

## BID REJECTION FORM

Bid number: 50-00127787

Vendor Name: Waypoint Analytical - Louisiana, Inc.

Reasons for

Rejection: Bid rejected for not submitting an insurance certificate and  
a corporate resolution or written evidence of signature  
authority.

REVIEWED BY:

Buyer Name: Melissa Ovalle

Date: 10/10/19

Chief Buyer: 

Date: 10/11/19

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BID NO.: 50-00127787

**BID FORM**  
Non Public Works**All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form**

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

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO XXMAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12/31/2019

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

N/A

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

N/A**THIS SECTION MUST BE COMPLETED BY BIDDER:**FIRM NAME: WAYPOINT ANALYTICAL - LOUISIANA, INC.ADDRESS: 5041 TARAVELLA ROADCITY, STATE: MARRERO, LAZIP: 70072-4244TELEPHONE: (504) 371-8557FAX: (504) 371-8560EMAIL ADDRESS: KELLYE@WAYPOINTANALYTICAL.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

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 68,391.25

AUTHORIZED

SIGNATURE: Kelly EvansKELLY EVANS

Printed Name

TITLE: ACCOUNTS/PROJECT MANAGER

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.

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00127787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	90.00	JOB	TWO (2) YEAR CONTRACT FOR ENVIRONMENTAL LABORATORY ANALYTICAL SERVICES FOR THE JEFFERSON PARISH DEPARTMENT OF ENVIRONMENTAL AFFAIRS	\$26.25	\$2362.50
			0001 Biochemical Oxygen Demand (BOD5) Analysis  Unit: mg/L One sample = One job Per attached specs		
2	12.00	JOB	0002 Biochemical Oxygen Demand (BOD7) Analysis  Unit: mg/L One sample = One job Per attached specs	\$26.25	\$315.00
3	90.00	JOB	0003 Total Suspended Solids (TSS) Analysis  Unit: mg/L One sample = One job Per attached specs	\$11.25	\$1012.50
4	30.00	JOB	0004 Total Dissolved Solids (TDS) Analysis  Unit: mg/L One sample = One job Per attached specs	\$11.25	\$337.50
5	5.00	JOB	0005 E. Coli Analysis Unit: colonies/ 100 ml  One sample = One job Per attached specs	\$21.00	\$105.00
6	8.00	JOB	0006 Enterococci Analysis Unit: colonies/ 100 ml  One sample = One job Per attached specs	\$35.00	\$280.00
7	40.00	JOB	0007 Fecal Coliform Analysis Unit: colonies/ 100 ml  One sample = One job Per attached specs	\$23.25	\$930.00
8	90.00	JOB	0008 Chemical Oxygen Demand (COD) Analysis	\$18.75	\$1687.50

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00127787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
9	175.00	JOB	Unit: mg/L One sample = One job Per attached specs  0009 Oil and Grease (O&G) Analysis Unit: mg/L	\$30.00	\$5250.00
10	10.00	JOB	One sample = One job Per attached specs  0010 Total Phosphorus Analysis Unit: mg/L	\$15.75	\$157.50
11	10.00	JOB	One sample = One job Per attached specs  0011 Total Ammonia Analysis Unit: mg/L	\$21.75	\$217.50
12	26.00	JOB	One sample = One job Per attached specs  0012 Total Kjeldahl Nitrogen (TKN) Analysis Unit: mg/L One sample = One job Per attached specs	\$29.25	\$760.50
13	16.00	JOB	0013 Nitrite (NO2) Analysis Unit: mg/L  One sample = One job Per attached specs	\$9.00	\$144.00
14	16.00	JOB	0014 Nitrate (NO3) Analysis Unit: mg/L  One sample = One job Per attached specs	\$12.75	\$204.00
15	10.00	JOB	0015 Ortho Phosphorus Analysis Unit: mg/L  One sample = One job Per attached specs	\$13.50	\$135.00
16	10.00	JOB	0016 CaCO3 Analysis Unit: mg/L  One sample = One job Per attached specs	\$10.50	\$105.00
17	20.00	JOB	0017 Total Aluminum Analysis Unit: micrograms/ per liter	\$10.50	\$210.00

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

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SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
18	100.00	JOB	One sample = One job Per attached specs		
			0018 Total Antimony Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
19	100.00	JOB	One sample = One job Per attached specs		
			0019 Total Arsenic Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
20	100.00	JOB	One sample = One job Per attached specs		
			0020 Total Beryllium Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
21	110.00	JOB	One sample = One job Per attached specs		
			0021 Total Cadmium Analysis Unit: micrograms/ per liter	\$10.50	\$1155.00
22	100.00	JOB	One sample = One job Per attached specs		
			0022 Total Chromium Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
23	10.00	JOB	One sample = One job Per attached specs		
			0023 Chromium (3+) Analysis Unit: micrograms/ per liter	\$10.50	\$105.00
24	10.00	JOB	One sample = One job Per attached specs		
			0024 Chromium (6+) Analysis Unit: micrograms/ per liter	\$26.25	\$262.50
25	80.00	JOB	One sample = One job Per attached specs		
			0025 Total Cobalt Analysis Unit: micrograms/ per liter	\$10.50	\$840.00
26	110.00	JOB	One sample = One job Per attached specs		
			0026 Total Copper Analysis Unit: micrograms/ per liter	\$10.50	\$1155.00

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00127787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
27	110.00	JOB	One sample = One job Per attached specs		
			0027 Total Lead Analysis Unit: micrograms/ per liter	\$10.50	\$1155.00
28	14.00	JOB	One sample = One job Per attached specs		
			0028 Total Mecury (Low Level Mercury) Analysis	\$45.00	\$630.00
29	90.00	JOB	Method: EPA Method 1631E Unit: ng/L One sample = One job Per attached specs **These methods or any method to reach required MQL**		
			0029 Total Mecury Analysis Method: EPA method 245.1	\$36.75	\$3307.50
30	100.00	JOB	Unit: micrograms/ per liter One sample = One job Per attached specs  **These methods or any method to reach required MQL**		
			0030 Total Molybdenum Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
31	110.00	JOB	One sample = One job Per attached specs		
			0031 Total Nickel (Freshwater) Analysis	\$10.50	\$1155.00
32	100.00	JOB	Unit: micrograms/ per liter One sample = One job Per attached specs		
			0032 Total Selenium Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
33	100.00	JOB	One sample = One job Per attached specs		
			0033 Total Silver Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00
34	100.00	JOB	One sample = One job Per attached specs		
			0034 Total Thallium Analysis Unit: micrograms/ per liter	\$10.50	\$1050.00

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00127787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
35	80.00	JOB	One sample = One job Per attached specs	\$10.50	\$840.00
			0035 Total Tin Analysis Unit: micrograms/ per liter		
36	110.00	JOB	One sample = One job Per attached specs	\$10.50	\$1155.00
			0036 Total Zinc Analysis Unit: micrograms/ per liter		
37	160.00	JOB	One sample = One job Per attached specs	\$42.75	\$6840.00
			0037 Total Cyanide Analysis Unit: micrograms/ per liter		
38	160.00	JOB	One sample = One job Per attached specs	\$28.50	\$4560.00
			0038 Phenolics, Total Recoverable (4AAP) Analysis		
39	15.00	JOB	Unit: micrograms/ per liter One sample = One job Per attached specs	\$9.75	\$146.25
			0039 Chloride Analysis Unit: micrograms/ per liter		
40	15.00	JOB	One sample = One job Per attached specs	\$9.75	\$117.00
			0040 Sulfate Analysis Unit: micrograms/ per liter		
41	12.00	JOB	One sample = One job Per attached specs	\$187.50	\$2250.00
			0041 Base/Neutral Compounds Analysis Unit: micrograms/ per liter		
42	12.00	JOB	One sample = One job Per attached specs	\$112.50	\$1350.00
			0042 Acid Compounds Analysis Unit: micrograms/ per liter		
43	65.00	JOB	One sample = One job Per attached specs	\$150.00	\$9750.00
			0043 Volatiles Analysis Unit: micrograms/ per liter		

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

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SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
44	12.00	JOB	One sample = One job Per attached specs  0044 Pesticides Analysis Unit: micrograms/ per liter	\$75.00	\$900.00
45	12.00	JOB	One sample = One job Per attached specs  0045 Polychlorinated Biphenyls (PCBs) Analysis  Unit: micrograms/ per liter One sample = One job Per attached specs	\$63.75	\$765.00
46	12.00	JOB	0046 Herbicides Analysis Unit: micrograms/ per liter	\$112.50	\$1350.00
47	12.00	JOB	One sample = One job Per attached specs  0047 3-Chlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
48	12.00	JOB	One sample = One job Per attached specs  0048 4-Chlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
49	12.00	JOB	One sample = One job Per attached specs  0049 2,3- Dichlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
50	12.00	JOB	One sample = One job Per attached specs  0050 2,5-Dichlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
51	12.00	JOB	One sample = One job Per attached specs  0051 2,6-Dichlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
52	12.00	JOB	One sample = One job Per attached specs  0052 3,4-Dichlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

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SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
53	12.00	JOB	One sample = One job Per attached specs  0053 2,4-Dichlorophenol Analysis Unit: micrograms/ per liter	Included in pricing for BNA Analysis	
54	12.00	JOB	One sample = One job Per attached specs  0054 2,4,5-TP (Silvex) Analysis Unit: micrograms/ per liter	Included in pricing for Herbicides Analysis	
55	6.00	JOB	One sample = One job Per attached specs  0055 Dioxin Analysis Method: EPA Method 1613 TCDD	\$304.75	\$1828.50
56	12.00	JOB	One sample = One job Per attached specs  **These methods or any method to reach required MQL**  0056 Total Residual Chlorine Analysis Unit: mg/l	\$8.25	\$99.00
57	1.00	JOB	One sample = One job Per attached specs  0057 BTEX Analysis Unit: micrograms/ per liter	\$45.00	\$45.00
58	4.00	JOB	One sample = One job Per attached specs  0058 TCLP - Zero Headspace Extraction (ZHE) solid/liquid Analysis	\$37.50	\$150.00
59	4.00	JOB	One sample = One job Per attached specs  0059 TCLP Volatiles solid/liquid Analysis	\$101.25	\$405.00
60	4.00	JOB	Unit: mg/l One sample = One job Per attached specs  0060 TCLP BNA Analysis Unit: mg/l	\$217.50	\$870.00
			One sample = One job		

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

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SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
61	4.00	JOB	Per attached specs		
			0061 TCLP Pesticides Analysis Unit: mg/l	\$67.50	\$270.00
62	4.00	JOB	One sample = One job Per attached specs		
			0062 TCLP Herbicides Analysis Unit: mg/l	\$75.00	\$300.00
63	4.00	JOB	One sample = One job Per attached specs		
			0063 TCLP PCBs Analysis Unit: ug/kg	\$63.75	\$765.00
64	4.00	JOB	One sample = One job Per attached specs		
			0064 TCLP Metals Analysis Unit: mg/l	\$105.00	\$420.00
65	4.00	JOB	One sample = One job Per attached specs		
			0065 Total Cyanide Analysis Unit: mg/kg	\$42.75	\$171.00
66	4.00	JOB	One sample = One job Per attached specs		
			0066 Total Phenol Analysis Unit: mg/kg	\$28.50	\$114.00
67	4.00	JOB	One sample = One job Per attached specs		
			0067 Percent Solids Analysis Unit: %	\$11.25	\$45.00
68	4.00	JOB	One sample = One job Per attached specs		
			0068 Paint Filter Test Analysis Unit: Pass or Fail	\$9.75	\$39.00
69	4.00	JOB	One sample = One job Per attached specs		
			0069 Reactive Cyanide Analysis Unit: mg/Kg	\$41.25	\$165.00

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

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SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
70	4.00	JOB	One sample = One job Per attached specs  0070 Reactive Sulfide Analysis Unit: mg/Kg	\$33.75	\$135.00
71	4.00	JOB	One sample = One job Per attached specs  0071 Corrosivity Analysis Unit: S.U.	\$8.25	\$33.00
72	4.00	JOB	One sample = One job Per attached specs  0072 Closed Cup Flash Point Analysis Unit: degrees F	\$33.25	\$133.00
73	100.00	JOB	One sample = One job Per attached specs  0073 Sample Disposals  Quantity is an estimate, normally only one disposal fee is charged per invoice not necessarily based on number of tests run	\$5.00	\$500.00
74	10.00	JOB	0074 Total Petroleum Hydrocarbons (TPH) Oil Analysis  Unit: mg/l One sample = One job Per attached specs	\$56.25	\$562.50
75	5.00	JOB	0075 Total Petroleum Hydrocarbons (TPH) Diesel Analysis  Unit: mg/l One sample = One job Per attached specs	\$56.25	\$281.50
76	5.00	JOB	0076 Fluoride Analysis Unit: mg/l  One sample = One job Per attached specs	\$9.00	\$45.00
77	4.00	JOB	0077 Phosphorus Analysis  Unit: mg/l One sample = One job	\$15.75	\$63.00

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## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00127787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
78	2.00	JOB	Per attached specs  0078 Fingerprints with explanation of findings (MS/GC) Analysis	\$225.00	\$450.00
79	1.00	EA	One sample = One job Per attached specs  0079 Expedited Analysis this is to cover additional charges occurring from a rush analysis request	RUSH services are subject to the availability of the lab and if requested will be subject to a surcharge of 100% added to total cost of analysis requested.	
Our terms of payment are Net 30 days for all invoices.					
Quoted prices are based on normal turnaround time for sample analysis of 7 to 10 working days.					
After hour emergency response calls will be charged at a \$250.00 call-out fee per technician.					
Holiday emergency response calls will be charged at a \$300.00 call-out fee per technician.					
Waypoint Analytical -LA, Inc. will supply all necessary sample containers, preservatives and coolers at no additional cost.					

REVISED PER ADDENDUM NO. 1

## Non-Public Works Bid

## AFFIDAVIT

STATE OF LouisianaPARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Kelly  
Evans, (Affiant) who after being by me duly sworn, deposed and said that .  
he/she is the fully authorized Accts/Project of Waypoint Analytical, Inc. (Entity),  
manager  
the party who submitted a bid in response to Bid Number 50-00127787, to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

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

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



Debt Disclosures

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

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

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

Affiant further said:

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

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

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

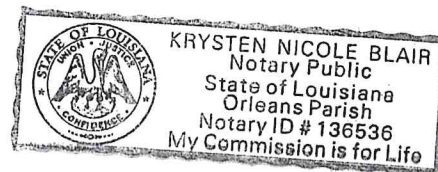
Kelly Evans  
Signature of Affiant

Kelly Evans  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 10th DAY OF October, 2019.

Krysten W Blair  
Notary Public  
Krysten W Blair  
Printed Name of Notary  
136536  
Notary/Bar Roll Number

My commission expires For Life



[Print](#)

## Notary Search - Detail

**Name:** MS. KRYSTEN NICOLE BLAIR  
**Address:** 7541 WAVE DRIVE  
NEW ORLEANS, LA 70128  
**Phone:** (504) 319-5015  
**Notary ID Number:** 136536  
**Parish:** ORLEANS with STATEWIDE JURISDICTION  
**Agency:** N/A  
**Notary Type:** Attorney  
**Bar Roll #:** 35045  
**Status:** Active  
**Commission Date:** 11/04/2013  
**Oath Date:** 10/31/2013  
**Surety Expiration Date:** Not Required  
**Annual Report Current:** Not Applicable

[Back to Search Results](#)[New Search](#)

**Request for Taxpayer  
Identification Number and Certification**

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**WAYPOINT ANALYTICAL - LOUISIANA, INC.**

2 Business name/disregarded entity name, if different from above  
**WAYPOINT ANALYTICAL**

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input checked="" type="checkbox"/> C Corporation	<input type="checkbox"/> S Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Trust/estate
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____				
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.				
<input type="checkbox"/> Other (see instructions) ▶ _____				

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_  
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**5041 TARAVELLA ROAD**

6 City, state, and ZIP code  
**MARRERO, LA 70072-4244**

7 List account number(s) here (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 generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
6	8	-	0	6	4	6	7	5

**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); and
  - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.
- 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 for Part II, later.

Sign Here Signature of U.S. person ▶ *Kelly Evans* Date ▶ *Mar. 7<sup>th</sup> 2018*

**General Instructions**

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

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What Is backup withholding*, later.