

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 ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED 0 %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 45 days (per contract)

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)

000011760

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: CMS Pest Control LLC

ADDRESS: 665 SPARTAN LN

CITY, STATE: Kenner LA ZIP: 70065

TELEPHONE: (504) 305-3028 FAX: () N/A

EMAIL ADDRESS: techman169@cox.net

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: \$ 32,400.00

AUTHORIZED SIGNATURE: [Signature]

MARK T. STEVENS

TITLE: Owner

Printed Name

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

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

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	MO	PROVIDE A TWO (2) YEAR CONTRACT FOR PEST CONTROL SERVICES FOR VARIOUS JEFFERSON PARISH FACILITIES. FOR THE DEPARTMENT OF GENERAL SERVICES. AS PER ATTACHED SPECIFICATIONS: 0001 PROVIDE A COST 1ST MONTH OF SERVICE FOR THE INITIAL CLEAN OUT TREATMENT OF THE GENERAL GOVERNMENT BUILDING.	\$71,00	\$71,00
2	23.00	MO	0020-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE GENERAL GOVERNMENT BUILDING.	\$71,00	\$1,633,00
3	1.00	MO	0030-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF SURPLUS PROPERTY	\$30,00	\$30,00
4	23.00	MO	0040-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR SURPLUS PROPERTY	\$30,00	\$690,00
5	1.00	MO	0050-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE DONELON BUILDING	\$65,00	\$65,00
6	23.00	MO	0060-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE DONELON BUILDING	\$65,00	\$1,495,00
7	1.00	MO	0070-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF CENTRAL PLANT	\$30,00	\$30,00
8	23.00	MO	0080-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CENTRAL PLANT	\$30,00	\$690,00
9	1.00	MO	0090-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE DA BUILDING	\$70,00	\$70,00
10	23.00	MO	0100-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE DA BUILDING	\$70,00	\$1,610,00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
11	1.00	MO	0110-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF SECOND PARISH COURT	\$ 60, ⁰⁰ / ₁₀₀	\$ 60, ⁰⁰ / ₁₀₀
12	23.00	MO	0120-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE SECOND PARISH COURT	\$ 60, ⁰⁰ / ₁₀₀	\$ 1,380, ⁰⁰ / ₁₀₀
13	1.00	MO	0130-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE LIBERTO BUILDING	\$ 30, ⁰⁰ / ₁₀₀	\$ 30, ⁰⁰ / ₁₀₀
14	23.00	MO	0140-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE LIBERTO BUILDING	\$ 30, ⁰⁰ / ₁₀₀	\$ 690, ⁰⁰ / ₁₀₀
15	1.00	MO	0150-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF LOCAL HISTORY MUSEUM	\$ 30, ⁰⁰ / ₁₀₀	\$ 30, ⁰⁰ / ₁₀₀
16	23.00	MO	0160-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR LOCAL HISTORY MUSEUM	\$ 30, ⁰⁰ / ₁₀₀	\$ 690, ⁰⁰ / ₁₀₀
17	1.00	MO	0170-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE ODOM BUILDING	\$ 40, ⁰⁰ / ₁₀₀	\$ 40, ⁰⁰ / ₁₀₀
18	23.00	MO	0180-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE ODOM BUILDING	\$ 40, ⁰⁰ / ₁₀₀	\$ 920, ⁰⁰ / ₁₀₀
19	1.00	MO	0190-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE CLERK OF COURT-EVIDENCE BUILDING	\$ 40, ⁰⁰ / ₁₀₀	\$ 40, ⁰⁰ / ₁₀₀
20	23.00	MO	0200-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CLERK OF COURT-EVIDENCE BUILDING	\$ 40, ⁰⁰ / ₁₀₀	\$ 920, ⁰⁰ / ₁₀₀
21	1.00	MO	0210-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 33, ⁰⁰ / ₁₀₀	\$ 33, ⁰⁰ / ₁₀₀

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
22	23.00	MO	TREATMENT OF THE MARRERO/HARVEY SENIOR CENTER 0220-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE MARRERO/HARVEY SENIOR CENTER	\$33.00	\$759.00
23	1.00	MO	0230-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$40.00	\$40.00
24	23.00	MO	TREATMENT OF THE BRIDGE CITY SENIOR CENTER 0240-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE BRIDGE CITY SENIOR CENTER	\$40.00	\$920.00
25	1.00	MO	0250-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$300.00	\$300.00
26	23.00	MO	TREATMENT OF THE JPCC 0260-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JPCC	\$300.00	\$6,900.00
27	1.00	MO	0270-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$35.00	\$35.00
28	23.00	MO	TREATMENT OF THE CHILDREN'S ADVOCACY CENTER 0280-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CHILDREN'S ADVOCACY CENTER	\$35.00	\$805.00
29	1.00	MO	0290-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$40.00	\$40.00
30	23.00	MO	TREATMENT OF INSPECTION AND CODE ENFORCEMENT 0300-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR INSPECTION AND CODE ENFORCEMENT	\$40.00	\$920.00
31	1.00	MO	0310-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$63.00	\$63.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
32	23.00	MO	TREATMENT OF THE EOCC 0320-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR EOCC	\$ 63, ⁰⁰	\$ 1,449, ⁰⁰
33	1.00	MO	0330-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 28, ⁰⁰	\$ 28, ⁰⁰
34	23.00	MO	TREATMENT OF JUVENILE JUSTICE COURT 0340-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR JUVENILE JUSTICE COURT	\$ 28, ⁰⁰	\$ 644, ⁰⁰
35	1.00	MO	0350-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 95, ⁰⁰	\$ 95, ⁰⁰
36	23.00	MO	TREATMENT OF JUVENILE JUSTICE COMPLEX 0360-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR JUVENILE JUSTICE COMPLEX	\$ 95, ⁰⁰	\$ 2,185, ⁰⁰
37	1.00	MO	0370-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 15, ⁰⁰	\$ 15, ⁰⁰
38	23.00	MO	TREATMENT FOR THE JUVENILE SERVICES WAREHOUSE 0380-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JUVENILE SERVICES WAREHOUSE	\$ 15, ⁰⁰	\$ 345, ⁰⁰
39	1.00	MO	0390-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 56, ⁰⁰	\$ 56, ⁰⁰
40	23.00	MO	TREATMENT OF THE YENNI BUILDING 0400-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE YENNI BUILDING	\$ 56, ⁰⁰	\$ 1,288, ⁰⁰
41	1.00	MO	0410-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$ 27, ⁰⁰	\$ 27, ⁰⁰
42	23.00	MO	TREATMENT OF FIRST PARISH COURT 0420-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR FIRST PARISH COURT	\$ 27, ⁰⁰	\$ 621, ⁰⁰

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
43	1.00	MO	0430-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF JEFFERSON SENIOR CENTER	\$22. ⁰⁰	\$22. ⁰⁰
44	23.00	MO	0440-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JEFFERSON SENIOR CENTER	\$22. ⁰⁰	\$506. ⁰⁰
45	1.00	MO	0450-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE METAIRIRE SENIOR CENTER	\$22. ⁰⁰	\$22. ⁰⁰
46	23.00	MO	0460-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE METAIRIE SENIOR CENTER	\$22. ⁰⁰	\$506. ⁰⁰
47	1.00	MO	0470-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF EASTBANK JUVENILE SERVICES BUILDING	\$27. ⁰⁰	\$27. ⁰⁰
48	23.00	MO	0480-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE EASTBANK JUVENILE SERVICES BUILDING	\$27. ⁰⁰	\$621. ⁰⁰
49	1.00	MO	0490-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE WESTBANK HEALTH UNIT	\$33. ⁰⁰	\$33. ⁰⁰
50	23.00	MO	0500-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR WESTBANK HEALTH UNIT	\$33. ⁰⁰	\$759. ⁰⁰
51	1.00	MO	0510-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE EASTBANK HEALTH UNIT	\$28. ⁰⁰	\$28. ⁰⁰
52	23.00	MO	0520-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE EASTBANK HEALTH UNIT	\$28. ⁰⁰	\$644. ⁰⁰

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
53	1.00	MO	0530-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE PARKING GARAGE	\$ 20, ⁰⁰	\$ 20, ⁰⁰
54	23.00	MO	0540-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE PARKING GARAGE	\$ 20, ⁰⁰	\$ 460, ⁰⁰
55	1.00	SQFT	0550-PROVIDE A SQUARE FOOT COST FOR THE THE ADDITION OF BUILDINGS	\$.005 per square foot	\$.005 per square foot



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**50-116830 Two year contract for pest control for various Jefferson Parish
Buildings- General Services.**
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com

28-Jun-2016 02:03:15 PM



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

June 28, 2016

ADDENDUM # 1

Bid No.: 50-0116830

Bid Opening Date: 07/07/2016

For: Two year contract for pest control for Jefferson Parish General Services.

Specification Additions:

Section 4.0 – License Requirements: Add the following.

All employees performing pest control services on parish buildings shall be a registered technician and have a registration card issued by the Louisiana Department of Agriculture and Forestry. A copy of the front and back of this license shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.

Section 9.0 – Bid Specifications: Add the following.

No sub-contractors shall be used for this contract.

Sincerely,

Donna Reamey

Donna Reamey, Buyer II
Jefferson Parish Purchasing Department

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

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

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

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

CMS Pest Control LLC

INCORPORATED.

AT THE MEETING OF DIRECTORS OF CMS Pest Control LLC
INCORPORATED, DULY NOTICED AND HELD ON 7-6-2016,

A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

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

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



SECRETARY-TREASURER

7-6-2016

DATE

BID BOND NO. LPC-LA-BB-34521884-00

DATE BOND EXECUTED
7/6/2016

PRINCIPAL (Legal name and business address)
C M S Pest Control LLC

TYPE OF ORGANIZATION
LLC

665 Spartan Ln
Kenner, LA 70065

STATE OF INCORPORATION
LA

SURETY (Name and Business address)
Louisiana Pest Control Insurance Company
3042 Old Forge Drive, Suite A
Baton Rouge, LA 70808

PENAL SUM OF BOND
\$1,620

BID IDENTIFICATION

BID DATE
7/6/2016

CONTRACT

Jefferson Parish Dept. of General Services
200 Debigny St Ste 3300
Gretna, LA 70053

OBLIGATION:

We, the Principal and Surety, are firmly bound to the Obligee, Jefferson Parish Dept. of General Services, in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

CONDITIONS:

The Principal has submitted the bid identified above.

THEREFORE:

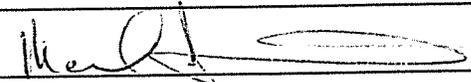
The above obligation is void if the Principal (a) upon acceptance by Obligee of the bid identified above, within the period specified therein for acceptance (sixty (60) days if no period is specified), executes the further contractual documents and gives the bond(s) required by the terms of the bid as accepted within the time specified (ten (10) days if no period is specified), after the receipt of the forms by the Principal; or (b) in the event of failure so to execute such further contractual documents and give such bonds, pays the Obligee for any cost of procuring the work which exceeds the amount of the bid.

The Surety executing this instrument agrees that its obligation is not impaired by any extension(s) of the time for acceptance of the bid that the Principal may grant the Obligee. Notice to the Surety of extension(s) is/are required. However, the extension(s) apply only to extensions aggregating not more than sixty (60) calendar days in addition to the period originally allowed for acceptance of the bid.

WITNESS:

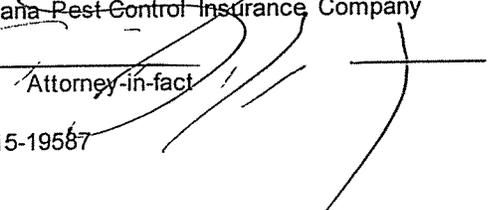
The Principal and Surety executed this bid bond and affixed their seals on the above date.

C M S Pest Control LLC

Signature(s)	1. 	2.
Name(s) & Title(s)	1. Mark J. Stevens	2.

Louisiana Pest Control Insurance Company

Louisiana Pest Control Insurance Company

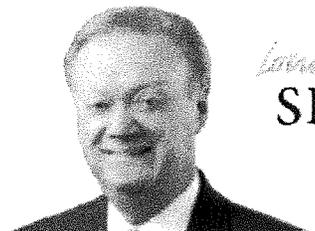
By: 
Attorney-in-fact

BID BOND NO. LPC-LA-BB-34521884-00

LPC-15-19587

(<http://www.sos.la.gov/Pages/default.aspx>)

(<http://www.sos.la.gov/Pages/default.aspx>)



Louisiana
**SECRETARY
 OF STATE**
 TOM SCHEDLER

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Name	Type	City	Status
CMS PEST CONTROL, L.L.C.	Limited Liability Company	KENNER	Active

Previous Names

Business: CMS PEST CONTROL, L.L.C.

Charter Number: 35449539K

Registration Date: 3/20/2003

Domicile Address

665 SPARTAN LANE
 KENNER, LA 70065

Mailing Address

665 SPARTAN LANE
 KENNER, LA 70065

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 3/20/2003

Last Report Filed: 3/8/2016

Type: Limited Liability Company

Registered Agent(s)

Agent:	MARK STEVENS SR.
Address 1:	665 SPARTAN LN.
City, State, Zip:	KENNER, LA 70065
Appointment Date:	3/7/2013

Officer(s)

Additional Officers: No

GET HELP

Officer:	MARK J. STEVENS, SR.
Title:	Member
Address 1:	665 SPARTAN LANE
City, State, Zip:	KENNER, LA 70065
Officer:	SHIRLEY D. STEVENS
Title:	Manager, Member
Address 1:	665 SPARTAN LANE
City, State, Zip:	KENNER, LA 70065

Amendments on File

No Amendments on file

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GET HELP

LOUISIANA DEPARTMENT OF
AGRICULTURE & FORESTRY
IDENTIFICATION CARD

NOT AN EMPLOYEE OF THE STATE

CMS PEST CONTROL LLC

MARK J STEVENS
665 SPARTAN LANE
KENNER, LA 70062

REGISTRATIONS
ST

ID Number

00011760

Effective Date: 03/27/2015

Mark Strain
MARK STRAIN DVM COMMISSIONER

Louisiana Pest Control
License
Front and Back



CERTIFIED, LICENSED OR REGISTERED AS
(ST) STRUCTURAL PEST CONTROL LICENSEE

CATEGORIES	RECERTIFY BY
LP1-General Pest Control	12/31/2017
LP2-Commercial Vertebrate Control	12/31/2017
LP3-Termite Control	12/31/2017

SIGNATURE:

Mark J Stevens

LDAF PESTICIDE SPILL HOTLINE: 225-925-3763
LA POISON CONTROL CENTER: 800-222-1222



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578, FAX (225) 925-3760

STRUCTURAL PEST CONTROL PLACE OF BUSINESS PERMIT:

Date: 06/28/2016

CMS PEST CONTROL LLC

Permit No: 00086768

Primary Licensee(s):

00011760 MARK STEVENS

Phase(s):

LP1-General Pest Control
LP2-Commercial Vertebrate Control
LP3-Termite Control

Phone: (504) 305-3028

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

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578, FAX (225) 925-3760

Be it known that the entity named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective 07/01/2016 through 06/30/2017 is hereby authorized to engage in **STRUCTURAL PEST CONTROL** in the phases listed.

Primary Licensee(s):

00011760 MARK STEVENS

Phase(s):

LP1-General Pest Control
LP2-Commercial Vertebrate Contr
LP3-Termite Control

CMS PEST CONTROL LLC
665 SPARTAN LN
KENNER LA 70065

Commissioner

DISPLAY IN PLACE OF BUSINESS

Permit No: 00086768

**Insurance Declaration Affidavit
Worker's Compensation**

AFFIDAVIT

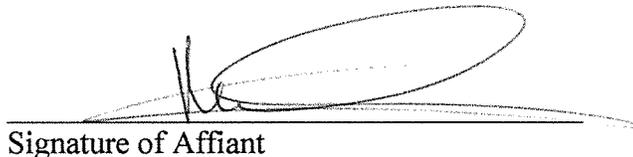
STATE OF LA

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared, MARK J. STEVENS, (Affiant) who after being duly sworn, deposed and said that he/she is the fully authorized OWNER of CMS Pest Control LLC (Entity), the party who submitted a Proposal/Contract/Bid/RFP/SOQ No. 50-00116830 to Jefferson Parish.

Affiant further said:

- (1) That affiant has no employees in which Worker's Compensation Insurance is required pursuant to state law.
- (2) That if affiant hires employees such that they would be required under state law to obtain Worker's Compensation Insurance, affiant will notify Jefferson Parish and obtain the proper coverage.



Signature of Affiant

MARK J. STEVENS

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

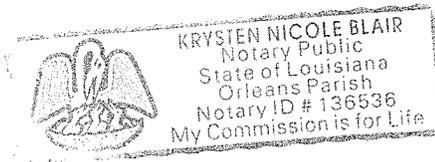
ON THE 27th DAY OF July, 2016.

Krysten Nicole Blair
Notary Public

Krysten Blair
Printed Name of Notary

136536
Notary/Bar Roll Number

My commission expires February



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

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/6/2016

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

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

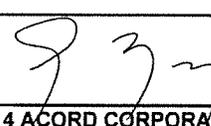
PRODUCER LIPCA Inc. PO Box 80663 Baton Rouge, LA 70898	CONTACT NAME: LIPCA, Inc.	
	PHONE (A/C, No, Ext): (225) 927-3283	FAX (A/C, No): (225) 927-3295
INSURED C M S Pest Control LLC 665 Spartan Ln Kenner, LA 70065	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Gemini Insurance Company	NAIC # 10833
	INSURER B :	
	INSURER C :	
	INSURER E :	

COVERAGES CERTIFICATE NUMBER: 67886 REVISION NUMBER: 20160706

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			LGL0002416 02	4/1/2016	4/1/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	Deductible 500						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						\$
	<input type="checkbox"/> CLAIMS-MADE						
	DED						
	RETENTIONS						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Parish of Jefferson, it's districts, departments, and agencies under the direction of the parish president and the parish council ref Bid Number-50-00116830. 2 Year Contract for Pest Control for various Jefferson Parish Buildings-General Services-Jefferson Parish Government. The Parish of Jefferson is added for waiver of subrogation as per Endorsment CG78270213.

CERTIFICATE HOLDER Jefferson Parish Dept of General Services 200 Derbigny Street Suite 3300 Gretna, LA 70053	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 
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED (INCLUDING COMPLETED OPERATIONS)
AUTOMATIC STATUS WHEN REQUIRED IN WRITTEN AGREEMENT WITH YOU**

The insurance provided by this endorsement shall not serve to increase our limits of insurance as described in **SECTION III-LIMITS OF INSURANCE**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Section II – Who Is An Insured is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or written agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for:
1. "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf in the performance of your ongoing operations and for that additional insured.
 2. bodily injury" or "property damage" included in the "products-completed operations hazard" (completed operations) in respect of "your work" performed for that additional insured
- B. This insurance shall be considered primary if any other valid and collectible insurance is available to any person or organization included as an additional insured under this endorsement and such other insurance shall be excess of and will not contribute to the insurance afforded by this endorsement.
- C. We will waive any right of recovery we may have against any person or organization whom you have agreed to waive such right of recovery in a written contract or written agreement because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included within the "products-completed operations hazard."
- D. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:
This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
1. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 2. Supervisory, inspection, architectural or engineering activities.

All other terms, conditions and exclusions under the policy are applicable to this Endorsement and remain unchanged.



Policy number: 046296406

Underwritten by:

Progressive Paloverde Insurance Co.

07/06/2016

Certificate of Insurance

<u>Certificate Holder</u>	<u>Insured</u>	<u>Agent</u>
Additional Insured JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES 200 DERBIGNY STREET STE 3300 GRETNA, LA 70053	CMS PEST CONTROL, LLC 665 SPARTAN LANE KENNER LA 70065	SIMPSON INS AGY 18 MUIRFIELD DRIVE LAPLACE LA70068

This document certifies that insurance policies identified below have been issued by the designated insurer to the insured named above for the period(s) indicated. This certificate is issued for information purposes only. It confers no rights upon the certificate holder and does not change, alter, modify, or extend the coverages afforded by the policies listed below. The coverages afforded by the policies listed below are subject to all the terms, exclusions, limitations, endorsements, and conditions of these policies.

<u>Policy Effective Date:</u>	<u>Policy Expiration Date:</u>
09/30/2015	09/30/2016

<u>Insurance coverage(s)</u>	<u>Limits</u>
Bodily Injury Property Damage - Combined Single Limits	1,000,000
Medical Payments	1,000 PER PERSON
Underinsured Motorist/Uninsured Motorist	100,000 PER ACCIDENT
Fire and theft w/combined additional coverages	LESS 250 DED
Collision	LESS 500 DED
Rental coverage	40 PER DAY 1200 MAX

Description of Location/Vehicles/Special Items
Scheduled autos only

07 FORD F150

1FTPX12V27FA14692

Certificate number

THE PARISH OF JEFFERSON ITS DISTRICTS ITS DEPARTMENTS AND AGENCY UNDER DIRECTION OF
THE PARISH PRESIDENT AND THE PARISH COUNCIL
REFERENCE BID NUMBER:50-00116830
2 YEAR CONTRACT FOR PEST CONTROL FOR VARIUS JEFFERSON PARISH BUILDINGS/GENERAL SERVICES/JEFFERSON
PARISH GOVERNMENT

**Please be advised that additional insureds and lienholders will be notified in the event of a
mid-term cancellation.**

A handwritten signature in black ink, appearing to be "R. P. Myer", is written over the signature line of the form.

Form COI-AI

PROGRESSIVE

WAIVER OF SUBROGATION ENDORSEMENT

This endorsement modifies insurance provided under the following:

Business Auto Coverage Form
Motor Truck Cargo Legal Liability Coverage Form
Commercial General Liability Coverage Form

We agree to waive any and all subrogation claims against the person or organization designated below except for losses that are due in whole or part to the negligence or errors and omissions of the designated person or organization.

Jefferson Parish Department of General Services
200 Derbigny Street
Gretna, LA 70053

This endorsement applies to Policy Number: 04629640-6

Issued to: CMS Pest Control, LLC

Endorsement Effective: 07/06/2016

Expiration: 09/30/2016

All other terms, limits and provisions of this policy remain unchanged.



CMS PEST CONTROL, L.L.C.

General Information

Name: CMS PEST CONTROL, L.L.C.
Type: Domestic LLC Reg. Articles of Organization
City: KENNER
Status: ACTIVE
Previous Names: N/A
Charter Number: 35449539K
Registration Date: 03/20/2003

Domicile Address

665 SPARTAN LANE
KENNER, LA 70065

Mailing Address

665 SPARTAN LANE
KENNER, LA 70065

Status

Status: ACTIVE
Annual Report Status: Yes
File Date: 03/20/2003
Last Report Filed: 03/08/2016
Type: Domestic LLC Reg. Articles of Organization

Registered Agents

MARK STEVENS SR. appointed on 03/07/2013
665 SPARTAN LN.
KENNER, LA 70065

Officers

MARK J. STEVENS, SR.
MEMBER
665 SPARTAN LANE
KENNER, LA 70065

SHIRLEY D. STEVENS
MEMBER, MANAGER
665 SPARTAN LANE
KENNER, LA 70065

Amendments on File

Description	Date
Annual Report	02/27/2004
Annual Report	02/15/2005
Annual Report	02/15/2006
Annual Report	02/13/2007
Annual Report	02/26/2008
Annual Report	02/18/2009
Annual Report	02/24/2010
Annual Report	02/20/2011
Annual Report	03/06/2012
Annual Report	03/07/2013
Annual Report	02/23/2014
Annual Report	02/26/2015
Annual Report	03/08/2016

Attachment "A"

CONTRACTOR'S REFERENCE LIST	
Building Name - Jewish Federation of Greater Ph	Square Footage - 45,000
Address - 3747 West Esplanade	
City & State - Metairie LA.	ZIP - 70002
Contact Person - Keith Ross	Title - PLANT MANAGER
Telephone - 780-5600	Fax -
Building Name - Campos Medical Pharmacy	Square Footage - 2,200
Address - 660 Distributor Row Suite A Bld	
City & State - Norahan LA	ZIP - 70123
Contact Person - Danny Donato	Title - MANAGER
Telephone - 731-3401	Fax -
Building Name - G.B. Restaurant Madigans Bar	Square Footage - 2,300
Address - 3117 Maple St.	
City & State - New Orleans LA	ZIP - 70118
Contact Person - Charlie Griffin (owner)	Title - OWNER
Telephone - 504-861-0067	Fax -
Building Name - Dura Med Ins	Square Footage - 5,300
Address - 1015 34th St	
City & State - Kenner LA	ZIP - 70062
Contact Person - Decastro	Title - OWNER
Telephone - 504-467-4057	Fax -
Building Name - Wynnoven Health Care	Square Footage - 1,000,000
Address - 1050 Medical Center Blvd	
City & State - Marrero LA	ZIP - 70177
Contact Person - Derryll	Title - PLANT OPERATOR
Telephone - 504-347-0777	Fax -



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**50-116830 Two year contract for pest control for various Jefferson Parish
Buildings- General Services.**
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com
29-Jun-2016 07:51:50 PM



Bid Number 50 - 116830

Two year contract for pest control for various Jefferson Parish
Buildings-General Services.

JULY 7, 2016 AT 2:00 PM

ATTENTION VENDORS!!!

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

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

Section 10.0 – Pesticide Application:

The successful bidder shall not apply any pesticide product that has not been included in the pest control plan or approved in writing by the owner. Pesticide applications shall be according to need not by schedule. As general rule, application of pesticides in any area inside or outside the premises shall not occur unless visual inspections or monitoring devices indicate the presence of pests in that specific area.

Preventative pesticide treatments of areas determined to be at high risk for infestation by insects or rodents, through inspection at the onset of the program or as part of a maintenance program, are acceptable.

Section 11.0 – Reports:

A report shall be made on each building serviced under this contract and shall include the following information: problems discovered during inspection, action taken to correct problems, chemicals (generic names) used, dilution/strengths, types of infestations found and their locations and activities inside and outside of the building. Any needed improvements in housekeeping practices as related to pest control programs, structural deficiencies, and other services rendered during the reporting period should also be included in this report.

After the initial clean out and with each regular monthly treatment, a service report must be mailed to:

Jefferson Parish General Government Building
Department of General Services
200 Derbigny Street, Suite 3300
Gretna, LA 70053

Section 12.0 – Billing:

The successful bidder shall submit an individual invoice for each location serviced under this contract, on the first of each month. The invoices shall be mailed to:

Jefferson Parish General Government Building
Department of General Services
200 Derbigny Street, Suite 3300
Gretna, LA 70053

Section 9.0 – Bid Specifications: continued

- Upon execution of the contract, there shall be an initial clean out of all buildings listed in section 7.0. The areas services on the clean out are as follows: all offices, all courtrooms, snack bars and vending machine areas, all kitchens and kitchenettes, all lunch rooms, all kitchen equipment, all food storage areas, warehouse, custodial closets, the crosswalks, mechanical rooms, any room that has a floor drain, sink or water supply dispenser, and breezeways connecting all buildings. This means the entire buildings and structures.
- There shall be a seven (7) to ten (10) day follow-up treatment to ensure reduction of any active infestation. Following the initial clean out and follow-up treatment, a regular monthly service, inspection, and treatment, (except for the Jefferson Parish Correctional Center dayrooms, which shall be treated twice per month), shall be scheduled to cover all restrooms, corridor walls and thresholds, custodial closets, kitchens and lunch areas, snack bars and vending machine areas, etc., where applicable.
- In addition to regular monthly treatments, (except for the Jefferson Parish Correctional Center dayrooms, which shall be treated twice per month), all offices will be treated on a complaint basis only. The contractor shall respond within twenty-four (24) hours of the complaint.
- A square foot cost for addition of square footage shall be provided for this bid.
- **Jefferson Parish Correctional Center:**

The Jefferson Parish Correctional Center will require additional treatment above the basic service for the control of mice, rats, and rodents. Areas include, but are not limited to the exterior of the building around the loading dock and trash compactor area, also both interior warehouse and dry food storage areas.

Due to the volume of warehouse turn-over and food disposal, the facility will require servicing on a bi-weekly basis. Any emergency visits will be done at no additional charge to owner. The response time for emergency visits shall be within twenty-four (24) hours.

The Jefferson Parish Correctional Center must be serviced on Wednesday morning, or at the discretion of the Prison Administration.

The bidder shall provide and install snap traps, ketch alls, glue boards, tracking powder and rodenticides. The equipment will be placed approximately ten (10) to twenty (20) feet apart, or as necessary. Vendor shall at all times comply with state and federal regulations.

Section 8.0 – Locations: continued

- Juvenile Services Warehouse
1651 Manhattan Boulevard
Harvey, LA

- Juvenile Justice Court
1546-A Gretna Boulevard
Harvey, LA

Section 9.0 – Bid Specifications:

The following work shall be performed:

- Combat and control all pest problems, inside and outside of buildings.
- All services shall include the extermination but is not limited to the following;
 - Roaches
 - Ants
 - Water bugs
 - Silverfish
 - Crickets
 - Spiders
 - Earwigs
 - Firebrats
 - Fleas
 - Paper mites
 - Book lice
 - Body crabs
 - Millipedes
 - Gnats
 - Fruit flies
 - Beetles
 - Mice
 - Rats
 - Rodents
 - Wasps
 - Bees

Section 8.0 – Locations: continued

- Marrero/Harvey Senior Center
4400 Seventh Street
Marrero, LA
- Joseph S. Yenni Building
1221 Elmwood Park Boulevard
Jefferson, LA
- First Parish Court
924 David Drive
Metairie, LA
- Jefferson Senior Center
4518 Jefferson Highway
Jefferson, LA
- Metairie Senior Center
265 N. Causeway Boulevard
Metairie, LA
- East Bank Health Unit
111 N. Causeway Boulevard
Metairie, LA
- East Bank Juvenile Services (Causeway Building)
3420 N. Causeway Boulevard
Metairie, LA
- Bridge City Senior Center
1601 Bridge City Avenue
Bridge City, LA
- Surplus Property
920 David Drive
Metairie, LA
- Juvenile Justice Complex (Includes Rivarde Detention)
1546-B Gretna Boulevard
Harvey, LA

Section 8.0 – Locations: continued

- Inspection and Code Enforcement
400 Maple Street
Harvey, LA
- West Bank Health Unit
1855 Ames Boulevard
Marrero, LA
- General Government Building
200 Derbigny Street
Gretna, LA
- Thomas F. Donelon Building
200 Derbigny Street
Gretna, LA
- District Attorney's Office Building
200 Derbigny Street
Gretna, LA
- Central Plant
960 1st Street
Gretna, LA
- Parking Garage
300 Derbigny Street
Gretna, LA
- Emergency Operations & Communication Center
910 3rd Street
Gretna, LA
- Second Parish Court
100 Huey P. Long Avenue
Gretna, LA
- Clerk of Court – Evidence Building
1128 4th Street
Gretna, LA

Section 6.0 – Quantities/Inspection:

Bidders shall be allowed to inspect all sites prior to submitting a bid, in order to determine the square footage, configuration, etc., to be serviced. Bidders will be provided a schedule of inspection dates and times at the mandatory Pre-Bid Conference. These inspections are not mandatory. This contract shall cover the interior of all buildings and a minimum distance of one hundred feet (100') around the exterior of all buildings identified in Section 7.0 of these specifications.

Jefferson Parish reserves the right to add or delete any buildings for any reason under the terms and conditions of this contract. A five (5) day notice will be given to the successful bidder prior to the addition or reduction of services.

Section: 7.0 – Standards:

The work under this contract shall conform to all pesticide application regulations of Federal, State, and Local government agencies, as well as all pesticide governing agencies such as Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), Louisiana Department of Agriculture, EPA, etc.

Section 8.0 – Locations:

The following locations shall be included in this bid:

- Salvador A. Liberto Building
200 Huey P. Long Avenue
Gretna, LA

- Local History Museum
519 Huey P. Long Avenue
Gretna, LA

- Charles B. Odom, Sr., Service Center
5001 West Bank Expressway
Marrero, LA

- Jefferson Parish Correctional Center
100 Dolhonde Street
Gretna, LA

- Children's Advocacy Center
220 Lavoisier Street
Gretna, LA

Section 4.0 - License Requirements:

As per Louisiana state statute RS 3:3242 and 3243 the following license issued by the Louisiana State Department of Agriculture and Forestry shall be required for this bid:

- Structural pest control operators license
- General pest control license
- Commercial Vertebrate license

NOTE: A copy of the front and back of all licenses and certifications cards listed above shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.

Section 5.0 – Submittals:

With bid proposal or within ten (10) days of bid opening date, all bidders shall provide the required submittals and other information listed below for owner review and approval. Failure to provide the requested information will result in the bid being deemed non-responsive.

- Five (5) references concerning projects of similar size, scope, and dollar value as described in these specifications. Include building names, addresses, telephone numbers, contact person(s), and dates of completion. Use the attached form titled **“Contractor’s Reference List”**. See **Attachment “A”**
- A pest control plan for each building identified in Section 7.0 shall be submitted to the owner for review and approval. The pest control plan shall consist of five parts:
 1. Proposed methods for control, including labels and Safety Data Sheets (MSDS) for all pesticides to be used. A list of brand names of rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, and any other control devices or equipment should also be included.
 2. A proposed pest population level referred to as a predetermined tolerance threshold, if thresholds exist for the given pest.
 3. A service schedule for each building. Frequency of Contractor visits shall depend on the specific pest control needs of each premise.
 4. A description of any structural or operational changes that would facilitate the pest control effort.
 5. A copy of the commercial pesticide applicator license for every Contractor’s representative who will be performing on-site service under contract.

Two year contract to perform pest control services and inspections at various Jefferson Parish Buildings for the Department of General Services

Section 1.0 – Pre-Bid Conference:

A MANDATORY Pre-Bid Conference will be held:

Location: 200 Derbigny Street, Suite 4400, Jefferson Parish General Government Building, Gretna, La. 70053

Date: June 23, 2016

Time: 10:00 AM

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.

Section 2.0 – Scope:

Provide a two (2) year contract for pest control services for various locations for the Jefferson Parish Department of General Services:

- All labor necessary to provide services.
- All materials, include but not limited to chemicals, traps, etc., needed to provide services.
- All equipment needed to provide services.

Section 3.0 – Performance Bond

A performance bond in the amount of 50% of the total contract amount will be required. Performance bond shall be produced upon contract execution.

Section 3.1 – Bid Bond

A bid bond will be required with bid submission in the amount of 5% of the total bid submitted. Acceptable forms shall be limited to cashier's check, certified check, money order, or surety bid bond. If submitting bid online, vendors must submit bond through respective online clearinghouse bond management system as indicated in the Electronic Procurement System.

Section 13.0 – Frequency of Service:

The successful bidder and the Department of General Services will set a schedule for site visits at each building during the pre-construction meeting between the successful contractor and the Department of General Services. A representative from the Department of General Services shall be assigned to escort the contractor's and his employees while at all Jefferson Parish Buildings. All contractors and their employees will be required to sign in and out at all parish buildings.

In addition to the scheduled visits, the contractor will be required, at no extra costs to the Parish of Jefferson, to visit sites and perform necessary pesticide treatments within twenty-four (24) hours after receiving notice from the Department of General Services that additional pest control is needed. Additionally, the contractor's management and technical staff should be available for consultation on an as needed basis, via telephone and/or personal visit.

Section 14.0 – Hours of Work:

Work shall be performed during normal working hours Monday thru Friday 7:00 a.m. – 4:00 p.m.

Section 15.0 – Cleaning Area and Safety:

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. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

Section 16.0 – Existing Structure

Should any cutting, patching, alteration, addition, or repairs to existing structure, wall, floor, ceiling, or part of building be required of this project, the successful bidder shall restore the alteration to its original condition, with the same type materials, finish, and workmanship.

Section 17.0 – Permits:

The successful bidder shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement. The successful bidder shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to the Department of General Services before final payment is rendered.

Section 18.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences.

No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of General Services.

The information listed is an approximate square footage and is being provided for reference use only. All bidders must visit the sites and perform their own measurements. If a location is not listed it is the responsibility of the bidder to visit the site and gather their own measurements.

BUILDING	ADDRESS	Approximate Square footage
911/EOC Building	910 3rd St.	75,000
Central Plant Building	960 1st St.	16,837
Children's Advocacy	220 Lavoisier St	1,450
Code Enforcement Building	400 Maple Ave.	7,525
Donelon Building	200 Derbigny St.	72,324
District Attorney's Building	100 Derbigny St.	72,488
E/B Juvenile Svcs. Bldg.	3420 N. Causeway Blvd	32,896
First Parish Court	920 David Drive	32,405
Evidence Building	1128 4th St.	6,768
General Gov't. Bldg.	200 Derbigny St.	136,200
E.B. Health Unit	111 N. Causeway Blvd.	24,647
W.B. Health Unit	1855 Ames Blvd.	50,000
JPCC Building	100 Dolhonde St.	107,954
Liberto Building	200 Huey P. Long Ave.	10,691
Local History Museum	519 Huey P. Long Ave.	42,000
Odom Building	5001 West bank Expwy	47,750
Gretna Parking Garage	300 Derbigny St.	1,500
Senior Center - Bridge City	1601 Bridge City Ave.	6,200
Senior Center - Marrero	4420 Seventh St.	5,641
Senior Center - Jefferson	4518 Jefferson Hwy.	6,000
Senior Center - Metairie	265 N. Causeway Blvd.	8,700
Second Parish Court	100 Huey P. Long Ave.	67,155
Surplus Property Building	920 David Drive	10,000
Yenni Building	1221 Elmwood Park Blvd	226,560

DATE: 6/14/2016

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00116830

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

BUYER: DREAMEY@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 7/07/2016 AND PUBLICLY OPENED THEREAFTER.

LATE BIDS WILL NOT BE ACCEPTED

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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

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

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

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

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

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

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

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

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

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

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are encouraged 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 the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

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

ADDITIONAL REQUIREMENTS FOR THIS BID

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

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

MANDATORY

PRE-BID CONFERENCE TO BE HELD AT: 200 DERBIGNY ST. SUITE 4400 , GENERAL GOVERNMENT BUILDING GRETNA, AT 10:00 AM ON 6/23/2016

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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.

INSURANCE REQUIREMENTS - BIDS

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

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

1. WORKER'S COMPENSATION INSURANCE

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

2. COMMERCIAL GENERAL LIABILITY

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

3. COMPREHENSIVE AUTOMOBILE LIABILITY

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

DEDUCTIBLES

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

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

UMBRELLA LIABILITY COVERAGE

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

CONSTRUCTION AND RENOVATION PROJECTS:

Unless otherwise specified in the bid, these additional insurance is required. Such insurance is due upon contract execution.

OWNER'S PROTECTIVE LIABILITY

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

BUILDER'S RISK INSURANCE

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

NOTE for CERTIFICATE HOLDER:

All insurance certificates shall list the certificate holder as follows:

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

Revised 2.10.2014

Non-Public Works Bid Affidavit Instructions

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

Instruction sheet may be omitted when submitting the affidavit



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**50-116830 Two year contract for pest control for various Jefferson Parish
Buildings- General Services.**
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com

29-Jun-2016 07:51:50 PM



Bid Number 50 - 116830

Two year contract for pest control for various Jefferson Parish
Buildings-General Services.

JULY 7, 2016 AT 2:00 PM

ATTENTION VENDORS!!!

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

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



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**50-116830 Two year contract for pest control for various Jefferson Parish
Buildings- General Services.**
Jefferson Parish Government

Project documents obtained from www.CentralBidding.com

28-Jun-2016 02:03:15 PM



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

June 28, 2016

ADDENDUM # 1

Bid No.: 50-0116830

Bid Opening Date: 07/07/2016

For: Two year contract for pest control for Jefferson Parish General Services.

Specification Additions:

Section 4.0 – License Requirements: Add the following.

All employees performing pest control services on parish buildings shall be a registered technician and have a registration card issued by the Louisiana Department of Agriculture and Forestry. A copy of the front and back of this license shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.

Section 9.0 – Bid Specifications: Add the following.

No sub-contractors shall be used for this contract.

Sincerely,

Donna Reamey

Donna Reamey, Buyer II
Jefferson Parish Purchasing Department

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

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

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

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 ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED 0 %
INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 45 days per contract bid

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
14210

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

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Quad Enterprises LLC d/b/a Titan Exterminating + Home Services

ADDRESS: 3021 Texas Avenue

CITY, STATE: Kenner, La. ZIP: 70065

TELEPHONE: (504) 228-2282 FAX: (504) 287-4766

EMAIL ADDRESS: dl titan77@gmail.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 - David Lasseigne
NUMBER: _____
NUMBER: _____
NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ \$50,400.00

AUTHORIZED SIGNATURE: David Lasseigne

David Lasseigne
Printed Name

TITLE: owner

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

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

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PROVIDE A TWO (2) YEAR CONTRACT FOR PEST CONTROL SERVICES FOR VARIOUS JEFFERSON PARISH FACILITIES. FOR THE DEPARTMENT OF GENERAL SERVICES. AS PER ATTACHED SPECIFICATIONS:		
1	1.00	MO	0001 PROVIDE A COST 1ST MONTH OF SERVICE FOR THE INITIAL CLEAN OUT TREATMENT OF THE GENERAL GOVERNMENT BUILDING.	\$65.00	\$65.00
2	23.00	MO	0020-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE GENERAL GOVERNMENT BUILDING.	\$65.00	\$1,495.00
3	1.00	MO	0030-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF SURPLUS PROPERTY	\$65.00	\$65.00
4	23.00	MO	0040-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR SURPLUS PROPERTY	\$65.00	\$1,495.00
5	1.00	MO	0050-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE DONELON BUILDING	\$65.00	\$65.00
6	23.00	MO	0060-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE DONELON BUILDING	\$65.00	\$1,495.00
7	1.00	MO	0070-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF CENTRAL PLANT	\$65.00	\$65.00
8	23.00	MO	0080-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CENTRAL PLANT	\$65.00	\$1,495.00
9	1.00	MO	0090-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE DA BUILDING	\$65.00	\$65.00
10	23.00	MO	0100-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE DA BUILDING	\$65.00	\$1,495.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
11	1.00	MO	0110-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00
			TREATMENT OF SECOND PARISH COURT		
12	23.00	MO	0120-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE SECOND PARISH COURT	\$65.00	\$1,495.00
13	1.00	MO	0130-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00
			TREATMENT OF THE LIBERTO BUILDING		
14	23.00	MO	0140-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE LIBERTO BUILDING	\$65.00	\$1,495.00
15	1.00	MO	0150-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00
			TREATMENT OF LOCAL HISTORY MUSEUM		
16	23.00	MO	0160-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR LOCAL HISTORY MUSEUM	\$65.00	\$1,495.00
17	1.00	MO	0170-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00
			TREATMENT OF THE ODOM BUILDING		
18	23.00	MO	0180-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE ODOM BUILDING	\$65.00	\$1,495.00
19	1.00	MO	0190-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00
			TREATMENT OF THE CLERK OF COURT-EVIDENCE BUILDING		
20	23.00	MO	0200-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CLERK OF COURT-EVIDENCE BUILDING	\$65.00	\$1,495.00
21	1.00	MO	0210-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65.00	\$65.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
22	23.00	MO	TREATMENT OF THE MARRERO/HARVEY SENIOR CENTER 0220-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE MARRERO/HARVEY SENIOR CENTER	\$65,00	\$1,495,00
23	1.00	MO	0230-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
24	23.00	MO	TREATMENT OF THE BRIDGE CITY SENIOR CENTER 0240-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE BRIDGE CITY SENIOR CENTER	\$65,00	\$1,495,00
25	1.00	MO	0250-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$400,00	\$400,00
26	23.00	MO	TREATMENT OF THE JPCC 0260-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JPCC	\$400,00	\$9,200,00
27	1.00	MO	0270-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
28	23.00	MO	TREATMENT OF THE CHILDREN'S ADVOCACY CENTER 0280-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE CHILDREN'S ADVOCACY CENTER	\$65,00	\$1,495,00
29	1.00	MO	0290-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
30	23.00	MO	TREATMENT OF INSPECTION AND CODE ENFORCEMENT 0300-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR INSPECTION AND CODE ENFORCEMENT	\$65,00	\$1,495,00
31	1.00	MO	0310-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
32	23.00	MO	TREATMENT OF THE EOCC 0320-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR EOCC	\$65,00	\$1,495.00
33	1.00	MO	0330-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
34	23.00	MO	TREATMENT OF JUVENILE JUSTICE COURT 0340-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR JUVENILE JUSTICE COURT	\$65,00	\$1,495.00
35	1.00	MO	0350-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
36	23.00	MO	TREATMENT OF JUVENILE JUSTICE COMPLEX 0360-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR JUVENILE JUSTICE COMPLEX	\$65,00	\$1,495.00
37	1.00	MO	0370-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
38	23.00	MO	TREATMENT FOR THE JUVENILE SERVICES WAREHOUSE 0380-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JUVENILE SERVICES WAREHOUSE	\$65,00	\$1,495.00
39	1.00	MO	0390-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
40	23.00	MO	TREATMENT OF THE YENNI BUILDING 0400-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE YENNI BUILDING	\$65,00	\$1,495.00
41	1.00	MO	0410-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT	\$65,00	\$65,00
42	23.00	MO	TREATMENT OF FIRST PARISH COURT 0420-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR FIRST PARISH COURT	\$65,00	\$1,495.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
43	1.00	MO	0430-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF JEFFERSON SENIOR CENTER	\$65,00	\$65,00
44	23.00	MO	0440-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE JEFFERSON SENIOR CENTER	\$65,00	\$1,495,00
45	1.00	MO	0450-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE METAIRIRE SENIOR CENTER	\$65,00	\$65,00
46	23.00	MO	0460-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE METAIRIE SENIOR CENTER	\$65,00	\$1,495,00
47	1.00	MO	0470-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF EASTBANK JUVENILE SERVICES BUILDING	\$65,00	\$65,00
48	23.00	MO	0480-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE EASTBANK JUVENILE SERVICES BUILDING	\$65,00	\$1,495,00
49	1.00	MO	0490-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE WESTBANK HEALTH UNIT	\$65,00	\$65,00
50	23.00	MO	0500-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR WESTBANK HEALTH UNIT	\$65,00	\$1,495,00
51	1.00	MO	0510-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE EASTBANK HEALTH UNIT	\$65,00	\$65,00
52	23.00	MO	0520-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE EASTBANK HEALTH UNIT	\$65,00	\$1,495,00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116830

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
53	1.00	MO	0530-PROVIDE A COST (1ST MONTH OF SERVICE) FOR THE INITIAL CLEAN OUT TREATMENT OF THE PARKING GARAGE	\$ 75,00	\$ 75,00
54	23.00	MO	0540-PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES FOR THE PARKING GARAGE	\$ 75,00	\$ 1,725,00
55	1.00	SQFT	0550-PROVIDE A SQUARE FOOT COST FOR THE THE ADDITION OF BUILDINGS	\$,010	\$,010
				Per square foot	Per square foot

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Quad Enterprises L.L.C d.b.a. Titan Exterminating & Home Services
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Quad Enterprises L.L.C d.b.a. Titan Exterminating & Home Services
INCORPORATED, DULY NOTICED AND HELD ON 7-6-16,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

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

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

David Lasseigne
SECRETARY-TREASURER

7-6-16
DATE

BID BOND NO. LPC-LA-BB-34521883-00

DATE BOND EXECUTED

7/6/2016

PRINCIPAL (Legal name and business address)

Titan Exterminating & Home Services

Quad Enterprises LLC

3021 Texas Ave

Kenner, LA 70065

TYPE OF ORGANIZATION

LLC

STATE OF INCORPORATION

LA

SURETY (Name and Business address)

Louisiana Pest Control Insurance Company

3042 Old Forge Drive, Suite A

Baton Rouge, LA 70808

PENAL SUM OF BOND

\$2,520

BID IDENTIFICATION

BID DATE

7/6/2016

CONTRACT

Jefferson Parish Department Of General Services

200 Derbigny St Ste 3300

Gretna, LA 70053

OBLIGATION:

We, the Principal and Surety, are firmly bound to the Obligee, Jefferson Parish Department Of General Services, in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

CONDITIONS:

The Principal has submitted the bid identified above.

THEREFORE:

The above obligation is void if the Principal (a) upon acceptance by Obligee of the bid identified above, within the period specified therein for acceptance (sixty (60) days if no period is specified), executes the further contractual documents and gives the bond(s) required by the terms of the bid as accepted within the time specified (ten (10) days if no period is specified), after the receipt of the forms by the Principal; or (b) in the event of failure so to execute such further contractual documents and give such bonds, pays the Obligee for any cost of procuring the work which exceeds the amount of the bid.

The Surety executing this instrument agrees that its obligation is not impaired by any extension(s) of the time for acceptance of the bid that the Principal may grant the Obligee. Notice to the Surety of extension(s) is/are required. However, the extension(s) apply only to extensions aggregating not more than sixty (60) calendar days in addition to the period originally allowed for acceptance of the bid.

WITNESS:

The Principal and Surety executed this bid bond and affixed their seals on the above date.

Titan Exterminating & Home Services

Signature(s)

1. *David Lussigny*

2.

Name(s) & Title(s)

1. *David Lussigny - OWNER*

2.

Louisiana Pest Control Insurance Company

Louisiana Pest Control Insurance Company

By: *[Signature]*
Attorney-in-fact

BID BOND NO. LPC-LA-BB-34521883-00

LPC-15-19587



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/21/2016

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

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

PRODUCER LIPCA Inc. PO Box 80663 Baton Rouge, LA 70898	CONTACT NAME: LIPCA, Inc.	
	PHONE (A/C, No, Ext): (225) 927-3283	FAX (A/C, No): (225) 927-3295
INSURED Titan Exterminating & Home Services Quad Enterprises LLC 3021 Texas Ave Kenner, LA 70065	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Gemini Insurance Company	NAIC # 10833
	INSURER B : LWCC	22350
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 39176

REVISION NUMBER: 20160721

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			LGL0004334 01	7/21/2016	7/21/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	Deductible 500						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			144411-A	5/20/2016	5/20/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Parish of Jefferson, It's Districts, departments, & agencies under the direction of the parish president & the parish council. Bid # 50-00116830. Two year contract for pest control for various Jefferson parish buildings - general services Jefferson Parish Government

CERTIFICATE HOLDER

Jefferson Parish Department Of General Services
200 Derbigny St Ste 3300
Gretna, LA 70053

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

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED (INCLUDING COMPLETED OPERATIONS)
AUTOMATIC STATUS WHEN REQUIRED IN WRITTEN AGREEMENT WITH YOU**

The insurance provided by this endorsement shall not serve to increase our limits of insurance as described in **SECTION III-LIMITS OF INSURANCE**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Section II – Who Is An Insured is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or written agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for:
1. "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf in the performance of your ongoing operations and for that additional insured.
 2. bodily injury" or "property damage" included in the "products-completed operations hazard" (completed operations) in respect of "your work" performed for that additional insured
- B. This insurance shall be considered primary if any other valid and collectible insurance is available to any person or organization included as an additional insured under this endorsement and such other insurance shall be excess of and will not contribute to the insurance afforded by this endorsement.
- C. We will waive any right of recovery we may have against any person or organization whom you have agreed to waive such right of recovery in a written contract or written agreement because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included within the "products-completed operations hazard."
- D. With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:
This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
1. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 2. Supervisory, inspection, architectural or engineering activities.

All other terms, conditions and exclusions under the policy are applicable to this Endorsement and remain unchanged.

TITAN EXTERMINATING & HOME SERVICES

Primary Lic: 3021 TEXAS AVE Parish: Jefferson LDAF ID: 95596
Mailing Address: KENNER, LA 70065 Phone: 504-228-2282
Physical Address: 3021 TEXAS AVE Fax: 985-307-0808 Tax ID: 52-2443754
KENNER, LA 70065

Permit Type: Place of Business Insurance Policy: LGL0004334 01 GEMINI INS CO
Permit Eff Date: 07/01/2016 Insurance Eff: 07/21/2016
Permit Exp Date: 06/30/2017 Insurance Exp: 07/21/2017
Permit Print Date: 06/09/2015 Bond Eff: 09/01/2012
Permit Iss Date: 07/06/2016 Bond Exp:
Issued by: tperkins

Permit Employees:	
LDAF ID	Name
14210	LASSEIGNE, DAVID M
157853	TOAL, DAVID

Certified for	Primary for	Recertify by
P1,P2,P3	LP1,LP2,LP3	12/31/2017 06/30/2017

State Occupational Business Permit



City of Kenner

1801 Williams Blvd
Kenner, LA 70062

QUAD ENTERPRISES LLC
3021 TEXAS
KENNER, LA 70065

**** NOTICE ****

This license becomes null & void if ownership, business name or address is changed. Licensee must apply within 10 days of such change for transfer. Fee will apply. All applicable building & zoning regulations pertaining to business location must be followed.

TITAN EXTERMINATING AND HOME SERVICES
3021 TEXAS AVE
KENNER, LA 70065

2016

Business License

Business License ID
24094
Type
LIMITED LIABILITY COMPANY
PEST CONTROL

Number
12572
Issued
06/16/2016
Valid thru
12/31/2016

Code Enforcement Director

***** POST THIS LICENSE IN A CONSPICUOUS PLACE *****

Front side of
pest control license

LOUISIANA DEPARTMENT OF
AGRICULTURE & FORESTRY
IDENTIFICATION CARD

NOT AN EMPLOYEE OF THE STATE



TITAN EXTERMINATING & HOME SERVICES
DAVID M LASSEIGNE
3021 TEXAS AVE
KENNER, LA 70065
REGISTRATIONS
ST

ID Number
00014210

Effective Date: 03/31/2015

Michael Strain
MICHAEL STRAIN, DIV. COMMISSIONER

Back side of
Pest Control license



CERTIFIED, LICENSED OR REGISTERED AS
(ST) STRUCTURAL PEST CONTROL LICENSEE

CATEGORIES

RECERTIFY BY

LP1-General Pest Control	12/31/2017
LP2-Commercial Vertebrate Control	12/31/2017
LP3-Termite Control	12/31/2017

SIGNATURE: _____

LDAF PESTICIDE SPILL HOTLINE: 225-925-3763
LA POISON CONTROL CENTER: 800-222-1222

LOUISIANA DEPARTMENT OF
AGRICULTURE & FORESTRY
IDENTIFICATION CARD

NOT AN EMPLOYEE OF THE STATE



TITAN EXTERMINATING & HOME SERVICES
DAVID TOAL
224 LONGVIEW
DESTREHAN, LA 70047

REGISTRATIONS
ST

ID Number
00157853

Effective Date: 2/23/2016

MIKE STRAIN DVM. COMMISSIONER

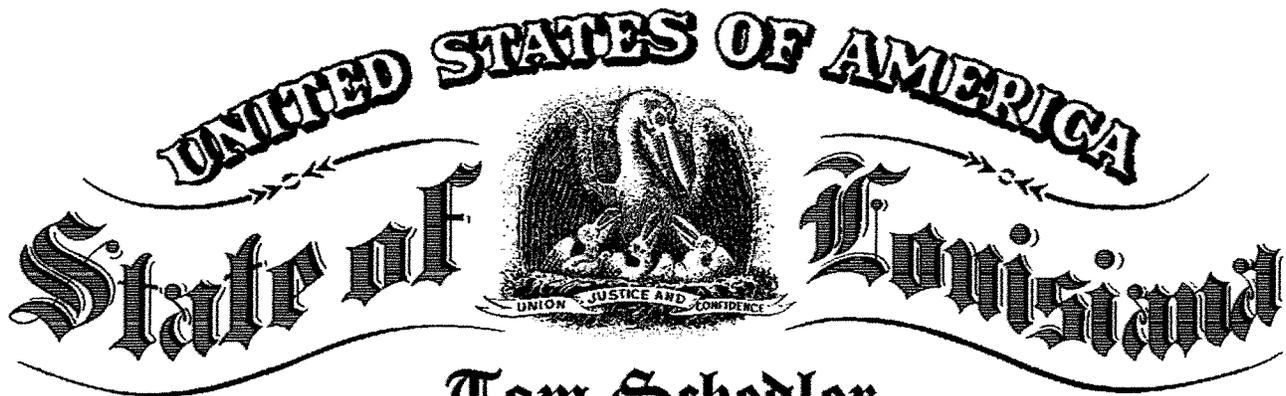


CERTIFIED, LICENSED OR REGISTERED AS
(ST) STRUCTURAL PEST CONTROL TECHNICIAN
CATEGORIES
P1-General Pest Control
P2-Commercial Vertebrate Control
P3-Termite Control

RECERTIFY BY
6/30/2017
6/30/2017
6/30/2017

SIGNATURE: _____

LDAF PESTICIDE SPILL HOTLINE: 225-925-3763
LA POISON CONTROL CENTER: 800-222-1222



Tom Schedler

SECRETARY OF STATE

As Secretary of State of the State of Louisiana, I do hereby Certify that

QUAD ENTERPRISES, L.L.C.

A limited liability company domiciled in KENNER, LOUISIANA,

Filed charter and qualified to do business in this State on July 19, 2004,

I further certify that the records of this Office indicate the company has paid all fees due the Secretary of State, and so far as the Office of the Secretary of State is concerned, is in good standing and is authorized to do business in this State.

I further certify that this certificate is not intended to reflect the financial condition of this company since this information is not available from the records of this Office.

In testimony whereof, I have hereunto set my hand and caused the Seal of my Office to be affixed at the City of Baton Rouge on,

May 25, 2016

Secretary of State

Web 35744718K



Certificate ID: 10715122#UXB42

To validate this certificate, visit the following web site, go to **Business Services**, **Search for Louisiana Business Filings**, **Validate a Certificate**, then follow the instructions displayed.
www.sos.la.gov

Tom Schedler
Secretary of State

State of Louisiana
Secretary of State

COMMERCIAL DIVISION

225.925.4704



Fax Numbers
225.932.5317 (Admin. Services)
225.932.5314 (Corporations)
225.932.5318 (UCC)

Name	Type	City	Status
QUAD ENTERPRISES, L.L.C.	Limited Liability Company	KENNER	Active

Business: QUAD ENTERPRISES, L.L.C.

Charter Number: 35744718K

Registration Date: 7/19/2004

Domicile Address

3021 TEXAS AVENUE

KENNER, LA 70065

Mailing Address

C/O DAVID LASSEIGNE

3021 TEXAS AVENUE

KENNER, LA 70065

Status

Status: Active

Annual Report Status: In Good Standing

File Date: 7/19/2004

Last Report Filed: 7/3/2015

Type: Limited Liability Company

Registered Agent(s)

Agent:	DAVID LASSEIGNE
Address 1:	3021 TEXAS AVENUE
City, State, Zip:	KENNER, LA 70065
Appointment Date:	7/19/2004

Officer(s)

Additional Officers: No

Officer:	DAVID LASSEIGNE
Title:	Manager, Member
Address 1:	3021 TEXAS AVENUE
City, State, Zip:	KENNER, LA 70065

CONTRACTOR'S REFERENCE LIST

Company Name: Jefferson Parish Public School Syst		Size of Area Serviced: 8-10 million sqft	
Address: 4600 River Road			
City/State/Zip: Marrero, La 70072		Current or Past Client: Current Client	
Contact Person: Philip Walthers		Title: Director of Facilities + Maintenance	
Telephone/Fax: 504-349-7714 / 504-349-7781		E-Mail: philip.walthers@jpps.k12.la.us	
Company Name: New Beginnings School Foundation		Size of Area Serviced: 1 million sqft	
Address: 2045 Lakeshore Dr., Suite 415			
City/State/Zip: New Orleans, La 70122		Current or Past Client: Current client	
Contact Person: Thomas Stevens		Title: Director of Facility services	
Telephone/Fax: 504-280-2309 / 504-280-2312		E-Mail: thomas.stevens@newbeginningsnola.net	
Company Name: Nicholls State University		Size of Area Serviced: 4-5 million sqft	
Address: 906 E. 1st Street			
City/State/Zip: Thibodaux, La. 70310		Current or Past Client: Past client	
Contact Person: Terry G. Dupre, Sr.		Title: Director of Purchasing	
Telephone/Fax: 985-448-4031 / 985-448-4921		E-Mail: terry.dupre@nicholls.edu	
Company Name: Jefferson Parish Public Libraries		Size of Area Serviced: 200,000-300,000 sqft	
Address: 4747 W. Napoleon Avenue			
City/State/Zip: Metairie, La. 70001		Current or Past Client: Current client	
Contact Person: Betina Noveh		Title: Typist Clerk III	
Telephone/Fax: 504-838-1132 / 504-838-1110		E-Mail: enoveh@jefferson.lib.la.us	
Company Name: Jefferson Parish Public School Syst		Size of Area Serviced: 8-10 million sqft	
Address: 4600 River Road			
City/State/Zip: Marrero, La 70072		Current or Past Client: Current client	
Contact Person: Rebecca Daw		Title: Maintenance Supervisor	
Telephone/Fax: 504-364-7714 / 504-349-7781		E-Mail: rebecca.daw@jpps.k12.la.us	

4

Two year contract to perform pest control services and inspections at various Jefferson Parish Buildings for the Department of General Services

Section 1.0 – Pre-Bid Conference:

A MANDATORY Pre-Bid Conference will be held:

Location: 200 Derbigny Street, Suite 4400, Jefferson Parish General Government Building, Gretna, La. 70053

Date: June 23, 2016

Time: 10:00 AM

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.

Section 2.0 – Scope:

Provide a two (2) year contract for pest control services for various locations for the Jefferson Parish Department of General Services:

- All labor necessary to provide services.
- All materials, include but not limited to chemicals, traps, etc., needed to provide services.
- All equipment needed to provide services.

Section 3.0 – Performance Bond

A performance bond in the amount of 50% of the total contract amount will be required. Performance bond shall be produced upon contract execution.

Section 3.1 – Bid Bond

A bid bond will be required with bid submission in the amount of 5% of the total bid submitted. Acceptable forms shall be limited to cashier's check, certified check, money order, or surety bid bond. If submitting bid online, vendors must submit bond through respective online clearinghouse bond management system as indicated in the Electronic Procurement System.

Section 4.0 - License Requirements:

As per Louisiana state statute RS 3:3242 and 3243 the following license issued by the Louisiana State Department of Agriculture and Forestry shall be required for this bid:

- Structural pest control operators license
- General pest control license
- Commercial Vertebrate license

NOTE: A copy of the front and back of all licenses and certifications cards listed above shall be submitted with bid. Failure to submit this information with bid will deem the bid non-responsive.

Section 5.0 – Submittals:

With bid proposal or within ten (10) days of bid opening date, all bidders shall provide the required submittals and other information listed below for owner review and approval. Failure to provide the requested information will result in the bid being deemed non-responsive.

- Five (5) references concerning projects of similar size, scope, and dollar value as described in these specifications. Include building names, addresses, telephone numbers, contact person(s), and dates of completion. Use the attached form titled “**Contractor’s Reference List**”. See **Attachment “A”**
- A pest control plan for each building identified in Section 7.0 shall be submitted to the owner for review and approval. The pest control plan shall consist of five parts:
 1. Proposed methods for control, including labels and Safety Data Sheets (MSDS) for all pesticides to be used. A list of brand names of rodent bait boxes, insect and rodent trapping devices, pest monitoring devices, and any other control devices or equipment should also be included.
 2. A proposed pest population level referred to as a predetermined tolerance threshold, if thresholds exist for the given pest.
 3. A service schedule for each building. Frequency of Contractor visits shall depend on the specific pest control needs of each premise.
 4. A description of any structural or operational changes that would facilitate the pest control effort.
 5. A copy of the commercial pesticide applicator license for every Contractor's representative who will be performing on-site service under contract.

Section 6.0 – Quantities/Inspection:

Bidders shall be allowed to inspect all sites prior to submitting a bid, in order to determine the square footage, configuration, etc., to be serviced. Bidders will be provided a schedule of inspection dates and times at the mandatory Pre-Bid Conference. These inspections are not mandatory. This contract shall cover the interior of all buildings and a minimum distance of one hundred feet (100') around the exterior of all buildings identified in Section 7.0 of these specifications.

Jefferson Parish reserves the right to add or delete any buildings for any reason under the terms and conditions of this contract. A five (5) day notice will be given to the successful bidder prior to the addition or reduction of services.

Section: 7.0 – Standards:

The work under this contract shall conform to all pesticide application regulations of Federal, State, and Local government agencies, as well as all pesticide governing agencies such as Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), Louisiana Department of Agriculture, EPA, etc.

Section 8.0 – Locations:

The following locations shall be included in this bid:

- Salvador A. Liberto Building
200 Huey P. Long Avenue
Gretna, LA

- Local History Museum
519 Huey P. Long Avenue
Gretna, LA

- Charles B. Odom, Sr., Service Center
5001 West Bank Expressway
Marrero, LA

- Jefferson Parish Correctional Center
100 Dolhonde Street
Gretna, LA

- Children's Advocacy Center
220 Lavoisier Street
Gretna, LA

Section 8.0 – Locations: continued

- Inspection and Code Enforcement
400 Maple Street
Harvey, LA
- West Bank Health Unit
1855 Ames Boulevard
Marrero, LA
- General Government Building
200 Derbigny Street
Gretna, LA
- Thomas F. Donelon Building
200 Derbigny Street
Gretna, LA
- District Attorney's Office Building
200 Derbigny Street
Gretna, LA
- Central Plant
960 1st Street
Gretna, LA
- Parking Garage
300 Derbigny Street
Gretna, LA
- Emergency Operations & Communication Center
910 3rd Street
Gretna, LA
- Second Parish Court
100 Huey P. Long Avenue
Gretna, LA
- Clerk of Court – Evidence Building
1128 4th Street
Gretna, LA

Section 8.0 – Locations: continued

- Marrero/Harvey Senior Center
4400 Seventh Street
Marrero, LA
- Joseph S. Yenni Building
1221 Elmwood Park Boulevard
Jefferson, LA
- First Parish Court
924 David Drive
Metairie, LA
- Jefferson Senior Center
4518 Jefferson Highway
Jefferson, LA
- Metairie Senior Center
265 N. Causeway Boulevard
Metairie, LA
- East Bank Health Unit
111 N. Causeway Boulevard
Metairie, LA
- East Bank Juvenile Services (Causeway Building)
3420 N. Causeway Boulevard
Metairie, LA
- Bridge City Senior Center
1601 Bridge City Avenue
Bridge City, LA
- Surplus Property
920 David Drive
Metairie, LA
- Juvenile Justice Complex (Includes Rivarde Detention)
1546-B Gretna Boulevard
Harvey, LA

Section 8.0 – Locations: continued

- Juvenile Services Warehouse
1651 Manhattan Boulevard
Harvey, LA

- Juvenile Justice Court
1546-A Gretna Boulevard
Harvey, LA

Section 9.0 – Bid Specifications:

The following work shall be performed:

- Combat and control all pest problems, inside and outside of buildings.
- All services shall include the extermination but is not limited to the following;
 - Roaches
 - Ants
 - Water bugs
 - Silverfish
 - Crickets
 - Spiders
 - Earwigs
 - Firebrats
 - Fleas
 - Paper mites
 - Book lice
 - Body crabs
 - Millipedes
 - Gnats
 - Fruit flies
 - Beetles
 - Mice
 - Rats
 - Rodents
 - Wasps
 - Bees

Section 9.0 – Bid Specifications: continued

- Upon execution of the contract, there shall be an initial clean out of all buildings listed in section 7.0. The areas services on the clean out are as follows: all offices, all courtrooms, snack bars and vending machine areas, all kitchens and kitchenettes, all lunch rooms, all kitchen equipment, all food storage areas, warehouse, custodial closets, the crosswalks, mechanical rooms, any room that has a floor drain, sink or water supply dispenser, and breezeways connecting all buildings. This means the entire buildings and structures.
- There shall be a seven (7) to ten (10) day follow-up treatment to ensure reduction of any active infestation. Following the initial clean out and follow-up treatment, a regular monthly service, inspection, and treatment, (except for the Jefferson Parish Correctional Center dayrooms, which shall be treated twice per month), shall be scheduled to cover all restrooms, corridor walls and thresholds, custodial closets, kitchens and lunch areas, snack bars and vending machine areas, etc., where applicable.
- In addition to regular monthly treatments, (except for the Jefferson Parish Correctional Center dayrooms, which shall be treated twice per month), all offices will be treated on a complaint basis only. The contractor shall respond within twenty-four (24) hours of the complaint.
- A square foot cost for addition of square footage shall be provided for this bid.
- **Jefferson Parish Correctional Center:**

The Jefferson Parish Correctional Center will require additional treatment above the basic service for the control of mice, rats, and rodents. Areas include, but are not limited to the exterior of the building around the loading dock and trash compactor area, also both interior warehouse and dry food storage areas.

Due to the volume of warehouse turn-over and food disposal, the facility will require servicing on a bi-weekly basis. Any emergency visits will be done at no additional charge to owner. The response time for emergency visits shall be within twenty-four (24) hours. The Jefferson Parish Correctional Center must be serviced on Wednesday morning, or at the discretion of the Prison Administration.

The bidder shall provide and install snap traps, ketch alls, glue boards, tracking powder and rodenticides. The equipment will be placed approximately ten (10) to twenty (20) feet apart, or as necessary. Vendor shall at all times comply with state and federal regulations.

Section 10.0 – Pesticide Application:

The successful bidder shall not apply any pesticide product that has not been included in the pest control plan or approved in writing by the owner. Pesticide applications shall be according to need not by schedule. As general rule, application of pesticides in any area inside or outside the premises shall not occur unless visual inspections or monitoring devices indicate the presence of pests in that specific area.

Preventative pesticide treatments of areas determined to be at high risk for infestation by insects or rodents, through inspection at the onset of the program or as part of a maintenance program, are acceptable.

Section 11.0 – Reports:

A report shall be made on each building serviced under this contract and shall include the following information: problems discovered during inspection, action taken to correct problems, chemicals (generic names) used, dilution/strengths, types of infestations found and their locations and activities inside and outside of the building. Any needed improvements in housekeeping practices as related to pest control programs, structural deficiencies, and other services rendered during the reporting period should also be included in this report.

After the initial clean out and with each regular monthly treatment, a service report must be mailed to:

Jefferson Parish General Government Building
Department of General Services
200 Derbigny Street, Suite 3300
Gretna, LA 70053

Section 12.0 – Billing:

The successful bidder shall submit an individual invoice for each location serviced under this contract, on the first of each month. The invoices shall be mailed to:

Jefferson Parish General Government Building
Department of General Services
200 Derbigny Street, Suite 3300
Gretna, LA 70053

Section 13.0 – Frequency of Service:

The successful bidder and the Department of General Services will set a schedule for site visits at each building during the pre-construction meeting between the successful contractor and the Department of General Services. A representative from the Department of General Services shall be assigned to escort the contractor's and his employees while at all Jefferson Parish Buildings. All contractors and their employees will be required to sign in and out at all parish buildings.

In addition to the scheduled visits, the contractor will be required, at no extra costs to the Parish of Jefferson, to visit sites and perform necessary pesticide treatments within twenty-four (24) hours after receiving notice from the Department of General Services that additional pest control is needed. Additionally, the contractor's management and technical staff should be available for consultation on an as needed basis, via telephone and/or personal visit.

Section 14.0 – Hours of Work:

Work shall be performed during normal working hours Monday thru Friday 7:00 a.m. – 4:00 p.m.

Section 15.0 – Cleaning Area and Safety:

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. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

Section 16.0 – Existing Structure

Should any cutting, patching, alteration, addition, or repairs to existing structure, wall, floor, ceiling, or part of building be required of this project, the successful bidder shall restore the alteration to its original condition, with the same type materials, finish, and workmanship.

Section 17.0 – Permits:

The successful bidder shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement. The successful bidder shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to the Department of General Services before final payment is rendered.

Section 18.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences.

No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of General Services.

The information listed is an approximate square footage and is being provided for reference use only. All bidders must visit the sites and perform their own measurements. If a location is not listed it is the responsibility of the bidder to visit the site and gather their own measurements.

BUILDING	ADDRESS	Approximate Square footage
911/EOC Building	910 3rd St.	75,000
Central Plant Building	960 1st St.	16,837
Children's Advocacy	220 Lavoisier St	1,450
Code Enforcement Building	400 Maple Ave.	7,525
Donelon Building	200 Derbigny St.	72,324
District Attorney's Building	100 Derbigny St.	72,488
E/B Juvenile Svcs. Bldg.	3420 N. Causeway Blvd	32,896
First Parish Court	920 David Drive	32,405
Evidence Building	1128 4th St.	6,768
General Gov't. Bldg.	200 Derbigny St.	136,200
E.B. Health Unit	111 N. Causeway Blvd.	24,647
W.B. Health Unit	1855 Ames Blvd.	50,000
JPOC Building	100 Dolhonde St.	107,954
Liberto Building	200 Huey P. Long Ave.	10,691
Local History Museum	519 Huey P. Long Ave.	42,000
Odom Building	5001 West bank Expwy	47,750
Gretna Parking Garage	300 Derbigny St.	1,500
Senior Center - Bridge City	1601 Bridge City Ave.	6,200
Senior Center - Marrero	4420 Seventh St.	5,641
Senior Center - Jefferson	4518 Jefferson Hwy.	6,000
Senior Center - Metairie	265 N. Causeway Blvd.	8,700
Second Parish Court	100 Huey P. Long Ave.	67,155
Surplus Property Building	920 David Drive	10,000
Yenni Building	1221 Elmwood Park Blvd	226,560

DATE: 6/14/2016

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00116830

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

BUYER: DREAMEY@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 7/07/2016 AND PUBLICLY OPENED THEREAFTER.

LATE BIDS WILL NOT BE ACCEPTED

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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

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

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

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

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

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

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

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

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

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

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are encouraged 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 the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

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

ADDITIONAL REQUIREMENTS FOR THIS BID

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

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

MANDATORY

PRE-BID CONFERENCE TO BE HELD AT: 200 DERBIGNY ST. SUITE 4400 , GENERAL GOVERNMENT BUILDING GRETN, AT 10:00 AM ON 6/23/2016

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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

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.

INSURANCE REQUIREMENTS - BIDS

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

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

1. WORKER'S COMPENSATION INSURANCE

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

2. COMMERCIAL GENERAL LIABILITY

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

3. COMPREHENSIVE AUTOMOBILE LIABILITY

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

DEDUCTIBLES

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

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

UMBRELLA LIABILITY COVERAGE

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

CONSTRUCTION AND RENOVATION PROJECTS:

Unless otherwise specified in the bid, these additional insurance is required. Such insurance is due upon contract execution.

OWNER'S PROTECTIVE LIABILITY

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

BUILDER'S RISK INSURANCE

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

NOTE for CERTIFICATE HOLDER:

All insurance certificates shall list the certificate holder as follows:

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

Revised 2.10.2014