

Attn: Donna Evans

Jefferson Parish Purchasing Department

200 Derbigny St.

General Government Building, Ste. 400

Gretna, LA 70053

**Keen Promotions  
Bidding on  
Jefferson Parish  
Bid Number 50-00121856**

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			two year contract for the supply of shirts and silk screening to be ordered on an as needed basis by the department of parks and recreation and all jeff parish departments and municipalities	\$4.58	\$229.00
1	50.00	EA	0100 - Group A Tee Shirts Size: Adult 3X-Large  Short Sleeve	\$4.58	\$229.00
2	50.00	EA	0110 - Group A - Tee Shirts Size: Adult 4X-Large  Short Sleeve Special Order Not All Colors Available Color Varies With Size Increase	\$4.58	\$366.40
3	80.00	EA	0120 - Group A - Tee Shirts Size: Adult 5X-Large  Short Sleeve Special Order Not All Colors Available Color Varies With Size Increase	\$3.37	\$269.60
4	80.00	EA	0130 - Group A - Tee Shirts Size: Adult 2X-Large  Short Sleeve	\$1.84	\$404.80
5	220.00	EA	0140 - Group A - Tee Shirts Size: Adult X-Large  Short Sleeve	\$1.84	\$460.00
6	250.00	EA	0150 - Group A - Tee Shirts Size: Adult Large  Short Sleeve	\$1.84	\$920.00
7	500.00	EA	0160 - Group A - Tee Shirts Size: Adult Medium  Short Sleeve	\$1.84	\$2,760.00
8	1,500.00	EA	0170 - Group A - Tee Shirts Size: Adult Small  Short Sleeve	\$1.79	\$2,148.00
9	1,200.00	EA	0180 - Group A - Tee Shirts Size: Youth Large		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Short Sleeve	\$1.79	\$2,864.00
10	1,600.00	EA	0190 - Group A - Tee Shirts Size: Youth Medium		
			Short Sleeve	\$1.79	\$3,043.00
11	1,700.00	EA	0200 - Group A - Tee Shirts Size: Youth Small		
			Short Sleeve	\$1.79	\$4,29.60
12	240.00	EA	0210 - Group A - Tee Shirts Size: Youth Extra-Small		
			Short Sleeve	\$8.14	\$32.50
13	4.00	EA	0220 - Group A - Tee Shirts Size: Adult 2X-Large		
			Long Sleeve	\$6.26	\$187.80
14	30.00	EA	0230 - Group A - Tee Shirts Size: Adult X-Large		
			Long Sleeve	\$6.26	\$25.04
15	4.00	EA	0240 - Group A - Tee Shirts Size: Adult Large		
			Long Sleeve	\$6.26	\$25.04
16	4.00	EA	0250 - Group A - Tee Shirts Size: Adult Medium		
			Long Sleeve	\$12.51	\$750.60
17	60.00	EA	0300 - Group B - Henley Tee Shirts Or Equal		
			Size: Adult 2X-Large	\$9.35	\$701.25
18	75.00	EA	0310 - Group B - Henley Tee Shirts Size: Adult X-Large		
			Imprint Left Chest	\$9.35	\$1,402.50
19	150.00	EA	0320 - Group B - Henley Tee Shirts Size: Adult Large		
			Imprint Left Chest		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
20	200.00	EA	0330 - Group B - Henley Tee Shirts Size: Adult Medium	\$9.35	\$1,870.00
			Imprint Left Chest	\$9.35	\$1,168.75
21	125.00	EA	0340 - Group B - Henley Tee Shirts Size: Adult Small		
			Imprint Left Chest	\$5.49	\$274.50
22	50.00	EA	0400 - Group C - Coaches Shirts Size: Adult 3X-Large		
				\$5.49	\$21.96
23	4.00	EA	0410 - Group C - Coaches Shirts Size: Adult 4X-Large		
				\$5.27	\$421.60
24	80.00	EA	0420 - Group C - Coaches Shirts Size: Adult 2X-Large		
				\$3.58	\$286.40
25	80.00	EA	0430 - Group C - Coaches Shirts Size: Adult X-Large		
				\$3.58	\$537.00
26	150.00	EA	0440 - Group C - Coaches Shirts Size: Adult Large		
				\$3.58	\$537.00
27	150.00	EA	0450 - Group C - Coaches Shirts Size: Adult Medium		
				\$3.58	\$537.00
28	150.00	EA	0460 - Group C - Coaches Shirts Size: Adult Small		
				\$7.14	\$214.20
29	30.00	EA	0500 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult 3X-Large	\$5.82	\$116.40
30	20.00	EA	0510 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult 2X-Large	\$4.28	\$342.40
31	80.00	EA	0520 - Group D - Heavy Weight Pocket Tee Shirt		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Size: Adult X-Large	\$4.28	\$128.40
32	30.00	EA	0530 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult Large	\$4.28	\$85.60
33	20.00	EA	0540 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult Medium	\$4.28	\$17.12
34	4.00	EA	0550 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult Small	\$7.14	\$85.68
35	12.00	EA	0560 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult 4X-Large	\$7.14	\$85.68
36	12.00	EA	0570 - Group D - Heavy Weight Pocket Tee Shirt		
			Size: Adult 5X-Large	\$7.37	\$29.48
37	4.00	EA	0600 - Group E - Coaches Shirts With Pocket		
			Size: Adult Small	\$11.20	\$44.80
38	4.00	EA	0610 - Group E - Coaches Shirts With Pocket		
			Size: Adult 4X-Large	\$11.20	\$44.80
39	4.00	EA	0620 - Group E - Coaches Shirts With Pocket		
			Size: Adult 5X-Large	\$10.05	\$40.20
40	4.00	EA	0630 - Group E - Coaches Shirts With Pocket		
			Size: Adult 3X-Large	\$9.02	\$90.20
41	10.00	EA	0640 - Group E - Coaches Shirts With Pocket		
			Size: Adult 2X-Large		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
42	4.00	EA	0650 - Group E - Coaches Shirts With Pocket Size: Adult X-Large	\$7.37	\$29.48
43	10.00	EA	0660 - Group E - Coaches Shirts With Pocket Size: Adult Large	\$7.37	\$73.70
44	4.00	EA	0670 - Group E - Coaches Shirts With Pocket Size: Adult Medium	\$7.37	\$29.48
45	6,000.00	EA	0800 - Group G - Silk Screening 1 Logo 1 Location 1 Color	\$0.32	\$1,920.00
46	800.00	EA	0810 - Group G - Silk Screening 1 Logo 1 Location 2 Or 3 Colors	\$0.88	\$704.00
47	1,800.00	EA	0820 - Group G - Silk Screening 1 Logo 1 Location 4 Colors	\$0.84	\$1,512.00
48	1.00	EA	0830 - Group G - Silk Screening Cost Per Additional Location Of Logo 1 Color	\$0.32	\$0.32
49	1.00	EA	0840 - Group G - Silk Screening Cost Per Additional Location Of Logo 2 Or 3 Colors	\$0.88	\$0.88
50	1.00	EA	0850 - Group G - Silk Screening Cost Per Additional Location Of Logo 4 Colors	\$0.84	\$0.84
51	25.00	EA	0860 - Group G - Silk Screening Single Digit, 6 Inch Number, 1 Location	\$4.40	\$110.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00121856

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
52	1.00	EA	0870 - Group G - Silk Screening Single Digit, 6 Inch Number, 2 Locations	\$4.40	\$4.40
53	10.00	EA	0880 - Group G - Silk Screening Double Digit, 6 Inch Number, 1 Location	\$4.40	\$44.00
54	1.00	EA	0890 - Group G - Silk Screening Double Digit, 6 Inch Number, 2 Locations	\$4.40	\$4.40
55	4.00	EA	0900 - Group G - Silk Screening Single Digit, 8 Inch Number, 1 Location	\$4.40	\$17.60
56	1.00	EA	0910 - Group G - Silk Screening Single Digit, 8 Inch Number, 2 Locations	\$4.40	\$4.40
57	4.00	EA	0920 - Group G - Silk Screening Double Digit, 8 Inch Number, 1 Location	\$4.40	\$17.60
58	4.00	EA	0930 - Group G - Silk Screening Double Digit, 8 Inch Number, 2 Locations	\$4.40	\$17.60
			***** Imprint On All Shirts Must Be Silk Screened With Selected Logos Of Various Colors For Use In Particular Programs Or Departments.  Artwork Will Be Provided To Vendor Upon Ordering Of Shirts For The Particular Program Involved. *****	\$25 per hour	\$625.00
59	25.00	HR	0940 - Art Work - Digital Full color print on front and rear of shirt  Vendor will have to work with requestor to get final approval of shirt design.	\$19.80	\$396.00
60	20.00	EA	0950 - Silk Screening cost per color screen up to 10 colors	\$0.25	\$2256.50
61	9026.00	EA	Estimated Shipping	\$0.25 per Item	\$2256.50

Total - \$31,995.42

\*Bids on screen printing are based off of quantities listed. If quantities do not match the order, pricing is subject to change. Our markup will remain the same.

**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 20 %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 3/30/2018

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

7-10 Business Days

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

N/A

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

FIRM NAME: Brandon Keen

ADDRESS: 18 Yorkshire

CITY, STATE: Bristol, TN ZIP: 37620

TELEPHONE: 423 968-5646 FAX: (866)-710-2434

EMAIL ADDRESS: brandon@keenpromotions.com

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

Acknowledge Receipt of Addenda: NUMBER: #1  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ 31,995.42 -

AUTHORIZED SIGNATURE: Brandon Keen

Brandon Keen  
Printed Name

TITLE: Marketing Director

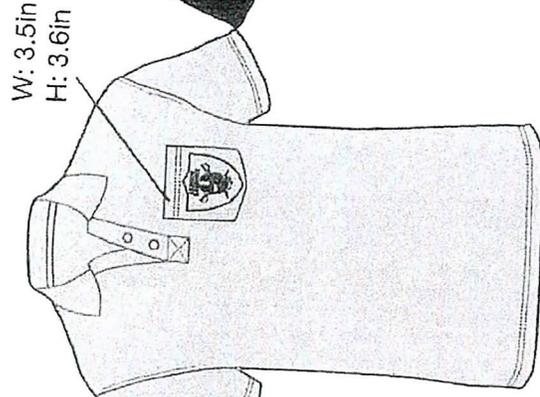
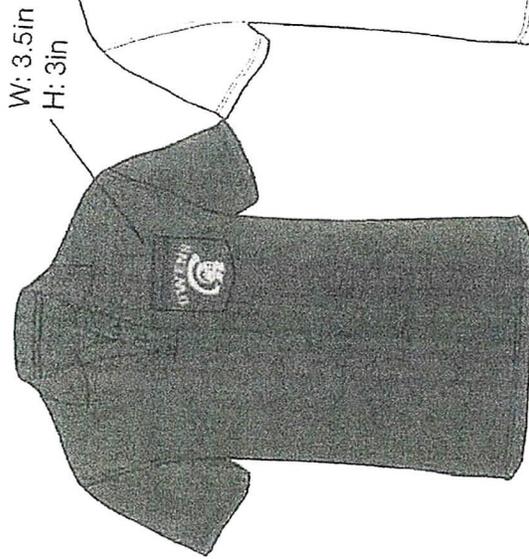
SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

**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.**

**Order Name: Lemon Raiders/  
Owens**

Ship Date:

Shirt Style: Coach's shirt with Pocket  
Shirt Color: Maroon, White, Black, Grey  
Ink Color: Black, Grey, Gold (110C)  
Total Quantity: 17  
Sizes: See attached



Email: [bander@keenpromotions.com](mailto:bander@keenpromotions.com)

Phone: 423-741-3344

Address: 18 Yorkshire  
Bristol, TN  
37620

**Notes:**

Initials

*BLK*

Add any additional notes on back

**Order Name: JP Owens**

Due Date:

Shirt Style: G800

Shirt Color: Maroon

Ink Color: 110C (gold)

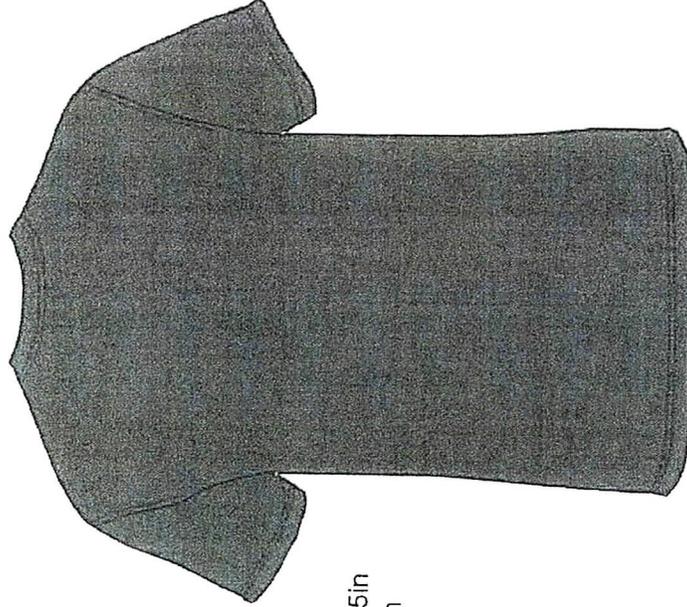
Total Quantity: 80

Sizes: Youth: M: 20, L: 20, Adult: S: 20, M: 20



W: 8.5in  
H: 9in

FRONT



BACK

Email: [Brandon@kenpremierions.com](mailto:Brandon@kenpremierions.com)

Phone: 423-741-3394

Address: 18 Yorkshire

Bristol, TN

37620

**Notes:**

Initials

BJ

Add any additional notes on back

front center  
8" wide

1 color -  
white



Back number -  
8" tall

1 color -  
black



*DR*

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  

---

INCORPORATED.

AT THE MEETING OF DIRECTORS OF Keen Promotions, LLC  
INCORPORATED, DULY NOTICED AND HELD ON Friday, 2/9/2018,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Brandon Perry Keen, 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.



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SECRETARY-TREASURER

2/9/2018  
DATE



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

January 31, 2018

ADDENDUM # 1

Bid No.: 50-00121856

Bid Opening Date: 02/15/2018

**For: TWO YEAR CONTRACT FOR THE SUPPLY OF SHIRTS AND SILK SCREENING TO BE ORDERED ON AN AS NEEDED BASIS FOR THE JEFFERSON PARISH DEPARTMENT OF PARKS AND RECREATION AND WILL BE USED BY ALL DEPARTMENTS, AGENCIES AND MUNICIPALITIES**

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**CLARIFICATION:**

**Question:** Do you know how many colors are in the artwork?

**Answer:** The bid clearly address the amount of colors in the items of Group G of the bid. Order a shirt from Groups A, B, C, D, or E- depending on the type of shirt the department would want, Then the department would order the appropriate item from Group G, depending upon HOW MANY COLORS THE IMPRINT IS AND WHERE DEPARTMENT WANT LOGO.

**Question:** GROUP A- E. What are the imprint locations and how many colors for the imprint?

**Answer:** These questions are addressed in the items of Group G of the bid. Specific locations are not addressed nor should it affect the bid price. The amount of locations is addressed in each item of Group G. As for how many colors- this is also addressed in the items of Group G. A department would order the type of shirt and then pick an appropriate item from Group G if that department wanted something silk screened on those shirts,

**Question:** ART WORK- digital full color print on front and back of shirt and it isn't listed as a quantity, but rather in hours. Is this graphic design work that will need to be created?

**Answer:** Yes

**Question:** Which shirts will this apply to?

**Answer:** It shouldn't matter- this is simply how much a graphic designer would charge a department (PER HOUR) to create a logo that has not been created.



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

Sincerely,

A handwritten signature in blue ink that reads "Donna M. Evans". The signature is written in a cursive style and is positioned above a horizontal line.

DONNA M EVANS, Buyer II  
Jefferson Parish Purchasing Department

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

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



# CERTIFICATE OF INSURANCE

— THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY —

DATE ISSUED (MM/DD/YY) 2/15/18
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Home Office • 100 Erie Insurance Place • Erie, Pennsylvania 16530 • 814.870.2000  
Toll free 1 800 458 0811 • Fax 814.870 3126 • www.erieinsurance.com

NAME AND ADDRESS OF AGENCY <b>SESCO GROUP INC</b> 51 COMMONWEALTH AVE BRISTOL, VA 24201-3824  (276)644-9130	AGENT'S NO. DD2480	<b>COMPANY(IES) AFFORDING COVERAGE</b> Co.: C ERIE INSURANCE COMPANY Co.: D ERIE INSURANCE PROPERTY & CASUALTY COMPANY Co.: E ERIE INSURANCE EXCHANGE (Not Applicable in NY) Erie Indemnity Co., Attorney-in-Fact Co.: F ERIE INSURANCE COMPANY OF NEW YORK Co.: G FLAGSHIP CITY INSURANCE COMPANY
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NAME AND ADDRESS OF NAMED INSURED  Keen Promotions 601 Volunteer Pkwy Bristol, TN 37620	This certificate is issued for information purposes only and confers no rights on the certificate holder. It does not affirmatively or negatively amend, extend, or otherwise alter the terms, exclusions and conditions of insurance coverage contained in the policy(ies) indicated below. The terms and conditions of the policy(ies) govern the insurance coverage as applied to any given situation. Limits shown may have been reduced by claims paid. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer and the certificate holder.
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This is to certify that policies, as indicated by the Policy Number below, are in force for the Named Insured at the time that the Certificate is being issued.

CO Add'l LTR Ins'd	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS																		
E	<input type="checkbox"/> <b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR  <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Q97 1270055	4/4/17	4/4/18	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td>\$</td><td>1,000,000</td></tr> <tr><td>FIRE DAMAGE (Any One Fire)</td><td>\$</td><td>1,000,000</td></tr> <tr><td>MED EXP (Any One Person)</td><td>\$</td><td>5,000</td></tr> <tr><td>PERSONAL &amp; ADV. INJURY</td><td>\$</td><td>0</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$</td><td>2,000,000</td></tr> <tr><td>PRODUCTS-COMP/OP AGG</td><td>\$</td><td>2,000,000</td></tr> </table>	EACH OCCURRENCE	\$	1,000,000	FIRE DAMAGE (Any One Fire)	\$	1,000,000	MED EXP (Any One Person)	\$	5,000	PERSONAL & ADV. INJURY	\$	0	GENERAL AGGREGATE	\$	2,000,000	PRODUCTS-COMP/OP AGG	\$	2,000,000
EACH OCCURRENCE	\$	1,000,000																					
FIRE DAMAGE (Any One Fire)	\$	1,000,000																					
MED EXP (Any One Person)	\$	5,000																					
PERSONAL & ADV. INJURY	\$	0																					
GENERAL AGGREGATE	\$	2,000,000																					
PRODUCTS-COMP/OP AGG	\$	2,000,000																					
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> "ANY AUTO" (OWNED, HIRED, NON-OWNED) <input type="checkbox"/> OWNED <input type="checkbox"/> HIRED <input type="checkbox"/> NON-OWNED <input type="checkbox"/> GARAGE				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>BODILY INJURY (EACH PERSON)</td><td>\$</td><td></td></tr> <tr><td>BODILY INJURY (EACH ACCIDENT)</td><td>\$</td><td></td></tr> <tr><td>PROPERTY DAMAGE</td><td>\$</td><td></td></tr> <tr><td>BODILY INJURY AND PROPERTY DAMAGE COMBINED</td><td>\$</td><td></td></tr> </table>	BODILY INJURY (EACH PERSON)	\$		BODILY INJURY (EACH ACCIDENT)	\$		PROPERTY DAMAGE	\$		BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$							
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PROPERTY DAMAGE	\$																						
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	<b>WORKERS COMPENSATION &amp; EMPLOYERS LIABILITY</b>				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="3" style="text-align: center;">STATUTORY</th></tr> <tr><td rowspan="3" style="vertical-align: middle;"><b>BODILY INJURY BY</b></td><td>ACCIDENT</td><td>\$ EACH ACCIDENT</td></tr> <tr><td>DISEASE</td><td>\$ POLICY LIMIT</td></tr> <tr><td>DISEASE</td><td>\$ EACH EMPLOYEE</td></tr> </table>	STATUTORY			<b>BODILY INJURY BY</b>	ACCIDENT	\$ EACH ACCIDENT	DISEASE	\$ POLICY LIMIT	DISEASE	\$ EACH EMPLOYEE								
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<b>BODILY INJURY BY</b>	ACCIDENT	\$ EACH ACCIDENT																					
	DISEASE	\$ POLICY LIMIT																					
	DISEASE	\$ EACH EMPLOYEE																					
	<b>OTHER</b>																						

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

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

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

<b>NAME AND ADDRESS OF CERTIFICATE HOLDER</b> Keen Promotions 601 Volunteer Pkwy Bristol, TN 37620	AUTHORIZED REPRESENTATIVE 
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Non-Public Works Bid

AFFIDAVIT

STATE OF Tennessee

PARISH/COUNTY OF Sullivan

BEFORE ME, the undersigned authority, personally came and appeared: Brandon  
Keen, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized employee of Keen Promotions (Entity),  
the party who submitted a bid in response to Bid Number SO-00121856, 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.]*

