



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

May 23, 2016

ADDENDUM # 1

Bid No.: 50-00116415

Bid Opening Date: May 26, 2016
Extended Bid Opening Date: June 9, 2016

For: Two (2) Year Contract for Heavy Duty Equipment Parts for the Jefferson Parish Department of Fleet Management and All Jefferson Parish Agencies and Municipalities

CLARIFICATIONS.

The bid opening is being extended until 2:00 pm on Thursday, June 9, 2016.

Sincerely,

Misty A. Camardelle

Misty A. Camardelle, 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.



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

June 3, 2016

ADDENDUM # 2

Bid No.: 50-00116415

Bid Opening Date: June 9, 2016

For: Two (2) year contract for Heavy Duty Equipment Parts for the Jefferson Parish Department of Fleet Management and Jefferson Parish Agencies and Municipalities

The entire bid packet has been revised per this addendum #2. Please read the entire bid packet and ensure the correct bid form is submitted. The bid form that states revised per addendum #2 is the final bid form.

In addition this addendum answers questions that were received.

Questions received:

Q. Under the specs of the bid under expedited parts it states that you provide a copy of shipping costs, but under the additional requirements #13 states that you need to quote freight or be disqualified, this is contradictory.

A. Instruction #13 has been removed as a requirement of this bid. The specifications rule for this bid. As this is a percentage off of list price contract, there is no way to know what freight will be for items purchased, therefore the last three items listed on the bid are for billing purposes only. When the successful bidder provides the quote to the department for parts orders and freight will be incurred, the vendor will note what the freight will be. At the time of bidding the vendor will provide proof of the freight charges to JP Fleet Management Department.

Q. Why are all of the manufacturers listed as one line item on the bid page? Companies may not be able to bid on all the items.

A. This has been revised per this addendum.

Q. Where does the list price come from, and how is that determined or proven?

A. The list price comes from the vendor's supplier/manufacturer. The specifications have been revised to reflect that the successful bidder must provide supplier/manufacturer list prices for the items invoiced with invoice to Jefferson Parish Fleet. The invoice to JP Fleet must state the list price for billed items the discount percentage and then reflect the final cost.



JEFFERSON PARISH

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Michael S. Yenni
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Director

Sincerely,

Misty A. Camardelle

Misty Camardelle, 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.



Bid Number 50-00116415

**TWO (2) YEAR CONTRACT FOR HEAVY DUTY EQUIPMENT PARTS FOR
THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT AND
ALL JEFFERSON PARISH AGENCIES AND MUNICIPALITIES**

BID DUE: THURSDAY, MAY 26, 2016 AT 2:00 PM

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 in the Purchasing
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053**

**Buyer Name: Misty A. Camardelle
Buyer Email: mcamardelle@jeffparish.net
Buyer Phone: 504-364-2683**

Two (2) Year Contract for Heavy Equipment Parts for the Department of Central Garage Management and all Jefferson Parish Agencies and Municipalities

SCOPE OF CONTRACT:

This contract is for furnishing heavy duty parts, accessories and supplies for Jefferson Parish equipment furnished to the Department of Central Garage (Hereinafter referred to as "DEPARTMENT").

Bidder agrees to abide by the terms, conditions and requirements of Jefferson Parish Resolution No. 113646 and all amendments thereto. The terms and conditions of Jefferson Parish Resolution No. 113646 shall be considered a part of the bid and subsequent contract whether attached or not. A copy may be obtained from the Office of the Parish Clerk, 6th Floor, General Government Building, 200 Derbigny Street, Gretna, LA 70053.

Contractor will be responsible for securing and delivering parts to both East and West Bank locations within two (2) hours after order placement, providing the parts are in stock and do not need to be ordered. From time to time, Central Garage may pick up parts. Such parts must be available for pick up within twenty-four (24) hours, provided that the parts are in stock and do not need to be ordered.

Should the requested part not be in stock, whether parts are being delivered by contractor or picked up by Central Garage, the vendor must advise Fleet Management of the approximate date of delivery and/or date for pick-up. The vendor should advise the Department of Fleet Management of expedited delivery charges for requested part and invoice shall reflect expedited delivery charge.

The following contains categories of vehicles/equipment approved for parts under this contract:

Description of vehicles and equipment used by Jefferson Parish:

Emergency vehicles

Trucks

Heavy Duty Vehicles & Equipment

Tractors & Trailers

Fire Engines – pumper and ladder trucks

Specialized trucks and bodies

Off-Road equipment (as listed below)

Off-Road Equipment:

The following equipment is approved for parts:

Loaders, rollers, graders, dozers, road sweepers, and road repair equipment.

Large portable pumps, (**NOT** stationary pumps). The pumps that are trailered and are considered portable pumps will be approved to purchase replaceable parts.

Public Works Maintenance equipment (i.e., sludge trailers, boom trucks, service trucks, ditch witch, boring machines, etc.).

Parts Excluded from this Contract:

Tires and tubes (that are on existing contract)
Automotive Batteries (that are on existing contract)
Glass or windshields (that are on existing contract)
Oil and Lubricants (in 55 gal. drums or larger)
Gasoline and Diesel fuels
Antifreeze
Shop Towels
Paper Towels
Gloves

Jefferson Parish reserves the right to cancel the contract within thirty (30) as specified in Res. 113646.

Pricing:

A single uniformed percentage discount will be applied to all manufacturer listed on this bid. The percentage discount will be taken from the list price which the successful vendor shall show on the subsequent invoice minus the percentage discount. All bidders must calculate a single percentage discount to be applied accordingly.

Award will be based on the highest percentage discount provided. Jefferson Parish has the right to award overall highest percentage based on the average of all discounts provided or award per highest percentage off per line item.

NOTE: Do not bid last three items (expedited delivery charge, pick-up charge and freight charge) as these items are for billing purposes only.

Core Fees:

Core fees must be included in sales quote and must be included in bid.

Invoices:

Successful bidder must provide with each invoice their manufacture list price for each item billed. Successful bidder's invoice to Jefferson Parish must reflect the list price of each item less the percentage off discount to reflect the final cost for each item billed.

Materials and Equipment:

All parts should be OEM (Original Equipment Manufactured) parts unless specified otherwise.

Specifications:

Term of contract:

This contract shall be for a period of two (2) years.

Termination of Contract:

Jefferson Parish reserves the right to cancel the contract as specified in Resolution No. 113646. A copy is posted on the Jefferson Parish website or you may contact the Council Clerk's office at 504-364-2626 to request a copy.

Quantities:

All quantities and items included herein are for purposes of bid comparison only. Payments will be based on actual quantities and items as authorized by the Department Director or his authorized representative.

Parts Guarantees:

All customary guaranties for replacement of defective parts furnished by Contractor by manufacturers or other dealers shall be furnished to the Parish when the parts are sold to the Parish.

Hours of Operation:

Normal working hours for all parts related personnel are from 7:00AM to 3:30PM Monday through Friday, except Holidays.

Quality of Parts to be furnished:

Items furnished by Contractor shall meet or exceed the specifications and standards set forth by the manufacturer of the original part. Failure to provide items of such quality will be cause for rejection and/or return of said item. The burden of proof and analysis costs rest with Contractor.

Expedited Parts:

In the event the user agency requires and authorized any expedited means of delivery, the vendor may be reimbursed for the express freight charges. Express freight charges shall be prepaid and added to the invoice, and must be substantiated with a copy of the shipper's invoice and freight bill for payment. **NOTE: All express deliveries will need prior approval from Fleet Director or his authorized representative.**

Warranty:

In addition to any rights granted under the Contract, Contractor agrees to convey to Department, the same warranty against defective parts he receives from his supplier, with full and general warranty of title and full subrogation to all rights and actions of warranty and other rights as held therein by Contractor.

BID NO.: 50-00116415

INVITATION TO BID

BUYER: MCamardelle@jeffparish.net

BIDS WILL BE RECEIVED IN THE PURCHASING DEPARTMENT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 6/9/2016 AND PUBLICLY OPENED UPON COMPLETION OF ADMINISTRATIVE TASKS.

LATE BIDS WILL NOT BE ACCEPTED.

Unless submitting via on-line (see below*), each bid must be submitted in a sealed envelope bearing on the outside; the name of the bidder, his address, and the name of the project for which the bid is submitted and the bid number.

*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 on-line. 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 the bid package is for electronic bid submission, as well as manual submission.

Please visit the Purchasing Department webpage at <http://purchasing.jeffparish.net> to register and review Jefferson Parish solicitations.

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 SIGNATURE WOULD 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.

BID NO.: 50-00116415

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY

All bids submitted are subject to these instructions and general conditions resolution number 113646 and/or 113647 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 Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution number 113646 and/or Resolution no. 113647.

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

Bidders should submit all questions in writing and fax them to (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned on all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. If submitting on-line, vendors may send questions via the E-Procurement site no later than five (5) working days prior to the bid opening.

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.

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

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

If the bid exceeds \$30,000.00 and the company is duly authorized to do business in the state of Louisiana, a corporate resolution **must** be submitted with the bid or the person signing the bid documents must be listed on the Louisiana Secretary of State's website as an officer of the corporation, unless bidder has otherwise complied with LSA-R. 38:2212(A)(1)(C) or LSA-R.S. 38:2212 (O). If the bid is in excess of \$30,000 and bidder is registered out of the state of Louisiana, a corporate resolution must be submitted with the bid, unless bidder has otherwise complied with LSA-R.S. 38:2212(A)(1)(C) or LSA-R.S. 38:2212 (O). Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next responsive bidder in this event.

BID NO.: 50-00116415

NOTE: A sample corporate resolution can be downloaded from our website www.purchasing.jeffparish.net or you may provide your own document.

All vendors submitting bids must register as a Jefferson Parish vendor if not already yet registered. Bidders may be required to furnish current W-9 form and respective Tax Identification Numbers within 10 calendar days after the bid opening if such information is not on file or not up to date. Registration forms may be downloaded from www.jeffparish.net and clicking on Vendor Information.

- A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. **This contract will be awarded to the highest percentage off of list price averaged by all manufacturers or awarded per line item to the highest percentage off of list price.**

All bid percentage off of list price shall remain valid for 45 days. Jefferson Parish and the selected vendor by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

Preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA-R.S.38:2251-2261"

- B. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel any contract at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.
- C. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(C). All prices for purchases by Jefferson Parish for supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and parish taxes.

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

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 or, 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

Complete bid form revised per addendum #2

BID NO.: 50-00116415

(k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

ADDITIONAL REQUIREMENTS FOR THIS BID

1, 2, 3

1. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached sheet. The current certificate of insurance must be submitted within 10 calendar days from the bid opening date to the Purchasing Department. Failure to comply will cause bid to be rejected. JEFFERSON PARISH reserves the right to award bid to the next responsive bidder in this event.
2. Non- Public Work Bids - Original Affidavits required: Completed, Signed, and Properly Notarized Affidavits (in Original Format) required: Non-Collusion Affidavit, and Campaign Contribution Affidavit must be completed, signed, notarized, and submitted by high bidder no later than 10 calendar days after bid opening to the Purchasing Department. See LSA-RS 38:2212.10; LSA-RS 38:2224; Code of Ordinances, Jefferson Parish, Louisiana, Sec. 2-923.1. Failure to comply will cause bid to be rejected; the Parish reserves the right to award bid to the next responsive and responsible bidder in this event. 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 original format for bid to be considered responsive.
3. 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 bid specifications.
4. Freight charges should be included in total cost when quoting. If not quoted FOB delivered, freight must be quoted as a separate item.

BID NO.: 50-00116415

BID FORM

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

FIRM NAME: HAMPBROOK FORD INC

ADDRESS: 3101 WILLIAMS BLVD

CITY, STATE: Kenner LA ZIP: 70065

TELEPHONE: 504 443 2500 FAX: 504 463 1289

EMAIL ADDRESS: PHILIP.HOLLINGS@HAMPBROOK.COM

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

Acknowledge Receipt of Addenda: NUMBER: 1

NUMBER: 2

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: Ronald M. Lamarque

TITLE: PRESIDENT

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

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

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF THROUGH END OF CONTRACT

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

SAME DAY

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

N/A

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: LAMARQUE FORD INC

ADDRESS: 3101 Williams Blvd

CITY, STATE: Kenner LA ZIP: 70065

TELEPHONE: (504) 443-2500 FAX: (504) 463-1289

EMAIL ADDRESS: MIKEHELLMERS@lamarque.com

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

Acknowledge Receipt of Addenda: NUMBER: _____
NUMBER: _____
NUMBER: _____
NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ _____

AUTHORIZED SIGNATURE: _____

RONALD M. LAMARQUE

Printed Name

TITLE: OWNER

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

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

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116415

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO (2) YEAR CONTRACT FOR HEAVY DUTY EQUIPMENT PARTS FOR THE JEFFERSON PARISH DEPARTMENT OF FLEET MANAGEMENT AND ALL JEFFERSON PARISH AGENCIES AND MUNICIPALITIES.		
1	1.00	EA	0001 REPLACEMENT PARTS FOR THE FOLLOWING MANUFACTURERS: CHRYSLER/PLYMOUTH/DODGE/JEEP % OFF LIST PRICE Per specifications attached	0%	0%
2	1.00	EA	0001a Replacement Parts for Chevy/GMC % off list price	0%	0%
3	1.00	EA	0001b Replacement parts for Ford/Lincoln/Mercury % off list price	0%	0%
4	1.00	EA	0001c Replacement Parts for Freightliner % off list price	33.2%	33.2%
5	1.00	EA	0001d Replacement Parts for International % off list price	0%	0%
6	1.00	EA	0001e Replacement Parts for Isuzu % off list price	0%	0%
7	1.00	EA	0001f Replacement Parts for Nissan % off list price	0%	0%
8	1.00	EA	0001g Replacement Parts for Peterbuilt % off list price	0%	0%
9	1.00	EA	0001h Replacement Parts for Sterling % off list price	0%	0%
10	100.00	EA	0002 DELIVERY CHARGE (EXPEDITED)	0%	0%
11	100.00	EA	0003 FREIGHT CHARGE		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00116415

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
12	100.00	EA	0004 PICK UP CHARGE (EXPEDITED)		

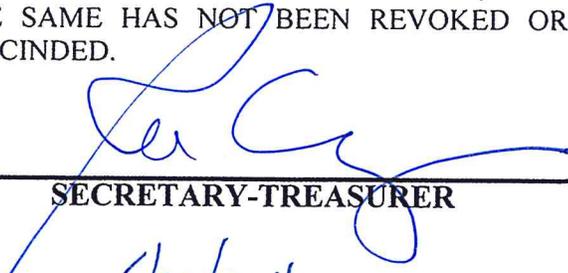
CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
LAMARQUE FORD INC
INCORPORATED.

AT THE MEETING OF DIRECTORS OF LAMARQUE FORD INC
INCORPORATED, DULY NOTICED AND HELD ON MAY 23rd 2016,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT RONALD M. LAMARQUE, 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.



SECRETARY-TREASURER

5/23/2016

DATE

Non-Public Works Bid Affidavit Instructions

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: _____
RONALD M. LAMARQUE (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized OWNER of LAMARQUE FORD INC (Entity),
the party who submitted a bid in response to Bid Number 50-00116415, 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.

CAMPAIGN CONTRIBUTION DISCLOSURE

Lamarque Ford

2014 through 2016

05/23/2014 Mike Yenni Campaign Fund - \$500.00

09/02/2015 – Mike Yenni Campaign Fund - \$500.00

04/26/2016 – Mike Yenni Campaign Fund - \$1000.00

Debt Disclosures

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

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

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

Affiant further said:

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

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

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

Signature of Affiant

RONALD M. LAMARQUE

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 23rd DAY OF MAY, 2016.

Notary Public

TROY A. BROUSSARD

Notary #58512

Printed Name of Notary

Notary/Bar Roll Number

My commission expires At death.

Print

Notary Search - Detail

Name: MR. TROY A. BROUSSARD
Address: 9 CHATEAU MAGDELAINE DR.
KENNER, LA 70065

Phone: (504) 525-5500
Phone 2: (504) 466-9327

Notary ID Number: 58512
Parish: JEFFERSON with STATEWIDE JURISDICTION
Agency: N/A
Notary Type: Attorney
Bar Roll #: 25591

Status: Active

Commission Date: 03/23/1999
Oath Date: 12/12/1998
Surety Expiration Date: Not Required
Annual Report Current: Not Applicable

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INSURANCE REQUIREMENTS - BIDS

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 or No. 113647. The contractor shall not commence work under this contract until he has obtained all insurance and complied with the requirements of the specifications and said Parish Resolutions. Except as otherwise provided by law, the Parish Attorney's Office with the concurrence of the Director of Risk Management is authorized to omit in whole or part the insurance requirements of this section in connection with contracts. Vendors inquiring about this shall submit his written request to the Purchasing Department prior to the due date of the bid. Contractor must deliver and maintain such insurances as provided; failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

Successful bidder will be required to procure standard insurance policies evidencing Parish mandated insurance requirements indicated below. The current certificate of insurance must be submitted by low bidder within 10 days after bid opening to the Purchasing Department. Failure to comply will cause bid to be rejected.

1. 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.

2. 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.

3. 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.

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.

UMBRELLA LIABILITY COVERAGE

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

CONSTRUCTION AND RENOVATION PROJECTS:

Unless otherwise specified in the bid, these additional insurance is required. 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.

NOTE for CERTIFICATE HOLDER:

All insurance certificates shall list the certificate holder as follows:

"The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council." Additionally, the address on the Certificates should reflect the department which is letting the bid and reference the respective bid number.

Revised 2.10.2014



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/1/2016

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 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).

PRODUCER Eagan Insurance Agency, LLC 2629 N. Causeway Blvd. P. O. Box 8590 Metairie LA 70002	CONTACT NAME: Lisa Neathamer PHONE (A/C, No. Ext): (504) 836-9600 FAX (A/C, No.): (504) 836-9621 E-MAIL ADDRESS: neathamerl@eaganins.com														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Indemnity Co of CT</td> <td>25682</td> </tr> <tr> <td>INSURER B: Charter Oak Fire</td> <td>25615</td> </tr> <tr> <td>INSURER C: Travelers Property Casualty Co</td> <td></td> </tr> <tr> <td>INSURER D: LUBA</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Indemnity Co of CT	25682	INSURER B: Charter Oak Fire	25615	INSURER C: Travelers Property Casualty Co		INSURER D: LUBA		INSURER E:		INSURER F:
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INSURED Lamarque Motor Company, Inc ETAL 3101 Williams Blvd. Kenner LA 70065															

COVERAGES **CERTIFICATE NUMBER:** 16-17 Master Cert **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 INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		Y-660-8C243537-TCT-15	2/1/2016	2/1/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					\$
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					\$
B	AUTOMOBILE LIABILITY		GA-8C243537-15 CAG	2/1/2016	2/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS					BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> GARAGE	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						Auto Only/Gar Ops Liab \$ 1,000,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR		ZUP-15R99226-15-NF	2/1/2016	2/1/2017	EACH OCCURRENCE \$ 10,000,000
	<input type="checkbox"/> EXCESS LIAB					AGGREGATE \$ 10,000,000
	<input type="checkbox"/> CLAIMS-MADE					\$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		28-131462.	2/1/2016	2/1/2017	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> Y				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Garage Keepers Legal Liab		GA-8C243537-15 CAG	2/1/2016	2/1/2017	LIMIT \$750,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 BID NO: 50-00106796

Garage - Other than Auto \$1,000,000/\$3,000,000 Auto \$1,000,000 Garage Keepers \$750,000 Each Location Comp Ded: \$5,000/\$25,000 Max Collision Ded: \$3,000 Pollution Liability Coverage: Company - Ace American - Policy Number G24739831004 - Effective 02/01/16 - 02/01/17 - Aggregate \$10,000,000 - Occurrence \$5,000,000

Certificate Holder: The Parish of Jefferson, Its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council shall be named as an Additional Insured with respects to

CERTIFICATE HOLDER Jefferson Parish Department of Fleet Management *See Desc of Operations for add'l holder 4901 Jefferson Highway Jefferson, LA 70121	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.
	AUTHORIZED REPRESENTATIVE Gerard Ryder/LISAN

Additional Named Insureds

Other Named Insureds

Lam King Enterprises, LLC	Limited Liability Company, Insured Multiple Names
Louie Roussel, LLC	Limited Liability Company, Insured Multiple Names
RDL Investments, LLC	Limited Liability Company, Insured Multiple Names
RNR Investments, LLC	Limited Liability Company, Insured Multiple Names
Rolaking, LLC	Limited Liability Company, Insured Multiple Names
Ronnie Lamarque Properties, LLC	Limited Liability Company, Insured Multiple Names
Dauphin Motors of Mobile LLC dba Mercedes Benz	Corporation, Insured Multiple Names
Lamarque 401K Profit Sharing Plan	Limited Liability Company, Insured Multiple Names
Lamarque Ford, Inc	Corporation, Insured Multiple Names
Mercedes Benz of Mobile	Limited Liability Company, Insured Multiple Names
RNR Mobile Properties, LLC	Limited Liability Company, Insured Multiple Names
DWK Investments, LLC	Limited Liability Company, Insured Multiple Names
Lam King Holdings, LLC	Limited Liability Company, Insured Multiple Names
Ronnie Michael Lamarque Jr. Trust	Trust

29873

W-9
Form (Rev. November 2005)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requestor. Do not send to the IRS.

Name (as shown on your income tax return)
Business name, if different from above
LAMARQUE FORD INC

Check appropriate box: Individual/Sole proprietor Corporation Partnership Other Exempt from backup withholding

Address (number, street, and apt. or suite no.)
3101 WILLIAMS BLVD

City, State, and ZIP code
Kenner, LA. 70063

Let account number(s) here (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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
| | | - | | - | | |
OR
Employer identification number
72-08510473

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. person (including a U.S. resident alien).

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 on page 4.)

Sign Here Signature of U.S. person **[Signature]** Date **12/5/07**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States.
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

Lamarque



Darren Matherne

Parts/Service Outside Sales

darrenmatherne@lamarque.com

Cell 504-579-6505

Parts 504-443-2141 • Service 504-463-1300

3101 WILLIAMS BLVD • KENNER, LA 70065 • P. 504.443.2500

WWW.LAMARQUE.COM

BID #50-00116415

BID OPENING DATE

JUNE 9 2016

RECEIVED
2016 JUN -9 PM 1:45
JEFFERSON PARISH
PURCHASING

(Handwritten initials)