

# ECONOMICAL JANITORIAL & PAPER SUPPLIES, LLC

P.O. BOX 23607  
1420 -F SAMS AV  
NEW ORLEANS, LA 70183-3607  
(504) 464-7166  
FAX (504) 465-9563  
www.economicaljanitorial.com

November 18, 2019

Jefferson Parish Purchasing Department  
P.O. Box 9  
Gretna, La. 70054-0009

Reference Bid No.: 50-00126848  
Affidavit Pertaining to Louisiana Preference Claim

Please see below item and designated location where product is manufactured, produce and or assemble  
In the State Of Louisiana.

Item 10 Berry Plastics LBR-3858X5B  
Manufacturing Facility in Monroe, LA

I, Suzie Migliore, President of Economical Janitorial and Paper Supplies LLC, domiciled  
In Jefferson Parish Louisiana certifies that the above information is correct and true.

Suzie Migliore \_\_\_\_\_ 11/18/2019  
Suzie Migliore Date:

Sworn and subscribed before me this  
18 day of Nov, 2019.  
[Signature]  
DONALD P. DIMAGGIO  
Louisiana Notary Public #33195

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 N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 10/24/2021

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

Stock to 3Days

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

N/A

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

FIRM NAME: Economical Janitorial AND Paper Supplies LLC

ADDRESS: P.O. Box 23607

CITY, STATE: New Orleans, LA ZIP: 70183

TELEPHONE: (504) 464-7166 X3110 FAX: (504) 465-9563

EMAIL ADDRESS: Suzie@economicaljanitorial.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: \_\_\_\_\_

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 55,919.85

AUTHORIZED SIGNATURE: Suzie Migliore

Suzie Migliore

Printed Name

TITLE: President

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

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

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00126848

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	563.00	CS	<p>Two year contract for the supply of can liners as needed for Jefferson Parish - All Departments</p> <p>0010 Can Liners, 24 inch x 33 inch HDPE, coreless roll</p> <p>Size: 24 X 33                      Count per case: 1000                      Case weight: 25.60 lb +/- 5% tolerance                      Mil thickness: 12 MIC                      Duty: MED                      Gauge: 12 MIC                      Capacity: 7-10 gal.                      Hang test: 50 lbs.                      Brand: Hitech Solutions                      Item No. EJ-243312N                      Color: Natural (Clear)</p>	<p>24.50</p> <p>Hitech Solutions EJ-243312N</p>	<p>13793.50</p> <p>PK1000</p>
2	73.00	CS	<p>0020 Can Liners, 30 inch X 37 inch HDPE, coreless roll</p> <p>Size: 30 X 37                      Count per case: 500                      Case weight: 23.94 lb +/- 5% tolerance                      Mil thickness: 16 MIC                      Duty: Hvy                      Capacity: 20-30 gal                      Hang test: 100 lbs.                      Brand: Hitech Solutions                      Item No. EJ-303716N                      Color: Natural (Clear)</p>	<p>22.65</p> <p>Hitech Solutions EJ-303716N</p>	<p>1653.45</p> <p>PK500</p>
3	219.00	CS	<p>0030 Can Liners, 38 inch X 60 inch HDPE, coreless roll</p> <p>Size: 38 X 60                      Count per case: 200                      Case weight: 20.70 lb +/- 5% tolerance                      Mil thickness: 17 MIC                      Duty: Heavy                      Gauge: 17 MIC                      Capacity: 55 gal.                      Hang test: 180 lbs.                      Brand: Hitech Solutions                      Item No. EJ-386017N                      Color: Natural (Clear)</p>	<p>19.35</p> <p>Hitech Solutions EJ-386017N</p>	<p>4237.65</p> <p>PK200</p>
4	1,264.00	CS	<p>0040 Can liners, 40 inch X 48 inch HDPE, coreless roll</p> <p>Size: 40 X 48                      Count per case: 250</p>	<p>20.85</p> <p>Hitech Solutions EJ-404817N</p>	<p>26354.40</p> <p>PK250</p>

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00126848

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
5	127.00	CS	<p>Case weight: 22 lb. +/- 5% tolerance                      Mil thickness: 17 MIC                      Duty: Heavy                      Gauge: 17 MIC                      Capacity: 40-45 gal.                      Hang test: 175 lbs.                      Brand: Hitech Solutions                      Item No. EJ-404817N                      Color: Natural (Clear)</p> <p>0050 Can Liners, 24 inch x 33 inch                      HDPE, coreless roll</p>	22.95	2914.65
			<p>Size: 24 X 33                      Count per case: 1000                      Case weight: 24.40 lb +/- 5% tolerance                      Mil thickness: 11 MIC                      Duty: MED                      Gauge: 11 MIC                      Capacity: 12-16 gal.                      Hang test: 35 lbs.                      Brand: Hitech Solutions                      Item no. EJ-243311K                      Color: Black</p>	Hitech Solutions EJ-243311K	PK1000
6	43.00	CS	<p>0060 Can Liners, 40 inch x 48 inch                      HDPE, coreless roll</p>	14.85	638.55
			<p>Size: 40 X 48                      Count per case: 250                      Case weight: 15.6 lb +/- 5% tolerance                      Mil thickness: 12 MIC                      Duty: MED                      Gauge: 12 MIC                      Capacity: 40-45 gal.                      Hang test: 50 lbs.                      Brand: Hitech Solutions                      Item no: EJ-404812K                      Color: Black</p>	Hitech Solutions EJ-404812K	PK250
7	36.00	CS	<p>0070 Can Liners, 24 inch x 33 inch                      HDPE, coreless roll</p>	25.05	901.80
			<p>Size: 24 X 33                      Count per case: 1000                      Case weight: 25.60 lb +/- 5% tolerance                      Mil thickness: 12 MIC                      Duty: MED                      Gauge: 12 MIC                      Capacity: 12-16 gal.                      Hang test: 50 lbs.                      Brand: Hitech Solutions                      Item no. EJ-243312K                      Color: Black</p>	Hitech Solutions EJ-243312K	PK1000
8	232.00	CS	<p>0080 Can Liners, 40 inch X 48 inch                      HDPE, coreless roll</p>	20.85	4837.20
				Hitech Solutions EJ-404817K	PK250

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00126848

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Size: 40 X 48 Count per case: 250 Case weight: 22 lb +/- 5% tolerance Mil thickness: 17 MIC Duty: Heavy Gauge: 17 MIC Cap: 40 - 45 gal Hang Test: 75 lb Brand: Hitech Solutions Item no. EJ-404817K Color: Grey or Color: Black		
9	2.00	CS	0090 Can Liners, 43 inch wide x 47 inch Glutton - Black  SI4347150K  WT. LB 16.22 MIL 1.5 BAGS ROLL 20 ROLLS/CASE 5	17.95  INTEPIAST SL4347150K	35.90  PK 5/20 (100)
* 10	15.00	CS	0100 Can Liners, 38 inch x 58 inch Black Polyethylene (JP sk# 484340)  Size: 38 inch x 58 inch Count per case: 100 per flat pack case Mil: 2 Duty: Large Gauge: 2 mil Capacity: 60 gallon Brand: Berry Plastics Item No. LBR3858X5B Color: Black	26.60  * Berry PLASTICS LBR3858X5B	399.00  PK100
11	15.00	CS	0110 Can Liners, 16 inch x 14 inch x 37 inch, low linear, black (JP Sk# 48435G)  Size: 16 inch x 14 inch x 37 inch Count: 100 per case Mil: 1.4 Mil Duty: 20 - 30 gallon Color: Black	10.25  Hitech Solutions EJ-3037140K	153.75  PK100

10% Louisiana Preference  
 Monro, LA.

## Specifications - Two year contract for the supply of trash can liners

This bid is for a two year contract for the supply of various trash can liners to various Jefferson Parish Government Departments. Please understand the quantity of cases noted in this bid could be more or less during the contract term. The contract order(s) placed against this contract will vary in the case quantities that are ordered. Each contract order will indicate the delivery location for that order and the case quantity.

Vendor must furnish samples of each can liner indicated on the bid form in the required color with the bid submission. Each sample must be labeled with the brand and item number. If quoting other than specified, vendor must supply the specification sheets on each trash liner with the bid submission. Failure to comply with these requests will deem your bid as non-responsive.

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.

Jefferson Parish requires a seven (7) day delivery date from the date of order placement.

Handwritten initials or signature in the bottom right corner.

## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Economical Janitorial AND Paper Supplies LLC  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Economical Janitorial AND  
PAPER SUPPLIES LLC  
INCORPORATED, DULY NOTICED AND HELD ON October 22, 2019,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Suzie Migliore, 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.

Suzie Migliore  
SECRETARY-TREASURER

10/22/2019  
DATE

## **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*

## STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

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

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

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### JEFFERSON PARISH REQUIRED STANDARD INSURANCE

#### WORKER'S COMPENSATION INSURANCE

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

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

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

**COMMERCIAL GENERAL LIABILITY**

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

**COMPREHENSIVE AUTOMOBILE LIABILITY**

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

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

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

**UMBRELLA LIABILITY COVERAGE**

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

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) **OWNER'S PROTECTIVE LIABILITY**

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

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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.

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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.



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Renny Simno  
Director

June 2019

## CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

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

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

Please contact the Jefferson Parish Purchasing Department at 504-364-2678 if you have any questions or need assistance.

**Corrected  
Advertisement for Bids  
Bid No. 50-126848**

**SEALED BIDS** will be received in the West Bank Purchasing Department, Suite 4400, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053 until **2:00pm, 10/24/2019** and publicly opened thereafter. At no charge, bidders may submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this **free** site. For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. **However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location at 2:00pm for the following:**

**Two Year Contract for the supply of can liners as needed for all Jefferson Parish Departments**

Bid specifications may be obtained by visiting the Jefferson Parish Purchasing Department webpage at <http://purchasing.jeffparish.net> and selecting the LaPAC Tab. Bids may also be viewed and submitted online free of charge at: [www.jeffparishbids.net](http://www.jeffparishbids.net).

Each bid must be accompanied by a cashier's check, certified check, or surety bid bond **in the amount of 5% of the total bid amount** WHEN INDICATED IN THE SPECIFICATIONS. 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.

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

Renny Simno  
Director  
Purchasing Department

Jenifer Lotz  
Chief Buyer  
Purchasing Department

**ADV: The New Orleans Advocate: 10-9-19 and 10-16-19 – Advocate ran on 10-11-19**

For additional information, please visit the Purchasing Webpage at <http://purchasing.jeffparish.net> or you may call 504-364-2678.

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Suzie  
Migliore, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized President of Economical Janitorial AND  
PAPER Supplies LLC (Entity),  
the party who submitted a bid in response to Bid Number 50-00126848, to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

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

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

Debt Disclosures

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

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

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

Affiant further said:

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

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

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

*Suzie Migliore*  
Signature of Affiant

Suzie Migliore  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 22 DAY OF Oct, 2019

  
Notary Public

Donald P. DiMaggio  
Printed Name of Notary

33195  
Notary/Bar Roll Number

My commission expires on my death

Print

Notary Search - Detail

**Name:** MR. DONALD P. DIMAGGIO  
**Address:** 5440 MOUNES ST. SUITE 108  
ELMWOOD, LA 70123

**Phone:** (504) 734-8100  
**Phone 2:** (504) 733-5143

**Notary ID Number:** 33195

**Parish:** JEFFERSON with authority in the following parishes:  
ORLEANS, PLAQUEMINES, ST. BERNARD

**Agency:** N/A

**Notary Type:** Non Attorney

**Status:** Active

**Commission Date:** 08/26/1991

**Oath Date:** 08/02/1991

**Surety Expiration Date:** None

**Annual Report Current:** Yes

Notary Events

**Suspension** From: 10/26/2018 To: 12/21/2018

**Suspension** From: 10/26/2017 To: 11/09/2017

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

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

# ECONOMICAL JANITORIAL & PAPER SUPPLIES, L.L.C.

P.O. BOX 23607  
NEW ORLEANS, LA 70183  
(504) 464-7166  
FAX (504) 465-9563

October 22, 2019

Special Meeting of the Board of Directors of  
Economical Janitorial & Paper Supplies LLC

A special meeting of the Board of Directors was called on Tuesday, October 22, 2019 at the offices of Economical Janitorial & Paper Supplies, LLC located at:

1420 Sams Avenue  
Suite F  
Harahan, LA 70123

Suzie Migliore was appointed chairperson of the meeting and a waiver of notice and of the reading of the previous meeting minutes was approved by all present which included all directors.

The purpose of this meeting was to authorize Suzie Migliore, President of Economical Janitorial & Paper Supplies, LLC to Bid on invitation to Bid No. 50-00126848 Two Year Contract for the Supply of can liners for various departments of Jefferson Parish.

All present voted to authorize the above and being no further business the chairperson adjourned the meeting.



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Suzie Migliore





WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

**HEREBY GRANTS  
WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO**

**Economical Janitorial & Paper Supplies, LLC**

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at [www.sba.gov/wosb](http://www.sba.gov/wosb).

The WOSB Certification expires on the date herein unless there is a change in the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

Phala Mire, Women's Business Enterprise Council - South  
President

Pamela Prince-Eason, WBENC President & CEO

Laura Taylor, WBENC Vice President

NAICS: 424130, 423850
UNSPSC: 14000000, 14111700, 47130000, 47131600, 47131604
Certification Number: W080245
Expiration Date: September 30, 2020





WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.  
hereby grants

# National Women's Business Enterprise Certification

to

## Economical Janitorial & Paper Supplies, LLC

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).  
This certification affirms the business is woman-owned, operated and controlled; and is valid through the date herein.

Certification Granted: September 30, 1998  
Expiration Date: September 30, 2020  
WBENC National Certification Number: 2005108408

Authorized by Phala Mire, President  
Women's Business Enterprise Council - South

WBENC National WBE Certification was processed and validated by  
Women's Business Enterprise Council - South, a WBENC Regional Partner  
Organization.



NAICS: 424130, 423850  
UNSPSC: 14000000, 14111700, 47130000, 47131600, 47131604



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
ECONOMICAL JANITORIAL & PAPER SUPPLIES, L.L.C.	Limited Liability Company	HARAHAN	Active

**Previous Names**

ECONOMICAL JANITORIAL SUPPLIES, INC. (Changed: 12/20/2012)

**Business:** ECONOMICAL JANITORIAL & PAPER SUPPLIES, L.L.C.

**Charter Number:** 34103134K

**Registration Date:** 1/5/1983

**Domicile Address**

1420 SAMS AVE., STE. F  
HARAHAN, LA 70123

**Mailing Address**

1420 SAMS AVENUE  
SUITE F  
HARAHAN, LA 70123

**Status**

**Status:** Active

**Annual Report Status:** In Good Standing

**File Date:** 1/5/1983

**Last Report Filed:** 1/25/2019

**Type:** Limited Liability Company

**Registered Agent(s)**

<b>Agent:</b>	SUZIE R. MIGLIORE
<b>Address 1:</b>	4208 LEMON STREET
<b>City, State, Zip:</b>	METAIRIE, LA 70002
<b>Appointment Date:</b>	1/5/1983

**Officer(s)**

**Additional Officers:** No

<b>Officer:</b>	SUZIE R. MIGLIORE
<b>Title:</b>	Member, Manager
<b>Address 1:</b>	4208 LEMON STREET
<b>City, State, Zip:</b>	METAIRIE, LA 70002

**Amendments on File (5)**

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<b>Description</b>	<b>Date</b>
Amendment	12/30/1998
Domicile, Agent Change or Resign of Agent	1/7/1999
Conversion	12/20/2012
Name Change	12/20/2012
Domestic LLC Agent/Domicile Change	8/6/2018

**Print**



# Hi-Tech<sup>®</sup> Solutions HDPE Institutional Natural Can Liner

Item# EJ-243312N

#/



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving.

Prime resins used for superior quality.

Compact coreless interleaved rolls for effortless bag dispensing.

Star seal bottom.

Capacity: 12 - 16 Gallons

Size: 24" x 33"

Thickness: 12 Mic

Color: Natural

Sold By: the Case of 1,000 Liners





## Hi-Tech Solutions HDPE Institutional Can Liner

Item# EJ-303716N

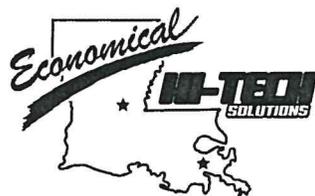
#2



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving. Prime resins used for superior quality. Compact coreless interleaved rolls for effortless bag dispensing.

Bottom Seal: Star Seal  
Capacity: 20 - 30 Gallons  
Color: Natural  
Size: 30" x 37"  
Gauge: 16 Mic

Sold By: the Case (20 Rolls of 25 Liners)





**Hi-Tech® Coreless 38" x 60" Roll Liner**  
Item# EJ-386017N

#3



Extremely strong, even at low gauges.  
Superior moisture and vapor barrier properties.

Size: 38" x 60"  
Color: Natural  
Capacity: 60 Gallons  
Thickness: 17 mic  
Material: High Density Polyethylene  
Bottom: Star Seal  
Gallon Usage: 60  
Sold By: the Case of 200

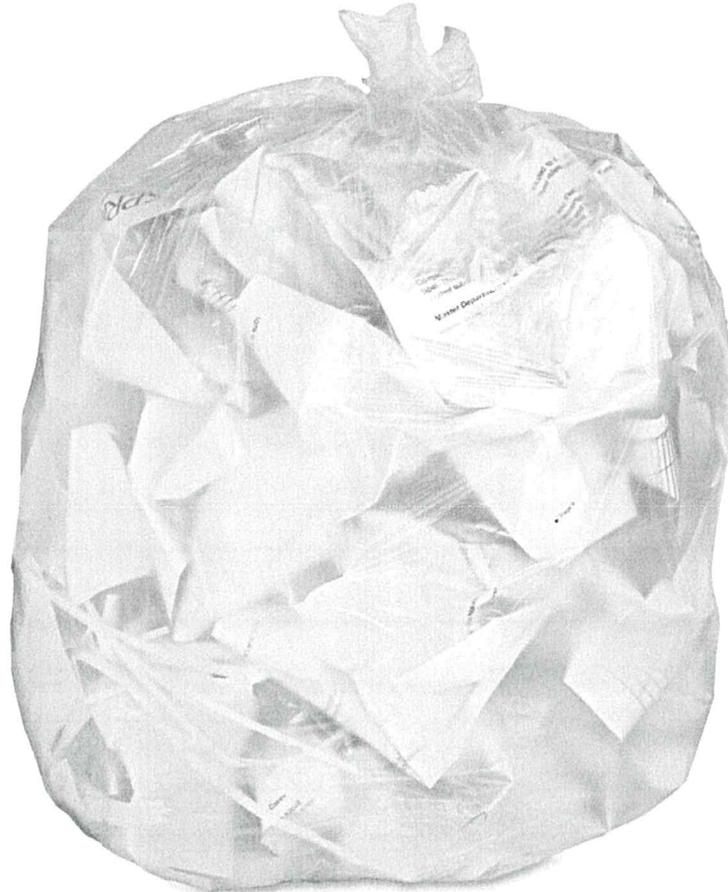




## Hi-Tech® Solutions HDPE Institutional Natural Can Liners

Item# EJ-404817N

#4



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving.

Prime resins used for superior quality.

Capacity: 40-45 Gallons

Size: 40" x 48"

Thickness: 17 Mic

Sold By: the Case (10 rolls of 25 Liners)





**Hi-Tech<sup>®</sup> Solutions HDPE Institutional  
Black Can Liner**

Item# EJ-243311K

#5



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving. Prime resins used for superior quality. Compact coreless interleaved rolls for effortless bag dispensing. Star seal bottom.

Capacity: 12 - 16 Gallons

Size: 24" x 33"

Thickness: 11 Mic

Color: Black

Sold By: the Case of 1,000 Liners





**Hi-Tech<sup>®</sup> HDPE Institutional Can Liner**  
Item# EJ-404812K

#6



These liners are great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving. Prime resins are used for superior quality. The compact coreless interleaved rolls make for effortless bag dispensing. The star seal bottom maximizes the bag's carrying capacity.

Capacity: 40 - 45 Gallons

Size: 40" x 48"

Color: Black

Gauge: 12 Mic

Sold By: the Case of 250 (10 Rolls of 25 Liners)



# Hi-Tech<sup>®</sup> Solutions HDPE Institutional Natural Can Liner

Item# EJ-243312K

#7



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving.

Prime resins used for superior quality.

Compact coreless interleaved rolls for effortless bag dispensing.

Star seal bottom.

Capacity: 12 - 16 Gallons

Size: 24" x 33"

Thickness: 12 Mic

Color: Black

Sold By: the Case of 1,000 Liners





# Hi-Tech<sup>®</sup> Solutions HDPE Institutional Natural Can Liners

Item# EJ-404817K

#8



Great for paper and non-sharp objects under moderate transportation conditions. It has excellent resistance to puncture and moderate resistance to tearing. Great for cost saving. Prime resins used for superior quality.

Capacity: 40-45 Gallons

Size: 40" x 48"

Color: Black

Thickness: 17 Mic

Sold By: the Case (10 rolls of 25 Liners)



# LLDPE Institutional Trash Can Liners

## FUERTE LINERS

Product Code	Capacity (Gallon)	Width (Inch)	Length (Inch)	Bags/ Roll	Rolls/ Cases	Bags/ Case	Film Color	Case/Layer Layer/Pit	Wt./Cs. (Lbs)	Cases/ Pit	Strength	Dry Weight Cap. (Lbs)	Wet Weight Cap. (Lbs)	Case Cube	UPC # 7-62935-
SL2432100K	12-16	24	32	50	10	500	Black	8 x 6	21.8	48	1.0 Equivalent	65	50	0.902	01121-5
SL3339120K	33	33	39	25	6	150	Black	8 x 8	12.9	64	1.2 Equivalent	85	65	0.494	01119-2
SL3647120K	44	36	47	25	4	100	Black	8 x 8	11.3	64	1.2 Equivalent	85	65	0.494	01120-8
SL3858120K	60	38	58	25	4	100	Black	8 x 8	14.7	64	1.2 Equivalent	85	65	0.612	01117-8
SL4046120K	40-45	40	46	25	4	100	Black	8 x 8	12.3	64	1.2 Equivalent	85	65	0.494	01118-5
SL3036150K	20-30	30	36	20	10	200	Black	8 x 8	18	64	1.5 Equivalent	97	73	0.612	99922-3
SL3339150K	33	33	39	20	5	100	Black	8 x 8	10.8	64	1.5 Equivalent	97	73	0.376	99850-9
SL3858150K	60	38	58	20	5	100	Black	8 x 8	18.4	64	1.5 Equivalent	97	73	0.612	99851-6
SL4046150K	40-45	40	46	20	5	100	Black	8 x 8	15.4	64	1.5 Equivalent	97	73	0.494	99852-3
SL4347150K	Glutton	43	47	20	5	100	Black	8 x 8	16.9	64	1.5 Equivalent	97	73	0.494	99853-0
SL3339200K	33	33	39	20	5	100	Black	8 x 8	14.6	64	2.0 Equivalent	120	91	0.494	99846-2
SL3858200K	60	38	58	20	5	100	Black	8 x 6	25	48	2.0 Equivalent	120	91	0.902	99847-9
SL4046200K	40-45	40	46	20	5	100	Black	8 x 8	20.9	64	2.0 Equivalent	120	91	0.612	99848-6
SL4347200K	Glutton	43	47	20	5	100	Black	8 x 8	23	64	2.0 Equivalent	120	91	0.741	99849-3

## Draw-Tuff® INSTITUTIONAL DRAW TAPE CAN LINERS

Product Code	Application	Thickness (Mil)	Capacity (Gallon)	Width (Inch)	Length (Inch)	Bottom Gusset	Film Color	Printing Logo	Bags/ Roll	Rolls/ Cases	Bags/ Case	Wt./Cs. (Lbs)	Cases/ Pit	Case Cube	UPC # 7-62935-
DT12GALW	Industrial/Janitorial	0.7	12	24	28	None	White	Non-print	25	12	300	10.6	64	0.494	99717-5
DT32GALW	Industrial/Janitorial	0.8	32	33	38	None	White	Non-print	25	6	150	10.7	64	0.503	80001-7
DT32GALN	Industrial/Janitorial	0.8	32	33	38	None	Natural	Non-print	25	6	150	10.7	64	0.503	80002-4
DT32GALK	Industrial/Janitorial	0.8	32	33	38	None	Black	Non-print	25	6	150	10.7	64	0.503	80020-8
DT44GALW	Industrial/Janitorial	1.0	44	36.5	42.5	2	White	Non-print	25	4	100	11.3	64	0.612	80003-1
DT44GALN	Industrial/Janitorial	1.0	44	36.5	42.5	2	Natural	Non-print	25	4	100	11.3	64	0.612	80004-8
DT44GALK	Industrial/Janitorial	1.0	44	36.5	42.5	2	Black	Non-print	25	4	100	11.3	64	0.612	80021-5
DT55GALW	Industrial/Janitorial	1.0	55	40.5	42.5	3	White	Non-print	25	4	100	12.8	64	0.612	80005-5
DT55GALN	Industrial/Janitorial	1.0	55	40.5	42.5	3	Natural	Non-print	25	4	100	12.8	64	0.503	80006-2
DT55GALK	Industrial/Janitorial	1.0	55	40.5	42.5	3	Black	Non-print	25	4	100	12.8	64	0.612	80022-2
DT55DRUM	Drumliner	1.9	55	35.5	42.5	3	Natural	Non-print	10	5	50	10.4	64	0.612	99515-7
DTS2838K	Foodservice	1.0	23	28.5	38	None	Black	Non-print	25	6	150	11.5	64	0.494	80019-2
DTS2838N	Foodservice	1.0	23	28.5	38	None	Natural	Non-print	25	6	150	11.5	64	0.494	80023-9
*DTH4042R	Hospital	1.4	40	40	42.5	None	Red	Infectious	25	4	100	16.4	64	0.741	80009-3
*DTH3040B	Hospital	1.0	30	30.5	40	None	Blue	Soil Linen	25	8	200	17.1	64	0.612	80012-3
*DTH4042B	Hospital	1.0	40	40	42.5	None	Blue	Soil Linen	25	6	150	17.8	64	0.741	80013-0
DTC2431K	Contractor	1.4	10-15	24	31	None	Black	Non-print	25	8	200	14.8	64	0.612	80014-7
DTC3338K	Contractor	1.4	33	33	38	None	Black	Non-print	25	6	150	18.3	64	0.741	80015-4
DTC3742K	Contractor	1.4	44	37	42.5	None	Black	Non-print	25	6	150	22.8	64	0.741	80016-1
*DTC4045K	Contractor	1.4	55	40.5	42.5	3	Black	Non-print	25	4	100	17.7	64	0.612	80024-6
DTGLUTK	Contractor	1.4	Glutton	46	42.5	None	Black	Non-print	25	4	100	18.8	64	0.612	80031-4
*DTM1921W	Motel	1.0	N/A	19	21	None	White	Thank You	50	10	500	15.2	64	0.612	80017-8
*DTL3742G	Highway	1.5	44	37	42.5	None	Orange	Non-print	25	4	100	16.3	64	0.612	80018-5

W ~ White; N ~ Natural (with black draw tape); K ~ Black (with white draw tape) R ~ Red; B ~ Blue (with white draw tape); G ~ Orange (with white draw tape)

- o Popular sizes are designed for the health care industry with three-language printing: English/Spanish/French.
- o Super strong liners are manufactured from 100% LLDPE premium resins.
- o LLDPE and biohazard liners meet or exceed all requirements for the U.S. Department of Transportation.
- o 1 color, 1 side random printing on each bag.
- o Liners are environmentally safe for incineration.



1. Interleave coreless roll
2. Easy to fill to the top dispensing means no tearing is required
3. Pull draw tape
4. Secure draw tape to close
5. Strong draw tape handle for easy lifting and carrying

## Draw-Tuff® FEATURES

- o No need to knot liner – bag will fit container perfectly.
- o All liners are interleaved for easy one-at-a-time dispensing.
- o Liners are side welded to prevent leakage with no seal on the bottom.
- o Liners are co-extruded for added strength.
- o Space saver packaging reduces freight costs, allows easy dispensing directly from carton.

## OXO-BIODEGRADABLE CAN LINERS



Product Code	Thickness (Mil)	Width (Inch)	Length (Inch)	Bags/ Case	Capacity (Gallon)	Lift Strength (Lbs)
* OXO12GAL	6	24	24	1000	7 - 12	20
* OXO23GAL	10	30	36	500	20 - 30	30
* OXO32GAL	11	33	39	500	32	35
* OXO44GAL	12	40	46	250	44	50
* OXO55GAL	14	38	58	200	55	60

\* Not to be sold in California

Big City® Blended LLDPE Can Liners, CORELESS ROLLS

	Clear	Black	W x L	Gallon	MIL	Pack	Rolls / Bags	Net Wt.	
	LBR1717LC	LBR1717LB	17 x 17	4	0.40	1000	20/50	7.68	
	LBR2021LC	LBR2021LB	20 x 21	7	0.40	1000	20/50	11.1	
	LBR2423LC	LBR2423LB	24 x 23	7-10	0.40	1000	20/50	14.6	
	LBR2423HC	LBR2423HB	24 x 23	7-10	0.70	500	10/50	12.8	
	LBR2432LC	LBR2432LB	24 x 32	12-16	0.40	1000	20/50	20.4	
	LBR2432MC	LBR2432MB	24 x 32	12-16	0.50	500	10/50	12.7	
	LBR2432HC	LBR2432HB	24 x 32	12-16	0.70	500	10/50	17.9	
	LBR2432XC	LBR2432XB	24 x 32	12-16	1.00	250	10/25	12.7	
	LBR3036MC	LBR3036MB	30 x 36	20-30	0.50	250	10/25	8.97	
	LBR3036HC	LBR3036HB	30 x 36	20-30	0.70	250	10/25	12.5	
	LBR3036XC	LBR3036XB	30 x 36	20-30	0.90	250	10/25	16.1	
	LBR3036X2C	LBR3036X2B	30 x 36	20-30	1.20	250	10/25	21.5	
	—	LBR2944XB	29 x 44	23	0.98	200	8/25	16.6	
	LBR3339LC	—	33 x 39	33	0.40	250	10/25	8.55	
	LBR3339MC	LBR3339MB	33 x 39	33	0.50	250	10/25	10.6	
	LBR3339HC	LBR3339HB	33 x 39	33	0.70	250	10/25	14.9	
	LBR3339XC	LBR3339XB1	33 x 39	33	0.90	250	10/25	19.2	
	LBR3339X2C	LBR3339X2B	33 x 39	33	1.20	150	6/25	15.4	
	LBR3339X3C1	LBR3339X3B	33 x 39	33	1.50	150	6/25	19.2	
	LBR3339X4C	LBR3339X4B	33 x 39	33	1.70	100	5/20	14.5	
	LBR3339X5C	LBR3339X5B	33 x 39	33	2.00	100	5/20	17.1	
		LBR4046MC	LBR4046MB	40 x 46	40-45	0.50	250	10/25	15.2
LBR4046HC		LBR4046HB	40 x 46	40-45	0.70	250	10/25	21.4	
LBR4046XC		LBR4046XB	40 x 46	40-45	0.90	100	5/20	11.0	
LBR4046X2C		LBR4046X2B	40 x 46	40-45	1.20	100	5/20	14.6	
LBR4046X3C		LBR4046X3B	40 x 46	40-45	1.50	100	10/10	18.3	
LBR4046X4C		LBR4046X4B	40 x 46	40-45	1.70	100	10/10	20.7	
LBR4046X5C		LBR4046X5B	40 x 46	40-45	2.00	75	15/5	18.3	
		LBR3646HC	—	36 x 46	44	0.55	250	10/25	15.1
		—	LBR3748X2B	37 x 48	44	1.30	100	5/20	15.3
	—	LBR4053X3B	40 x 53	50	1.50	100	10/10	21.1	
	LBR3658MC	—	36 x 58	55	0.50	200	8/25	13.8	
	LBR3658HC1	LBR3658HB1	36 x 58	55	0.70	100	5/20	9.71	
	LBR3658XC	LBR3658XB	36 x 58	55	0.90	100	5/20	12.4	
	LBR3658X2C	LBR3658X2B	36 x 58	55	1.20	100	5/20	16.6	
	LBR3658X3C	LBR3658X3B	36 x 58	55	1.50	100	10/10	20.8	
	—	LBR3658X5B	36 x 58	55	2.00	75	15/5	20.8	
	—	LBR4552XB	45 x 52	55	0.90	100	5/20	14.0	
	LBR4347HC	—	42.5 x 47	56	0.70	200	8/25	18.5	
	LBR4347XC	LBR4347XB	42.5 x 47	56	0.90	100	5/20	11.9	
	LBR4347X2C	LBR4347X2B1	42.5 x 47	56	1.20	100	5/20	15.9	
	LBR4347X3C	LBR4347X3B	42.5 x 47	56	1.50	100	10/10	19.9	
	LBR4347X4C	LBR4347X4B1	42.5 x 47	56	1.70	100	10/10	22.5	
	LBR4347X5C1	LBR4347X5B	42.5 x 47	56	2.00	100	10/10	26.5	
	LBR3858HC	LBR3858HB	38 x 58	60	0.70	200	8/25	20.5	
	LBR3858XC	LBR3858XB	38 x 58	60	0.90	100	5/20	13.1	
	LBR3858X2C	LBR3858X2B	38 x 58	60	1.20	100	5/20	17.5	
	LBR3858X3C	LBR3858X3B	38 x 58	60	1.50	100	10/10	21.9	
	LBR3858X4C	LBR3858X4B	38 x 58	60	1.70	100	10/10	24.9	
	LBR3858X5C	LBR3858X5B	38 x 58	60	2.00	100	10/10	29.3	
	—	LBR5048X4B	50 x 48	65	1.70	100	10/10	27.1	
	LBR5275X5C	LBR5275X5B	52 x 75	96	2.00	50	5/10	25.9	
	LBO3863X4C†	LBO3863X4B†	38 x 63	Drum	1.80	75	1/75	21.4	
	LBO3863X5C†	LBO3863X5B†	38 x 63	Drum	2.70	50	1/50	21.4	

Black liners 1.0 MIL and above contain 10 percent post-consumer waste. †Cored roll Product specifications subject to change without notice.



## Hi-Tech Solutions® Black Can Liner

Item# EJ-3037140K

#11



Low linear black can liners.

Color: Black

Size: 16" x 14" x 37"

Capacity: 20 - 30 Gallons

Thickness: 1.4 Mil

Sold By: the Case of 100 Liners

*AWW 10/24 @ 2pm*



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**50000126848 - Two Year Contract for the supply of can liners for various departments of Jefferson Parish**  
Jefferson Parish Government

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)

09-Oct-2019 04:10:26 PM

DATE: 10/09/2019  
BID NO.: 50-00126848

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

## JEFFERSON PARISH

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

BUYER: JLotz@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 10/24/2019 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

### LATE BIDS WILL NOT BE ACCEPTED

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.

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

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

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

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

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

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

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

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

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

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

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

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

**A. AWARD OF CONTRACT:** JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

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

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

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

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

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

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

**D. PRICES:** Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and 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).

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

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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.

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

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 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.

**10,12,13,15**

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. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Prior to contract executions/purchase order issuance, the successful bidder will be required to provide final insurance certificates which shall name Jefferson Parish as an additional insured in accordance with the instructions in the aforementioned "Standard Insurance Requirements" sheet.
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 Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.
17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which 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.

See Page 1 for Conflicts of Interest Statement

**Request for Taxpayer  
Identification Number and Certification**

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

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Economical Janitorial & Paper Supplies, LLC**

2 Business name/disregarded entity name, if different from above

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

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Other (see instructions) ▶ \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from FATCA reporting code (if any) \_\_\_\_\_

5 Address (number, street, and apt. or suite no.) See Instructions.

**1420 Sams Ave Suite F**

6 City, state, and ZIP code

**Harahan, LA 70123**

7 List account number(s) here (optional)

Requester's name and address (optional)

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

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

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

Social security number

			-					
--	--	--	---	--	--	--	--	--

or

Employer identification number

7	2	-	0	9	9	1	1	2	8
---	---	---	---	---	---	---	---	---	---

**Part II Certification**

Under penalties of perjury, I certify that:

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

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

Sign Here      Signature of U.S. person ▶ *[Signature]*      Date ▶ \_\_\_\_\_

**General Instructions**

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

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

**Purpose of Form**

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

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

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

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

**Doris Abraham**

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**From:** Eric Brauner <ebrauner@economicaljanitorial.com>  
**Sent:** Tuesday, June 04, 2019 11:12 AM  
**To:** Doris Abraham  
**Subject:** Re: FW: W-9

72-0991128 is our tax id no.  
did we make a mistake on one?  
there has not been any change in the TIN so something must be typed wrong

On Tue, Jun 4, 2019 at 11:00 AM Doris Abraham <[DAbraham@jeffparish.net](mailto:DAbraham@jeffparish.net)> wrote:

I received one from you, then I received the attached.

(2) Different tax ID numbers.

Please advise.

Doris

**From:** Eric Brauner <ebrauner@economicaljanitorial.com>  
**Sent:** Monday, June 03, 2019 4:39 PM  
**To:** Doris Abraham <[DAbraham@jeffparish.net](mailto:DAbraham@jeffparish.net)>  
**Subject:** W-9

let us know if you need anything else

Eric Brauner

Controller