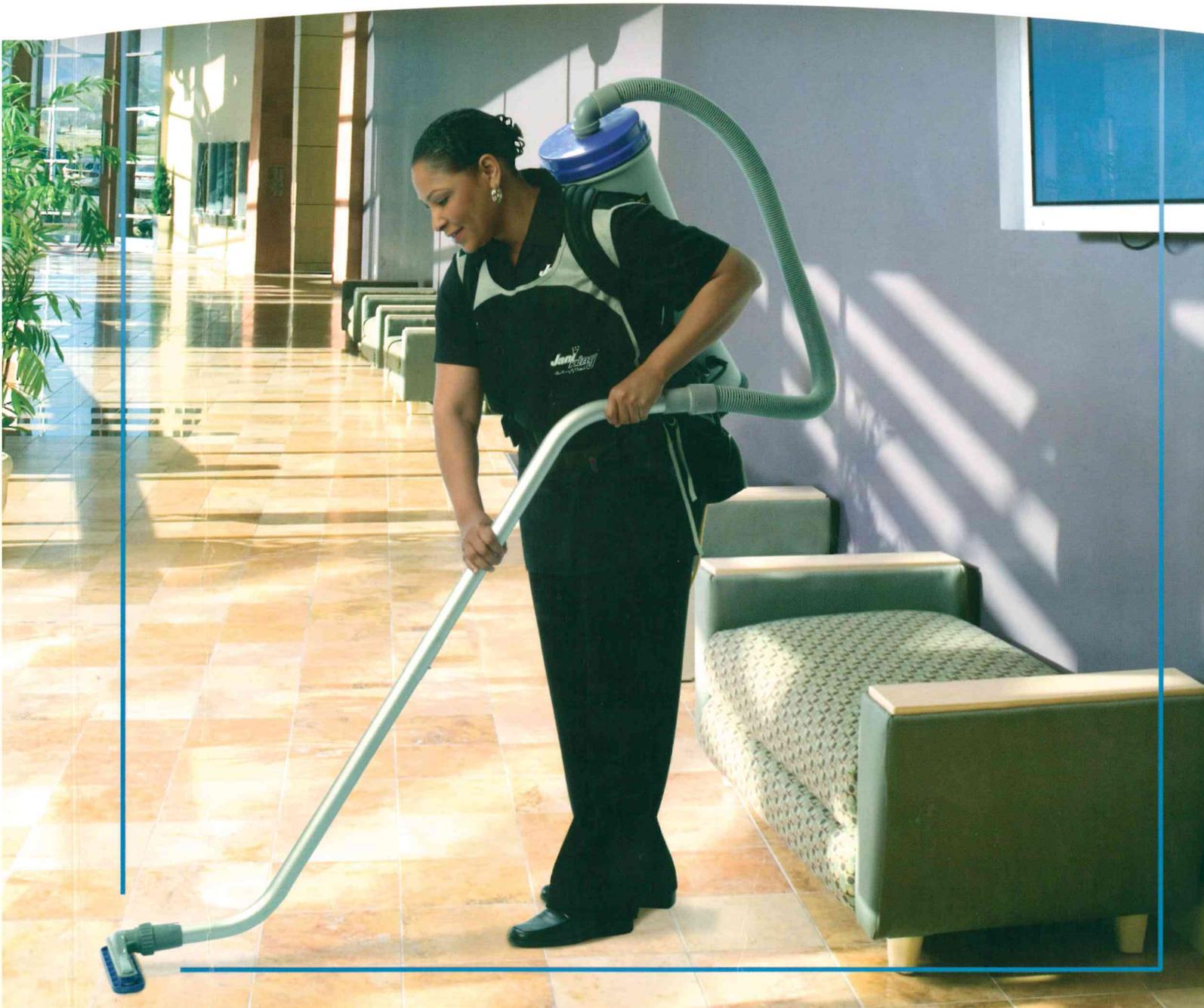


**Jani**  
**King**  
*The King of Clean*

## Commercial Cleaning Services





Jani-King of New Orleans  
3545 N. I-10 Service Road W  
Suite 100  
Metairie, La 70002  
504-441-9700  
504-441-9709



**United States**

Alexandria • Atlanta • Augusta  
Austin • Baltimore  
Baton Rouge • Birmingham  
Boston • Buffalo • Charleston  
Charlotte • Chattanooga  
Chicago • Cincinnati  
Cleveland • Columbia-MO  
Columbia-SC  
Columbus • Dallas • Dayton  
Denver • Detroit • Dothan  
Eugene/Salem • Fort Myers  
Fort Worth • Greensboro  
Greenville/Spartanburg  
Hampton Roads • Hartford  
Hawaii • Houston  
Huntsville • Indianapolis  
Jackson • Jacksonville  
Kansas City • Knoxville  
Lafayette/Lake Charles  
Las Vegas • Lexington  
Little Rock  
Los Angeles/Colton  
Louisville • Macon  
Madison • Memphis  
Miami • Milwaukee  
Minneapolis  
Mississippi Coast  
Mobile • Monroe  
Montgomery • Myrtle Beach  
Nashville • New Jersey  
New Mexico • New Orleans  
New York • Oklahoma City  
Omaha • Orlando  
Pensacola • Philadelphia  
Phoenix • Pittsburgh  
Portland • Raleigh/Durham  
Reno • Rhode Island  
Richmond  
Roanoke/Lynchburg  
SE Mississippi • Sacramento  
Salt Lake City • San Antonio  
San Diego  
San Francisco/Oakland  
Savannah • Seattle  
Shreveport • Springfield  
St. Louis • Tampa Bay  
Tri-Cities • Tucson • Tulsa  
Washington, D.C. • Wichita

**Australia**

**Bahrain**

**Belgium**

**Brazil**

**Canada**

**France**

**Great Britain**

**Hong Kong**

**Mexico**

**New Zealand**

**Portugal**

**South Korea**

**Taiwan**

May 5, 2016

Ms. Misty A. Camardelle

Buyer

Jefferson Parish Purchasing Department

200 Derbigny Street

General Government Building, Suite 4400

Gretna, LA 70053

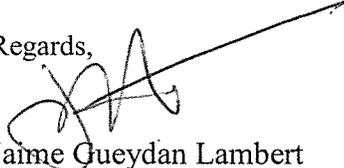
**Re: Bid Number 50-001159374 Three (3) Year Contract for Custodial and General Labor Services for the John A. Alario, Sr. Event Center**

Ms. Camardelle:

Please find the attached proposal, accompanying forms and all requested documents for the above referenced bid number. Jani-King is excited about the opportunity to partner with the John A. Alario Sr. Event Center. Jani-King has fully read and understands the attached RFP. Founded in 1969, Jani-King International recently celebrated its 46<sup>th</sup> anniversary this past year, and has been operating in the New Orleans area since 1988. Our local Regional Support Office is located right here in Metairie, and houses all personnel required to service and assist our local franchisees and help maintain the utmost quality for our customers. With over 27 years of experience in the area and over 900 customers, Jani-King has established a positive reputation in the commercial cleaning market of Jefferson Parish and New Orleans.

Jani-King has provided one original of the completed RFP response including the Bid Form, Bid Bond, Copy of Addendum, Pricing Page, Corporate Resolution, Affidavit, Copy of Contractor's License, Copy of Jefferson Parish License, References and Insurance Specimen and all information required per the RFP. Jani-King has read and understands the requirements outlined in the request for proposal and believe that we have provided all requirements outlined in the RFP document. The attached proposal response demonstrates Jani-King's capabilities to perform the required work. We appreciate the opportunity and look forward to working with the John A. Alario, Sr. Event Center.

Regards,

  
Jaime Gueydan Lambert

Regional Director

Jani-King of New Orleans

3545 N I-10 Service Rd

Suite 100

Metairie, LA 70002

**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 0 %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12/31/14

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

30 DAYS FOLLOWING NOTICE OF AWARD

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

54014

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

FIRM NAME: Enmon Enterprises, LLC dba Jani-King of New Orleans

ADDRESS: 3545 North I-10 Service Road West, Ste. 100

CITY, STATE: Metairie LA ZIP: 70002

TELEPHONE: (504) 441-9700 FAX: (504) 441-9709

EMAIL ADDRESS: jglambert@janikingga.com

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

Acknowledge Receipt of Addenda: NUMBER: 1 4/25/16

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 48,531.60

AUTHORIZED SIGNATURE: [Signature]

JOHN O'NEIL

Printed Name

TITLE: EXECUTIVE VICE PRESIDENT

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

**NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.**

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00115937

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			THREE (3) YEAR CONTRACT FOR CUSTODIAL AND GENERAL LABOR SERVICES FOR THE JOHN A. ALARIO, SR. EVENT CENTER		
1	2,600.00	HR	0001 Custodian Hourly Rate	\$ 15.30	\$ 39,780.00
2	570.00	HR	0002 General Labor Hourly Rate	\$ 15.30	\$ 8,721.00
3	1.00	HR	0003 Usher Hourly Rate	\$ 15.30	\$ 15.30
4	1.00	HR	0004 Ticket Taker Hourly Rate	\$ 15.30	\$ 15.30



The Hanover Insurance Company  
Citizens Insurance Company of America  
Massachusetts Bay Insurance Company

# BID BOND

**CONTRACTOR:**

*(Name, legal status and address)*

Enmon Enterprises, LLC

122 West Pine Street

Ponchatoula, La. 70454

**SURETY:**

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

The Hanover Insurance Company

440 Lincoln Street

Worcester, MA 01653

**OWNER:**

*(Name, legal status and address)*

Jefferson Parish Purchasing Department

P.O. Box 9

Gretna, La. 70054-0009

**BOND AMOUNT:** \$2,450.00

**PROJECT:**

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

Bid number 50-00115937- Custodial and General Labor Services- John A Alario Event Center

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

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

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

Signed and sealed this 4 day of May 20 16

Witness

By: M. Stanga  
Name: Melissa Stanga

Casey E. Lambert ENMON ENTERPRISES, LLC  
(Contractor as Principal) d/b/a JANI-KING OF NEW ORLEANS  
By: Casey E. Lambert (Seal)  
Name: Casey E. Lambert  
Title: Vice President

Witness

By: Debbie Tantillo  
Name: Debbie Tantillo

The Hanover Insurance Company

By: Paula Bodi Sziber (Seal)  
Name: Paula Bodi Sziber  
Title: Attorney-in-fact

THE HANOVER INSURANCE COMPANY  
MASSACHUSETTS BAY INSURANCE COMPANY  
CITIZENS INSURANCE COMPANY OF AMERICA

POWER OF ATTORNEY

THIS Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

KNOW ALL PERSONS BY THESE PRESENTS:

That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, (hereinafter individually and collectively the "Company") does hereby constitute and appoint,

**Paula Bodi Sziber and/or John Eddy Welles II**

Of Jackson-Vaughan Agency, Inc. of Ponchatoula, LA each individually, if there be more than one named, as its true and lawful attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, any and all surety bonds, recognizances, undertakings, or other surety obligations. The execution of such surety bonds, recognizances, undertakings or surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company, in their own proper persons. Provided however, that this power of attorney limits the acts of those named herein; and they have no authority to bind the Company except in the manner stated and to the extent of any limitation stated below:

**Any such obligations in the United States, not to exceed Twenty Million and No/100 (\$20,000,000) in any single instance**

That this power is made and executed pursuant to the authority of the following Resolutions passed by the Board of Directors of said Company, and said Resolutions remain in full force and effect:

RESOLVED: That the President or any Vice President, in conjunction with any Vice President, be and they hereby are authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as it acts, to execute and acknowledge for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons.

RESOLVED: That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Vice President in conjunction with any Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile. (Adopted October 7, 1981 – The Hanover Insurance Company; Adopted April 14, 1982 – Massachusetts Bay Insurance Company; Adopted September 7, 2001 – Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by two Vice Presidents, this 19<sup>th</sup> day of April 2016.



THE HANOVER INSURANCE COMPANY  
MASSACHUSETTS BAY INSURANCE COMPANY  
CITIZENS INSURANCE COMPANY OF AMERICA

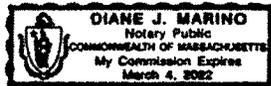
*Robert Thomas*  
Robert Thomas, Vice President

THE HANOVER INSURANCE COMPANY  
MASSACHUSETTS BAY INSURANCE COMPANY  
CITIZENS INSURANCE COMPANY OF AMERICA

*J. Michael Pate*  
J. Michael Pate, Vice President

THE COMMONWEALTH OF MASSACHUSETTS )  
COUNTY OF WORCESTER ) ss.

On this 19<sup>th</sup> day of April 2016 before me came the above named Vice Presidents of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.



*Diane J. Marino*  
Diane J. Marino, Notary Public  
My Commission Expires March 4, 2022

I, the undersigned Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 4<sup>th</sup> day of May 2016

*Theodore G. Martinez*  
Theodore G. Martinez, Vice President

CERTIFIED COPY

Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF TANGIPAHUA

BEFORE ME, the undersigned authority, personally came and appeared: CASEY LAMBERT  
\_\_\_\_\_, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized SECRETARY of ENMON ENTERPRISES, LLC (Entity),  
the party who submitted a bid in response to Bid Number 50-00115937, to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B  there are NO campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

**(Choose A or B, if option A is indicated please include the required attachment):**

Choice A  Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B  There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

*[The remainder of this page is intentionally left blank.]*

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

*Casey E. Lambert*

Signature of Affiant

CASEY LAMBERT

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

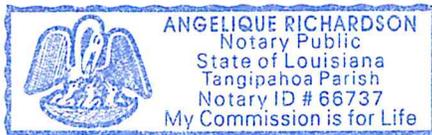
ON THE 4<sup>th</sup> DAY OF May, 2016.

*Angeliqe Richardson*  
Notary Public

*ANGELIQUE RICHARDSON*  
Printed Name of Notary

66737  
Notary/Bar Roll Number

My commission expires at death



Print

Notary Search - Detail

**Name:** MS. ANGELIQUE RICHARDSON  
**Address:** 82 WELDON CIRCLE  
 PONCHATOULA, LA 70454  
  
**Phone:** (985) 969-8243  
**Phone 2:** (985) 370-7700  
  
**Notary ID Number:** 66737  
**Parish:** TANGIPAHOA with authority in the following parishes:  
 LIVINGSTON, ST. HELENA  
**Agency:** N/A  
**Notary Type:** Non Attorney  
**Status:** Active  
  
**Commission Date:** 05/19/2011  
**Oath Date:** 05/17/2011  
**Surety Expiration Date:** 10/18/2017  
**Annual Report Current:** Yes

Notary Events

**Suspension** From: 10/19/2012 To: 10/24/2012  
**Name Change** Previous Name: ANGELIQUE DAIGLE Previous Commission Date: 01/14/2010  
**Name Change** Previous Name: ANGELIQUE RODRIGUE Previous Commission Date: 10/22/2002

Deceased, Inactivated, Leave of Absence, Pre-Assessment Registration, Pre-Assessment Taken, Resigned, Retirement, and Revoked events are not available prior to February 11, 2012.

[Back to Search Results](#)

[New Search](#)

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
ENNON ENTERPRISES, LLC DBA JANT KING  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF ENNON ENTERPRISES, LLC  
INCORPORATED, DULY NOTICED AND HELD ON 05/04/2016.  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT John O'Neal, BE AND IS HEREBY  
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-  
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON  
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS  
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,  
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE  
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,  
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES  
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS  
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING  
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-  
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE  
A TRUE AND CORRECT COPY OF AN  
EXCERPT OF THE MINUTES OF THE ABOVE  
DATED MEETING OF THE BOARD OF  
DIRECTORS OF SAID CORPORATION, AND  
THE SAME HAS NOT BEEN REVOKED OR  
RESCINDED.

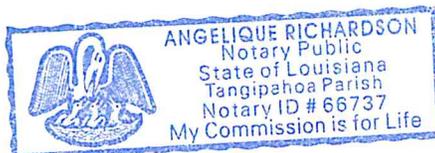
Cathy E. Lambert  
SECRETARY-TREASURER

5-4-16

DATE

THIS DONE AND SIGNED  
BEFORE ME THIS 4<sup>TH</sup> DAY OF MAY 2016.

Angelique Richardson



# Limited Liability Company General Resolution

Enmon Enterprises, LLC

I, Casey Enmon Lambert, the undersigned secretary of Enmon Enterprises, LLC, a Limited Liability Company organized and existing under the laws of the State of Louisiana, certify that at a meeting held, a quorum being present, the following resolutions were adopted and these resolutions have been entered into the company's regular minute book and are now in full force and effect to-wit:

RESOLVED, that the company has presented or will present one or more commercial cleaning proposals to The Parish of Jefferson.

RESOLVED, that John O'Neil, be and is hereby appointed, constituted and designated as agent and attorney-in-fact of the company with full power and authority to act on behalf of this company in all negotiations, bidding, concerns and transactions with the Parish of Jefferson or any of its agencies, execution of all bids, papers, documents, affidavits, bonds, sureties, contracts and acts and to receive all purchase orders and notices issued pursuant to the provisions of any such bid or contract, this issued pursuant to the provisions of any such bid or contract, this company hereby ratifying, approving, confirming, and accepting each and every such act performed by said agent and attorney-in fact. He is authorized and empowered to sign the proposal and contract and any and all documents necessary or required in connection with this contract, and from time to time to perform all such other acts and things deemed by him/her necessary, convenient, or proper to carry out, modify or supplement the contract or any other such agreements and arrangements in connection with them.

Federal Tax ID: 72-1124143

Dated: 5-4-16

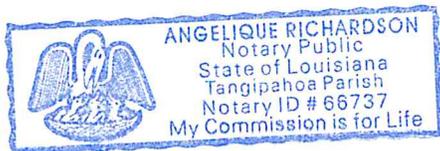
By: Casey E. Lambert  
Secretary, Enmon Enterprises, LLC

STATE: Louisiana

PARISH: Tangipahoa

Sworn to and subscribed before me this 4<sup>TH</sup>  
day of May, 2016.

Angelique Richardson  
Angelique Richardson #66737





## **REFERENCES**

(Partial Listing)

---

### **Gulf Coast**

---

#### **LSU Alex Box Stadium**

Gourrier Drive  
Baton Rouge, LA 70803  
Contact: Ronnie Haliburton 225-578-8001

#### **Saenger Theatre**

6 S. Joachim Street  
Mobile, AL 36602  
Contact: Joe Delaronda 251-208-7937

#### **Mobile Civic Center**

401 Civic Center Drive  
Mobile, AL 36602  
Contact: Joe Delaronda 251-208-7937

#### **Saenger Theatre**

6 S. Joachim Street  
Mobile, AL 36602  
Contact: Joe Delaronda 251-208-7937

#### **Mobile Cruise Terminal**

201 South Water Street  
Mobile, AL 36602  
Contact: Sheila Gurganus 251-338-7447

#### **Acadiana Center for the Arts**

101 W. Vermilion  
Lafayette, LA 70501  
Contact: Dr. Gerd Wuestemann 337-233-7060

# Current Venue Customers

## Current Venue Customers

Augusta	Lake Olmstead Stadium (Augusta Green Jackets)
Austin	Cedar Park Center
Baltimore	Ripken Stadium (Aberdeen IronBirds)
Baton Rouge	Alex Box Field (Louisiana State University)
Buffalo	Darien Lakes Performing Arts Center (Live Nation)
Buffalo	Ralph Wilson Stadium (Buffalo Bills)
Charlotte	BB&T Park (Charlotte Knights)
Charlotte	Halton Arena (UNCC)
Charlotte	Jerry Richardson Stadium (UNCC)
Charlotte	Time Warner Cable Arena (Charlotte Hornets)
Chicago	BMO Harris Bank Center (Rockford IceHogs)
Chicago	Sears Centre Arena (Global Spectrum)
Cleveland	Cleveland Cavaliers practice facility
Cleveland	Canal Park (Akron Rubber Ducks)
Cleveland	Jacob's Pavilion (Live Nation)
Columbus	Columbus Crew Stadium
Columbus	Huntington Park (Columbus Clippers)
Columbus	Nationwide Arena (Columbus Blue Jackets)
Dallas	AT&T Stadium (Dallas Cowboys)
Dallas	House of Blues (Live Nation)
Dallas	Lone Star Park
Dallas	Rangers Ballpark in Arlington (Texas Rangers)
Dallas	Texas Motor Speedway
Denver	Coors Event Center (University of Colorado)
Denver	Folsom Field (University of Colorado)
Detroit	Ford Field (Detroit Lions)
Eugene	PK Park (University of Oregon, Eugene Emeralds)
Eugene	Autzen Stadium (University of Oregon)
Eugene	Matthew Knight Arena (University of Oregon)
Greensboro	NewBridge Bank Park (Greensboro Grasshoppers)
Hampton Roads	Harbor Park (Norfolk Tides)
Houston	Rice Stadium (Rice University)
Houston	Reckling Park (Rice University)
Jacksonville	TPC Sawgrass (PGA Tour)
Kansas City	Bill Snyder Family Stadium – West Expansion (Kansas State)
Los Angeles	Los Angeles Clippers practice facility
Madison	Warner Park (Madison Mallards)
Memphis	Liberty Bowl (Global Spectrum)
Minneapolis	Guthrie Theater
Myrtle Beach	House of Blues (Live Nation)
New Mexico	Isotopes Park (Albuquerque Isotopes)
New Mexico	Santa Ana Center (Global Spectrum)
New Orleans	House of Blues (Live Nation)
New York	Richmond County Bank Park (Staten Island Yankees)
Oakland/San Francisco	Bulldog Stadium (Fresno State)
Oklahoma City	RedHawks Field at Bricktown (Oklahoma City RedHawks)
Oklahoma City	Oklahoma Memorial Field (University of Oklahoma)
Oklahoma City	Boone Pickens Stadium (Oklahoma State University)
Oklahoma City	Gallagher-Iba Arena (Oklahoma State University)
Oklahoma City	FC Energy Field (FC Energy)
Orlando	PGA Village (PGA of America)
Phoenix	Cubs Park (Chicago Cubs Spring Training)
Rhode Island	McCoy Stadium (Pawtucket Red Sox)
Portland	Jeld-Wen Field (Portland Timbers)
Raleigh Durham	Crown Coliseum (Global Spectrum – July 1 start date)
Raleigh Durham	Kenan Stadium (University of North Carolina)
Richmond	Landmark Theater (SMG)
Richmond	Richmond Coliseum (SMG)
Richmond	The Diamond (Richmond Flying Squirrels)
Tulsa	Cain's Ballroom
Washington, D.C.	FedExField (Washington Redskins)
Washington, D.C.	Harry Grove Stadium (Frederick Keys)
Washington, D.C.	G. Richard Pfitzner Stadium (Potomac Nationals)



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## **REFERENCES NEW ORLEANS, LA**

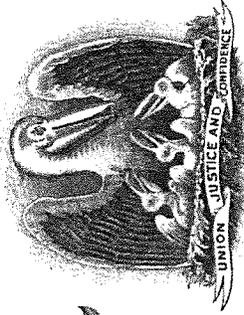
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**JEFFERSON PARISH GOVERNMENT  
BUILDINGS (8 Buildings)  
1221 Elmwood Park Blvd  
Jefferson, LA 70123  
(504) 736-6036  
Mike Fonseca**

**ST. JOHN PARISH BUILDINGS  
(22 Buildings)  
1801 West Airline Hwy  
Laplace, LA 70068  
(985) 652-9569 Ext. 1243  
Laverne Saulny**

**CITY OF SLIDELL - TEXTRON  
1010 Gause Blvd  
Slidell, LA 70458  
(985) 661-2240  
John Brown**

# State of Louisiana



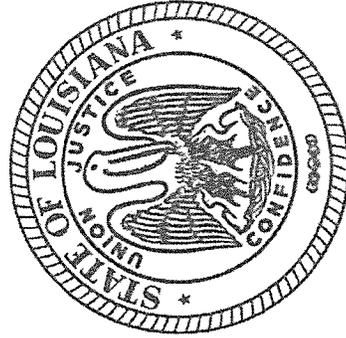
## State Licensing Board for Contractors

This is to Certify that:

ENMON ENTERPRISES, L.L.C.  
122 West Pine Street  
Ponchatoula, LA 70454

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION; SPECIALTY: INDUSTRIAL CLEANING AND MATERIAL/WASTE HANDLING;  
SPECIALTY: JANITORIAL SERVICES



Witness our hand and seal of the Board dated,  
Baton Rouge, LA 25th day of August 2015

*Will B. McCoy*  
Director

*See Malott*  
Chairman

*Andy D...*  
Treasurer

Expiration Date: August 24, 2018

License No: 54016

This License Is Not Transferrable

FOR PUBLIC DISPLAY - NOT TRANSFERABLE

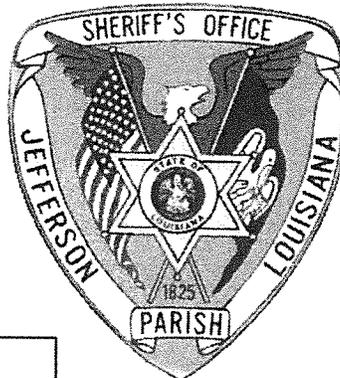
ISSUED BY

SHERIFF AND EX-OFFICIO TAX COLLECTOR-JEFFERSON PARISH, LOUISIANA

# 2016 Occupational License Tax



JANI-KING  
ENMON ENTERPRISES LLC  
122 W PINE ST  
PONCHATOULA, LA 70454



License # **25356470**

Account # 50166891

### Location Address

3545 N I-10 SERVICE RD W #100  
METAIRIE, LA

Business Class **561499**

All Other Business Support Services

License Class **1740**

Retail Mdse/Service/Rental/etc

Tax	Interest	Penalty	Other	Total	Payment
\$6,200.00	\$0.00	\$0.00	\$0.00	\$6,200.00	\$6,200.00

NEWELL NORMAND  
SHERIFF & TAX COLLECTOR

Gregory A. Ruppert, Director  
Bureau of Revenue and Taxation

Pursuant to Jefferson Parish Code of Ordinances Chapter 35, Article VI, Section 35-153, the issuance of this occupational license to the person or firm named hereon is a receipt for payment of said tax and entitles the recipient to operate a business at the location shown, provided said business is operated within the confines of the application thereof, and does not violate any parish or state criminal, health, or zoning laws. This license will expire December 31, 2016.

**RENEWAL APPLICATIONS ARE DUE PRIOR TO MARCH 1.**



# CERTIFICATE OF LIABILITY INSURANCE

1/1/2017

DATE (MM/DD/YYYY)  
12/23/2015

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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

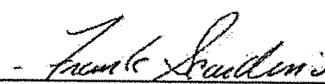
PRODUCER LOCKTON COMPANIES 2100 ROSS AVENUE, SUITE 1400 DALLAS TX 75201 214-969-6700	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Liberty Mutual Fire Insurance Company		23035
INSURER B: St. Paul Fire and Marine Insurance Company		24767
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES ENMEN01A CERTIFICATE NUMBER: 12315936 REVISION NUMBER: XXXXXXXX

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	N	N	TB2-695-458279-036	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	N	N	AS2-691-458279-046	1/1/2016	1/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	ZUP-71M20732-16-NF	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 20,000,000 AGGREGATE \$ 20,000,000 \$ XXXXXXXX
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC2-695-458688-976	1/1/2016	1/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

<b>CERTIFICATE HOLDER</b>  12315936  SPECIMEN	<b>CANCELLATION</b>  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  



**Bid Number 50-00115937**

**THREE (3) YEAR CONTRACT FOR CUSTODIAL AND GENERAL LABOR  
SERVICES FOR THE JOHN A. ALARIO, SR. EVENT CENTER**

**BID DUE: THURSDAY, MAY 5, 2016 AT 2:00 PM**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions  
in the technical specifications and Jefferson Parish Instructions for Bidders and  
General Terms and Conditions. All bids must be received in the Purchasing  
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Misty A. Camardelle  
Buyer Email: [mcamardelle@jeffparish.net](mailto:mcamardelle@jeffparish.net)  
Buyer Phone: 504-364-2683**

**THREE (3) YEAR CONTRACT FOR CUSTODIAL AND GENERAL LABOR SERVICES FOR THE JOHN A. ALARIO, SR. EVENT CENTER**

**GENERAL SPECIFICATIONS:**

A MANDATORY Pre-Bid Conference will be held at 10:00 a.m. on Tuesday, April 19, 2016 in the Alario Center Board Room, 2000 Segnette Blvd., Westwego, LA 70094. All bidders must attend the Mandatory pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the Mandatory pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.

Vendor shall provide Parish with three (3) references and key points of contact for three (3) contracts of equal or greater size that vendor has performed. Contact persons' names, addresses and telephone numbers for each reference shall be included. Vendor's reference list is due within 10 days from the bid opening date. Failure to submit the reference list will result in the bid response being rejected as non-responsive.

A performance bond equivalent to 50% of the total contract amount is required and must be provided by the successful bidder at contract signing. Failure to provide the required performance bond shall result in the contract being awarded to the next or subsequent successful bidder.

Bidders shall be required to provide a Louisiana State License number with their bid submittals. The Louisiana Contractors License number shall be listed on the outside of the bid envelope in the following category:

**Type** – Commercial License Certificate; **Class** – Building; **Specialty** – Janitorial

The Alario Center shall furnish all cleaning supplies, equipment and paper products. The successful bidder shall be responsible for damage or breakage to Alario Center equipment used or operated by its employees while performing their duties.

The successful bidder shall furnish a comparable hot water commercial pressure washer package(s) consisting of a 3500 psi @ 4gpm pressure washer, 300 gallon water tank, high pressure hose, and trigger gun with variable pressure wand as needed for cleaning outside stadium seating and exterior of buildings and signs.

All personnel must possess appropriate qualifications, experience and training. The successful bidder must provide a sufficient number of employees to perform all services required under this contract. All employees engaged by the successful bidder shall be the sole and exclusive employees of the successful bidder and shall be paid by the

successful bidder. The successful bidder shall pay all applicable social security, unemployment, workers' compensation and other employment taxes.

The successful bidder shall be required to furnish criminal background checks and I-9 forms for every employee prior to their assignment at the Alario Center.

Requests for personnel shall be made by email. The successful bidder shall provide email response confirming receipt of requests and ability to fill the requisition as soon as possible, not to exceed twenty-four (24) hours later than the requisition. It is the successful bidder's responsibility to contact the Alario Center Operations Manager with any questions and/or scheduling conflicts within the specified time frame so that confirmation is not delayed.

Assigned personnel shall report to the Alario Center at the scheduled time and must sign in at the beginning and end of the scheduled shift. Employees shall not sign in earlier than scheduled and shall not be paid for any time signed in before the scheduled shift.

Sign in sheets must be legible and must include the employees' names, times in and out, positions, events worked and number of hours worked. All employees shall verify the information with their signature.

Employees assigned to the Alario Center during events and while performing duties in the Administrative Offices shall wear black or khaki pants, white collared shirts and safe, comfortable shoes. Setup and turnaround personnel may wear jeans, tennis shoes and appropriate tee shirts. All employees must wear visible identification badges supplied by the successful bidder.

Sandals, open-toed shoes, slides, heels or platform shoes are not allowed. Clothing with suggestive pictures, signs or profanity is prohibited.

The Alario Center shall submit sign-in sheets by email correspondence to the successful bidder on a bi-weekly basis for hours worked during the current billing period. The successful bidder shall prepare invoices in accordance with time sheets provided and submit by email response to the Alario Center within two (2) business days. Invoices shall include the contract number, invoice date and event information. Payments shall be made approximately thirty (30) days after receipt of a properly executed invoice and verification and/or approval by the Alario Center. Invoices submitted without supporting documentation shall be rejected and shall not be approved for payment until all required information has been submitted.

Precautions shall be taken at all times to ensure the welfare and safety of all occupants in the building and on the premises.

The Parish of Jefferson reserves the right to cancel this entire contract or any portion thereof at any time by issuing a thirty-day (30) written notice to the successful bidder.

### **SCOPE OF WORK:**

The scope of work under this contract shall be performed on an as-needed basis for event setup, monitoring and cleanup; janitorial services for administrative offices shall generally be performed bi-weekly or as otherwise instructed.

The Alario Center will make every attempt to contact the selected provider with personnel requests 3 to 7 days prior to events when possible; however, there are factors that affect advance notice such as clients changing event specifications, pop-up event bookings and Alario Center staffing. The selected provider must be able to provide sufficient personnel upon request, and to adapt and adjust accordingly.

In addition to regular business hours, personnel shall be required to work nights, weekends and holidays as requested at the base rate of pay. The selected provider may opt to work personnel in split shifts providing that there is no lapse between shifts. There is no minimum guarantee of hours per shift from the Alario Center.

The following are square footages for the associated event halls, meeting rooms, and Administration areas:

- a) Hall A = 8,400 SF
- b) Hall B = 21,840 SF
- c) Hall C = 19,250 SF
- d) Meeting Room 1 = 1,543 SF
- e) Meeting Room 2 = 1,624 SF
- f) Meeting Room 3 = 1,490 SF
- g) Administration Area = Approximately 1,400 SF

### **ROUTINE DUTIES SHALL INCLUDE:**

**Cleaning Administrative Offices** – Duties to be performed bi-weekly unless otherwise instructed:

1. Pull trash from trash cans and empty into utility carts.
2. Vacuum all carpeted floors around and under desks, tables and other furniture.
3. Sweep and mop hard surface floors.
4. Dust and polish:

- a. Desk tops and exposed surfaces
  - b. Chair frames and benches
  - c. File cabinet tops and exposed surfaces
  - d. Windows, ledges, blinds, and shades
5. Private restroom:
- a. Wipe down vanity top and sink, including fixtures
  - b. Clean toilet bowl and all surfaces including back, base and seat
  - c. Wipe down walls and cabinet
  - d. Mop floor
  - e. Clean mirrors
6. Kitchens and Break Room
- a. Wipe down counter tops, outside of refrigerators, walls and backsplashes
  - b. Clean sinks
  - c. Vacuum carpeted floor and mop hard floor

### **Event Janitorial**

1. Duties to be performed throughout the duration of events in occupied areas:
  - a. Empty all interior and exterior trash receptacles into utility carts and replace trash liners.
  - b. Remove trash and debris from floors, aisles, bleachers.
  - c. Check supply levels in restrooms hourly and replace soap, hand towels, toilet paper as needed.
  - d. Mop up spills as they occur.
  - e. Remove any debris from toilets, urinals and floors.
  - f. Maintain floors in rainy weather to prevent slipping.
2. Duties to be performed before closing:
  - a. Empty all interior and exterior trash receptacles into utility carts and replace trash liners.
  - b. Empty all ash cans and sift butts from sand fill.
  - c. Clean water fountains with germicide and polish.
  - d. Clean elevator doors, walls and floors.
  - e. Clean glass entrance doors inside and outside and porthole door windows on each side.
  - f. Vacuum all carpeted floors in event areas and sweep/mop hard surface floors.
  - g. Restrooms:
    - Refill all supply levels including soap, toilet paper and hand towels.
    - Wipe down vanity tops, backsplashes and sinks.
    - Clean urinals and toilet seats, backs and bottoms and stall partitions; remove any debris from toilets and urinals.

- Wipe down all walls.
- Scrub floors with Kaivac.
- Polish all mirrors.
- Remove any litter.
- Empty all trash receptacles and sanitary napkin receptacles.
- Shake out and vacuum all entrance mats.

**Event Setup And Turnaround**

1. Male personnel must be capable of lifting up to sixty (60) pounds and may be required to:
  - a. Pull up and/or put down floor coverings including sport court and hardwood
  - b. Set up tables, chairs, scorer tables, goals, nets, etc.
  - c. Assemble staging and hang pipe and drape
  - d. Move and place barricades
2. Female personnel must be capable of lifting up to twenty (20) pounds and may be required to perform light setup including placing table cloths and setting up chairs, numbering seating, etc.

DATE: 3/30/2016

INVITATION TO BID  
THIS IS NOT AN ORDER

BID NO.: 50-00115937

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

Page: 1

BUYER: MCamardelle@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 5/05/2016 AND PUBLICLY OPENED THEREAFTER.

**LATE BIDS WILL NOT BE ACCEPTED**

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

**NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION.**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

**THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS**

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

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

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 and fax them to the Purchasing Department at (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

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

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

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

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

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

If the bid exceeds \$30,000.00 and the company is duly authorized to do business in the state of Louisiana, a corporate resolution must be submitted with the bid or the person signing the bid documents must be listed on the Louisiana Secretary of State's website as an officer of the corporation, unless bidder has otherwise complied with LSA-R.S. 38:2212(B)(5). If the bid is in excess of \$30,000 and bidder is registered out of the state of Louisiana, a corporate resolution must be submitted with the bid, unless bidder has otherwise complied with LSA-R.S. 38:2212(B)(5). Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. Bids submitted by Owner or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. Sole proprietors submitting bids for public works projects shall within 10 days after bid opening submit sole proprietorship certification.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. IN THE EVENT OF SPLIT AWARD, THE PURCHASING DEPARTMENT MAY CONTACT VENDORS TO REQUEST REQUIRED AFFIDAVITS. THOSE VENDORS WILL HAVE 10 DAYS FROM THE DATE OF NOTICE TO SUBMIT COMPLETE, SIGNED AND NOTARIZED AFFIDAVITS IN ORIGINAL FORMATS.

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.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

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

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

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

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

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

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

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

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

**This Electronic Procurement System allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Please note requirements contained in this bid package for electronic bid submission.**

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

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

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

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

**MANDATORY**

**PRE-BID CONFERENCE TO BE HELD AT: ALARIO CENTER BOARD ROOM, 2000 SEGNETTE BLVD., WESTWEGO, LA 70094 AT 10:00 AM ON 4/19/2016**

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. PUBLIC WORKS BIDS: All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicted on the attached sheet. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected. JEFFERSON PARISH reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits (in Original Format) required; Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit and E-Verify Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department on all solicitations for construction, alteration or demolition of public building or project, including but not limited to requirements found in LSA-RS 38:2212.9; LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format for the bid to be considered responsive.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits (in Original Format) required; Non-Collusion Affidavit, and Campaign Contribution Affidavit must be completed, signed, notarized and submitted by low bidder within 10 days after bid opening to the Purchasing Department. See LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec 2-923.1 Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format for the bid to be considered responsive.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.

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

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

*Instruction sheet may be omitted when submitting the affidavit*

## **INSURANCE REQUIREMENTS - BIDS**

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 or No. 113647. The contractor shall not commence work under this contract until he has obtained all insurance and complied with the requirements of the specifications and said Parish Resolutions. Except as otherwise provided by law, the Parish Attorney's Office with the concurrence of the Director of Risk Management is authorized to omit in whole or part the insurance requirements of this section in connection with contracts. Vendors inquiring about this shall submit his written request to the Purchasing Department prior to the due date of the bid. Contractor must deliver and maintain such insurances as provided; failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

*Successful bidder will be required to procure standard insurance policies evidencing Parish mandated insurance requirements indicated below. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected.*

### **1. 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.

### **2. 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.

### **3. 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.

## **DEDUCTIBLES**

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

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

## **UMBRELLA LIABILITY COVERAGE**

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

**CONSTRUCTION AND RENOVATION PROJECTS:**

Unless otherwise specified in the bid, these additional insurance is required. 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.

**NOTE for CERTIFICATE HOLDER:**

All insurance certificates shall list the certificate holder as follows:

"The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council." Additionally, the address on the Certificates should reflect the department which is letting the bid and reference the respective bid number.

Revised 2.10.2014



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda J. Campos  
Director

April 25, 2016

**ADDENDUM # 1**

**Bid No.: 50-00115937**

**Bid Opening Date: May 5, 2016**

**For: Three (3) Year Contract for Custodial and General Labor Services for the John A. Alario, Sr. Event Center**

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**CLARIFICATIONS.**

Question: What is the square footage of carpet?

Answer: Carpet (offices, team rooms): 2,500 sq ft

Question: What is the square footage of VCT?

Answer: No VCT. Tile in meeting rooms is a terrazzo composite.

Question: What is the square footage of terrazzo?

Answer: Terrazzo (lobbies, hallways, meeting rooms): 9,000 sq ft

Question: What is the square footage of ceramic tile?

Answer: Ceramic tile (reception desk, bathrooms): 2,000 sq ft

Question: May we please get the floorplan for the building?

Answer: Attached is the floorplan.

Square footages are not exact. It is the vendor's responsibility to take all needed measurements before bidding.

Sincerely,

*Misty A. Camardelle*

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Misty A. Camardelle, Buyer II  
Jefferson Parish Purchasing Department

General Government Bldg. – 200 Derbigny St – Suite 4400 - Gretna, LA 70053  
Office 504.364.2678 – Fax 504.364.2693

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



# JEFFERSON PARISH

Department of Purchasing

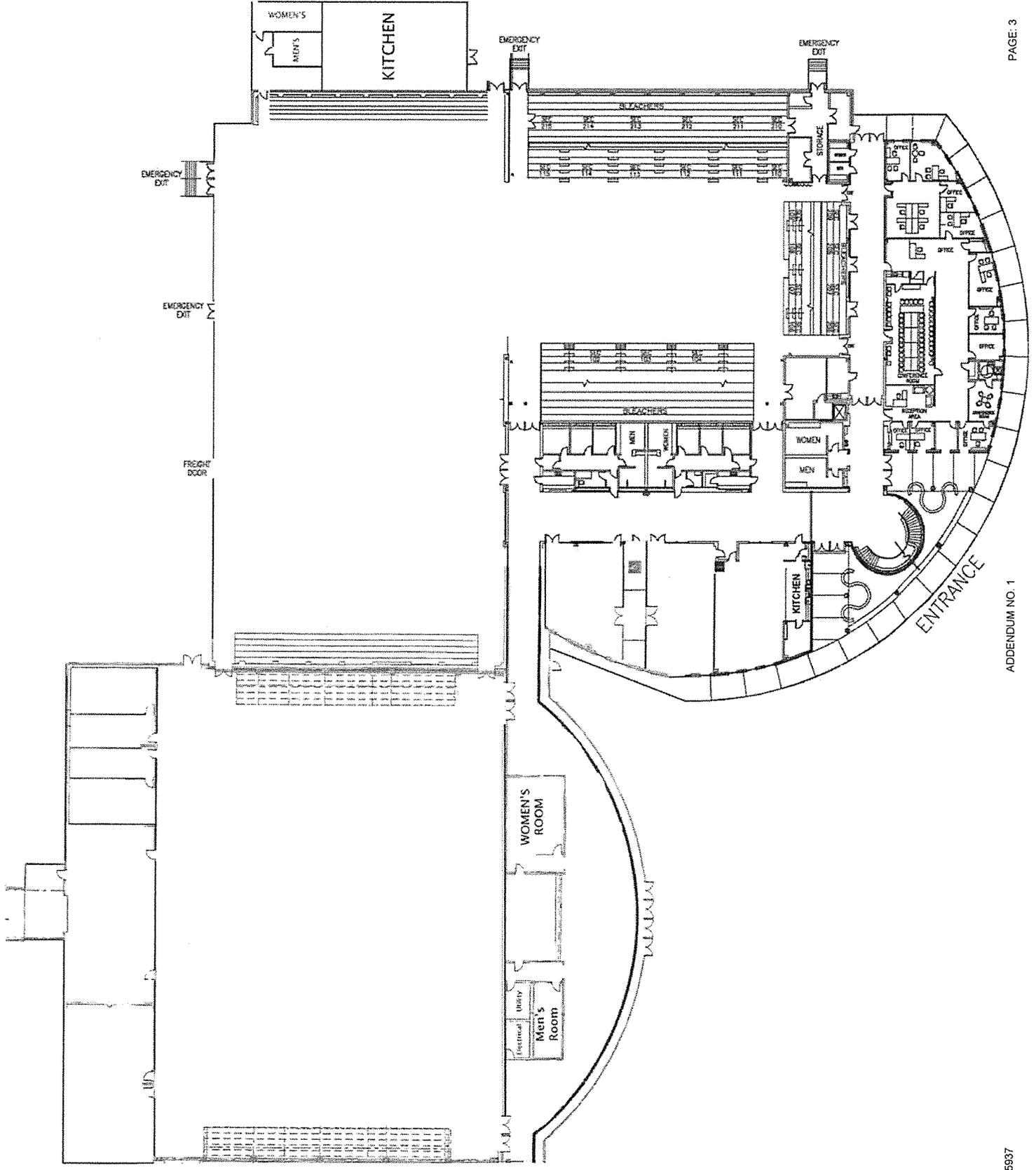
Michael S. Yenni  
Parish President

Brenda J. Campos  
Director

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form as indicated. Failure to do so 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.

LOADING DOCK



📍 2525 Quail Drive, Baton Rouge, 70808

☎ (225) 765-2301



## Louisiana State Licensing Board for Contractors



### Contractor Information

**Business Name** ENMON ENTERPRISES, L.L.C. ✓  
**Mailing Address** 122 West Pine Street  
 Ponchatoula, LA 70454  
**Phone Number** (985) 370-7700  
**Fax Number** (985) 622-0040  
**Email Address** cenmon@janikinggcr.com

### Active Licenses

**License Number** 54016 ✓  
**Type** Commercial License  
**Status** LICENSED  
**Effective** 08/25/2015  
**Expiration** 08/24/2018  
**First Issued** 08/24/2010  
**License Number** 250112  
**Type** Mold Remediation License  
**Status** LICENSED  
**Effective** 12/22/2015  
**Expiration** 12/21/2016  
**First Issued** 12/21/2005

### Classifications

Class	Qualifying Party	Parishes
BUILDING CONSTRUCTION ✓	John Laymon O Neil Jr.	ALL
BUSINESS AND LAW	Chance Arnett Enmon	ALL
BUSINESS AND LAW	John Laymon O Neil Jr.	ALL
BUSINESS AND LAW	Chance Arnett Enmon	ALL
MOLD REMEDIATION CONTRACTOR	Chance Arnett Enmon	ALL
SPECIALTY: INDUSTRIAL CLEANING AND MATERIAL/WASTE HANDLING	John Laymon O Neil Jr.	ALL
SPECIALTY: JANITORIAL SERVICES ✓	John Laymon O Neil Jr.	ALL

Vendor No. 28590

Contract No. RP-0000192

V#28590

Form **W-9**  
(Rev. October 2007)  
Department of the Treasury  
Internal Revenue Service

### Request for Taxpayer Identification Number and Certification

Give form to the  
requester. Do not  
send to the IRS.

Name (as shown on your income tax return)  
**ENMON ENTERPRISES, LLC**

Business name, if different from above  
**DBA JANI-KING OF NEW ORLEANS**

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  
 Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ **C**.....  Exempt payee  
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**122 WEST PINE STREET**

City, state, and ZIP code  
**PONCHATOULA, LA 70454**

List account number(s) here (optional)  
**CUSTOMER # 587002**

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
72 : 1124143

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ *James Fleetwood* Date ▶ 5/16/10

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,