

**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 X \_\_\_\_\_

MAXIMUM ESCALATION PERCENTAGE REQUESTED \_\_\_\_\_%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF \_\_\_\_\_.

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 \_\_\_\_\_ 25 days \_\_\_\_\_

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

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

FIRM NAME: JUST PRINT IT LLC \_\_\_\_\_

ADDRESS: 1200 SOUTH HUGH WALLIS RD \_\_\_\_\_

CITY, STATE: LAFAYETTE, LA \_\_\_\_\_ ZIP: 70508 \_\_\_\_\_

TELEPHONE: ( ) 337-236-5509 \_\_\_\_\_ FAX: ( ) 337-234-5050 \_\_\_\_\_

EMAIL ADDRESS: sales@jpioffice.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: one \_\_\_\_\_  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ 3904.00 \_\_\_\_\_

AUTHORIZED SIGNATURE:  \_\_\_\_\_  
TITLE: President \_\_\_\_\_

Steven L. Mocek \_\_\_\_\_  
Printed Name

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.: 50-00120629

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			THREE (3) YEAR CONTRACT TO PROVIDE PLACARDS AND RENEWAL STICKERS FOR THE JEFFERSON PARISH DEPARTMENT OF EMERGENCY MANAGEMENT AND ALL JEFFERSON PARISH AGENCIES AND MUNICIPALITIES		
1	1.00	ONLY	0010 SET UP FEE	50.00	50.00
2	100.00	EA	0020 A SUPPLY OF 2018-2019 PLACARDS JP-ER	1.30	130.00
3	100.00	EA	0030 A SUPPLY OF 2019-2020 PLACARDS JP-ER	1.30	130.00
4	100.00	EA	0040 A SUPPLY OF 2020-2021 PLACARDS JP-ER	1.30	130.00
5	100.00	EA	0050 A SUPPLY OF 2018-2019 PLACARDS JP-1	1.30	130.00
6	100.00	EA	0060 A SUPPLY OF 2019-2020 PLACARDS JP-1	1.30	130.00
7	100.00	EA	0070 A SUPPLY OF 2020-2021 PLACARDS JP-1	1.30	130.00
8	100.00	EA	0080 A SUPPLY OF 2018-2019 PLACARDS JP-2	1.30	130.00
9	100.00	EA	0090 A SUPPLY OF 2019-2020 PLACARDS JP-2	1.30	130.00
10	100.00	EA	0100 A SUPPLY OF 2020-2021 PLACARDS JP-2	1.30	130.00
11	100.00	EA	0110 A SUPPLY OF 2018-2019 PLACARDS JP-1R	1.30	130.00
12	100.00	EA	0120 A SUPPLY OF 2019-2020 PLACARDS JP-1R	1.30	130.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120629

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
13	100.00	EA	0130 A SUPPLY OF 2020-2021 PLACARDS JP-1R	1.30	130.00
14	100.00	EA	0140 A SUPPLY OF 2018-2019 PLACARDS JP-2R	1.30	130.00
15	100.00	EA	0150 A SUPPLY OF 2019-2020 PLACARDS JP-2R	1.30	130.00
16	100.00	EA	0160 A SUPPLY OF 2020-2021 PLACARDS JP-2R	1.30	130.00
17	100.00	EA	0170 A SUPPLY OF 2018-2019 RENEWAL STICKERS TO BE AFFIXED TO PLACARDS	3.35	335.00
18	100.00	EA	0180 A SUPPLY OF 2019-2020 RENEWAL STICKERS TO BE AFFIXED TO PLACARDS	3.35	335.00
19	100.00	EA	0190 A SUPPLY OF 2020-2021 RENEWAL STICKERS TO BE AFFIXED TO PLACARDS	3.35	335.00
20	1.00	ONLY	0200 FEE FOR PLASTICIZED COATING FOR ALL PLACARDS	900.00	900.00

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Just Print It, LLC  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Just Print It, LLC  
INCORPORATED, DULY NOTICED AND HELD ON July 15, 2017,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Just Print It, LLC, 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

Sept. 18, 2017  
\_\_\_\_\_  
DATE

**Tom Schedler**  
**Secretary of State**

**State of Louisiana**  
**Secretary of State**

**COMMERCIAL DIVISION**  
**225.925.4704**



Fax Numbers  
 225.932.5317 (Admin. Services)  
 225.932.5314 (Corporations)  
 225.932.5318 (UCC)

<b>Name</b>	<b>Type</b>	<b>City</b>	<b>Status</b>
JUST PRINT IT, L.L.C.	Limited Liability Company	LAFAYETTE	Active

**Previous Names**

**Business:** JUST PRINT IT, L.L.C.  
**Charter Number:** 35758819K  
**Registration Date:** 8/11/2004

**Domicile Address**  
 1200 HUGH WALLIS ROAD  
 LAFAYETTE, LA 70508

**Mailing Address**  
 1200 HUGH WALLIS ROAD  
 LAFAYETTE, LA 70508

**Status**

**Status:** **Active**  
**Annual Report Status:** **In Good Standing**  
**File Date:** 8/11/2004  
**Last Report Filed:** 9/18/2017  
**Type:** Limited Liability Company

**Registered Agent(s)**

**Agent:** STEVEN MOCEK  
**Address 1:** 501 EL SHADDAI  
**City, State, Zip:** LAFAYETTE, LA 70508  
**Appointment Date:** 8/11/2004

**Officer(s)**

**Additional Officers: No**

**Officer:** STEVEN MOCEK  
**Title:** Member, Manager  
**Address 1:** 501 EL SHADDAI  
**City, State, Zip:** LAFAYETTE, LA 70508

**Amendments on File**

**No Amendments on file**

**Print**

**Non-Public Works Bid**

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Lafayette

BEFORE ME, the undersigned authority, personally came and appeared: Steven  
Mocek, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized \_\_\_\_\_ of Just Print It, LLC (Entity),  
the party who submitted a bid in response to Bid Number 17-0023775 to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

Choice A \_\_\_\_\_ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B  there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

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

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

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

Affiant further said:

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

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

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.

*[Handwritten Signature]*  
Signature of Affiant

\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 18<sup>th</sup> DAY OF Sept, 2017.

*[Handwritten Signature]*  
Notary Public

Jeannette Dunn Charles  
Printed Name of Notary

40304  
Notary/Bar Roll Number

My commission expires Life.



