



Bid Number 50-140073

**A One Time Cycle of Grass Cutting for the Department of Parkways to
include Westbank Parish and State Smooth Locations**

BID DUE: November 3, 2022 AT 11:00 A.M.

ATTENTION VENDORS!!!

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

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Buyer Name: Doris Abraham
Buyer Email: DABRAHAM@jeffparish.net
Buyer Phone: 504-364-2690**

DATE: 10/25/2022

INVITATION TO BID
THIS IS NOT AN ORDER

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BID NO.: 50-00140073

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

VENDOR:

BUYER: DABRAHAM@jeffparish.net

Bids will be received until 11:00 AM, 11/03/2022 via online at www.jeffparishbids.net.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2602(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

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 as amended. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at purchasing.jeffparish.net and clicking on On-line forms.

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

Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. 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. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

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.

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

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

JEFFERSON PARISH 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 warranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A1 17.1-1961).

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

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

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online.

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

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

ADDITIONAL REQUIREMENTS FOR THIS BID

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

4, 5, 6, 10, 13

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 electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution 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 stated in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies). When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is an as needed basis contract. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA - RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

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INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

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

DATE: 10/25/2022

INVITATION TO BID
THIS IS NOT AN ORDER

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BID NO.: 50-00140073

JEFFERSON PARISH

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

VENDOR: Corporate Green LLC, DBA GreenSeasons

BUYER: DABRAHAM

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

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

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

Per Spec

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

Per Spec

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK

Per Spec

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

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

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

*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***	
FIRM NAME: <u>Corporate Green LLC, DBA GreenSeasons</u>	
SIGNATURE: (Must be signed here) <u>Chris Casselberry</u>	TITLE: <u>CEO</u>
PRINT OR TYPE NAME: <u>Chris Casselberry</u>	
ADDRESS: <u>14461 Frenchtown Rd</u>	
CITY, STATE: <u>CENTRAL, LA</u>	ZIP: <u>70739</u>
TELEPHONE: <u>225 752-2333</u>	FAX: <u>225 752-1399</u>
EMAIL ADDRESS: <u>chrisj@greenseasons.us</u>	

TOTAL PRICE OF ALL BID ITEMS: \$ 33,500.00

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INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00140073

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			A One Time Cycle of Grass Cutting for the Department of Parkways to include Westbank Parish and State Smooth Locations		
1	1.00	CYCL	0010 WEST BANK PARISH SMOOTH LOCATIONS SEE ATTACHMENT A	\$ 29,000.00	\$ 29,000.00
2	1.00	CYCL	0020 WEST BANK STATE SMOOTH LOCATIONS SEE ATTACHMENT B	\$ 4,500.00	\$ 4,500.00
			*****PER ATTACHED SPECIFICATIONS*****		

AS-NEEDED GRASS CUTTING
FOR THE JEFFERSON PARISH
DEPARTMENT OF PUBLIC WORKS – PARKWAYS DEPARTMENT

SCOPE OF WORK

The Jefferson Parish Department of Public Works – Parkways (Parkways Department) is soliciting qualified Contractors for as-needed grass cutting operations on the Westbank of Jefferson Parish to include mowing, edging, blowing, sweeping and litter removal. The scope of work shall include all tasks and items listed within these specifications. This shall include turnkey maintenance of designated areas to include all specified aspects of turf maintenance for Jefferson Parish. Lump sum pricing per cycle shall include all equipment, incidentals, licenses, insurance, labor, fuel and transportation to the work site. The Contractor shall refer to Resolution No. 113646, as amended, which provides a uniform set of "General Conditions and Agreement for all contractors engaged in performing work or services for the Parish of Jefferson".

PRE-BID INSPECTION OF THE SITES

All site locations included in this bid are easily accessible, at any time, for any bidder.

LICENSING

Bidders shall possess the following license:

- Louisiana State Contractors' Commercial license with the classification of SPECIALTY: LANDSCAPE, GRADING AND BEAUTIFICATION.

All required licenses shall be valid through the term of the contract.

The Contractor is solely responsible for abiding by all applicable laws and regulations relating to each required license.

Upon issuance of a Notice to Proceed for each cycle, the Contractor shall have seven (7) calendar days to complete the grass cutting cycle.

INVOICING

The Contractor shall submit an invoice after each completed cycle of work. A separate invoice shall be submitted for Parish Routes and for State routes in accordance with the Attachments (see Attachment A and Attachment B). Invoices shall be clearly labeled to the corresponding Attachments:

Attachment A - Westbank Parish Smooth Cut
Attachment B - Westbank State Smooth Cut

SITE LOCATIONS

See Attachment Sheets (A & B). The work locations are listed as Smooth Cut for the west bank of Jefferson Parish. Additionally, Parish and State routes for smooth cutting have been separated. The locations are listed by street name with either an address or intersection to help locate each site. Furthermore, a *general* description of the required work is noted. Typical work descriptions include center median, right-of-way, cul-de-sac and lot.

The Contractor shall note the following guidelines related to grass cutting operations:

- This contract does not include maintenance of any private property.
- When maintaining a specified (typically vacant) lot, the Contractor shall include maintenance of all adjacent rights-of-way (front, side and rear) with his maintenance of the lot.
- Unless specified, this contract does not include front or side yard right-of-way maintenance of any private property, residence or business.

- When right-of-way maintenance is specified, the Contractor shall include all parish and/or private servitudes within the roadway right-of-way, including, but not limited to, drainage structures and canals, gas line rights-of-way and electrical service rights-of-way.
- When referring to the list of required locations to maintain, right-of-way (ROW) maintenance is typically specified geographically based on the roadway. If no direction is provided, the ROW area shall be assumed to cover turf area(s) of that specific location.
- There are no pictures or maps available for the required locations. There is no quantified acreage of work. It shall be the bidder's responsibility to visit the work sites to evaluate the quantity and scope of work.

PART I QUALIFICATIONS

MINIMUM REQUIREMENTS

All bidders must have the knowledge, resources and capabilities to meet the expectations of this contract. The successful bidder shall not put an undue hardship on Jefferson Parish staff due to a lack of experience with work of a similar scope and scale.

INDUSTRY STANDARDS, TESTS AND RECOMMENDATIONS

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

- Occupational Safety and Health Administration (OSHA)
- Louisiana Department of Agriculture & Forestry (LDAF)
- Louisiana Department of Transportation and Development (LADOTD)

MINIMUM EQUIPMENT

The Contractor must have the appropriate amount of equipment and labor to complete the specified cycle within seven (7) calendar days. Agreed upon rain days will not count toward the seven (7) calendar allotted schedule.

PART II DEFINITIONS

BID PRICING

Bid pricing shall be provided per cycle (unit price) for the locations outlined in Attachment A and Attachment B.

CYCLE

A cycle shall refer to all tasks associated with a complete grass cutting operation (see SMOOTH CUT). The contractor will be notified by Parkways Department when to start each cycle.

COOPERATION

It is possible that other Jefferson Parish employees and/or contractors may be working within close proximity to grass cutting locations. The Contractor shall coordinate his work with any other work taking place in the vicinity of his grass cutting locations in relation to scheduling and limits of work. Should a conflict occur, a Jefferson Parish Representative will make the final decision as to each contractor's limits of work.

DAMAGE TO FACILITIES

The Contractor shall take exceptional precaution when performing cutting operations near utility and drainage structures in order to eliminate the possibility of damage. The slope cutting areas covered under these specifications include numerous obstructions such as CMP (Corrugated Metal Pipe), RCP (Reinforced Concrete Pipe), PVC (Polyvinyl Chloride Pipe) and other types of drainage outfall culverts and structures. In the event that damage occurs to any utility facility, the Contractor shall immediately notify a Jefferson Parish representative. In addition, the Contractor shall note in the comments section of the daily maintenance report the time, location, person notified, type of damage and circumstances of the damage. All costs associated with the repair and/or replacement of the damaged structure shall be borne

by the Contractor. The Contractor shall take exceptional precaution when performing cutting operations near these structures in order to eliminate the possibility of damage.

The Contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed. Jefferson Parish will direct any damage claims directly to the Contractor for investigation and remediation.

EDGING

Edging shall be accomplished utilizing mechanical stick edgers with steel blades. Edging shall occur along concrete curbs, sidewalks and other areas where hardscape meets turf. Discs, herbicides and/or string trimmers may not be used to control grass growth where grass and a paved surface meet. At the completion of edging, no grass should be visible over a hard surface. Edging equipment shall be such that a clean, sharp line along the hard surface/grass interface shall remain upon completion of edging. A minimum depth of 1" (one inch) shall remain along and below the top of hard surface paving upon completion of edging in order to slow the continued growth of the grass. All dirt and grass clippings shall then be blown off of the curb and swept (see SWEEPING/BLOWING).

In instances where a stick edger cannot be used, such as missing, depressed or broken curbs, a string trimmer may be utilized. However, the string trimmer must be turned perpendicular to the edge to create a defined line.

Edging is required for every smooth cut cycle.

EQUIPMENT REQUIREMENTS

The bid shall include all equipment, operators, fuel, maintenance and transportation. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame.

All street legal vehicles used for this contract shall include the Contractor's company name and/or logo clearly displayed. All field employees shall wear high visibility clothing that clearly displays the company name and/or logo.

EQUIPMENT STORAGE

Parking of grass cutting equipment and associated trucks and/or service vehicles during non-working hours (except during the mid-day meal period) shall take place at Parish designated and approved areas only. It is the intent of this section to eliminate the parking and storage of equipment near public rights-of-way, buildings and private facilities. The Parish will make areas available for parking equipment after working hours, weekends and holidays in relatively close proximity to the work areas. In the event that the Contractor does not wish to utilize the areas provided by the Parish, the Contractor must move and store equipment as directed by the Parish representative. Regardless of the areas designated by the Parish and used by the Contractor, the Parish assumes no liability for the contractor's equipment. Any losses due to occurrences, such as theft, malicious damage, breakage, fire or general loss, will be assumed by the Contractor.

The Jefferson Parish Parkways Department shall provide the Contractor with (24) hour access to each of its equipment yards. The east bank yard is located at 200 Shrewsbury Road, Jefferson, Louisiana 70121. The west bank yard is located at 1901 Ames Boulevard, Marrero, Louisiana 70072. The Contractor will be allowed to store equipment, dump debris from the street sweeper and perform minor wash-down of equipment. Additionally, the Contractor shall be allowed to utilize the hose spigots located within the yards to fill up spray and street sweeper tanks. The Contractor must provide and utilize his own hose. The Contractor shall not be allowed to rinse or clean any chemical tanks on Jefferson Parish property.

GRASS CUTTING (MOWING)

Grass cutting shall be accomplished using mechanical mowers in order to leave a smooth, level, cut on the grass following the existing grade. No gouging, scalping or similar actions shall be permitted. All trash and debris must be removed prior to grass cutting. It is the Contractor's responsibility to determine the condition of the site and work around any obstacles. Jefferson Parish shall not be responsible for any debris or hazards that may be encountered during mowing operations. The Contractor shall mow around any hazards and then alert a Parkways Department representative.

The Contractor shall determine the size and style of machine to be used. Different types of machines may be required based on the type and size of each area to be cut. Additionally, the Contractor shall use his judgement on the stability of the ground when mowing. The Contractor shall not be allowed to leave ruts within wet areas. Any ruts or holes caused by mowing operations within wet areas shall be repaired by the Contractor.

This contract will require the Contractor to mow in close proximity to existing drainage canals and shall include mowing up to the point of transition of the canal slope. It shall be acceptable for the Contractor to use a mechanical weed eater to maintain this transition area. It shall also be permissible for the Contractor to use a tractor (75 hp or less) and an implement to mow this area.

GREEN DEBRIS REMOVAL

Any waste such as grass clippings, branches, dirt or any other organic rubbish located at any area to be maintained will be considered green debris. Green debris may be existing to a location, or be generated by the Contractor's operations. Green debris, as described, shall be removed by the Contractor during each maintenance cycle as a part of the grass cutting performance.

Green debris, not generated by the Contractor, considered too large to remove by hand or which requires specialized equipment to remove shall be reported to the Parkways Department for removal.

Green debris removal is required for every smooth cut cycle.

INSPECTIONS

Using the daily maintenance reports and spray logs submitted by the Contractor, inspections of areas of work performed shall be made by Jefferson Parish personnel to determine the acceptance of the work performed. In the event the work is considered unacceptable, the contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within twenty-four hours (24) of notice, without any extra cost to Jefferson Parish.

MAINTENANCE REPORTS

Contractor shall complete a daily maintenance report for each day work is performed. Reports shall be e-mailed daily, no later than 10:00 a.m. next business day to the Parkways Department. These reports shall be used as the record for tracking the quantity and quality of work being performed. In addition, the daily maintenance report shall be utilized to record anything which might impede the contractor in performing the scope of work. The contractor is required to notify Jefferson Parish immediately within 24 hours of any problems and/or restrictions that would prevent him from performing his duties. Contractor may elect to use own report format, if approved by Jefferson Parish. If these reports are not sent on a daily basis this could delay payment of invoices.

MANICURED LOT (PRIVATE PROPERTY)

A manicured lot is a vacant piece of property that is being maintained (by the Owner) on a regular basis. A manicured lot may be completely cleared, or partially cleared, but must have a portion of the lot in which the grass appears to be cut (by others) on a regular basis. No right-of-way maintenance is required adjacent to manicured lots.

NON-MANICURED LOT (PROPERTY)

A non-manicured lot is a vacant piece of property that is not being maintained (by the Owner) on a regular basis. A non-manicured lot is completely wooded and/or overgrown to the point that typical grass cutting methods could be performed on the property. It shall be the responsibility of the Contractor to maintain the right-of-way adjacent to non-manicured properties along all mowing routes.

For example, the center median of Lapalco Boulevard is required to be on the smooth cut schedule. Additionally, there are non-manicured (wooded) properties in the 3600 block of Lapalco. The right-of-way area of these wooded lots shall be maintained at the same time (and frequency) as the center median.

NUISANCE CONTROL

The Contractor shall include in his bid the control of dust, noise and odors created by his work operations. All controls shall be completed in order that nuisances are minimized and occur within the standards of all governing bodies. All equipment shall be maintained properly in order to perform in accordance with the manufacturer's original specifications. This shall include, but not be limited to, mufflers and exhaust, fluid leaks, deck openings, wheels, tires and blades. If the Parkways Department observes any of the Contractor's equipment not performing properly, that equipment shall be immediately removed from the work site until it is properly repaired.

QUANTITIES

There are no provided quantities (or acreage) calculated by the Parkways Department for the bidding of this contract. It shall be the responsibility of each bidder to study the provided locations and determine any quantities needed to provide the bid pricing.

SAFETY PRECAUTIONS

The Contractor shall be responsible for ensuring that his operations are performed in a safe manner. This includes, but is not limited to, pedestrian and vehicular access, equipment operation and employee and site safety. All work shall conform to the latest guidelines of OSHA, Louisiana DOTD, Jefferson Parish and any other applicable agency.

The Contractor shall maintain a professional work zone at all times. The use of drugs or alcohol is prohibited while working on parish property.

Confrontation with citizens and/or Jefferson Parish personnel will not be tolerated.

Soliciting and/or performing private work while working on Jefferson Parish property is prohibited. Failure to maintain a professional work zone, or fraudulent activities, may result in termination of the contract and possible legal ramifications.

SCHEDULE

The Contractor shall utilize the locations provided with Attachments A – B to create a schedule of operations. The Contractor shall be responsible to provide the Parkways Department with a schedule for the mowing cycle. The schedule must include the locations names exactly how they are show within the attachments, but may change the order to accommodate his operations. The Contractor supplied schedule will be the basis of the inspection process, so it is imperative that the submitted schedule be adhered to.

STRING TRIMMING (WEED EATING)

String trimming shall be accomplished utilizing mechanical string trimmers with a commercial grade line. String trimming shall occur around landscape beds, tree rings, signs, poles, hydrants and other objects within turf areas. Herbicides shall not be used as a method of keeping grass from growing around objects within turf areas. String trimming shall leave the grass at approximately 1" in height. Caution needs to be taken so that string trimming does throw rocks or debris into traffic and that trimming not leave areas with bare dirt. The Contractor shall ensure that string trimmers do not damage trees and/or landscape beds.

String trimming (weed eating) is required for every smooth cut cycle.

SUBCONTRACTORS

All mowing operations and related work must be performed by the Contractor. No subcontractors shall be allowed to perform these services.

SWEEPING/BLOWING

After cutting, the turf and paved areas adjacent to the turf areas being cut shall be free of grass, leaves, cigarette butts and any other type of debris. This shall be accomplished using a combination of blowers and street sweepers. Debris shall not be blown from the paved to the turf areas. Code 1961 17-3 Ordinance No. 2120 2-14-01 Sec. 27-71 (A) states: "It shall be unlawful to dump or place material of any kind into parish catch basins, in a canal/ditch, on the banks of a drainage canal/ditch or in drainage servitude without a permit." The Contractor shall not blow grass clippings into roadways and/or drainage catch basins. In order to keep grass, leaves, smoking paraphernalia butts and other debris from collection and building up along the curb of streets, the Contractor will be **REQUIRED** to sweep the areas affected by grass cutting and edging. Sweeping shall occur along the entire route of grass cutting. For example, when cutting the center median of Causeway Blvd., the Contractor shall also sweep all concrete curbs and barriers located within the center median area of each street intersecting Causeway Blvd. The contractor shall use a street legal mechanical or vacuum type street sweeper with a minimum three (3) cubic yard capacity debris hopper. This equipment must be approved by the Jefferson Parish Parkways Department. Street sweeping and blowing shall be performed immediately after each edging and cutting operation. Blowers may be used to blow grass clippings off of walkways and other hard surfaces. Blowers will not be allowed to blow grass clippings, dirt and debris into drain inlets. Blowers may be used to blow grass clippings and debris directly into the path of the sweeper. If the sweeper is not visibly present, the Contractor shall not be allowed to blow clippings into the roadway. The street sweeper shall ensure all clippings and debris are removed from the roadway.

The Contractor shall be allowed to utilize both of the Parkways Department's maintenance yards for dumping the sweeper debris and as needed storage of the equipment.

Smooth cut mowing operations along major thoroughfares shall not take place without a street sweeper present.

Sweeping/blowing is required for every smooth cut cycle.

TRAFFIC CONTROL

The Contractor shall provide all necessary barricades, signs, lights and warning devices or any other item necessary in order to properly move traffic around or through his operations. Set up, removal and maintenance of all traffic control equipment shall be the Contractor's responsibility. Slow moving vehicle signs and flashing lights shall be installed on all moving equipment that will use the public rights-of-way for transportation of equipment. The Contractor shall be responsible for providing safe and expedient movement of traffic through the work areas. The Louisiana State Manual for uniform traffic control should be followed.

TRASH REMOVAL

Any non-organic or manmade debris that is not part of or obstructs the area to be maintained by the Contractor is considered to be trash and must be removed prior to any grass cutting operations during each maintenance cycle. The Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted. Under no circumstances shall any collected trash (trash bags, piles, etc.) be left at a project site without the Contractor present. Trash considered too large to be removed by hand or which requires specialized equipment to remove, shall be reported to the Parkways Department for removal.

The Contractor shall not utilize any right-of-way trash receptacle for his required trash removal.

Trash removal is required for every smooth cut cycle.

UTILITY SERVICE INTERRUPT

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

VACANT PROPERTIES

This contract shall require right-of-way maintenance for some vacant properties (see MANICURED LOTS and NON-MANICURED LOTS). The roadside right(s)-of-way of non-manicured properties located along required mowing routes shall maintained at the same frequency as the specified mowing for that route.

The Contractor shall not be required to maintain the right(s)-of-way of manicured vacant properties. Right-of-way maintenance for manicured properties will be the responsibility of the property owner.

WORK COMPLIANCE

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

WORK PERIODS

The Contractor shall be allowed to work any and all days of the week from dawn until dusk. The Contractor must also be aware of any holiday, local event, construction work or any existing traffic patterns that may affect scheduled maintenance operations. The Contractor may be required to alter his work schedule accordingly. Any required modification to the work schedule will not be grounds for any additional cost to the Parkways Department.

PART III TURF MAINTENANCE AND FREQUENCIES

SMOOTH CUT

Smooth cut mowing shall occur on medians, rights-of-way and drainage canal transition areas utilizing ride-on and/or push type manicure mowers. The grass shall be cut to a height of between a minimum of one and one-half inches (1-1/2") and a maximum of two inches (2") exposure.

Areas adjacent to the canal slopes (canal transition areas) shall be maintained as a part of smooth cut mowing. Canal transition areas do not require the Contractor to cut grass on the canal slopes, but shall require the Contractor to cut up to the line of transition from the top of the canal to the slope. The Contractor shall utilize a lawn mower to cut the majority of these transition areas. It shall be acceptable for the Contractor to use mechanical string trimmers in locations that are not wide enough for a mower, and to ensure a level line from the transition to the slope. It shall also be permissible, but not required, for the Contractor to use a tractor (75 hp or less) and an implementation to mow this area. No scalping or spraying of this transition area will be allowed.

WEATHER AND MOWING CONDITIONS

The Contractor shall determine his activities and schedule based on the weather. Performing mowing operations during, or immediately after, weather events does not relieve the contractor of performing in accordance with these specifications. At no time will it be acceptable for the Contractor to leave any turf area with an uneven surface or to leave excessive (visible) thatch. Any divots, ruts or holes must be repaired by the Contractor.

Attachment A - Westbank Parish Smooth Cut

VICINTY	LOCATION
3 Oaks Ct (Cul-de-Sac)	Cul-de-Sac
4 th St (Barataria Blvd to Destrehan Ave)	North ROW
9 th St (Alamo Ave to Dead End)	South ROW
Aberdeen St (+/- 1223 Aberdeen St)	Lot
Acadia Dr (River Rd to Helis Dr)	North ROW
Alamo Ave (11 th St to 10 th St)	East ROW
Ames Blvd (Acre Rd to Belle Terre Rd)	West ROW
Ames Blvd (Lapalco Blvd to the North +/- 500')	Center Median
Ames Blvd (Wabash Dr to Trinity Dr)	East ROW
Ames Blvd (Laurie Ln to Buccaneer Dr)	West ROW
Ames Blvd (at Pritchard Rd)	Southwest Corner (Lift Station)
Anderson Pl (Ames Blvd to +/- 225' to West)	North & South ROW
Angus Dr (+/- 1453 Angus Dr)	Lot
Avenue D (Westbank Expy to 4 th St)	Center Median
Bastian Dr (Barataria Blvd to Vermillion Dr)	Center Median
Bayou Estates Blvd (Ames Blvd to Caddy Dr)	Center Median
Bellemeade Blvd (at Fairfield Ave)	South Lot (Planters)
Betty Blvd (Lapalco Blvd to Grand Cross Canal #2)	Center Median
Betty St (Lapalco Blvd to North Drainage Canal)	East & West ROW
Blanca Ct (Alexis Dr to Dead End)	South ROW
Brown Ave (Westbank Expwy Harold Stl)	East ROW
Butler Dr (at Highway 90)	Center Median
Caddy Dr (Bayou Estates Blvd to Coubra Dr)	East ROW
Calix Ln (Cul-de-Sac)	Cul-de-Sac
Capitol Dr (at Highway 90)	Center Median
Carol Sue Ave (Whitney Ave to Farmington Pl)	Center Median

Carrie Ln (at E Ames Blvd)	South Lot
Central Ave (Manhattan Blvd to Dead End)	Center Median
Central Ave (State Ave ROW to Dead End)	North ROW
Charlie Dr (Bellemeade Blvd to Olivia Ln)	Center Median
Churchill Pkwy (Nicolle Blvd to Dead End)	Center Median
Claiborne Pkwy (Westbank Expy to Whisky Bayou Canal)	Center Median
College Pkwy (Barataria Blvd to Bennington Dr)	Center Median
Commerce St (ROW between Briant St and Bellemeade Blvd)	ROW
Commercial Dr (Median North of Lapalco Blvd)	Center Median
Coubra Dr (5821, 5824, 5837 and 5861 Lots)	Lots
Cousins Blvd (Oakmere Dr to Woodmere Canal)	South ROW Along Canal
Cousins Blvd (Woodmere Canal to Woodmere Blvd)	North & South ROW and Center Median
Cousins Blvd (Oakmere Dr to Bayou des Familles Canal)	North ROW Along Canal
Destrehan Ave (at Leo Kerner Pkwy)	Center Median
Devereaux Dr (Belle Grove Dr to Rienzi Dr)	North ROW
Dewberry Ct (at Glen Della Dr)	Center Median
Drake Ave (Westbank Expy to Angela Street)	Center Median
E. Kori Ln (Cul-de-Sac)	Cul-de-Sac
E. Velvet Ln (Cul-de-Sac)	Cul-de-Sac
East Ave (at 1 st St Vacant Lot)	Northeast Corner Lot
Fay St (Cypress Lawn Dr to Kismet St)	East ROW
Field St (at Eiseman Ave)	South West Corner Lot
Gambino Rd (Avondale Garden Rd to Glen Della Dr)	North ROW
Glen Della Dr (US 90 to Cathedral Dr)	Center Median
Gretna Blvd (Hebee Canal to West of York St)	Center Median
Gretna Blvd (West of York St to Gardere Canal)	North & South ROW
Harvey Blvd (Lake Borgne Dr to Bayou Barataria)	North & South ROW

Harvey Blvd (Barnes Ct to Bayou Barataria)	Center Median
Haydel Dr (at Ray St)	Lot
Hector Ave (Whitney Ave to Wright Ave)	North ROW
Hillcrest Dr (South of Barataria Blvd)	Center Median
Holmes Blvd (at Terry Pkwy)	Center Median Triangle
Holmes Blvd (Behrman Hwy to Woodline)	70' ROW Lot
Hooter Rd (Cul-de-Sac)	Cul-de-Sac
Hooter Rd (at Rena Ct)	West Lot
Industrial Blvd (Median North of Lapalco Blvd)	Center Median
Hopehaven Property (1130 Barataria Blvd)	**See Description Below
Karen Dr (5225 and 5232 Lots)	Lots
King Henry Ct (Westbank Expy to Dead End)	West ROW
Lafitte St (at 1 st St Vacant Lots)	Northwest Corner (2) Lots
Lafitte St (at 2 nd St Vacant Lot)	Southeast Corner Lot
Lapalco Blvd (US 90 to East of Louisiana Ave)	Center Median
Lapalco Blvd (US 90 to East of Drake Ave)	North & South ROW
Lapalco Blvd (East of East Dr to Destrehan Ave)	Center Median
Lapalco Blvd (West of Vulcan St to Verret (Trapp) Canal)	Center Median
Lapalco Blvd (Weyerauch Canal to Belle Chasse Hwy)	Center Median
Laurel Oak Ln (Cul-de-Sac)	Cul-de-Sac Each End
Leo Kerner Pkwy (Barataria Blvd to Christine Dr)	Center Median
LincolnshireDr (Lapalco Blvd to Carver Dr)	West ROW (wood line)
Linden Loop (Cul-de-Sac)	Cul-de-Sac
Live Oak Manor Dr (River Rd to Helis Dr)	Center Median
Lorene Dr (Phillip Dr to Lapalco Blvd)	ROW / Lot
Manhattan Blvd (Westbank Expy to Bayou Fatma Canal)	Center Median
Manhattan Blvd (8 th St ROW)	ROW / Lot
Manhattan Blvd (Bayou Fatma Canal to Bayou Barataria Canal)	East & West ROW and Center Median

Margie Dr (Jacqueline Dr to Clara Dr)	West ROW
Medical Center Blvd (Westbank Expy to 10 th St)	Center Median
Medical Center Blvd (at Wichers Dr)	North & South ROW
Mill Creek Ln (at Barataria Blvd)	Subdivision Entrance ROW
Mono Ct (Cul-de-Sac)	Cul-de-Sac
Monterey Ct South (2850 Monterey Ct South)	Lot
Mt Rushmore Dr (Barataria Blvd to Mt. Whitney Dr)	Center Median
N Oak Dr (Ames Blvd to 5944 N Oak Dr)	North ROW
N Rue Marcel (at Rue Saint Michael)	Cul-de-Sac
Nicolle Blvd (East of Pat Dr to Dead End)	Center Median
Oak Ave (Seven Oaks Blvd to River Rd)	Center Median
Oak Alley Blvd (Anchorage Dr to 7 Oaks Rd)	Center Median
Oak Forest Blvd (Barataria Blvd to Audubon Oaks Dr)	Center Median
Oakmere Dr (Cousins Blvd to Post Dr)	West ROW
Oakmere Dr (at Deerpark Dr)	Dead End ROW
Oakmere Dr (at S Oakmere Dr)	Island
Patriot St (Harvey Fire Dept to 1 st Ave)	North ROW
Patriot St (Ave F to Barataria)	South ROW
Pelican Bay Blvd (at Ames Blvd)	Center Median
Pelican Bay Blvd (at Lafitte Pkwy)	Center Median
Peter St (at Mystic Ave ROW)	South ROW
Peters Rd (Gold St to 8 th St)	East ROW
Phillip Drive (Lapalco Blvd to Titanic St)	Center Median
Pritchard Rd (Barataria Blvd to Hillcrest Dr)	Center Median
Promenade Blvd (Barataria Blvd to Lapalco Blvd)	Center Median
Ramon Via (Cul-de-Sac)	Cul-de-Sac
Rickey St (at Louise Ct Dead End)	East ROW
Rockfish Rd (Woodstream Dr to Cross Creek Dr)	South ROW

Rue Louis Phillippe (Ames Blvd to Caddy Dr)	Center Median
S Jamie Blvd (US 90 to Andre Dung Lac Dr)	Center Median
S Rue Marcel (at Ave Monte Marte)	Cul-de-Sac
Seagull Dr (at Lafitte Pkwy)	Center Median
Seagull Dr (near Bay View Dr)	Island
Seagull Dr (at Ames Blvd)	Center Median
Seven Oaks Blvd (at Huey P Long Bridge)	*See Description Below
Segnette Blvd (US 90 to Lapalco Blvd.)	Center Median
Segnette Blvd (US 90 to Lapalco Blvd.)	East & West ROW
Sheree Lyn Ct (Ginette St to Cul-de-Sac)	East ROW
Short St (at Emile Ave to Westwego Line +/- 150')	North ROW
Silverbell Pl (Cul-de-Sac)	Cul-de-Sac
Son K Dr (Barataria Blvd to Dead End)	South ROW Behind Houses
Staten St (ROW Between Central Blvd and 11 th St)	ROW / Lot
Stumpf Blvd (Whitney Ave to Robert St)	Center Median
Sunrise Dr (near Christiana Dr)	North Side Lot
Sweet Bay Ln (Cul-de-Sac)	Cul-de-Sac
Sweet Pea Ln (River Rd to Petunia Ct)	Center Median
Tiffany Ct (Cul-de-Sac)	Cul-de-Sac
Terry Pkwy (Westbank Expy to Belle Chasse Hwy)	Center Median
Tusa Dr (at Kenta Canal)	North & South ROW
Villemar Pl (Cul-de-Sac)	Cul-de-Sac
W. Kori Ln (Cul-de-Sac)	Cul-de-Sac
W. Velvet Ln (Cul-de-Sac)	Cul-de-Sac
Wall Blvd (Belle Chasse Hwy to Harvey Blvd)	Center Median
Wakefield Dr (1636 Lot)	Lot
Wayne Ave (Westbank Expy to Robert Davison Dr)	Center Median
Westminister Blvd (Lapalco Blvd to Bartlett Dr)	Center Median

Westwood Dr (Westbank Expy to South of Lapalco Blvd)	Center Median
Westwood Dr (South of Lapalco to Grand Cross Canal #1)	East ROW
Whippletree Dr (at Deerglen Dr)	Island
Whitney Ave (Westbank Expy to Gaudin St)	Center Median
Whitney Ave (Belle Chasse Hwy to Westbank Expy)	Center Median
Whitney Ave (Kennedy Dr to South of Carol Sue Ave)	Center Median
Whitney Ave (Stumpf Blvd to Carol Sue Ave)	West ROW
Woodmere Blvd (South of Lapalco Blvd)	Center Median
Wright Ave (+/- 160 Wright Ave)	Lot (Building)
Wright Ave (Stumpf Blvd to Farmington Pl)	Center Median
York St (Gretna Blvd to Dead End)	West ROW
York Ave (Lapalco Blvd to Manhattan Blvd)	ROW / Lot
Yvonne Dr (Dolores Dr to Russell Dr)	West ROW

NOTES: Unless specified, this contract does not include any right-of-way maintenance along the front and/or side yard(s) of any business and/or residence. Any area where the location is specified as 'lot' will include maintenance of all adjacent right-of-way frontage.

Some of the above listed right-of-way areas may include drainage ditches. These ditches shall be cut at the same frequency as the adjacent flat areas. Smooth cut ditches may be cut with a slope mower or mechanical string trimmers.

***Seven Oaks Blvd at Huey P Long Bridge:**

The Contractor shall maintain the center medians of Seven Oaks Blvd and Bridge City Ave under, and on the east and west sides of the Huey P Long bridge. In addition, the Contractor shall maintain under the Huey P Long bridge roughly 500' to the north and south of the Seven Oaks Blvd and Huey P Long bridge intersection.

This area of work shall also require that the Contractor maintain the outer right-of-way of all four (4) corners of this location. These areas include the turn lanes and ramp entrances/exits for the bridge. Work shall occur up to the fencelines where applicable (3 corners), and the drainage canal on the SW corner.

****Hopehaven Property (1130 Barataria Blvd):**

The property boundaries for the Hopehaven Property shall be the Shaw High School fence line on the west side, the Shaw High School driveway on the north side, Barataria Blvd on the east side and Wichers Dr (extended to the Shaw High School fence line) on the south side. Within this boundary, the land around the southernmost building (approximately 1 acre) shall be cut by others and is not included in this contract.

Attachment B - Westbank State Smooth Cut

<u>VICINTY</u>	<u>LOCATION</u>
Barataria Blvd (Alice St to Estelle School)	Center Median
Barataria Blvd (Warwick Dr to August Ave)	West ROW (Include Canal Tip at August Ave)
Barataria Blvd (at 1648 Barataria Blvd)	West ROW
Barataria Blvd (Oak Ridge Plaza Commercial Property to Alexis Dr)	East ROW Along Wall
Barataria Blvd (Dueling Oaks Ave to Eden Roc Dr)	West ROW
Barataria Blvd (Hillcrest Dr to 3301 Barataria Blvd)	East ROW
Belle Chasse Hwy (Whitney Ave to Engineers Rd)	Center Median
Belle Chasse Hwy (Timberlane Blvd to Bellemeade Blvd)	South ROW

NOTES: Unless specified, this contract does not include any right-of-way maintenance along the front and/or side yard(s) of any business and/or residence. Any area where the location is specified as 'lot' will include maintenance of all adjacent right-of-way frontage.

Some of the above listed right-of-way areas may include drainage ditches. These ditches shall be cut at the same frequency as the adjacent flat areas. Smooth cut ditches may be cut with a slope mower or mechanical string trimmers.

The total length of roadway to be maintained for Westbank State Smooth Cut is approximately 6.2 miles.

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

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

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☒ WORKER'S COMPENSATION INSURANCE

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

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

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

☒ **COMMERCIAL GENERAL LIABILITY**

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

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

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

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

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

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

FOR CONSTRUCTION AND RENOVATION PROJECTS:

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

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **BUILDER'S RISK INSURANCE**

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

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
____CORPORATE GREEN, LLC DBA GREEN SEASONS____ INCORPORATED.

AT THE MEETING OF DIRECTORS OF ____CORPORATE GREEN, LLC DBA GREEN
SEASONS____ INCORPORATED, DULY NOTICED AND HELD ON ____09/04/2015_____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED. THAT ____Chris Casselberry_____, BE AND IS
HEREBY APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND
ATTORNEY-IN-FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY
TO ACT ON BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING,
CONCERNS AND TRANSACTIONS, INCLUDING BUT NOT LIMITED TO, THE
EXCUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR ALL
PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF
ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING,
APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT
PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

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



SECRETARY-TREASURER

3/16/2022

DATE

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/28/2022

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

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

PRODUCER Ross & Yerger Insurance, Inc. P.O. Box 1139 Jackson, MS 39215 601 948-2900		CONTACT NAME: PHONE (A/C, No, Ext): 601 948-2900 FAX (A/C, No): 6013553227 E-MAIL ADDRESS: dgoins@rossandyerger.com															
INSURED Corporate Green, LLC 14461 Frenchtown Road Greenwell Springs, LA 70739		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : National Union Fire Ins. Co.</td> <td>19445</td> </tr> <tr> <td>INSURER B : AXIS Surplus Lines Ins. Co./CRC, Group</td> <td>26620</td> </tr> <tr> <td>INSURER C : New Hampshire Ins. Co.</td> <td>23841</td> </tr> <tr> <td>INSURER D : Ascot Insurance Co./CRC</td> <td>23752</td> </tr> <tr> <td>INSURER E : Endurance American Specialty Ins./CRC</td> <td>41718</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : National Union Fire Ins. Co.	19445	INSURER B : AXIS Surplus Lines Ins. Co./CRC, Group	26620	INSURER C : New Hampshire Ins. Co.	23841	INSURER D : Ascot Insurance Co./CRC	23752	INSURER E : Endurance American Specialty Ins./CRC	41718	INSURER F :	
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR 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 type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		4613990	08/01/2022	08/01/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		4544895	08/01/2022	08/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB CLAIMS-MADE DED RETENTION \$		P00100087326	08/01/2022	08/01/2023	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WC025893798	08/01/2022	08/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
D	SCHD Equipment		IMMA221000051003	08/01/2022	08/01/2023	Per Schedule on File
E	Excess Liability		ELD30022851600	08/01/2022	08/01/2023	\$5,000,000
D	Leased/Rented EQP		IMMA221000051003	08/01/2022	08/01/2023	\$250,000

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

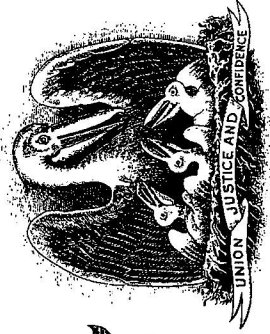
Insured Multiple Names: Corporate Truck, LLC; Quality Turf Management, LLC dba Spring Green; Harrell's Ferry Property, LLC; GreenSeasons; Spring Green; Adventure Investment, LLC; Pelican Bill Management, LLC; Bayou Bookkeeping and Tax Services, LLC; Big Bark Tree Care; Great with Tools; Bug Ninja Pest Control; C&S Garden, LLC; Quality Repair, LLC. Blanket Additional Insured with Primary & Non-Contributory applies to General Liability and Automobile Liability when required by written contract. Blanket Waiver of Subrogation (See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Dudley A. Winder</i>

State of Louisiana



State Licensing Board for Contractors

This is to Certify that:

CORPORATE GREEN, LLC
14461 Frenchtown Road
Central, LA 70739

is duly licensed and entitled to practice the following classifications

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



Expiration Date: February 20, 2025

License No: 40371

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

Will B. McCP

Director

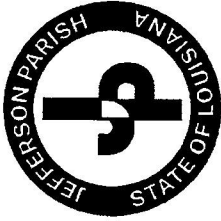
See mallett

Chairman

Andy Dumas

Treasurer

This License Is Not Transferrable



Jefferson Parish

Department of Public Works-Parkways

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

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

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

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

A handwritten signature in black ink, appearing to read "Bryan K. Parks".

Bryan K. Parks, PLA
Director of Parkways

DISPLAY IN A PROMINENT PLACE.

LICENSE NO. JP-012

Equipment List**Trucks**

Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016
Isuzu	NSERIE IV	2016

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

ZTR Mowers**Make/Model****Size****Year**

Toro ZTR	52	2015
Toro ZTR	61	2016
Toro ZTR	52	2015
Toro ZTR	52	2016
Toro ZTR	61	2016
Toro ZTR	52	2015
Toro ZTR	61	2016
Toro Grand Stand	36	2014
Toro Grand Stand	52	2015
Toro ZTR	52	2015
Toro ZTR	61	2016
Toro Grand Stand	36	2014
Toro Grand Stand	52	2014
Toro ZTR	52	2014
Toro ZTR	61	2014
Toro Grand Stand	52	2014
Toro ZTR	61	2014
Toro ZTR	52	2014
Scag V-Ride	61	2012
Toro Grand Stand	52	2014
Toro Grand Stand	52	2014
Toro Grand Stand	52	2014
Toro Grand Stand	36	2015
Toro Grand Stand	36	2015
Toro Grand Stand	52	2015
Toro Grand Stand	52	2015

Toro ZTR	60	2015
Toro ZTR	60	2015
Toro ZTR	60	2015
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	60	2018
Hustler ZTR	52	2018
Hustler ZTR	52	2018
Hustler ZTR	52	2018
Hustler ZTR	52	2018
Hustler ZTR	52	2018
Toro ZTR	60	2015
Toro ZTR	52	2015
Toro ZTR	52	2015
Toro ZTR	52	2015
Toro ZTR	52	2015
Gravley ZTR	60	2019
Gravley ZTR	60	2019
Gravley ZTR	60	2019
Gravley ZTR	60	2019
Gravley ZTR	52	2019

Redmax Blower	EBZ-7500	2015
Redmax Blower	EBZ-7500	2015
Redmax Blower	EBZ-7500	2015
Redmax Blower	EBZ-7500	2015
Redmax Edger	HEZ-2650	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
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Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015

Redmax Edger	HEZ-2460S	2015
Redmax Edger	HEZ-2460S	2015
Redmax Edger	HEZ-2460S	2015
Redmax Edger	HEZ-2650	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015
Redmax Edger	HEZ2460S	2015

Other Equipment

Mahindra Tractor	7090	2019
Mahindra Tractor	6070	2018
Mahindra Tractor	5055	2016
Bobcat	T650	2015
Bobcat	T750	2016
Bushhog	15ft	2018
Bushhog	15ft	2019
Woods Bushhob	6ft	2014
Hardee side cutter	4ft	2016