



## State Licensing Board for Contractors

This is to Certify that:

LANDSCAPE WORKSHOP, LLC  
550 Montgomery Hwy., Ste. 200  
Vestavia Hills, AL 35216

is duly licensed and entitled to practice the following classifications

BUILDING CONSTRUCTION; LANDSCAPING; GRADING AND BEAUTIFICATION; LIMITED SPECIALTY SERVICES



Expiration Date: December 6, 2024

License No: 77755

Witness our hand and seal of the Board dated,  
Baton Rouge, LA 6th day of December 2023

Willis MacP  
Director

Joe Mallett  
Chairman

This License Is Not Transferrable

Andy Sklar  
Treasurer



## LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-3796, FAX (225) 925-3760

License No. 0020Q6

Date: 02/05/2024

LANDSCAPE WORKSHOP, LLC

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

### Louisiana Department of Agriculture & Forestry

Mike Strain DVM, Commissioner

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806

Be it known, that effective Jan 31, 2024 through Dec 31, 2024 having complied with all relevant requirements of the Louisiana Revised Statutes, the entity named below is hereby authorized to engage in the business of **GROUND OWNER OPERATOR**.

LANDSCAPE WORKSHOP, LLC  
550 MONTGOMERY HIGHWAY  
SUITE 200  
VESTAVIA HILLS AL 35216

DISPLAY IN A PROMINENT PLACE

License No: 0020Q6

*Mike Strain*  
Commissioner



MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION : BRANDON ANTHONY LUTEMAN

Date: 2/6/2024

LDAF ID : 133405

LICENSE(S): IRRIGATION CONTRACTOR 24-0537  
CEU Expiration Date May 27 2025  
LANDSCAPE HORTICULTURIST 24-3821

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

11

## LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): IRRIGATION CONTRACTOR 24-0537  
CEU Expiration Date May 27 2025  
LANDSCAPE HORTICULTURIST 24-3821

BRANDON ANTHONY LUTEMAN  
39509 SW I-55 SERVICE RD  
PONCHATOULA LA 70454

  
Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID: 133405



# LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

5/2020

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION: **RANDY M LOUP**

Date: 1/10/2024

LDAF ID: 47823

LICENSE(S): **ARBORIST**

**24-0682**

**LANDSCAPE HORTICULTURIST**

**24-0118**

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

34

## LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): **ARBORIST**

**24-0682**

**LANDSCAPE HORTICULTURIST**

**24-0118**

**RANDY M LOUP**

**400 LAPALCO BLVD STE H BOX 108**

**GRETN LA 70056**

*Mike Strain*

Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID:

**47823**



# LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN D V M, COMMISSIONER

Agricultural & Environment Sciences, 5825 Florida Blvd., Suite 1003, Baton Rouge, LA 70808, (225) 925-3796, FAX (225) 925-3760

**IMPORTANT  
OFFICIAL DOCUMENT ENCLOSED  
COMMERCIAL APPLICATOR CARD**

RANDY M LOUP  
1701 BELLE CHASE HIGHWAY  
GRETN LA 70056

This is your pesticide certification card. The holder of this card is authorized to perform the duties covered by your type of certification in the categories listed. This card must be renewed before the expiration date. The certification need to be recertified before the recertification date. Please use a "Permanent Ink" type marker for signing in the space provided on the reverse side.

## Commercial Applicators

Card/USAPlants ID No.: 002DZ8

RANDY M LOUP  
1701 BELLE CHASE HIGHWAY  
GRETN LA 70056

Card Expires: 12/31/2024

## Phase(s) / Categories

3 - Ornamental & Turf Pest Control

## LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY CERTIFICATION CARD

### COMMERCIAL APPLICATOR

RANDY M LOUP  
1701 BELLE CHASE HIGHWAY  
GRETN LA 70056

002DZ8

Expiration Date: 12/31/2024



*Mike Strain*

Mike Strain, DVM COMMISSIONER

Please verify all information for correctness. If changes are necessary, please note them and promptly return to issuing agency.

Card and Test Problems/Questions: (225) 925-3796

Certified licensed or Registered as  
(CA/P) Commercial Applicator

Categories  
3 - Ornamental & Turf Pest Control

Recertify By  
12/08/2024

Signature: \_\_\_\_\_

LOAF EMERGENCY HOTLINE: 855-452-5323  
LA POISON CONTROL CENTER: 800-222-1222



MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION:

PAUL NICHOLAS GAGLIANO

Date: 2/6/2024

LDAF ID: 122158

LICENSE(S): IRRIGATION CONTRACTOR 24-0050

CEU Expiration Date Jan 22 2027

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

142

## LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): IRRIGATION CONTRACTOR 24-0050

CEU Expiration Date Jan 22 2027

PAUL NICHOLAS GAGLIANO  
1701 BELLE CHASSE HWY  
GRETN LA 70056

  
Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID: 122158







**CENTRALBIDDING**

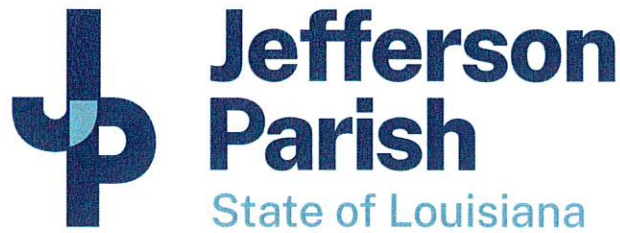
FROM CENTRAL AUCTION HOUSE

**5000145787 - Furnish Labor, Materials and Equipment to Install  
Landscaping at the Joseph S. Yenni Building for Jefferson Parish  
Parkways**

Jefferson Parish Government

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

02-Aug-2024 11:10:56 AM



**Bid Number 5000145787**

**Furnish Labor, Materials and Equipment to Install Landscaping  
at the Joseph S. Yenni Building for Jefferson Parish Parkways**

**BID DUE: August 6, 2024 AT 11:00 AM**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions  
in the technical specifications and Jefferson Parish Instructions for Bidders and  
General Terms and Conditions. All bids must be received on the Purchasing  
Department's eProcurement site, [www.jeffparishbids.net](http://www.jeffparishbids.net), by the bid due date  
and time. Late bids will not be accepted.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Purchasing Specialist I Name: Brenda Bellow  
Purchasing Specialist I Email: [bbellow@jeffparish.net](mailto:bbellow@jeffparish.net)  
Purchasing Specialist I Phone: 504-364-2683**



DATE: 7/30/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00145787

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
BBELLOW@jeffparish.net

Bids will be received until 11:00 AM, 8/06/2024 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net).

**LATE BIDS WILL NOT BE ACCEPTED**

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. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2602(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

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. 136353 and/or Resolution No. 141125 as amended. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbligny 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. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

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 local 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. 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 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.)

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 by the bidder placing the Addendum number in the appropriate section. 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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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.

**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 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.**

**3, 4, 5, 6, 10, 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 electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, 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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
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. Failure to comply with this instruction will result in bid rejection.
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. All sureties must be in original format (no copies). When 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 an as needed basis contract. 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-Collusion 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.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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 as per the appendix instructions. Failure to submit applicable certifications as per the appendix instructions 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 is 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 owed 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 to 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, and report to Owner the amount of taxes not incurred.

**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: 7/30/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 5

BID NO.: 50-00145787

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
BBELLOW

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.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES 08/19/2024

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK 14 days

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK 5 days

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) 77755

**\*\*\* ALL BIDDERS MUST COMPLETE SECTION BELOW \*\*\***

FIRM NAME:		Landscape Workshop, LLC	
SIGNATURE: (Must be signed here)		TITLE:	General Manager
PRINT OR TYPE NAME:		Jacob Burkhardt	
ADDRESS:		1701 Belle Chasse Highway	
CITY, STATE:	Gretna, Louisiana	ZIP:	70056
TELEPHONE:	(504) 456-6534	FAX:	( )
EMAIL ADDRESS:		jburkhart@landscapeworkshop.com	

TOTAL PRICE OF ALL BID ITEMS: \$36,692.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145787

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	JOB	<p>FURNISH LABOR, MATERIALS AND EQUIPMENT TO INSTALL LANDSCAPING AT THE JOSEPH S. YENNI BUILDING FOR JEFFERSON PARISH PARKWAYS</p> <p>0010 This project shall include minor grading, supply and installation of plant material, trees, sod and decorative stone in accordance with the provided plan and details.</p> <p>Location:</p> <p>Yenni Bldg. 1221 Elmwood Park Blvd. Jefferson, LA 70123</p> <p>***AS PER BID SPECIFICATIONS***</p>	\$ 36,692.00	\$ 36,692.00



## **LABOR & MATERIALS FOR INSTALLATION OF LANDSCAPE BEDS AND TURF FOR THE JOSEPH S. YENNI BUILDING IN JEFFERSON PARISH**

### **Section 1.0 – No Pre-Bid Conference:**

There will not be any Pre-Bid Conference. The site is located on the east side of the building. All prospective bidders are able to visit the site. (Please review the attached Plans for this bid.) For any questions contact Bryan Parks 504-349-5800.

### **Section 2.0 – Bonds:**

No bonds shall be required for this bid or project.

### **Section 3.0 – Scope of Work:**

This project shall include minor grading, supply and installation of plant material, trees, sod and decorative stone in accordance with the provided plan and details.

### **Section 4.0 –License Requirements:**

The following Louisiana State license shall be required for this project:

- Specialty: Landscape, Grading and Beautification

### **Section 5.0 – Unit Pricing:**

The project shall bid as a Lump Sum price that includes quantified line items. All final quantities shall be field verified by Jefferson Parish. The final contract price may increase or decrease based on the final measured quantities.

Refer to the associated plan and details for product specifications.

### **Section 6.0 – Schedule:**

The Contractor shall have fourteen (14) calendar days from the Notice to Proceed date to the project. Once the completed project has been approved, the Contractor shall then be required to irrigate the installed landscape material for a minimum of two weeks.

### **Section 7.0 – Existing Site:**

The site is accessible for viewing at any time by prospective bidders. All prospective bidders are encouraged to visit the site prior to the bid opening.

**Section 8.0 – Site Access:**

The site and associated building have restricted access. It shall be permissible for the Contractor to temporarily remove panels within the existing security fence to provide access to the work area. However, the Contractor must secure any fence openings whenever he leaves the site. At no time shall an unoccupied opening be left within the existing security fence. The Contractor shall secure any openings within the existing security fence with temporary chain-link or other similar high strength panel. The temporary panels must securely be installed and must have a padlock or other lockable security system in place. The Contractor shall provide Jefferson Parish with a copy of the lock key(s) and/or the combination to any locks.

Any damage to the existing fence shall be the responsibility of the Contractor to repair or replace. It shall be the Contractor's responsibility to properly document any existing site/fence damage prior to the start of construction.

**Section 9.0 - Hours of Work:**

Work may be performed during week days or on weekends. Proposed working days and hours shall be submitted to Jefferson Parish for review and approval prior to beginning any work. The Contractor shall provide Jefferson Parish with a minimum twenty-four (24) hours of notice prior to the start of work. Once the installation is complete, the Contractor shall contact Jefferson Parish to schedule a final inspection of the work.

**Section 10.0 – Cleaning the Site and Safety:**

The job site must be clean and free of all litter and debris daily and upon completion of the contract. Safely stored equipment and material is permissible within the project site as long as all vehicular sight lines and pedestrian routes are not obstructed. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish and other Parish officials.

**Section 11.0 – Warranty:**

The Contractor shall warrant his materials and workmanship for a period of one (1) year after final acceptance of the project.

**Section 12.0 – Pre-Construction Meeting and Notice to Proceed:**

A Pre-Construction Meeting will be conducted by Jefferson Parish prior to the issuance of the Notice to Proceed. At this meeting, the Contractor shall supply Jefferson Parish with the following information:

- The Contractor's field personnel's contract information
- Anticipated construction schedule

BID SPECIFICATIONS FOR BID #5000145787

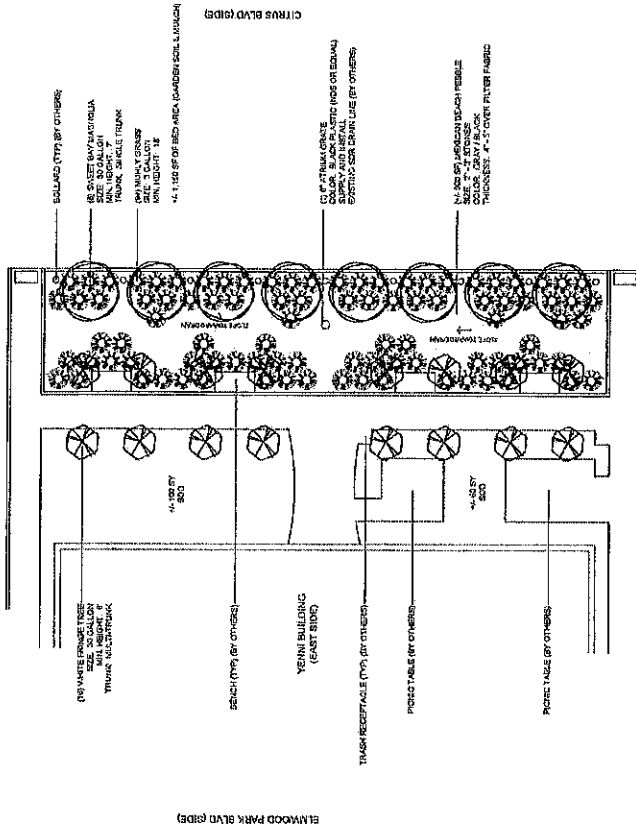
- Anticipated staging plan
- List of any subcontractors
- Product submittals (plant material, trees, sod, stone filter fabric and atrium grate)

Jefferson Parish will issue the Notice to Proceed to the Contractor for an agreed upon date.



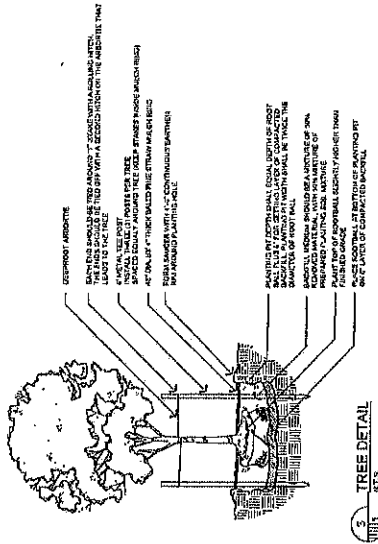
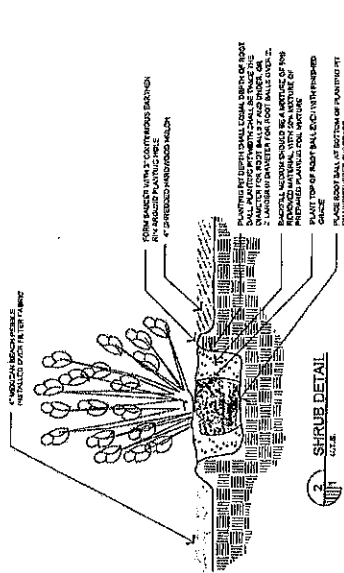
JUNE 2024

# JEFFERSON PARISH YENNI BUILDING COURTYARD ELMWOOD, LOUISIANA



MATERIALS		NOTES	
1	BRUSH	WHITE FRUIT TREE	20' GALOON
2	BRUSH	SHEDDING MAGNOLIA	20' GALOON
3	BRUSH	SHEDDING MAGNOLIA	20' GALOON
4	BRUSH	SHEDDING MAGNOLIA	20' GALOON
5	BRUSH	SHEDDING MAGNOLIA	20' GALOON
6	BRUSH	SHEDDING MAGNOLIA	20' GALOON
7	BRUSH	SHEDDING MAGNOLIA	20' GALOON
8	BRUSH	SHEDDING MAGNOLIA	20' GALOON
9	BRUSH	SHEDDING MAGNOLIA	20' GALOON
10	BRUSH	SHEDDING MAGNOLIA	20' GALOON
11	BRUSH	SHEDDING MAGNOLIA	20' GALOON
12	BRUSH	SHEDDING MAGNOLIA	20' GALOON
13	BRUSH	SHEDDING MAGNOLIA	20' GALOON
14	BRUSH	SHEDDING MAGNOLIA	20' GALOON
15	BRUSH	SHEDDING MAGNOLIA	20' GALOON
16	BRUSH	SHEDDING MAGNOLIA	20' GALOON
17	BRUSH	SHEDDING MAGNOLIA	20' GALOON
18	BRUSH	SHEDDING MAGNOLIA	20' GALOON
19	BRUSH	SHEDDING MAGNOLIA	20' GALOON
20	BRUSH	SHEDDING MAGNOLIA	20' GALOON
21	BRUSH	SHEDDING MAGNOLIA	20' GALOON
22	BRUSH	SHEDDING MAGNOLIA	20' GALOON
23	BRUSH	SHEDDING MAGNOLIA	20' GALOON
24	BRUSH	SHEDDING MAGNOLIA	20' GALOON
25	BRUSH	SHEDDING MAGNOLIA	20' GALOON
26	BRUSH	SHEDDING MAGNOLIA	20' GALOON
27	BRUSH	SHEDDING MAGNOLIA	20' GALOON
28	BRUSH	SHEDDING MAGNOLIA	20' GALOON
29	BRUSH	SHEDDING MAGNOLIA	20' GALOON
30	BRUSH	SHEDDING MAGNOLIA	20' GALOON
31	BRUSH	SHEDDING MAGNOLIA	20' GALOON
32	BRUSH	SHEDDING MAGNOLIA	20' GALOON
33	BRUSH	SHEDDING MAGNOLIA	20' GALOON
34	BRUSH	SHEDDING MAGNOLIA	20' GALOON
35	BRUSH	SHEDDING MAGNOLIA	20' GALOON
36	BRUSH	SHEDDING MAGNOLIA	20' GALOON
37	BRUSH	SHEDDING MAGNOLIA	20' GALOON
38	BRUSH	SHEDDING MAGNOLIA	20' GALOON
39	BRUSH	SHEDDING MAGNOLIA	20' GALOON
40	BRUSH	SHEDDING MAGNOLIA	20' GALOON
41	BRUSH	SHEDDING MAGNOLIA	20' GALOON
42	BRUSH	SHEDDING MAGNOLIA	20' GALOON
43	BRUSH	SHEDDING MAGNOLIA	20' GALOON
44	BRUSH	SHEDDING MAGNOLIA	20' GALOON
45	BRUSH	SHEDDING MAGNOLIA	20' GALOON
46	BRUSH	SHEDDING MAGNOLIA	20' GALOON
47	BRUSH	SHEDDING MAGNOLIA	20' GALOON
48	BRUSH	SHEDDING MAGNOLIA	20' GALOON
49	BRUSH	SHEDDING MAGNOLIA	20' GALOON
50	BRUSH	SHEDDING MAGNOLIA	20' GALOON
51	BRUSH	SHEDDING MAGNOLIA	20' GALOON
52	BRUSH	SHEDDING MAGNOLIA	20' GALOON
53	BRUSH	SHEDDING MAGNOLIA	20' GALOON
54	BRUSH	SHEDDING MAGNOLIA	20' GALOON
55	BRUSH	SHEDDING MAGNOLIA	20' GALOON
56	BRUSH	SHEDDING MAGNOLIA	20' GALOON
57	BRUSH	SHEDDING MAGNOLIA	20' GALOON
58	BRUSH	SHEDDING MAGNOLIA	20' GALOON
59	BRUSH	SHEDDING MAGNOLIA	20' GALOON
60	BRUSH	SHEDDING MAGNOLIA	20' GALOON
61	BRUSH	SHEDDING MAGNOLIA	20' GALOON
62	BRUSH	SHEDDING MAGNOLIA	20' GALOON
63	BRUSH	SHEDDING MAGNOLIA	20' GALOON
64	BRUSH	SHEDDING MAGNOLIA	20' GALOON
65	BRUSH	SHEDDING MAGNOLIA	20' GALOON
66	BRUSH	SHEDDING MAGNOLIA	20' GALOON
67	BRUSH	SHEDDING MAGNOLIA	20' GALOON
68	BRUSH	SHEDDING MAGNOLIA	20' GALOON
69	BRUSH	SHEDDING MAGNOLIA	20' GALOON
70	BRUSH	SHEDDING MAGNOLIA	20' GALOON
71	BRUSH	SHEDDING MAGNOLIA	20' GALOON
72	BRUSH	SHEDDING MAGNOLIA	20' GALOON
73	BRUSH	SHEDDING MAGNOLIA	20' GALOON
74	BRUSH	SHEDDING MAGNOLIA	20' GALOON
75	BRUSH	SHEDDING MAGNOLIA	20' GALOON
76	BRUSH	SHEDDING MAGNOLIA	20' GALOON
77	BRUSH	SHEDDING MAGNOLIA	20' GALOON
78	BRUSH	SHEDDING MAGNOLIA	20' GALOON
79	BRUSH	SHEDDING MAGNOLIA	20' GALOON
80	BRUSH	SHEDDING MAGNOLIA	20' GALOON
81	BRUSH	SHEDDING MAGNOLIA	20' GALOON
82	BRUSH	SHEDDING MAGNOLIA	20' GALOON
83	BRUSH	SHEDDING MAGNOLIA	20' GALOON
84	BRUSH	SHEDDING MAGNOLIA	20' GALOON
85	BRUSH	SHEDDING MAGNOLIA	20' GALOON
86	BRUSH	SHEDDING MAGNOLIA	20' GALOON
87	BRUSH	SHEDDING MAGNOLIA	20' GALOON
88	BRUSH	SHEDDING MAGNOLIA	20' GALOON
89	BRUSH	SHEDDING MAGNOLIA	20' GALOON
90	BRUSH	SHEDDING MAGNOLIA	20' GALOON
91	BRUSH	SHEDDING MAGNOLIA	20' GALOON
92	BRUSH	SHEDDING MAGNOLIA	20' GALOON
93	BRUSH	SHEDDING MAGNOLIA	20' GALOON
94	BRUSH	SHEDDING MAGNOLIA	20' GALOON
95	BRUSH	SHEDDING MAGNOLIA	20' GALOON
96	BRUSH	SHEDDING MAGNOLIA	20' GALOON
97	BRUSH	SHEDDING MAGNOLIA	20' GALOON
98	BRUSH	SHEDDING MAGNOLIA	20' GALOON
99	BRUSH	SHEDDING MAGNOLIA	20' GALOON
100	BRUSH	SHEDDING MAGNOLIA	20' GALOON

1. EXISTING GRADES SHALL BE MAINTAINED AS MUCH AS POSSIBLE. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
2. SOIL SHALL BE INSTALLED, HEAVILY COMPACTED AND THEN ROLLED.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL INSTALLED PLANT MATERIAL FOR A PERIOD OF TWO YEARS AFTER FINAL ACCEPTANCE.
4. THE CONTRACTOR MAY UTILIZE THE EXISTING BUILDING AS AN IRRIGATION SOURCE.



## **STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES**

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 136353 or No. 141125, 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 her designee, with the concurrence of the Director of Risk Management or her 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.

---

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. **Failure to comply will cause the 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 Parish of Jefferson, 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 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.

---

### **JEFFERSON PARISH REQUIRED STANDARD INSURANCE**

#### **☒ WORKER'S COMPENSATION INSURANCE**

As required by Worker's Compensation Law of the State of the Contractor's headquarters. Employer's Liability is included, with minimum limits of \$500,000 per occurrence, except it 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.

With a Waiver of Subrogation in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council, and any other entities who may require waivers by specific contract.

**Note: If your company is not required by law to carry workmen's compensation insurance, i.e. 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**

Limits of not less than the following: \$1,000,000.00 Combined Single Limit Per Occurrence; 2 million General Aggregate for bodily injury and property damage.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

☒ **BUSINESS AUTOMOBILE LIABILITY**

Limits of not less than the following: Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence. Liability coverage to be provided for Any Auto or for ALL Owned Autos and Hired and Non-owned Autos.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

**Note:** This category may be omitted if bidders do not/will not utilize vehicles for the project AS DETERMINED BY Risk Management and Parish Attorney's Office after properly requesting a deviation as discussed above. Bidder must request a deviation prior to bid opening and may be given an automobile insurance declaration affidavit to execute. 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. Certificate of Insurance must state which coverage the Umbrella sits over.



**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **BUILDER'S RISK INSURANCE**

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

# 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.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

**1** Name of entity/individual. An entry is required. For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.

**Landscape Workshop Parent, LLC**

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

**Landscape Workshop, LLC**

**3a** Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor ☐ Corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC. If it is a disregarded entity, check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

**3b** If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions.

☐

**4** Exemption codes apply only to certain entities, not individuals. See instructions on page 3.

Exempt paper code (if any)

Exemption from foreign source tax (Compliance Act (FATCA) reporting code (if any))

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

**550 Montgomery Highway, Ste 200**

**6** City, state, and ZIP code

**Vestavia Hills, AL 35216**

**7** List account number(s) here (optional)

**8** Register'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 this account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

**or**

**Employer identification number**

8 5 - 2 3 6 7 0 9 0

## 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

*[Handwritten Signature]*

Date

4/19/2024

## 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).

## What's New

Line 2a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 2b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/15/2023

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

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or 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>PRODUCER</b> Cobbs, Allen & Hall, Inc. 115 Office Park Drive Birmingham AL 35223	<b>CONTACT NAME:</b> Mary Helen Lagarde <b>PHONE (A/C, No, Ext):</b> 205-414-8100 <b>E-MAIL ADDRESS:</b> mlagarde@cobbhall.com <b>FAX (A/C, No):</b> 205-414-8105
<b>INSURED</b> Landscape Workshop, LLC 550 Montgomery Hwy, Suite 300 Vestavia Hills, AL 35216	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Travelers Property Casualty Insurance Company <b>INSURER B:</b> Pennsylvania Manufacturers' Association Insurance <b>INSURER C:</b> StarStone Specialty Insurance Company <b>INSURER D:</b> Travelers Excess & Surplus <b>INSURER E:</b> <b>INSURER F:</b>
<b>License#:</b> 79319 <b>LANDWOR-02</b>	<b>NAIC #</b> 12262 44776 29696

## COVERAGES

CERTIFICATE NUMBER: 1457814952

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:		3023751482280	8/15/2023	8/15/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		1523751482280	8/15/2023	8/15/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		79005S230ALI EX1X50358923NF	8/15/2023 8/15/2023	8/15/2024 8/15/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 Excess Umbrella \$ 7,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	2023751482280	8/15/2023	8/15/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Leased & Rented Equipment		QT6309W702018TIL23	8/15/2023	8/15/2024	Limit 125,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder shall be additional insured on a primary and non-contributory basis for ongoing and completed operations as respects General Liability and Auto Liability as required by written contract.

Waiver of Subrogation applies as respects General Liability, Auto Liability and Workers Compensation as required by written contract and allowable by law.

Excess liability is follow form of underlying coverages subject to policy terms and conditions.

Certificate holder is named as loss payee as respects equipment leased/rented from them by the named insured.  
See Attached...

## CERTIFICATE HOLDER

## CANCELLATION

Sample Coverage Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
-----------------------------	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY Cobbs, Allen & Hall, Inc.		NAMED INSURED Landscape Workshop, LLC 550 Montgomery Hwy, Suite 300 Vestavia Hills, AL 35216
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

30 days notice of cancellation applies per policy terms and conditions