

RECEIVED

2019 FEB 19 PM 3:18

JEFFERSON PARISH  
PURCHASING



**JACK B. HARPER ELECTRICAL, LLC**

P.O. Box 789 ♦ Walker, LA 70785

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**LA License No. 5473**

To:

**Jefferson Parish Purchasing Dept.  
910 3<sup>rd</sup> St.  
Gretna, LA 70053**

SEALED BID: two-year contract for vehicle detector, conduit and fittings, meter boxes and concrete pull boxes.

**Bid No. 50-00125551**

BID DATE: Wednesday February 20, 2019 at 11:00AM

Due: 2/20/19 @ 11:00 AM  
Alana Folle

RECEIVED

2019 FEB 19 PM 3:18

JEFFERSON PARISH  
PURCHASING

**BID/RFP RECEIPT**

Receipt of Bid/RFP Proposal No. 50-125551

From: Paul B. Harper Electrical LLC

Company's Name

Person Received Bid: Ashley Duffin

Number of Envelopes/Boxes Received: \_\_\_\_\_

Jefferson Parish Purchasing Department  
1221 Elmwood Park Blvd.  
Suite 404 – Yenni Bldg.  
Jefferson, LA 70121

DATE: 2/11/2019

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00125551

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

VENDOR:

BUYER: SFOLSE@jeffparish.net

Bids will be received until 11:00 AM, 2/20/2019 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net) or by hand delivery, USPS mail or other courier service to Purchasing Department, Paul D. Connick Sr. Emergency Operations & Communications Center at 910 3rd Street, Gretna, LA 70053. 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 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. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at [purchasing.jeffparish.net](http://purchasing.jeffparish.net) and clicking on On-line forms.

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

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE

PROTESTS: Only those vendors that submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office as appropriate and a written response will be provided as soon as possible.

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

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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

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

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

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

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

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

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

**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>.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

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

4,10,12,13

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid 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 stated in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. 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.

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

DATE: 2/11/2019

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00125551

**JEFFERSON PARISH**

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

VENDOR: \_\_\_\_\_

BUYER: SFOLSE

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

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

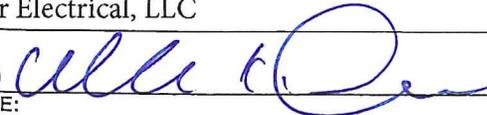
JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time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

<b>DELIVERY: FOB JEFFERSON PARISH</b>	
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES	_____ N/A _____
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	_____ N/A _____
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	_____ N/A _____

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: \_\_\_\_\_ N/A \_\_\_\_\_  
 NUMBER: \_\_\_\_\_ N/A \_\_\_\_\_  
 NUMBER: \_\_\_\_\_ N/A \_\_\_\_\_  
 NUMBER: \_\_\_\_\_ N/A \_\_\_\_\_

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

<b>*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***</b>	
FIRM NAME: Jack B. Harper Electrical, LLC	
SIGNATURE: (Must be signed here) 	TITLE: Manager
PRINT OR TYPE NAME: William Davis	
ADDRESS: P. O. Box 789	
CITY, STATE: Walker, LA	ZIP: 70785
TELEPHONE: 225 )665-1414	FAX: (225) 664-9696
EMAIL ADDRESS: kdavis@jhe-la.com	

TOTAL PRICE OF ALL BID ITEMS: \$ 14,750.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00125551

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	250.00	LF	TWO YEAR CONTRACT FOR VEHICLE DETECTOR, CONDUIT & FITTINGS, METER BOXES AND CONCRETE PULL BOXES, MANHOLES & MANHOLE COVERS FOR THE JEFFERSON PARISH TRAFFIC ENGINEERING DEPARTMENT  0010-TWO YEAR CONTRACT FOR VEHICLE DETECTOR INDUCTIVE LOOP INSTALLATION OR  REPLACEMENT AS PER ATTACHED SPECIFICATIONS AND DRAWINGS FOR JEFFERSON PARISH TRAFFIC ENGINEERING  FIRST ITEM TO BE BID  VEHICLE DETECTORS PART NUMBER S-001	22.00	5,500.00
2	100.00	LF	0020 CONDUIT AND FITTINGS, PLASTIC PVC 1 INCH, 2 INCH OR 3 INCH PVC  CONDUIT IN EARTH PART NUMBER S-002	10.00	1,000.00
3	100.00	LF	0030 CONDUIT AND FITTINGS, PLASTIC PVC 2 OR 3 INCH PVC CONDUIT IN EXISTING  CONCRETE OR JACK AND BORE PART NUMBER S-003	40.00	4,000.00
4	5.00	EA	0040 METER BOXES AND CONCRETE PULL BOXES QUAZITE PULL BOX  14 INCH X 14 INCH X 12.75 INCH PART NUMBER S-004	400.00	2,000.00
5	5.00	EA	0050 MANHOLES AND MANHOLE COVERS, FRAMES MANHOLE TAP PART NUMBER S-005	450.00	2,250.00

**TWO YEAR CONTRACT FOR VEHICLE DETECTOR, CONDUIT  
AND FITTINGS, METER BOXES AND CONCRETE PULL BOXES,  
MANHOLES & MANHOLE COVERS FOR THE JEFFERSON  
PARISH TRAFFIC ENGINEERING DEPARTMENT**

**BID #50-125551**

**SECTION I. SCOPE OF WORK TO BE PERFORMED:**

A. The contractor shall furnish and install the following:

1. Approximately 1500 linear feet of Vehicle Detector Inductance Loop installation or replacement. For this item the contractor shall saw cut a groove in a roadway (asphalt/concrete), install loop wire, seal the saw cut with sealant and make connections of loop wire to lead in cable. Details of saw cut and loop wire installations are shown on the attached drawings. The Jefferson Parish Traffic Engineering Division shall determine the size and placement of the loop(s) as per transmittal. Inductance Loop is typically 6'X 6'.
2. Approximately 200 linear feet of one-inch (1"), two-inch (2"), or three-inch (3") PVC conduit in earth installation or replacement. The Jefferson Parish Traffic Engineering Division shall determine the size and placement of conduit as per transmittal.
3. Approximately 150 linear feet of two-inch (2") or three-inch (3") PVC conduit in concrete or jack and bore installation or replacement. The Jefferson Parish Traffic Engineering Division shall determine the size and placement of conduit as per transmittal.
4. Approximately five (5) pull box (es) shall be installed or replaced. The Jefferson Parish Traffic Engineering Division shall determine the placement of the pull box (es) as per transmittal.
5. Approximately two (2) manhole taps shall be required. This shall include, but not be limited to, excavation of an existing concrete or quasite manhole, drilling through the manhole so as to gain access for service conduit (size to be determined as per transmittal), sealing the access hole around the conduit, and backfilling the excavation. Special attention should be given to any rebar, which may need to be cut in concrete manholes. The cost for this should be included in the contract. No additional payment will be made for this service.

current Manual on Uniform Traffic Control Devices as revised. *The contractor shall provide a traffic control device plan for review by the Jefferson Parish Traffic Engineering Division prior to the start of construction.* Additionally, the contractor shall provide sufficient notification (at least 48 hours) to the Jefferson Parish Traffic Engineering Division of the necessity to close any portion of the roadway carrying vehicles or pedestrians.

At no time shall work be scheduled or take place in the immediate vicinity of shopping centers during the Thanksgiving Christmas Holidays (November 28 through January 2). At no time shall work be scheduled in the immediate vicinity of parade routes during Carnival Season, St. Patrick's, and Irish Italian Parades. At no time will more than one lane of a roadway be closed to vehicles or pedestrians. With any such closings, adequate provision shall be made for the safe expeditious movement of each. The contractor shall be responsible for removal, relocation, and/or replacement of any traffic control device in the construction area, which exists as part of the normal pre-construction traffic control scheme. Any such actions shall be performed by the contractor under the supervision, and in accordance with the specifications of the Traffic Engineering Division unless otherwise specified. The contractor should consult with the Traffic Engineering Division immediately on any vehicular or pedestrian safety or efficiency problem incurred as a result of construction of the project.

- F. All turns in PVC conduit to be made with thirty-six inch (36") long sweep elbows unless otherwise specified by the Traffic Engineering Division.
- G. One complete loop of cable shall be installed in all pull boxes and manholes. The size of the loop shall be approximately equivalent to the inner diameter of the enclosure (i.e. pull box, manhole, etc.)
- H. Curbing is not to be cut when installing loop detectors.

### **SECTION III. MATERIAL/EQUIPMENT/INSTALLATION INSTRUCTIONS:**

The contractor shall furnish and install:

- A. All schedule #40 polyvinyl chloride conduit (PVC) and fittings as noted in Section I for underground installation.

All joints shall be solvent welded and watertight.

Conduit to be installed a minimum of three feet (3') below grade, unless otherwise specified by the Traffic Engineering Division. When boring operations are employed, the contractor shall bore from one side of the roadway to the other. All excavations on side of roadway are to be restored to their original condition.

- B. Pull boxes (14" X 14" X 12.75") shall be Composites as manufactured by Quazite Corporation (Part No. PC1212BA12 with PC1212CA00 cover) or approved equal. Enclosures and covers shall be concrete gray color and rated for no less than 5000 pounds over a 10" X 10" area and be designed and tested to temperatures of -50 degrees Fahrenheit. Material compressive strength should be no less than 11000 psi. Covers shall be marked "TRAFFIC SIGNAL" and have a minimum coefficient of friction of 0.5. Covers to be attached using hex-head stainless steel bolts. Boxes to be stackable for extra depth.

A minimum of six inches (6") of gravel shall be installed in earth prior to setting pull box. The gravel bed shall also extend two inches (2") beyond the walls of the box.

- C. #12 AWG stranded type XHHW wire shall be used for loop detectors. As per attached sketch, all vehicle loop detectors to have three (3) turns and each loop detector to be made with a continuous (unspliced) wire from the pull box throughout the loop using shielded wire on all runs. \* **NOTE: Presence and Pulse loops are to be wound separate and independent of each other.** All four independent loops are to be connected in parallel configuration to one lead-in cable within the pull box.

**As per attached sketch, all bicycle loops to have two (2) turns and each loop to be made with a continuous (unspliced) wire from the pull box through the loop.**

Before loop wire is installed, the saw cut slot must be thoroughly cleaned and dried using compressed air. A sharp instrument, likely to cause damage, such as a screwdriver, will not be allowed for placing loop wire into the slot. Any wire damage during installation will be removed and replaced.

- D. Ruscoe #983 Traffic Detector loop sealant, Preco Gold Label Flex 1P loop sealant, 3M Brand loop sealant, Safety Coatings Loop Guard Four loop detector sealant, or approved equal shall be used to seal loop wires in roadway.
- E. Direct Bury Splice Kit, 600 volts, DBY-6 or approved equal shall be used in the connection of loop wire to loop lead-in cable.

#### SECTION IV. LIMITS OF CONTRACTOR'S WORK:

- A. It will be Jefferson Parish Traffic Engineering Division's responsibility to locate the existing pull box and/or manhole when replacement of loops is being done.
- B. If the lead-in wire is present in pull box, the contractor will be required to make connections to loop wire.
- C. For new installation or replacement, the contractor is only responsible for furnishing and installing the saw cut, loop wire, pull box, sealant, conduit, and connectors. Lead-in wire will be furnished and installed by Jefferson Parish Traffic Engineering Division.

- D. The Jefferson Parish Traffic Engineering Division shall test all loops within five (5) working days after contractor is finished installing or replacing loop for failure or leakage to ground. The contractor is responsible for replacement of loop if any defects are found.
- E. The contractor's cost for mobilization shall be included in the contract. No extra payment will be made for this item.

#### SECTION V. PAYMENT

Loop detector installations will be paid for at the contract unit price, which price shall be full compensation for all necessary work required to insure that when complete each loop shall perform to the satisfaction of the Jefferson Parish Traffic Engineering Division.

Payment will be made under:

<u>Item No.</u>	<u>Approximate Quantity</u>	<u>Description of Item</u>	<u>Pay Unit</u>
S-001	1500 Linear Feet	Vehicle Detector Inductive Loop Installation or Replacement	Linear Feet
S-002	200 Linear Feet	1", 2", or 3" PVC conduit in earth	Linear Feet
S-003	150 Linear Feet	2" or 3" PVC conduit in existing concrete or jack and bore	Linear Feet
S-004	5 Units	Quazite Pull Box (14"x14"x12.75")	Each
S-005	5 Units	Manhole Tap	Each

This contract must be bid all items or none.

*Note:* Attached are the following details:

Typical Loop Slot Detail

Bicycle Loop Slot Detail

Presence Loop Detail

Method of Crossing Pavement or Expansion Joint Detail

*END SPEC.*

## 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**

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 with the concurrence of the Director of Risk Management.

**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.

2) **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.

# State of Louisiana Professional Board for Contractors

## State Licensing Board for Contractors

This is to Certify that:

JACK B. HARPER ELECTRICAL, LLC  
70393 Bravo Street  
Covington, LA 70433

is duly licensed and entitled to practice the following classifications

ELECTRICAL WORK (STATEWIDE); SPECIALTY: INCIDENTAL HIGHWAY WORK EXCLUDING  
DRAINAGE, EARTHWORK, LANDSCAPING, AND PAVING



Witness our hand and seal of the Board dated,  
Baton Rouge, LA 31st day of July 2016

Expiration Date: July 30, 2019

License No: 5473

  
Director

  
Chairman

This License Is Not Transferrable

  
Treasurer

CONSENT OF THE MANAGERS  
OF  
JACK B. HARPER ELECTRICAL, L.L.C.

We, the undersigned, being all the Managers of Jack B. Harper Electrical, L.L.C. (sometime "Company) and acting herein by unanimous consent pursuant to Louisiana law do hereby agree to the following Company action:

**WHEREAS**, the undersigned Managers desire to give to William K. Davis ongoing authority to determine, negotiate and sign bids and other contractual arrangements on behalf of Jack B. Harper Electrical, L.L.C., at his sole and absolute discretion, effective January 1, 2019 until December 31, 2019 unless such authority is revoked by the company prior to that date.

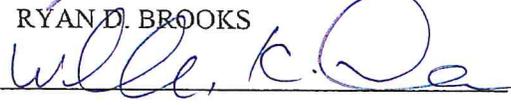
**WHEREAS**, this "evergreen" consent of the Managers to William K. Davis is for the convenience of Jack B. Harper Electrical, L.L.C., is in the best interest of Jack B. Harper Electrical, L.L.C since it will not require consents of Managers and it will streamline the operations of the Company by permitting bids and contracts to be executed solely by William K. Davis.

**THEREFORE,**

**BE IT RESOLVED** that William K. Davis is authorized to determine, negotiate and sign on behalf of Jack B. Harper Electrical, L.L.C. bids and other contracts at his discretion without the need for approval of the other Managers of the Company until December 31, 2019, unless such authority is revoked by the Company prior to that date.

**BE IT FURTHER RESOLVED** that William K. Davis is authorized to sign any certifications or other documents to further effectuate the purpose of this consent of the Managers of the Company.

**EXECUTED** this 1st day of January, 2019 at Covington, Louisiana.

  
\_\_\_\_\_  
RYAN D. BROOKS  
  
\_\_\_\_\_  
WILLIAM K. DAVIS





**ADDITIONAL REMARKS SCHEDULE**

AGENCY <b>Hub International Gulf South</b>		License # 231432	NAMED INSURED Jack B. Harper Electrical, LLC PO Box 789 Walker, LA 70785
POLICY NUMBER <b>SEE PAGE 1</b>			
CARRIER <b>SEE PAGE 1</b>	NAIC CODE <b>SEE P 1</b>	EFFECTIVE DATE: <b>SEE PAGE 1</b>	

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:  
- 30 Days NOC, except 10 for non-pay

ADDITIONAL COVERAGES (CONTINUED):  
ADDITIONAL COVERAGES (CONTINUED):

AUTO LIABILITY:  
- MCS90 Motor Carrier Endorsement  
- Blanket Additional Insured & Loss Payee Endorsements  
- BA PLUS Auto Extension Endorsement  
- Blanket Waiver of Subrogation Endorsement  
- 30 Days NOC, except 10 for non-pay

GENERAL LIABILITY:  
- Contractors General Liability Extension Endorsement  
- Blanket Additional Insured - Owners, Lessees or Contractors - with Products- Completed Operations Coverage, (primary & non-contributory wording) as required by written contract  
- Blanket Waiver of Subrogation Endorsement as required by written contract  
- 30 Days NOC, except 10 for non-pay

WORKERS COMPENSATION:  
- Includes Mandatory State Endorsements  
- 75 Days NOC  
- Voluntary Compensation Endorsement  
- Alternate Employers Endorsement  
- Blanket Waiver of Subrogation Endorsement  
- Blanket USL&H Coverage on "if any" basis  
- 30 Days NOC, except 10 for non-pay

EXCESS LIABILITY:  
- Follow form with regards to General Liability, Auto Liability, & Employers Liability  
- EXCESS LIABILITY: (Primary Layer, First \$5,000,000), Excess  
- EXCESS LIABILITY: (Excess Layer, \$10,000,000 over \$5,000,000 Primary)

CONTRACTORS EQUIPMENT PLUS ENDORSEMENT:  
- Equipment Leased, Rented, or Borrowed from Others ...  
- \$400,000 Per Item / \$400,000 Per Occurrence  
- \$5,000 Deductible; except \$10,000 as respects Theft  
- Blanket Loss Payee Endorsement