, and inspection of the site with the Owners representative, etc.

The Mandatory 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 Contract, in accordance with the written specifications without any additional costs to the Owner.

Section 1.1 Quantities/Inspections:

Bidders must inspect the sites and perform their own measurements and surveys to determine the proper quantities of labor hours, equipment, supplies, materials, etc. required for this contract.

Section 2.0 Bonds:

A Bid Surety will be required with Bid Submission in the amount of 5% of the total bid price. 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.

The successful bidder shall be required to provide a performance bond in the amount of 50% of the total bid price. This bond is to insure the successful performance of the agreement in accordance with the negotiated terms and conditions of the parties.

The bidder acknowledges and agrees that the performance bond may be forfeited for the successful bidder's failure to fully and faithfully perform its obligations in accordance with the executed agreement.

Section 3.0 Licenses and Permits:

The successful bidder MUST have the following licenses:

Louisiana State Contractors License with a Specialty in Landscaping, Grading and Beautification. A copy of this license, front and back, must be included in bid packet. This license number must be written on the outside of the bid envelope.

A Louisiana State Contractor's License will be required for this bid in accordance with LSA R.S. 37-2150 et. seq. such license(s) number(s) will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected.

Louisiana Department of Agriculture and Forestry License - Landscape Horticulturist
A copy of this license, front and back, must be included in bid packet.

Louisiana Department of Agriculture and Forestry License – Chemical Applicator
A copy of this license, front and back, must be included in bid packet.

Louisiana Department of Agriculture and Forestry License – Arborist
A copy of this license, front and back, must be included in bid packet.

Louisiana Department of Agriculture and Forestry License – Herbicide Category 6
A copy of this license, front and back, must be included in bid packet.

Contractor must furnish a copy of current licenses and certifications list above in the name of the contractor with their bid.

Contractor must maintain all licenses and insurances during the course of this contract.

Upon request the contractor must provide a copy of all licenses and insurances during the course of this contract.

NOTE: BIDDER IN PROVIDING COPIES OF SAID LICENSES CERTIFIES THAT ANY AND ALL REQUIRED LICENSES ARE COMPLIANT WITH ALL APPLICABLE RULES AND REGULATIONS, AS PROMULGATED BY THE ISSUING AUTHORITY, GOVERNING THE ISSUANCE, AND ASSOCIATED USE OF SAID LICENSES.

Contractor shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement and the Jefferson Parish Parkway Department. Contractor shall be responsible for payment of permits, licenses, and certifications, etc., and costs of keeping all-current during this two-year contract period. The contractor will provide a copy of all permits required to perform the work to the Jefferson Parish Library Landscape Supervisor upon contract acceptance.

The following library property locations will be included in this bid:

EASTBANK SERVICE LOCATIONS (eleven locations)

East Bank Regional Library
4747 W. Napoleon Avenue
Metairie, Louisiana 70001

Fat City Property
3701 Division St.
Metairie, Louisiana 70001
Vacant Lot
See Attachment "G"

Harahan Library
219 Soniat Avenue
Harahan, Louisiana 70123

Lakeshore Library
1000 West Esplanade Avenue
Metairie, Louisiana 70001

Old Metairie Library
2350 Metairie Road
Metairie, Louisiana 70001

Glendale Park
2350 Metairie Road
Metairie, Louisiana 70001
(Located behind the Old Metairie Library)

North Kenner Library
630 West Esplanade Avenue
Kenner, Louisiana 70065
See Attachment "A"

Rosedale Library
4036 Jefferson Highway
Jefferson, Louisiana 70121

WESTBANK SERVICE LOCATIONS (nine locations)

Wagner Library
6646 Riverside Drive
Metairie, Louisiana 70003
See Attachment "E"
Riverside Drive Property
6640 Riverside Drive
Metairie, Louisiana 70003
See Attachment "E"
River Ridge Library
8825 Jefferson Highway
River Ridge, Louisiana 70123

Jane O Brien Chatelain West Bank Regional Library
2751 Manhattan Blvd.
Harvey, Louisiana 70058

Belle Terre Library
5550 Belle Terre Road
Marrero, Louisiana 70072
Attachment "C"

Live Oak Library
125 Acadia Drive
Wagaman, Louisiana 70094
Attachment "B"

Terrytown Library
680 Heritage Avenue
Terrytown, Louisiana 70056
Attachment "D"

Edith S. Lawson Library in Westwego
635 Fourth Street
Westwego, Louisiana 70094

Gretna Library
102 Willow Drive
Gretna, Louisiana 70053
Centennial Park
101 Willow Drive
Gretna, Louisiana 70053

Archives Building
80 West Bank Expressway
Gretna, Louisiana 70053

Avondale Property
Corner of Highway 90 and Avondale Garden Road
Lots 1 – 5, Square 6, J.S. Brady Subdivision
Avondale, Louisiana 70094

Attachment "F"
(Vacant Lot – A library may be built on lot within one years)

Note: The Library reserves the right to delete landscape footage to be serviced at any time due to vacancies, openings, closing, personnel reassignments, etc. for that month or months. A thirty (30) day notice will be given prior to the reduction of required services.

NOTE: All facilities will be available for inspection at the vendor's discretion and may be inspected any time the libraries are open

Section 3.1 Industry Standards/Test/Recommendations:

The following are standards, tests, and recommended methods that apply to this work:

- a. Occupational Safety and Health Administration (OSHA)
- b. International Society of Arboriculture (ISA)
- c. Louisiana Department of Agriculture & Forestry (LDAF)
- d. Department of Transportation and Development (DOTD)

The proposed work must comply with OSHA (Occupational Safety and Health Administration), DOTD (Department of Transportation), Jefferson Parish, and any other applicable agency requirements and regulations regarding this variety of work.

Section 4.0 Subcontractor:

NO PART OF THIS CONTRACT MAY BE SUBCONTRACTED TO ANOTHER COMPANY. ALL WORK UNDER THIS CONTRACT MUST BE PERFORMED BY THE SUCCESSFUL BIDDER.

Section 4.0 Scope:

We extend this proposal to cover all labor, materials, and equipment necessary to provide a two (2) year contract for landscaping services at twenty (20) library properties located on the east bank and west bank of Jefferson Parish for the Jefferson Parish Library Department.

This two-year contract will provide for 43 cuts per year for a total of 86 cuts for the two-year period. See Section 6.0: Turf Maintenance Frequency for weekly and bi-weekly schedule.

This contract will be for a period of two years. The contract start date will be September 24, 2022.

Bidders must bid on all locations. No partial bids will be accepted.

This scope of work shall include all items as listed within these specifications. This shall include maintenance of designated areas to include all aspects of lawn and garden maintenance for the Jefferson Parish Library Department. The total bid price will include all equipment, operator, fuel and transportation to the service locations listed.

Section 5.0 Bid Specifications:

The successful bidder shall furnish all labor, materials, supplies and equipment necessary to provide grass cutting, lawn/landscape maintenance.

Section 6.0 Lawn Services:

Lawn services will include mowing of all lawn areas, edging of all sidewalks and curbs, weed-eating along all buildings, fences and poles. Services will also encompass air-blowing, raking and removing all clippings from gardens, parking lots, driveways, sidewalks, and street curbs.

All landscaping shall be maintained reasonably free of fire ants, sugar ants, ant mounds or beds, and timely fertilization of turf utilizing water soluble synthetic, inorganic fast release, for quick-turn response, and slow release for longer residual turn response.

A written receipt for all services must be signed by the Library Landscape Supervisor or Library Manager if available, upon completion of any and all visits/services. This receipt will reflect: grass cutting, shrubbery trimming, pruning, landscaping activities, planting, mulching, weeding, chemical applications including chemicals used, etc.

The contractor will email a sheet listing of all property completions and services provided the prior day. Failure to send the notification email will result in non-payment for those services. The email address to send in the listing is maintenance@jefferson.lib.la.us.

NOTE: THESE SERVICES WILL BE PERFORMED AT EACH VISIT TO THE LIBRARY FACILITIES.

Section 6.0 Turf Maintenance Frequency:

The lawn services to all library properties/sites will be as follows:

Weekly: March through October (35 cuts/8 months)
Bi-Weekly: November through February (8 cuts/4 months)

This two-year contract will provide for 43 cuts per year for a total of 86 cuts for the two-year period.

Section 7.0 Turf Maintenance Management:

Cutting shall be performed to such a manner as to leave the areas with a smooth level, cut on the grass, conforming to the existing grade. No gouging, scalping or similar actions shall be permitted. The contractor is responsible for scheduling the grass cutting in such a manner that all areas are evenly cut. (see Section 11.0)

Lawn services will include mowing of all lawn areas, edging of all sidewalks and curbs, weed-eating along all buildings, fences and poles. Services will also encompass air-blowing, raking and removing all clippings from gardens, parking lots driveways, sidewalks, and street curbs.

NOTE: THESE SERVICES WILL BE PERFORMED AT EACH VISIT TO THE LIBRARY FACILITIES.

Grass clippings, litter, cigarette butts, and debris shall not be blown into rain-drains or permitted to remain on hard surfaces to eventually wash into rain-drains.

Care must be taken to not air-blow or discharge grass trimmings onto parked vehicles in the vicinity of lawn services. Care and caution must be taken to not create ruts and trenching during extended periods of rain.

On Library sites where dumpsters exist, East Bank Regional and West Bank Regional Library, clippings, branches, debris, etc. may be put into the Library dumpster. At all other sites the debris will be bagged and removed by contractor.

Proper care will be taken to regulate the mowing height to promote effective root growth to the existing turf. Appropriate attention will be given to minimize runs and matting to ensure the turf areas are kept in the best possible conditions.

Section 7.1 Hand Mowing

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

Section 7.2 Weed Eating

Grass areas around any and all existing features including but not limited to signs, monuments, benches, statues, landscaped beds, may be cut using a mechanical trimmer. These areas shall be cut to a one inch (1") height and twelve inches (12") distance around all objects.

Section 7.3 Edging

All locations where grass areas meet surface paving, whether it is concrete, asphalt, brick or some other material paving type, the grass shall be edged and not sprayed (Section 7.4 Weed Control).

Herbicides may not be used to control grass growth where grass and a paved surface meet.

The frequency of edging shall be such that no part of the grass growth shall extend over the hard surface more than one and one-half inch (1 1/2") in length. A minimum depth of one inch (1") shall remain along and below the top of hard surface paving upon completion of edging in order to retard the continued growth of the grass.

Edging equipment shall be such that a clean, sharp line along the hard surface/grass interface shall remain upon completion of edging.

Section 7.4 Weed Control

As needed, whereas no weeds are visible within the designated area. Herbicides and pre-emergent herbicides may be required. Weed control and spraying shall be performed by a licensed and qualified applicator in such a manner to leave clean lines around all areas that will be affected.

Spraying around trees will be in a radius of twenty-four inches (24") from the trunk of the tree, creating a forty-eight inch (48") diameter circle and be partially covered by pine straw.

There will be no spraying around obstructions such as signs, fire hydrants, light poles, guardrails, buildings, and permanent objects, etc.

Precautions should be taken to avoid chemical drift by not spraying when wind is in excess of 5 mph. All gardens within the designated service area shall be weed free at all times. Weeds in cracks and joints in all paved surfaces including streets, parking areas, and walkways shall only be removed by spraying. Spraying will not be allowed where the paved surface meets the edge of lawn.

Section 7.5 Cleaning and Sweeping of Paved Areas

The paved areas adjacent to turf areas being cut will be free of grass, leaves, cigarette butts, and any other type of debris. Debris shall not be blown from the paved to the turf areas. Code 1961 1703 Ordinance No. 2120 2014-01 Sec. 27-71 (A) states "It shall be unlawful to dump or place material of any kind into parish catch basins, in a canal/ditch, on the banks of a drainage canal/ditch or in drainage servitude without a permit".

Contractor shall not blow grass clipping into roadways and/or drainage catch basins. In order to keep grass, leaves, smoking paraphernalia butts and other debris from collecting and building up in the curb of streets, the contractor will be **REQUIRED** to sweep the areas affected by grass cutting and edging. Blowers may be used to blow grass clippings off walkway. Blowers will not be allowed to blow grass clippings, dirt and debris into the street or drain inlets.

Section 7.6 Debris Removal

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

Section 7.7 Trash Removal

Any non-organic or manmade debris that is not part of or obstructs the area to be serviced by the contractor is considered to be trash and will be removed prior to any cutting. Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted. Trash considered too large to be removed by hand or which requires specialized equipment to remove shall be noted in the comments section of the daily written receipt.

Section 8.0 Proper Equipment:

Walk behind 21 inch mowers on any grass section less than 225 SQ FT or a width and/or length of less than 60 inches.

Stick type edgers on all drives, sidewalks, or curb edging.

All mowing machines will be equipped with mulch type blades and covers or a bagging system. No open discharge mowers are allowed.

All factory equipment protective devices must be installed on all equipment. The removal of guards, blade covers, etc. is strictly prohibited.

This bid includes all equipment, operators, fuel maintenance and transportation. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame. Continual breakdown, repairs or work stoppage due equipment failure will not be permitted.

Section 9.0 Maintain All Lawn Areas as follows:

Approximate lawn heights recommended by the Louisiana Department of Agriculture:

St. Augustine:	2 – 3 inches
Centipede	1 – 2 inches
Common Bermuda	1 ¼ - 1 ½ inches
Hybrid Bermuda	¾ - 1 inch

Fertilize all lawn areas in March with Hi-Yield Premium Lawn Fertilizer 15-5-10 (or approved equal) 20 lbs. per 5,000 square feet.

Apply Hi-Yield Ant Bait containing Logic (or approved equal) as needed to control fire ants. Turf/Lawn areas shall be maintained reasonably free from weeds, and may be chemically treated for weed control; however, care must be exercised to minimize chemical kill and run-off. Lawn areas, shrub beds, flower beds, and other plant beds shall be treated four (4) times per year with emergent's in mid-January, mid-March, mid-July, and mid-October.

Section 10.0 Horticultural Services:

Horticultural services will include maintaining all flower bed areas free from weeds. Removal of weeds from garden beds will be by hand with complete root removal or chemical removal, no weed-eaters, edger's or any other motorized tool will be used. All shrubbery, bushes and ground-cover will be maintained to an acceptable Industry/Library standard. Trimming two-inch (2) caliper tree limbs below eight feet (8), pruning and trimming of trees, shrubs and ground-cover in an effort to maintain the natural and most desirable shape of the plant species, as needed to maintain the natural shape, reflect a clean, and neat appearance. Ground cover will not be sheared with weed-eaters.

Treating all flowerbeds with EPA approved chemicals for weed control and included in this contract will be the maintenance of all library gardens, and all planted areas. All landscaping shall be maintained reasonable free of fire ants, sugar ants, ant mounds, or beds, and timely fertilization of turf utilizing water soluble synthetic, inorganic fast release, for quick-turn response, and slow release for longer residual turn response.

An employee holding the appropriate license must be on site whenever horticultural or chemical services are performed. Appropriate licensing determinations are set according to Louisiana Department of Agriculture and Forestry (Phone Number: 225-952-8100).

The contractor will weed beds on every fourth visit and shape/prune trees, shrubs and bushes every seventh (7th) visit. The contractor will state on the written receipt when this service has been done. Insecticides and disease control of existing trees and plants shall be done four (4) times per year, in mid-January, mid-March, mid-July, and mid-October.

Fertilize trees with Tree Food Stakes 17-7-6 (or approved equal) in March using three stakes per two inches of tree caliper.

Report any tree pruning that may be needed for public safety or wire lines safety, on trees over 15 feet tall to the landscape supervisor at maintenance@jplibrary.net.

Note: The removal of any severely damaged or dead trees is not included in this contract.

Section 11.0 Chemical/Weed Control and MSDS Binder:

Chemical weed control may be used; however, caution must be exercised to protect the public, the property, and the environment. Vendor will alternate chemicals to maximize effect. Fertilization of all existing trees shall be done once a year, in mid-March. Only chemicals approved by the Environmental Protection Agency and considered the safest and most effective for the specific task may be used in this contract.

Contractor will furnish the East Bank Regional Library (the main office) with a ringed binder containing full Material Safety Data Sheets for all products used at the Library department properties. These MSDA sheets will be kept updated and current with all products used at the Library Properties throughout this contract.

An employee holding the appropriate license must be on site whenever horticultural or chemical services are performed. Appropriate licensing determinations are set according to Louisiana Department of Agriculture and Forestry (225-952-8100).

Section 12.0 Cutting/Work Hours: East Bank and West Bank Regional Libraries

The work that is to be performed shall be scheduled in advance, and shall be performed during normal working hours. The normal working hours are 6:00 am and 4:00 pm.

All work time periods shall be in accordance with the requirements and standards of Jefferson Parish.

Cutting/work performances on Saturdays may be approved at the two (2) Regional Libraries, after a proven contractor performance satisfaction has been established with the Library Department, if in the best interest of the Jefferson Parish Library Department.

Section 13.0 Cutting/Work Hours: Library Branches and Buildings

Library Branches/Buildings, because of the close proximity to homes in the immediate areas, will not begin before 7:30 am and should be completed by 4:00 pm, Monday through Friday. Care should be taken to ensure that cutting/work in court yards are done as quietly as possible, and without tracking dirt or trimmings onto carpeted areas or tiled areas. Negligent performance in this area will result in additional cleaning of carpet/tile. Cost of cleaning will be at the Landscaping Contractor's expense.

All work time periods shall be in accordance with the requirements and standards of Jefferson Parish.

Section 14.0 Quality Control:

Services will be performed on the same day(s) each week, weather permitting. In the event of inclement weather or holidays, services will be rescheduled and performed the next day. If the services are not provided on the next available day, the maintenance representative will be notified of delays, reasons for delays, and resolutions.

In efforts to provide the highest quality of services and maximum visual impact, the contractors crew representative will provide a contact number and meet with the Library Landscape Supervisor during each visit and a written receipt will be signed by the contractor and library representative. All services shall be performed in a professional and timely manner.

In efforts to provide the highest quality of services and maximum visual impact, the Contractors crew representative will meet with the library representative during each visit, and a cutting/written receipt will be signed by the Library (See Section 5.3). All services shall be performed in a professional and timely manner.

Inspection/Discovery of unsatisfactory cuttings and/or performances will be discussed with the Contractor, his staff and the Library Landscape Supervisor or his designee, if or when required. The Contractor will be given adequate time to correct the unsatisfactory conditions within Industry Standards and/or degree on non-conformance to the Library specifications and contract.

The Library will supply documentation to prove present unsatisfactory and/or repeated unsatisfactory workmanship, documentation of supervisor visits, requests for additional supervisor visits and previous agreements and resolutions, photographs, etc.

Section 15.0 Receipt, Inspections, Penalties, and Invoicing:

Section 15.1 Receipts

The contractor shall complete a signed receipt for each day work is performed. This receipt will be emailed no later than 8:00 am the next business day (see Attachment H) of all property completions and services provided the prior day. The failure to send the notification email will result in non-payment for those services. The email address to send in the receipt is maintenance@jefferson.lib.la.us.

This receipt will reflect: grass cutting, shrubbery trimming, prunings, landscaping activities, plantings, mulchings, weedings, chemical applications, etc.

These receipts will be used as the record for tracking the quantity and quality of the work being performed. All services performed will be listed on the receipt, including the use of chemicals. In addition, the receipt shall be utilized to record anything which might impede the contractor in performing the scope of work.

The contractor is required to notify the Jefferson Parish Landscape Supervisor immediately, within twenty-four (24) hours of any problems and/or restrictions that would prevent him from performing his duties.

Note: Contractor may elect to use own report format, if approved by the Jefferson Parish Library Department.

Section 15.2 Inspections

The written receipt (See Attachment H) submitted by the contractor, for the areas of work performed will be inspected by Jefferson Parish Library personnel to determine the acceptance of the work performed.

In the event the work is considered unacceptable, the contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within twenty-four (24) hours of notice, without any cost to Jefferson Parish.

Section 15.3 Penalties

If the contractor has been notified that an area of work is not satisfactory and after the twenty-four (24) hour notice, a crew from the Jefferson Parish Library Department will be sent out to complete the task. An hourly rate of seventy-five dollars (\$75.00) to include travel time will be charged to the contractor. This charge will be withheld from the invoice payment for that cycle the incident occurred.

Section 15.4 Invoicing

Invoices will be billed on a per cut per month location bases. All signed written receipts and emails must accompany the invoice being billed. Invoices will not be processed until all paperwork has been received by the library department.

Section 16.0 Safety Precautions:

Safety must be exercised at all times to safeguard the welfare and safety of the Library patron, the general public, the employees of Jefferson Parish, and the Library. Job site must remain clean and without excessive litter and debris, without obstructions to walkways, driveways, and the parking lot. These areas must remain unobstructed and free for ingress and egress, and pedestrian safety.

Contractor must consider the security and integrity of the Library Buildings and Grounds, before, during, and after contractor services. Buildings, Grounds, and Equipment must be protected and secured to the satisfaction of the Library Department, and Industry Standards. The Contractor will provide trained personnel to perform all duties of this Contract. Contractor's personnel will conduct themselves in a professional, courteous manner, and be neat in appearance while employees are on the Library properties.

Section 17.0 Damages Incurred by Contractor:

The contractor shall take exceptional precaution when performing landscaping services in order to eliminate the possibility of damage. In the event that damage occurs, the contractor shall immediately notify the parish representative.

The contractor shall note in the comments section of the written receipt the time, location, person notified, type of damage and circumstances of the damage.

If the contractor should damage or destroy any part of a building, vehicle, glass, wall, parking lot curb, sprinkler heads, fence, tree, or pole, etc. the contractor shall be required to replace and/or restore such item to its original condition, with the same type of material, finish, and workmanship. The contractor will be responsible for any and all damages caused by the contractor's lawn equipment, and for the equipment itself.

Note: The contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed.

Section 17.1 Utility Service Interruption:

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

Section 18.0 Ongoing Contracts:

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

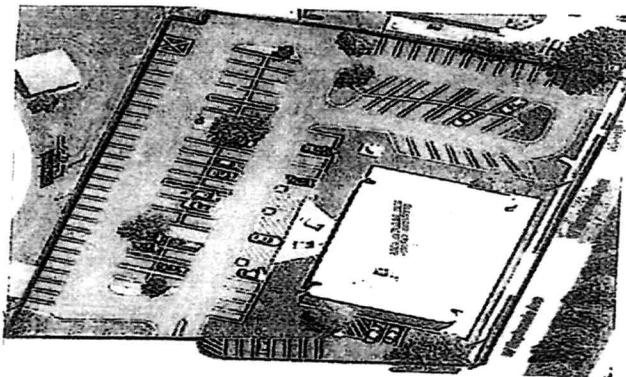
Section 13.0 Addition and Deletion of Landscape Footage:

The Library reserves the right to delete landscape footage to be serviced at any time due to vacancies, openings, closings, personnel reassignments, etc. for that month or months. A thirty (30) day notice will be given prior to the reduction of required services.

Section 14.0 Attachments:

- Attachment A – North Kenner Library
- Attachment B – Live Oak Library
- Attachment C – Belle Terre Library
- Attachment D – Terrytown Library
- Attachment E – Riverside Drive (Riverside Drive Property and Wagner Library)
- Attachment F – Avondale Property
- Attachment G – Fat City Property
- Attachment H – Receipt of Services

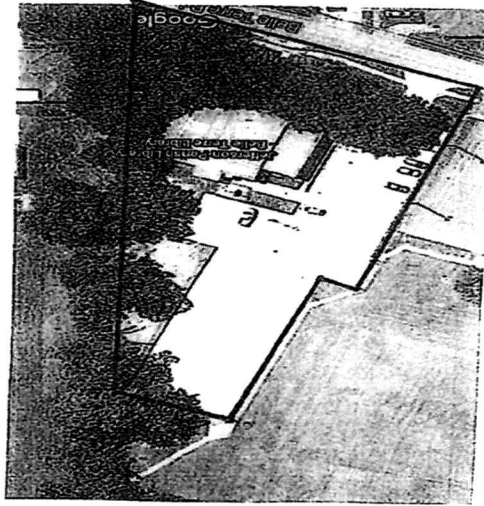
Attachment "A"
North Kenner Library



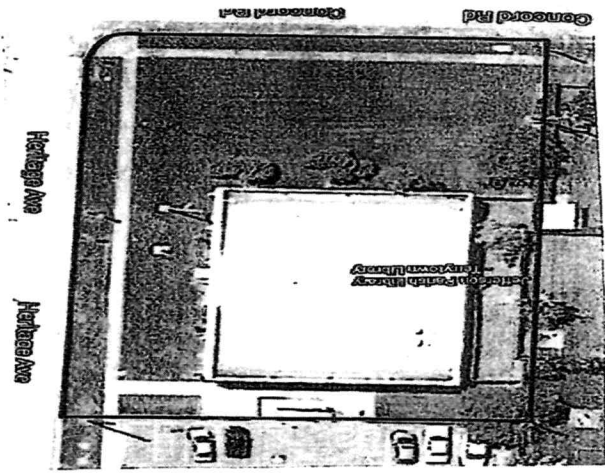
Attachment "B"
Live Oak Library



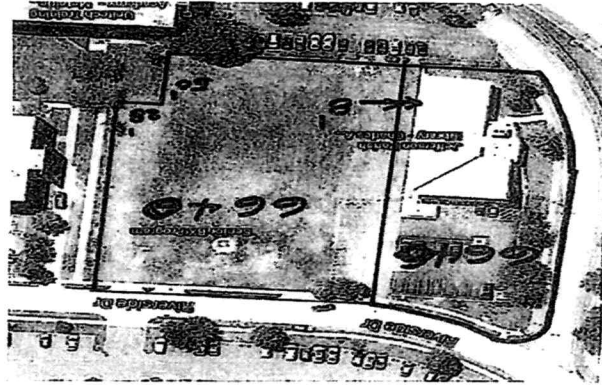
Attachment "C"
Belle Terre Library



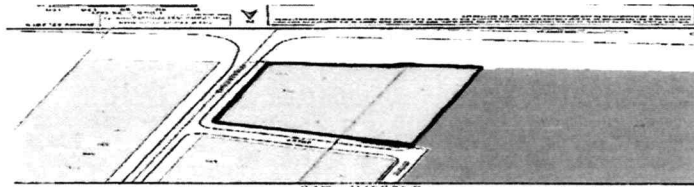
Attachment "D"
Terrytown Library



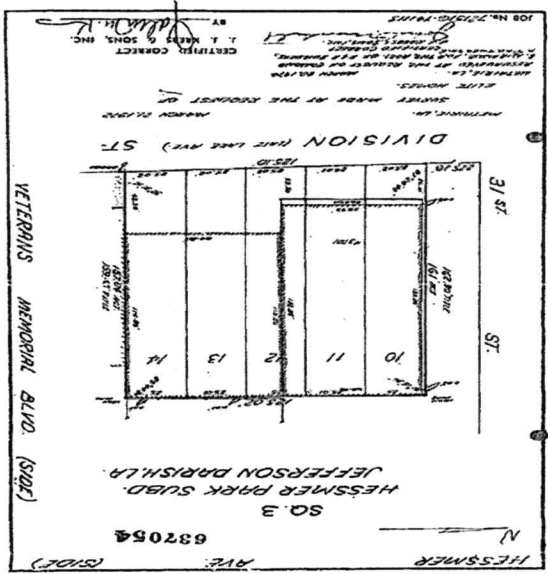
Attachment "E"
Riverside Drive



Attachment "F"
Avondale Library



Attachment "C"
Fat City Property



Attachment "H"

Jefferson Parish Library
Receipt of Landscaping Services
Contract No. 55-

Branch	Cut	Hedge	Trimming	Tree Trimming &	Weeding/Spraying (W/S)	Fertilize Grass/Trees	Comments
East Bank Regional							
Far City Property							
Harahan Library							
Lakeshore Library							
Metairie Library							
Glendale Park							
North Kenner Library							
Rosedale Library							
Wagner Library							
Riverside Dr. Property							
River Ridge Library							
West Bank Regional							
Belle Terre Library							
Live Oak Library							
Terrytown Library							
Westwego Library							
Gretna Library							
Centennial Park							
Archives Bldg.							
Avondale Property							

Additional Comments

Contractor Signature _____ Date _____

Library Representative _____ Date _____

BID NO.: 50-00138119
DATE: 5/11/2022

INVITATION TO BID
THIS IS NOT AN ORDER
JEFFERSON PARISH
PURCHASING DEPARTMENT
P.O. BOX 9
GRETN, LA. 70054-0009
504-364-2678

BUYER: DREAMEY@jeffparish.net

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BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 6/09/2022
AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH
GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053. At no charge, bidders are to submit
via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site.
Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR
AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR
SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN
LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS
THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

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

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S.
42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that
would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract,
permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable
law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be
downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax
Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or
a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company
is not a registered vendor with Jefferson Parish.

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

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

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

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

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

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

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietors 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 RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns, and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

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

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

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

1,3,4,5,6,8,10,11,12,13,15

MANDATORY

PRE-BID CONFERENCE TO BE HELD AT: GGB 200 DERBIGNY ST., SUITE 4400 GRETNA LA. 70053 @ 10:00 AM ON 5/27/2022

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. 38:221(1), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.

2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.

3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37:2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. PUBLIC WORKS BIDS: All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required: This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosure Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.
17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

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

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

Are you requesting an escalation provision?
YES _____ NO X

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____ %
INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) Per spec 40371

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Corporate Green LLC, DBA Greenseasons
ADDRESS: 14461 Frenchtown Rd
CITY, STATE: Central, LA ZIP: 70739
TELEPHONE: (504) 754-2333 FAX: (504) 754-1399
EMAIL ADDRESS: CHRIS@GREENSEASONS.US

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: 1

NUMBER: 2

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 202,641.80

AUTHORIZED
SIGNATURE: Chris Casselberry

TITLE: CEO

Printed Name

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.
NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

SEALD BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	86.00	CUT	<p>0010 - EBR - Per visit/cut for landscaping & grass cutting services at the following location:</p> <p>Eastbank Regional Library 4747 West Napoleon Avenue Metairie, Louisiana 70001</p> <p>(To include area behind the loading dock at the library)</p> <p>*****</p> <p>0020 - FTC - Per visit/cut for landscaping & grass cutting services at the following location:</p> <p>Fat City Property - Vacant Lot 3701 Division Street Metairie, Louisiana 70001</p> <p>SEE ATTACHMENT G</p> <p>0030 - HAR - Per visit/cut for landscaping & grass cutting services at the following location:</p> <p>Harahan Library 219 Soniat Avenue Harahan, Louisiana 70123</p> <p>0040 - LKS - Per visit/cut for landscaping & grass cutting services at the following location:</p> <p>Lakeshore Library 1000 West Esplanade Avenue Metairie, Louisiana 70005</p> <p>0050 - MET - Per visit/cut for landscaping & grass cutting services at the following location:</p> <p>Old Metairie Library 2350 Metairie Road Metairie, Louisiana 70001</p>	408.00	35088.00
2	86.00	EA		90.00	7,740.00
3	86.00	CUT		68.00	5,848.00
4	86.00	CUT		79.00	6,794.00
5	86.00	CUT		77.00	6,622.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

SEALED BID

BID NO.: 50-00138119

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
6	86.00	CUT	0060 - GPK - Per visit/cut for landscaping & grass cutting services at the following location: Glendale Park 2350 Metairie Road Metairie, Louisiana 70001 (Located behind the Old Metairie Library) 0070 - NKL - Per visit/cut for landscaping & grass cutting services at the following location: North Kenner Library 630 West Esplanade Avenue Kenner, Louisiana 70065 SEE ATTACHMENT A 0080 - ROS - Per visit/cut for landscaping & grass cutting services at the following location: Rosedale Library 4036 Jefferson Highway Jefferson, Louisiana 70121 0090 - WAG - Per visit/cut for landscaping & grass cutting services at the following location: Wagner Library 6646 Riverside Drive Metairie, Louisiana 70003 SEE ATTACHMENT E 0100 - RVS - Per visit/cut for landscaping & grass cutting services at the following location: Riverside Drive Property 6640 Riverside Drive Metairie, Louisiana 70003 SEE ATTACHMENT E 0110 - RVR - Per visit/cut for landscaping & grass cutting services at	94.00	8,084.00
7	86.00	CUT		77.00	6,611.00
8	86.00	CUT		59.00	5,074.00
9	86.00	CUT		59.00	5,074.00
10	86.00	CUT		102.00	8,772.00
11	86.00	CUT		104.00	8,944.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

SEALED BID

BID NO.: 50-00138119

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
12	86.00	CUT	<p>the following location:</p> <p>River Ridge Library 8825 Jefferson Highway River Ridge, Louisiana 70123</p> <p>0120 - WBR - Per visit/cut for landscaping & grass cutting services at</p> <p>the following location:</p> <p>Jane O Brien Chateau Westbank Regional Library 2751 Manhattan Blvd. Harvey, Louisiana 70058</p> <p>0130 - BTR - Per visit/cut for landscaping & grass cutting services at</p> <p>the following location:</p> <p>Belle Terre Library 5550 Belle Terre Road Marrero, Louisiana 70072</p> <p>SEE ATTACHMENT C</p> <p>0140 - LOK - Per visit/cut for landscaping & grass cutting services at</p> <p>the following location:</p> <p>Live Oak Library 125 Acadia Drive Waggoner, Louisiana 70094</p> <p>SEE ATTACHMENT B</p> <p>0150 - TER - Per visit/cut for landscaping & grass cutting services at</p> <p>the following location:</p> <p>Terrytown Library 680 Heritage Avenue Terrytown, Louisiana 70056</p> <p>SEE ATTACHMENT D</p> <p>0160 - WES - Per visit/cut for landscaping & grass cutting services at</p> <p>the following location:</p> <p>Edith S. Lawson Library in Westwego 635 Fourth Street</p>	258.00	22,188.00
13	86.00	CUT		87.90	7,559.40
14	86.00	CUT		237.00	20,381.40
15	86.00	CUT		50.00	4,300.00
16	86.00	CUT		91.50	7,903.40

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
17	86.00	CUT	Westwego, Louisiana 70094 0170 - GRT - Per visit/cut for landscaping & grass cutting services at the following location: Gretna Library 102 Willow Drive Gretna, Louisiana 70053	73.60	6,319.60
18	86.00	CUT	0180 - CTP - Per visit/cut for landscaping & grass cutting services at the following location: Centennial Park 101 Willow Drive Gretna, Louisiana 70053	147.00	12,642.00
19	86.00	CUT	0190 - ARC - Per visit/cut for landscaping & grass cutting services at the following location: Archives Building 80 West Bank Expressway Gretna, Louisiana 70053	61.90	5,323.40
20	86.00	CUT	0200 - AVD - Per visit/cut for landscaping & grass cutting services at the following location: Avondale Property Corner of Highway 90 and Avondale Garden Road Lots 1 - 5, Square 6, J.S. Brady Subdivision (33,823 SQ FT) Avondale, Louisiana 70094 SEE ATTACHMENT F	131.05	11,350.00

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
CORPORATE GREEN, LLC DBA GREEN SEASONS INCORPORATED.

AT THE MEETING OF DIRECTORS OF CORPORATE GREEN, LLC DBA GREEN

SEASONS INCORPORATED, DULY NOTICED AND HELD ON 09/04/2015,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED, IT

WAS:

RESOLVED, THAT Chris Casselberry, 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, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR 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

3/16/2022
DATE

Non-Public Works Bid Affidavit Instructions

- Affidavit is supplied as a courtesy to Affiliants, 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.
- Affiliants 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 EAST Baton Rouge

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

Chris Cassibary, (Affiant) who after being by me duly sworn, deposed and said that
Corporate Services
he/she is the fully authorized Representative of DBA GreenSavans (Entity),
50-00138119, to the Parish of
the party who submitted a bid in response to Bid Number _____, 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
Ch. Long

Printed Name of Affiant
Chris Casselberry

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 4th DAY OF June, 2022

Notary Public
Catherine Patricia Henry

Printed Name of Notary
Catherine Patricia Henry

Notary/Bar Roll Number
56631

My commission expires at death.



STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the Invitation to Bid. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid)

insurance certificate evidencing the required coverages. Failure to comply will cause

bid to be rejected. The current insurance certificate will be used for proof of insurance at time

of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to

provide final insurance certificates to the Parish which shall name the Jefferson Parish, its

Districts Departments and Agencies under the direction of the Parish President and the

Parish Council as additional insureds regarding negligence by the contractor for the

Commercial General Liability and the Comprehensive Automobile Liability policies.

Additionally, said certificates should reflect the name of the Parish Department receiving goods

and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☒ **WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception, Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

Note: If your company is not required by law to carry workers' compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workers' compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☒ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the

Director of Risk Management have waived the deductible section of the Terms and Conditions for all invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

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

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.



CYNTHIA LEE SHENG
PARISH PRESIDENT

JEFFERSON PARISH

DEPARTMENT OF PURCHASING

RENNY SIMNO
DIRECTOR

ADDENDUM # 1

June 2, 2022

Bid Opening Date: June 9, 2022

Bid Number: 50-00138119

Description of Bid: Two year contract for landscaping & grass cutting services at various Library properties located on the east and west bank of Jefferson Parish.

TO ANSWER VENDOR QUESTIONS AND POST SIGN IN SHEET.

REMOVE SECTION 3.0 ON PAGE TWO OF SPECIFICATIONS AND REPLACE WITH THE FOLLOWING:

Section 3.0 Licenses and Permits:

The successful bidder **MUST** have the following licenses:

The Contractor must be licensed in the State of Louisiana including the proper State classification for the work anticipated to be performed. The Contractor shall have a **Louisiana Contractor's License** with a sub-classification of **Landscaping, Grading and Beautification**. Place the contractor's license number on the outside of the envelope when submitting the bid. Failure to comply will cause the bid to be rejected. The contractor shall have a Landscaper Horticulturist License, Louisiana Department of Agriculture & Forestry Ground Owner Operator License, Category 6 Right of Way Certification and Category 3 Turf and Ornamental Certification, and a Louisiana Irrigation Contractors' License. Copies of the aforementioned licenses and certifications shall be included with the bid. Failure to comply will result in bid rejection as non-responsive. Submit copies of both front and back of cards, as appropriate. The Contractor is responsible for ensuring his licenses and certifications remain valid for the life of the contract.

The Contractor and/or subcontractor must obtain a Jefferson Parish License, this can be found on www.jeffparish.net under Parkways Department. This license must be acquired before the contract is signed.

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242
OFFICE 504.364-2678
GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETN, LA 70053 - PO BOX 9 - GRETN - LA 70054
OFFICE 504.364.2678
EMAIL: PURCHASING@JEFFPARISH.NET
WEBSITE: WWW.JEFFPARISH.NET



CYNTHIA LEE SHENG
PARISH PRESIDENT

Page Two

Upon request the contractor must provide a copy of all licenses and insurances during the course of this contract.

JEFFERSON PARISH
DEPARTMENT OF PURCHASING

RENNY SIMNO
DIRECTOR

Sincerely,

Donna Reamey
Buyer Name
Buyer II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242
OFFICE 504.364-2678
GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054
OFFICE 504.364.2678
EMAIL: PURCHASING@JEFFPARISH.NET
WEBSITE: WWW.JEFFPARISH.NET



CYNTHIA LEE SHENG
PARISH PRESIDENT

JEFFERSON PARISH

DEPARTMENT OF PURCHASING

RENNY SIMNO
DIRECTOR

ADDENDUM # 2

June 3, 2022

Bid Number:50-00138119

Bid Opening Date: June 9, 2022

Description of Bid: Two year contract for landscaping & grass cutting services at various Library properties located on the east and west bank of Jefferson Parish.

TO ANSWER VENDOR QUESTIONS:

1. On page 8, it mentions spraying around trees that will be partially covered by pine straw. This is the only mention of a mulching option in the scope. Are trees only to be mulched with pine straw? If so, how many times per year should pine straw be installed? Also, please provide desired depth of pine straw mulch.

ANSWER: No mulch or pine straw around trees

2. Also on page 8, it is stated that the curb of streets will be required to be swept, however, that walkways can be blown. Are blowers prohibited from being used in streets or on curbs to clean up lawn clippings? Will street sweeping be the only allowable form of cleanup in streets and curbs?

ANSWER: Blower can be used clippings cannot be blown into street.

3. On page 10, it is stated to weed bed every 4th visit and prune shrubs and trees every 7th visit. Can you please provide specific quantities of visits for these services? If there are 43 services per year, that would equate to 10.75 visits per year for weeding beds and 6.14 visits per year for pruning.

ANSWER: Yes, 11 weed removal, 6 pruning.

4. On page 15, there is a summarized list of attached maps for 8 of the 20 total properties. Can maps be provided for the additional 12 locations?

ANSWER: No. The eight maps are only provided to delineate the areas which are part of larger areas. All sites should be visited by the proposed bidders to determine the exact extent of required services.



CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

JEFFERSON PARISH DEPARTMENT OF PURCHASING

Page Two

5. On page 21, at the Fat City property location you provided us a plot map of the location, on aerial imagery it shows this site being completely barren of turf. What will need to be maintained at this location?
ANSWER: Lots are mostly sand. Property lines and any over growth as needed

Sincerely,

Donna Freeman
Buyer Name
Buyer II

Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.

This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242
OFFICE 504.364-2678
GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETN, LA 70053 - PO BOX 9 - GRETN - LA 70054
OFFICE 504.364.2678
EMAIL: PURCHASING@JEFFPARISH.NET
WEBSITE: WWW.JEFFPARISH.NET

MANDATORY PRE-BID CONFERENCE SIGN-IN SHEET

DESCRIPTION: Two Year Contract
for Landscaping & Grass Cutting
Services for the Library.

BID # 50-138119

LOCATION: 66B 200 Derbigny St. Gretna, La. 70094

DATE AND TIME: 05/27/2022 at 10:00 AM

START TIME: 10:07 AM

STOP TIME: 10:37 AM

Louisiana Revised Statute 38:2212(1) provides that when a design professional or public entity mandates attendance by prospective bidders at pre-bid conferences as a prerequisite to bid on a public works project, the date, place, and time of the pre-bid conference shall be stated in each advertisement notice. All prospective bidders shall be present at the beginning of the 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.

COMPANY NAME/ADDRESS	COMPANY REPRESENTATIVE	PHONE NO.	EMAIL ADDRESS	SIGN-IN TIME	SIGN-OUT TIME	INITIALS
LOUISIANA LANDSCAPE SPECIALLY INC. 1701 Belle Chasse Blvd GRETNLA, LA 70094	Merlin DeCorte	(504) 874-2198	Merlin@landscapex.com	9:30 AM	10:37	MD
Bobble Consultants Inc. 38001 Browns Village Road Slidell, LA 70460	Brooks Beland	(228) 326-9476	bbeland@bobbleconsultants.com	9:45	10:37	BBB
TJF Corporate Green, LLC 14461 Tremontown Rd. Gretnwell Springs, La. 70739	Mike Manning	225-436-7219	Mike@greenseasons.us	9:51	10:40	MM
ACCENT CAMP CARE Services 4717 Old Oak Park Dr. Cibola, LA 70402	DAN LIGUTT	985-893-1928	accenthawn@aol.com	9:55	10:40	DL
J.P. Library	Joannie Hobbie	(504) 849-8818	jhobbie@jofferson.lib.la.us	9:55	10:41	JH
JP Library	offond Langston	504 467 4046	olangston@jplibrary.net	9:55		
Jefferson Parish Kurechasing	Douva Reamey	(504) 364-2684	DEAMEY@jpparish.net			



Jefferson Parish

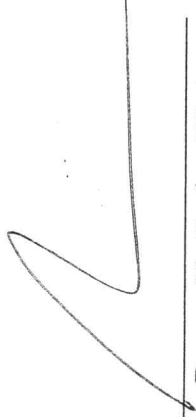
Department of Public Works-Parkways

1901 Ames Blvd. Marrero, LA. 70072
(504) 349-5800

Be it known, that effective **April 1, 2022 through March 31, 2023** having complied with all relevant requirements of the Jefferson Parish Ordinance No. 21243, the individual named below is hereby licensed to practice in the Parish of Jefferson in the following profession(s):

License(s):	Arborist	22-1020
	Landscape Horticulturist	22-2219

Adam B. & Deborah J. Casselberry
c/o Corporate Green, LLC
14461 Frenchtown Rd.
Greenwell Springs, LA 70739
(225) 436-7219



Bryan K. Parks, PLA
Director of Parkways

DISPLAY IN A PROMINENT PLACE.

LICENSE NO. JP-012

State of Louisiana



State Licensing Board for Contractors

This is to Certify that:

CORPORATE GREEN, LLC
14461 Frenchtown Road
Central, LA 70739

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION; ELECTRICAL WORK (STATEWIDE); HEAVY CONSTRUCTION; HIGHWAY,
STREET AND BRIDGE CONSTRUCTION; MECHANICAL WORK (STATEWIDE); SPECIALTY: CARPENTRY;
SPECIALTY: DETENTION LOCKS; SPECIALTY: DRY WALL; SPECIALTY: FURNITURE, FIXTURES, AND
INSTITUTIONAL & KITCHEN EQUIPMENT; SPECIALTY: LANDSCAPING, GRADING AND BEAUTIFICATION;
SPECIALTY: PAINTING AND INTERIOR DECORATING, CARPETING; SPECIALTY: TELECOMMUNICATIONS;
SPECIALTY: TOWER CONSTRUCTION



Witness our hand and seal of the Board dated,
Baton Rouge, LA 21st day of February 2022

Will B. MacP

Director

Lee Mallett

Chairman

Andy Duvall

Treasurer

Expiration Date: February 20, 2025

License No: 40371

This License Is Not Transferrable



MIKE STRAIN DVM, COMMISSIONER
Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION: **DEBORAH J CASSELBERRY** Date: 01/26/2022
LDAF ID: **112016**

LICENSE(S): **LANDSCAPE HORTICULTURIST 22-2219**

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

22

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER
Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective **02/01/2022** through **01/31/2023** having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): **LANDSCAPE HORTICULTURIST 22-2219**

Mike Strain

DEBORAH J CASSELBERRY
19453 RIVER BREEZE DRIVE
BATON ROUGE LA 70816

Commissioner
LDAF ID: **112016**

DISPLAY IN A PROMINENT PLACE.





LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

Mike Strain DVM, Commissioner

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-3787, FAX (225) 925-3760

License No. 00171896

Date: 12/23/2021

CORPORATE GREEN DBA GREEN SEASONS

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

Mike Strain DVM, Commissioner

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-3787, FAX (225) 925-3760

Be it known, that effective **January 01, 2022** through **December 31, 2022** having complied with all relevant requirements of the Louisiana Revised Statutes, the entity named below is hereby authorized to engage in the business of **GROUND APPLICATOR**

OWNER-OPERATOR.

CORPORATE GREEN DBA GREEN SEASONS

14461 FRENCHTOWN RD

CENTRAL LA 70739

DISPLAY IN A PROMINENT PLACE.

Commissioner
License No. 00171896

Mike Strain

LOUISIANA DEPARTMENT OF
AGRICULTURE & FORESTRY

CERTIFICATION CARD

COMMERCIAL PESTICIDE APPLICATOR

CHARLIE CASSELBERRY
14461 FRENCHTOWN RD
CENTRAL LA 70739

00104092

Exp. Date: 12/31/2022



Mike Strain

MIKE STRAIN, DVM COMMISSIONER



CERTIFIED, LICENSED OR REGISTERED AS

CATEGORY

2C-Wood Processing

3-Ornamental & Turf Pest Control

5A-Aquatic Pest Control

6-Right-Of-Way & Industrial Pest

8E-Antimicrobial Pest Control

GS-General Standards

RECERTIFY BY

2/9/2024

2/9/2024

2/9/2024

2/9/2024

2/9/2024

2/9/2024

SIGNATURE: _____

LDAF EMERGENCY HOTLINE:

855-452-5323

LA POISON CONTROL CENTER:

800-222-1222



HORTICULTURE REGISTRATION : CHRISTOPHER MICHAEL CASSELBERRY

Date: 03/14/2022

LDAP ID : 110601

LICENSE(S): IRRIGATION CONTRACTOR
CEU Expiration Date Nov 19 2024
LANDSCAPE HORTICULTURIST 22-4303

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

1

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100.FAX (225) 925-3760

Be it known, that effective 03/14/2022 through 01/31/2023 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): IRRIGATION CONTRACTOR 22-0043

CEU Expiration Date Nov 19 2024

LANDSCAPE HORTICULTURIST 22-4303

CHRISTOPHER MICHAEL CASSELB

14461 FRENCHTOWN RD

CENTRAL LA 70739

DISPLAY IN A PROMINENT PLACE.

LDAP ID:

110601

Commissioner

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

Agricultural & Environmental Sciences

5825 Florida Blvd., Suite 3002

Baton Rouge, LA 70806



IMPORTANT

OFFICIAL DOCUMENT ENCLOSED

CHRISTOPHER MICHAEL CASSELBERRY
14461 FRENCHTOWN RD
CENTRAL LA 70739



MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION :

ADAM B CASSELBERRY

Date: 01/27/2022

LDAF ID : 120752

LICENSE(S): ARBORIST

22-1020

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 02/01/2022 through 01/31/2023 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): ARBORIST

22-1020

ADAM B CASSELBERRY
19453 RIVER BREEZE DR
BATON ROUGE LA 70816

Mike Strain
Commissioner

LDAF ID: 120752

DISPLAY IN A PROMINENT PLACE.



[illegible]

Make/Model	Size	Year
Toro ZTR	52	2015
Toro ZTR	61	2016
Toro ZTR	52	2015
Toro ZTR	52	2016
Toro ZTR	61	2015
Toro ZTR	52	2016
Toro ZTR	61	2016
Toro ZTR	52	2015
Toro ZTR	61	2016
Toro Grand Stand	36	2014
Toro Grand Stand	52	2015
Toro ZTR	52	2015
Toro ZTR	52	2016
Toro ZTR	61	2015
Toro Grand Stand	36	2014
Toro Grand Stand	52	2015
Toro ZTR	52	2015
Toro ZTR	61	2016
Toro ZTR	52	2015
Toro ZTR	52	2016
Toro ZTR	61	2015
Toro ZTR	52	2016
Toro ZTR	52	2014
Toro ZTR	61	2014
Toro ZTR	52	2014
Toro ZTR	52	2014
Toro ZTR	61	2012
Toro Grand Stand	52	2014
Toro Grand Stand	52	2014
Toro Grand Stand	36	2015
Toro Grand Stand	52	2015
Toro Grand Stand	52	2015
Toro Grand Stand	52	2015

Ford	F250	F250	2016
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250	F250	2016
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Isuzu Sweeper	PU NPRFI	2011	Transit
Ford	F250		
Ford	F250		
Ford	F250	2016	Transit
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	F250		
Ford	Ford	Transit	2015
Ford	Ford		
Ford	Ford		
Ford	Ford		
Ford	Ford		

Client#: 53790

CORGR1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/28/2021

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	
Ross & Yerger Insurance, Inc.	
P.O. Box 1139	
Jackson, MS 39215	
601 948-2900	
INSURED	
Corporate Green, LLC	
14461 Frenchtown Road	
Greenwell Springs, LA 70739	
REVISION NUMBER:	
INSURER A: National Union Fire Ins. Co.	
INSURER B: AIG Specialty Ins. Co.	
INSURER C: New Hampshire Ins. Co.	
INSURER D: Ascot Insurance Co.	
INSURER E: StarStone Specialty Ins. Co.	
INSURER F: Axis Surplus Ins. Co.	
REVISION NUMBER:	
26620	
44776	
23752	
23841	
26883	
19445	
NAIC #	
INSURER(S) AFFORDING COVERAGE	
ADDRESS: dgoins@rossandyerger.com	
E-MAIL:	
PHONE (A/C, No., Ext): 601 948-2900	
FAX (A/C, No.): 601 3553227	
CONTACT NAME:	

COVERAGES	
A <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	
CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	
GENTL AGGREGATE LIMIT APPLIES PER:	
POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	
OTHER:	
A <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY	
ANY AUTO <input checked="" type="checkbox"/> OWNED <input checked="" type="checkbox"/> SCHEDULED <input checked="" type="checkbox"/> HIRER <input checked="" type="checkbox"/> AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED <input checked="" type="checkbox"/> AUTOS ONLY <input checked="" type="checkbox"/>	
B <input checked="" type="checkbox"/> UMBRELLA LIAB	
OCCUR <input checked="" type="checkbox"/>	
EXCESS LIAB <input checked="" type="checkbox"/>	
DED <input checked="" type="checkbox"/> RETENTION \$10000	
C <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y / <input checked="" type="checkbox"/> N / A	
DESCRIPTION OF OPERATIONS below	
If yes, describe under (Mandatory in NH)	
EQUIPMENT	
D <input checked="" type="checkbox"/> Professional LIAB	
IMMA211000051002	
70433H210APL	
EMP1900134503	
E <input checked="" type="checkbox"/> Pollution LIAB	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)	
Insured Multiple Names: Corporate Truck, LLC; Quality Turf Management, LLC dba Spring Green; Harrell's Ferry Property, LLC; GreenSeasons; Spring Green; Adventure Investment, LLC; Pelican Bill Management, LLC; Bayou Bookkeeping and Tax Services, LLC; Big Bark Tree Care; Great with Tools; Bug Ninja Pest Control; C&S Garden, LLC; Quality Repair, LLC.	
Blanket Additional Insured with Primary & Non-Contributory applies to General Liability and Automobile (See Attached Descriptions)	
CANCELLATION	
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	
Daddy D. Winters	



Know all men by these presents that _____ a
Suretec Insurance Company
Corporation duly organized under the laws of the State of TX, are
held and firmly bound unto the above owner/obligee by the transmission. The surety
agrees to waive the statute of Fraud defense and further agrees that the owner/obligee
is a third party beneficiary of the waiver for the purposes of enforcing this bid bond.

Attorney-in-Fact Signature

Friedman

Bond Entered and Executed By

Primary Agency

Fielden Mitts

Attorney-in-Fact

Ross and Verger Insurance, Inc.

Amount of Bid Security

Bid Security Maximum

Bid Security Percentage

5%

5%

Description of Job

Bid Number:50-00138119 Two year contract for landscaping & grass
cutting services at various Library properties located on the east and west bank of Jefferson Parish.

Contract ID Number

5000138119

Bid Date

06-09-2022

Surety

Suretec Insurance Company

Contractor Vendor ID Number

201849

Bond Information

Owner/Obligee Name

Jefferson Parish

Owner/Obligee Address

200 Derbigny Street, Gretna, LA, 70053, US

Principal Address

14461 Frenchtown Rd., Greenwell Springs, LA, 70739, US

Principal Signature

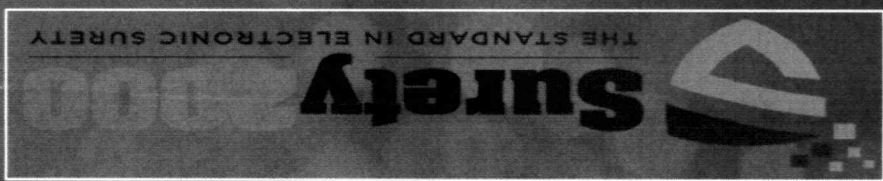
Bond Number

SLA06037448

Principal Name

Corporate Green

Bid Bond in Accordance with Contract Specifications



SureTec Insurance Company

LIMITED POWER OF ATTORNEY

SLA06037448

Know All Men by These Presents, That SURETEC INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Texas, and having its principal office in Houston, Harris County, Texas, does by these presents make, constitute and appoint

James R Winchester, Fielden Mitts

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for:

Principal: Corporate Green
Obligee: Jefferson Parish
Amounts: See Bond Form

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-fact may do in the premises. Said appointment is made under and by authority of the following resolutions of the Board of Directors of the SureTec Insurance Company:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-fact may be given full power and authority for and in the name of and of behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents cancelling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary. *Be it Resolved*, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached. (Adopted at a meeting held on 20th of April, 1999.)

In Witness Whereof, SURETEC INSURANCE COMPANY has caused these presents to be signed by its President, and its corporate seal to be hereto affixed this 27th day of October, A.D. 2020.

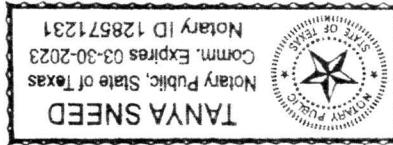
SURETEC INSURANCE COMPANY
By: Michael C. Keimig, President



State of Texas
County of Harris

SS:

On this 27th day of October, A.D. 2020 before me personally came Michael C. Keimig, to me known, who, being by me duly sworn, did depose and say, that he resides in Houston, Texas, that he is President of SURETEC INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



Tanya Sneed, Notary Public
My commission expires March 30, 2023

I, M. Brent Beatty, Assistant Secretary of SURETEC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Houston, Texas this _____ day of _____, A.D. _____

M. Brent Beatty, Assistant Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity.
For verification of the authority of this power you may call (713) 812-0800 any business day between 8:30 am and 5:00 pm CST.

SLA06037448

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