

DATE: 1/22/2021

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 5

BID NO.: 50-00133334

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: RSCOTT

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	_____
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	_____
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	_____

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

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_  
 NUMBER: \_\_\_\_\_  
 NUMBER: \_\_\_\_\_  
 NUMBER: \_\_\_\_\_

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

<b>*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***</b>	
FIRM NAME: <i>Not Check Background &amp; Fingerprinting</i>	
SIGNATURE: <i>Yolanda Doucette</i>	TITLE: <i>owner/operator</i>
(Must be signed here)	
PRINT OR TYPE NAME: <i>Yolanda Doucette</i>	
ADDRESS: <i>1746 Jackson Ave.</i>	
CITY, STATE: <i>New Orleans</i>	ZIP: <i>70113</i>
TELEPHONE: <i>504.523.5168</i>	FAX: <i>( ) N/A</i>
EMAIL ADDRESS: <i>Yolanda.Doucette@sbcglobal.net</i>	

TOTAL PRICE OF ALL BID ITEMS: \$ \$ 10,000.00 (VL) Vendor location Only  
 \$ 24,000.00 (RS) Recreation site w/mo

\*Please see Notes on pg. 6

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00133334

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1,000.00	EA	<p>1-YEAR CONTRACT TO COLLECT FINGERPRINTS FOR THE JEFFERSON PARISH RECREATION DEPARTMENT</p> <p>0001 Provide One (1) Standard Fingerprint Card, Form No. FD-258</p> <p>to record fingerprint images.</p> <p>The following items are for a 1-year as-needed, contract to collect fingerprints for the Jefferson Parish Parks &amp; Recreation Department. Fingerprints are to be collected at the <u>vendor location and/or</u> at a designated Recreation Department site, as requested by the Recreation Department. During certain times of the year, vendors will be required to be present at a designated Recreation Department facility at least two times per week between the hours of 3PM and 8PM (Monday - Thursday only). No fingerprints should be taken for the Recreation Department without signed, written approval on department letterhead. All completed fingerprint cards should be given to authorized JPRD employee with the permission letter attached. The amounts listed below are estimates based on use for a 12-month period.</p>	<p>(VL) Vendor location \$10.00</p> <p>(RS) Recreation Site \$15.00</p>	<p>\$10,000.00</p> <p>\$15,000.00</p>
2	20.00	EA	<p>0002 - Traveling fee to collect fingerprints between the hours of 3:00 PM - 8:00 PM at Nicholson Playground, 7101 11th Street, Marrero, LA 70072</p>	<p>#2 Vendor location = No Cost (VL) \$00.00 (RS) \$1,000.00</p>	<p>\$50.00</p>
3	20.00	EA	<p>0003 - Traveling fee the collect fingerprints between the hours of 3:00 PM - 8:00 PM at PARD Playground 5185 Eighty Arpent Road, Marrero LA 70072</p>	<p>#3 Vendor location = No Cost (VL) \$00.00 (RS) \$1,000.00</p>	<p>\$50.00</p>
4	20.00	EA	<p>0004 - Traveling fee to collect fingerprints at between the hours of 3:00 PM - 8:00 PM at Terrytown Playground, 641 Heritage Ave., Terrytown 70056</p>	<p>#4 Vendor location = No Cost (VL) \$00.00 (RS) \$1,000.00</p>	<p>\$50.00</p>
5	20.00	EA	<p>0005 - Traveling fee to collect fingerprints at between the hours of</p>	<p>#5 Vendor location = No Cost (VL) \$00.00 (RS) \$1,000.00</p>	<p>\$50.00</p>

Handwritten notes and calculations at the bottom of the page, including a total price calculation: \$10,000.00 (VL) + \$15,000.00 (RS) = \$25,000.00. There are also some illegible scribbles and additional notes.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00133334

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			3:00 PM - 8:00 PM at Pontiff Playground, 1521 Palm Street, Metairie, LA 70001	#6 Vendor Location = No Cost (VL) \$ 00.00 (RS) \$ 1,000.00	
6	20.00	EA	0006 - Traveling fee to collect fingerprints at between the hours of - 3:00 PM - 8:00 PM at Girard Playground, 5300 Irving St., Metairie, LA 70003	Recreation Site = \$50.00 #7 Vendor Location = No Cost (VL) \$ 00.00 (RS) \$ 1,000.00	
7	20.00	EA	0007 - Traveling fee to collect fingerprints at between the hours of 3:00 PM - 8:00 PM at Eastbank Main Office	Recreation Site = \$50.00 #8 Vendor Location = No Cost (VL) \$ 00.00 (RS) \$ 1,000.00	
8	20.00	EA	0008 - Traveling fee to collect fingerprints at between the hours of 3:00 PM - 8:00 PM at Miley Playground, 6716 W. Metairie Ave., Metairie, LA 70003	Recreation Site = \$50.00 #9 Vendor Location = No Cost (VL) \$ 00.00 (RS) \$ 1,000.00	
9	20.00	EA	0009 - Traveling fee to collect fingerprints at between the hours of 3:00 PM - 8:00 PM at Oakdale Playground, 650 Wall Blvd., Gretna, LA 70056	Recreation Site = \$50.00 #10 Vendor Location = No Cost (VL) \$ 00.00 (RS) \$ 1,000.00	
10	20.00	EA	0010 - Traveling fee to collect fingerprints at between the hours of 3:00 PM - 8:00 PM at Belle Terre Playground, 5600 Belle Terre Rd., Marrero, LA 70072	Recreation Site = \$50.00	

Insurance Declaration Affidavit  
Worker's Compensation

AFFIDAVIT

STATE OF Louisiana  
PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared,  
Yolanda Doucette, (Affiant) who after being duly sworn, deposed and said that he/she  
is the fully authorized Owner of NOT Check Background & Fingerprinting (Entity), the  
party who submitted a Proposal/Contract/Bid/RFP/SOQ No. 5000133334, to Jefferson Parish.

Affiant further said:

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

Yolanda Doucette  
Signature of Affiant  
Yolanda Doucette  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 28 DAY OF JANUARY, 2021.

Marielou T-Ray  
Notary Public

MARIELOU T-RAY  
Printed Name of Notary

86505  
Notary/Bar Roll Number

My commission expires LIFE



Insurance Declaration Affidavit  
Automotive

AFFIDAVIT

STATE OF Louisiana  
PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared,  
Yolanda Doucette (Affiant) who after being duly sworn, deposed and said that he/she  
is the fully authorized Owner of 4 NOT Check Background & Fingerprinting (Entity), the  
party who submitted a Proposal/Contract/Bid/RFP/SOQ No. 5000433334, to Jefferson Parish.

Affiant further said:

- (1) That entity does not own automobiles or use automobiles in the furtherance of the services provided under the contract.
- (2) That if the entity obtains automobiles or begins to use automobiles in the furtherance of the services provided under the contract, affiant will notify Jefferson Parish and obtain the proper coverage.

Y. Doucette  
Signature of Affiant  
Yolanda Doucette  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 29 DAY OF JANUARY, 2021

Maria T. Ray  
Notary Public

MARIELOU T. RAY  
Printed Name of Notary

86505  
Notary/Bar Roll Number

My commission expires LIFE





**THE HARTFORD**  
**BUSINESS SERVICE CENTER**  
 3600 WISEMAN BLVD  
 SAN ANTONIO TX 78251

January 26, 2021

Jefferson Parish Purchasing Department  
 200 DERBIGNY ST STE 4400  
 GRETNA LA 70053-5878

**Account Information:**

<b>Policy Holder Details :</b>	Y NOT CHECK BACKGROUND & FINGERPRINTING LLC
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**Contact Us**

Business Service Center  
**Business Hours:** Monday - Friday  
 (7AM - 7PM Central Standard Time)  
**Phone:** (866) 467-8730  
**Fax:** (888) 443-6112  
**Email:** [agency.services@thehartford.com](mailto:agency.services@thehartford.com)  
**Website:** <https://business.thehartford.com>

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,  
 Your Hartford Service Team

**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED  
 BEFORE THE EXPIRATION DATE, NOTICE WILL BE DELIVERED  
 IN ACCORDANCE WITH THE POLICY PROVISIONS.  
 AUTHORIZED REPRESENTATIVE

