

DATE: 8/23/2017

Page: 5

BID NO.: 50-00120629

BID FORM
Non Public Works

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: 

Steven L. Mocek

Printed Name

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.

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)

Name	Type	City	Status
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 LouisianaPARISH/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.

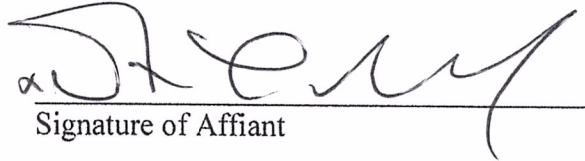
Choice B ✓ There are **NO** debts which would require disclosure under Choice A of this section.

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.]

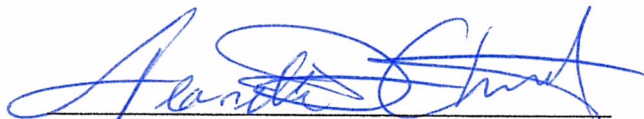
That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection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


Signature of Affiant

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 18th DAY OF Sept, 2017.


Notary Public

Jeanette Dunn Charles
Printed Name of Notary

40304
Notary/Bar Roll Number

My commission expires Life.





JUSTP-1

OP ID: LN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/19/2017

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 Insurance Unlimited- Lafayette 102 Asma Blvd., Suite 108 Lafayette, LA 70508 Michael Spielmann-7		CONTACT NAME: Michael Spielmann - 4 PHONE (A/C, No, Ext): 337-477-6922 FAX (A/C, No): 337-477-5123 E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Scottsdale Ins Co	41297
		INSURER B: Retailers Casualty Insurance	
		INSURER C: Houston Specialty Insurance Co	12936
		INSURER D: International Catastrophe Ins	
		INSURER E:	
		INSURER F:	

INSURED
 Just Print It LLC & S Mocek
 Enterprises, LLC
 1200 Hugh Wallis Rd S
 Lafayette, LA 70508

COVERAGES

CERTIFICATE NUMBER:

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
A	<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 type="checkbox"/> LOC <input type="checkbox"/> OTHER		CPS2598874	12/15/2016	12/15/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 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
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		HSLR180482501	12/15/2016	12/15/2017	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ 500,000 PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
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 <input type="checkbox"/>	99908545	12/15/2016	12/15/2017	PER STATUTE 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	Equipment Floater		CPS2598874	12/15/2016	12/15/2017	
D	Property Section		177590061299S02	12/15/2016	12/15/2017	

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

Silk screen printing & embroidering
 Owner Steven Mocek is not included on work comp policy

CERTIFICATE HOLDER

CANCELLATION

JEFFE03

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN