



**BID #50-00132976**

**TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW, FOR  
DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR FUELS,  
EAST & WEST BANK FOR THE DEPARTMENT OF FLEET MANAGEMENT  
AND ALL AGENCIES**

**January 12, 2021 @ 2:00 P.M.**

**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-Suite 4400  
Gretna, LA 70053  
Buyer II Name: SHANNA FOLSE  
Buyer Email: SFOLSE@JEFFPARISH.NET  
Buyer Phone: 504-364-2680**



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

September 2020

### **Changes to Jefferson Parish Bidding Information**

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

**Total Bid Price Must Include the Cost of Naming Jefferson Parish as Additional Insured:**

Bidder acknowledges that Bidder recovered the cost of any required insurance in the contract price as required by La.R.S. 9:2780.1 and that Bidder recovered any such cost for the purposes of insuring an obligation to indemnify Jefferson Parish, defend Jefferson Parish, or hold Jefferson Parish harmless and that Bidder's indemnity liability is limited to the amount of the proceeds that are payable under the insurance policy or policies that Bidder has obtained.

**Electronic Procurement:** Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions; and will only accept bid submissions electronically via our e-Procurement system, Central Bidding. Central Bidding can be accessed by visiting either [www.centralbidding.com](http://www.centralbidding.com) or [www.jeffparishbids.net](http://www.jeffparishbids.net). All bidders will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link:  
<https://www.centrauctionhouse.com/registration.php>.

**Probable Construction Cost:** Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

**Insurance Requirement:** All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETN, LA 70053  
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123  
OFFICE 504.364.2678

EMAIL: [PURCHASING@JEFFPARISH.NET](mailto:PURCHASING@JEFFPARISH.NET) WEBSITE: [WWW.JEFFPARISH.NET](http://WWW.JEFFPARISH.NET)

# Bid Bond

An Electronic Bid Bond must be submitted with this bid, through one of the respective clearing houses at [www.jeffparish.net](http://www.jeffparish.net) or [www.centralbidding.com](http://www.centralbidding.com). To access the bonding companies on Central Bidding, hover over the "Central Bidding" link at the top of the page and select the "Bid Bonds" link.

The electronic bid bond number is to be placed in the required section listed on the standard envelope. Scanned copies of bid bonds will not be accepted with your submission.

**\$41.6 Billion**

**38,136 Bid Opportunities**

**18,123 Vendors**

**568 Agencies**

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Central Bidding founded in 2000 is one of the largest providers of electronic bidding services to public and private agencies. Vendors have trusted Central Bidding to securely deliver more than \$41.6 billion worth of electronic bids for more than 18,123 buying agencies since their founding. Central Bidding works under exclusive contract with each of these buying agencies and in each instance Central Bidding is the only official electronic location to receive the bid documents, the automated updates and all issuance of electronic bids.

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**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000132976-TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW,  
FOR DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR  
FUELS, EAST AND WEST BANK FOR THE DEPARTMENT OF FLEET  
MANAGEMENT AND ALL AGENCIES**

Jefferson Parish Government

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

07-Jan-2021 09:36:56 AM

**TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW, FOR  
DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR FUELS,  
EAST AND WEST BANK FOR THE DEPARTMENT OF FLEET  
MANAGEMENT AND ALL AGENCIES**

**BID #50-00132976**

**A contract with no option to renew for dispensing on-site and off-site consignment motor fuels, east and west bank for the Department of Fleet Management and all Jefferson Parish Agencies and Municipalities.**

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

Jefferson Parish reserves the right to award contract or place orders on a lump sum or Individual item basis or such combination, as shall, in its judgment, to be in the best interest of Jefferson Parish.

**BID INSTRUCTIONS:**

It is the intent of the specification to provide for the purchase of on-site and off-site consignment motor fuels for the Parish of Jefferson, Louisiana, East and West Banks, and Grand Isle. Award shall be based on the on and off-site consignment fee price per gallon for both branded and unbranded motor fuels in conjunction with the estimated fuel usage and on the total number of sites conveniently located to address the needs of Jefferson Parish. Contractor shall invoice Jefferson Parish on a weekly basis for only the motor fuels dispensed into authorized vehicles. Annual usage of motor fuel by Jefferson Parish is approximately one million (1,000,000) gallons.

**BONDS**

- **Surety Bond:** An electronic surety bond on the amount of 5% of the total bid is required with bid submission
- **Performance Bond:** A performance bond in the amount of \$100,000.00 will be required for this bid.

#### **CONTRACTOR'S REQUIREMENT:**

The successful contractor shall have sixty (60) days from the date of the award letter in which to implement this system. The contractor, at his sole cost, shall furnish all necessary hardware and software needed to implement the proposed automated fuel system. Also, the contractor shall provide, at his cost, all cards, including replacements for a one card system

The contractor shall provide the routine maintenance of all equipment on all of the fuel islands. Replacement of the following items resulting from misuse by the owner (Jefferson Parish) shall be paid for at the cost bid for each: hose, nozzle, hose retractor, dispensers, hose breakaway couplings and shear valve.

Parish reserves the right to supply parts meeting manufacturer's specifications. Any parts not listed on this form should be at supplier's actual invoice price (forward to Central Garage). The parts furnished must be equal, or equivalent to O.E.M. or name brand products.

In an emergency situation, weather, fuel shortage, flooding, etc., the contractor shall ensure that the owner (Jefferson Parish) has adequate fuel supply for daily operations. The Parish shall be first priority should fuel be rationed during the life of the contract.

#### **PARISH:**

The Parish, at its cost, shall furnish a telephone transmission line for computer communication and a power source; including all monthly telephone and electric charges for all of the on-premise locations.

#### **ON-CONSIGNMENT REQUIREMENTS:**

On-Consignment, for the purpose of the bid, shall be described as follows:

1. Motor fuels as listed (the physical inventory)
2. Complete fuels tank management, including inventory reporting and routine leak detection monitoring.
3. Pump totalizer accounting.
4. Routine facilities management, including equipment, maintenance, and service management.
5. Assume the cost of inventory shortage
6. A one card system (i.e., vehicle cards) required to activate the fuel dispensing.

## **REPORTS:**

Contractor, at its sole expense, shall provide weekly reporting to the Parish to substantiate the fuel invoice. The required weekly report shall include the following:

1. Vehicle department
2. Vehicle number and description
3. Date and time of fueling
4. Name of driver or fueler
5. Location of fueling
6. Vehicle mileage
7. Gallons dispensed into vehicle
8. Type of fuel
9. Price and extended total of fueling
10. Miles per gallon of vehicle
11. Reporting processed through an online module in a format reasonable accepted and readily accessible to Parish employees.

Monthly reports shall include the following:

1. Monthly recap of weekly report information
2. Beginning and ending mileage
3. Provision for maintenance service description and amounts
4. Cost per mile for fuels used for each vehicle
5. Any additional reports required by the Parish will be reimbursed at the contractor's actual cost only

In addition to the reporting requirements, the approved vendor shall provide a limited number of authorized Jefferson Parish employees with 24-hour fuel card permission access with individualized log in information. These limited, authorized users will be established by Fleet Management. This will allow Jefferson Parish the ability to directly and immediately modify restrictions to fuel card controls for Parish employees through online account management and reporting which include but are not limited to:

- Gallons or dollars per transaction
- Gallons or dollars per day, week, or month
- Transaction per day
- Authorized fueling times and days
- Fuel Only
- Driver PINs and Driver IDs

The system utilized for fuel card permission controls must include audit capability.

#### **AUDITS:**

The Parish reserves the right to have its representatives inspect or audit the records maintained by the products and services described herein. The Parish shall, at its own expense, audit tank loads for compliance to the specifications. Fuel found not to be in compliance with the specifications shall be removed and replaced by the contractor at no additional cost to the Parish.

#### **ON-PREMISE LOCATIONS:**

Contractor shall supply the following locations with the on-consignment motor fuels for the Parish: **On-Site fuel tanks should maintain 65% capacity at all times.**

- East Bank:

1. Jefferson Parish East Bank Maintenance Facility, Suite A, 4901 Jefferson Highway, Jefferson, LA
2. Jefferson Parish Department of Streets, 211 North Arnoult Road, Jefferson, LA. 70123

- West Bank:

1. Jefferson Parish W.J. Streets Dept., 5701 Belle Terre Road, Marrero, LA 70072
2. Jefferson Parish Department of Sewerage, 6250 Lapalco Blvd., Marrero, LA 70072
3. Jefferson Parish West Bank Maintenance Facility, 1501 River Park Rd., Bridge City, LA
4. And any other site deemed necessary by Jefferson Parish
5. Fuel Site located at the Town of Grand Isle

The contractor shall invoice Jefferson Parish on a weekly basis for only the motor fuels dispensed into authorized vehicles.

#### **INDEPENDENT CONTRACTOR:**

While in the performance of service or carrying out other obligations under this agreement, the contractor shall be acting in the capacity of independent contractors, and not as employees of the Parish. The Parish shall not be obligated to any person, firm, or corporation for any obligations of the contractor. The contractor shall be authorized to represent the Parish with respect to services being performed. Dealings



with other agencies, and administration and control of construction contracts as intended by the provisions hereof.

**OFF-PREMISE LOCATIONS:**

In addition to on-premised sites, the contractor, at his sole cost and expense shall provide adequate off-premise locations (fueling and stations) to meet the Parish's fueling requirement, to ensure that the Parish may efficiently and conveniently refuel its vehicles. The distance between any fueling stations within Jefferson Parish shall not exceed ten (10) miles from any point within Jefferson Parish. More specifically, Parish employees will not have to drive more than ten (10) miles to re-fuel in Jefferson Parish.

The only exception being the portion of Jefferson Parish known as the town of Grand Isle. The contractor shall provide at least one (1) refueling station within the town of Grand Isle. As an additional requirement, at least fifty (50%) percent of the fueling stations provided by the contractor shall, at his sole expense, operate on a twenty-four (24) hour, seven (7) day a week basis. This percentage shall apply to sites situated on both the East and West Banks of the Mississippi river, and to the town of Grand Isle. Contractor shall provide an attached list of all fueling station sites at the time their bid is submitted.

**BID REQUIREMENTS:**

Prices included shall include all fees involved in the on-site and off-site consignment program (see above). The price per gallon paid to the contractor for on-site and off-site fuel should be the average unbranded price for each fuel provided for Jefferson Parish, Louisiana as contained in the pad 3 gasoline and distillate reseller price per Oil Price Information Service (OPIS), 4550 Montgomery Avenue, Suite 700, North Bethesda, MD, 0814. Prices per gallon should be adjusted each week in accordance with the OPIS reports.

Contractor must supply the Oil Price Information Service (Newsletter Pricing Report) publication for New Orleans rack to Jefferson Parish weekly with contractor's invoices.

The motor fuels and service fees shall be added together for the price per gallon to be charged to the Parish. The fee (on-consignment and off-premise) shall remain constant throughout the entire term of this contract. If the Parish has to purchase fuel from another supplier due to the failure of the contractor's services or equipment, the contractor shall reimburse the Parish. The Parish shall receive a check for the difference paid for fuel purchased from another supplier and the price from the contractor. The Parish shall make a reasonable effort to purchase from the contractor at all times. If the contractor

is unable to provide fuel or proper service, the Parish may have the tanks filled. Should this occur, the contractor shall continue to provide all reporting and inventory records and compensation shall be the price per gallon as bid in this proposal. Contractor must supply the Oil Price Information Service (Newsletter Pricing Report) publication to Jefferson Parish weekly with contractor's invoice. Pumps shall be calibrated on a semi-annual basis. Weekly pricing should be based on the OPIS PADD 3 New Orleans, LA rack unbranded average of the specified fuel type of a given week of fuel purchasing activity. All other relevant fees and taxes in this pricing structure are held constant throughout the contract.

**For bidding purposes, bidder must use the OPIS PADD 3 New Orleans, Louisiana rack unbranded fuel issued December 3, 2020 for all price moves confirmed through December 7, 2020 (OPIS Vol.40, No. 49)**

#### **INSURANCE:**

The bidder (contractor) will be responsible for maintaining all insurance coverages as required by the laws of the State of Louisiana and Jefferson Parish requirements. The bidder (contractor) must submit all current insurance certificates with the bid submission. Bidder must also comply with the insurance requirement as described in Jefferson Parish resolution No. 113646 in regards to general liability and auto insurance. In addition, **the vendor must supply proof of garage liability insurance.**

#### **OCTANE:**

The minimum octane and product specifications shall be as specified:

87% Octane and low sulfur diesel. The EPS Energy Policy Act of 2005 states the national standard applicable to gasoline refiners and importers for 2008 is 7.76% of gasoline production and imports. The expectation is that, on average, the national pool of gasoline will contain at least 7.76% Ethanol – the RFS standard is a minimum requirement, so actual Ethanol use may be higher. The standard will be met by blending gasoline with 10% ethanol and some ethanol will find its way to E85. All motor fuels must meet or exceed federal state specifications for the ASTM test method. The motor fuel products shall be equivalent to Texaco, Exxon, or Shell. Should any equipment perform improperly from poor quality fuel, the fuel will be tested by the Parish. If fuel is found to be of lesser quality than the manufacturers listed, it shall be removed and replaced at contractor's expense.

### **FUEL TANKERS:**

(For Emergency Events (Hurricanes/Flood/Etc.)

Vendor must provide one (1) fuel tanker and driver on an as needed basis to be available within a twenty-four (24) hour notice during Hurricane Season or any other declared emergency.

Trucks are to arrive fully filled at designated locations on the east bank of Jefferson Parish. They MUST have full access to company owned depots to refuel as needed. Jefferson Parish MUST have first priority rights to the company's fuel depots for the duration of the emergency. The fuel tanker is to have an 8,500-gallon capacity and to be filled with 4,000 gallons of diesel fuel and 4,500 gallons unleaded fuel. Truck and driver will remain under the direction of the Jefferson Parish President for the duration of the emergency.

Jefferson Parish will provide the driver with board and food with the Emergency Staff of Jefferson Parish. Driver must be licensed, insured and HAZMAT certified.

Jefferson Parish will only pay for the amount of diesel and unleaded fuel actually pumped from the tanker for Jefferson Parish use.

Jefferson Parish will pay for the time that the driver is under the direction of Jefferson Parish.

Pricing to be for one (1) fuel tanker and one (1) driver.

### **CONTRACT:**

If you are successful bidder you will be required to execute a contract in accordance with **Resolution No. 113646** and all amendments thereto.

### **DISPENSERS:**

- RHEEM FUEL ISLAND – 12 DISPENSERS
- EASTBANK STREETS FUEL ISLAND – 4 DISPENSERS
- BRIDGE CITY FUEL ISLAND – 4 DISPENSERS
- WESTBANK SEWER FUEL ISLAND – 2 DISPENSERS
- BELLE TERRE FUEL ISLAND – 12 DISPENSERS

**TANK SIZES:**

- RHEEM FUEL ISLAND  
4901 JEFFERSON HWY.  
JEFFERSON, LA 70121  
3 @ 10,000 GALLON UST'S.  
ONE IS FOR GAS AND 2 ARE FOR DIESEL
- EASTBANK STREETS FUEL  
ISLAND  
211 ARNOULT RD  
JEFFERSON, LA 70121  
2 UST  
ONE 6,000 GALLON FOR GAS AND  
ONE 6,000 GALLON FOR DIESEL
- BRIDGE CITY FUEL ISLAND  
1501 RIVER PARK RD.  
BRIDGE CITY, LA 70094  
2 @ 4,000 GALLON AST'S FOR GAS AND  
1 @ 5,000 GALLON UST FOR DIESEL
- WESTBANK SEWER FUEL  
ISLAND  
6250 LAPALCO BLVD.  
MARRERO, LA 70072  
1 @ 6,000 GALLON UST FOR GAS AND  
1 @ 4,000 UST FOR DIESEL
- BELLE TERRE FUEL ISLAND  
1887 AMES BLVD.  
MARRERO, LA 70072  
1 @ 10,000 GALLON UST FOR GAS AND  
2 @ 10,000 GALLON UST FOR DIESEL

**\*\*PLEASE BE ADVISED THAT ONLY WEEKLY OPIS PRICING IS ALLOWED\*\***

**\*\*ALSO, ANY VENDOR SUBMITTING A BID MUST BID ON ALL ITEMS\*\***

DATE: 12/10/2020  
BID NO.: 50-00132976

INVITATION TO BID  
THIS IS NOT AN ORDER

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**JEFFERSON PARISH**

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

BUYER: SFOLSE@jeffparish.net

**BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 1/12/2021 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 AND VIA TELECONFERENCE (DIAL-IN AT (504) 323-1800, MEETING ID: 181357) At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.**

**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. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**  
**THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS**

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. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

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.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

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 via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

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. Please note that all official communication will be expressed in the form of an addendum.

**Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)**

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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 next lowest responsive and responsible bidder in this event.

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. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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. 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. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

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.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, 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. 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.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part 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 any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

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.

D. PRICES: 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.

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 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 A17.1-1961).

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## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

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

### 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>.**

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

### ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

**3, 5, 6, 8, 10, 11, 12, 13, 15**

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.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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.
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 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 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-Conviction 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.



**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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.

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 with bid submission. Failure to submit applicable certifications with bid submission 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 JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application, or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

## **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: Kenneth Retif, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized owner of Retif Oil & Fuel (Entity), the party who submitted a bid in response to Bid Number 50-00132916 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.

Kenneth J. Retif  
Signature of Affiant

Kenneth J. Retif  
Printed Name of Affiant

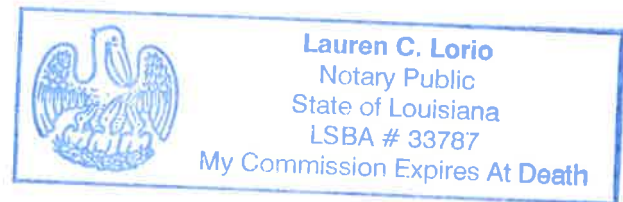
SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 12 DAY OF January, 2021.

Lauren C. Lorio  
Notary Public

Lauren C. Lorio  
Printed Name of Notary

LSBA #33787  
Notary/Bar Roll Number



My commission expires at death.

## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
RETIF OIL & FUEL  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Retif Oil & Fuel  
INCORPORATED, DULY NOTICED AND HELD ON JAN 6, 2021,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Kenneth J. Retif, 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.

Kenneth J. Retif  
SECRETARY-TREASURER

January 6, 2021  
DATE

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

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, 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 his designee, with the concurrence of the Director of Risk Management or his 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.

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

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

#### **☐ 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.

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

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☐ **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.

**Note:** This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile 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 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.

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) **OWNER'S PROTECTIVE LIABILITY**

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

2) **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.



DATE: 12/10/2020

Page: 6

BID NO.: 50-00132976

**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 ✓

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

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 4/12/2021

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

30 days

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

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

FIRM NAME: Retif Oil & Fuel LLC

ADDRESS: 1840 Jutland Drive

CITY, STATE: Harvey, LA 70058 ZIP: \_\_\_\_\_

TELEPHONE: (504) 349-9105 FAX: (504) 349-9009

EMAIL ADDRESS: bgaudet@retif.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 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: # 1

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ # 277,988.30

AUTHORIZED SIGNATURE: Kenneth J. Retif

TITLE: owner

Kenneth J. Retif  
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.



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000132976-TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW,  
FOR DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR  
FUELS, EAST AND WEST BANK FOR THE DEPARTMENT OF FLEET  
MANAGEMENT AND ALL AGENCIES**  
Jefferson Parish Government

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

12-Jan-2021 09:16:34 AM



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

January 12, 2021

**ADDENDUM # 1**

**Bid Number: 50-00132976**

**Receipt Date: January 12, 2021**  
**Postponed to Date: January 21, 2021**

**Description of Bid:** TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW, FOR DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR FUELS, EAST AND WEST BANK FOR THE DEPARTMENT OF FLEET MANAGEMENT AND ALL AGENCIES

**REVISION.:**

Page 6 of the specifications, under the "Insurance" section, it is stated that "Garage Liability Insurance" is required for this bid.

This requirement is being removed. The only Insurance requirement is as stated on Instruction #10 of the bid form.

**\*\*\* THIS BID HAS BEEN POSTPONED UNTIL JANUARY 21, 2021\*\*\***

Sincerely,

***Shanna Folse***

Shanna Folse, 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 by indicating the addendum number listed above. Failure to list each addenda number on the bid form 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.

GENERAL GOVERNMENT BLDG. — 200 DERBIGNY ST., SUITE 4400, GRETN, LA 70053  
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. — 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123  
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00132976

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO (2) YEAR CONTRACT, WITH NO OPTION TO RENEW, FOR DISPENSING OF ON-SITE AND OFF-SITE CONSIGNMENT MOTOR FUELS, EAST AND WEST BANK FOR FLEET MANAGEMENT AND ALL JEFFERSON PARISH MUNICIPALITIES		
1	5.00	EA	0001 - RELOCATION OF EQUIPMENT AT FACILITY-COMplete IN PLACE	\$ 500.00	\$ 2,500.00
2	799.00	GL	0002 - CONSIGNMENT FEE FOR ON-SITE AND OFF-SITE FUEL, INCLUDING FREIGHT	\$ .1290	\$ 103.07
3	5.00	EA	0003 - REPLACEMENT COST OF HOSE COMPLETE IN PLACE	\$ 200.00	\$ 1,000.00
4	5.00	EA	0004 - REPLACEMENT COST OF NOZZLE COMPLETE IN PLACE	\$ 200.00	\$ 1,000.00
5	5.00	EA	0005 - REPLACEMENT COST OF HOSE RETRACTOR, COMPLETE IN PLACE	\$ 500.00	\$ 2,500.00
6	5.00	EA	0006 - REPLACEMENT COST OF DISPENSER COMPLETE IN PLACE	\$ 2,000.00	\$ 10,000.00
7	5.00	EA	0007 - REPLACEMENT COST OF BREAKAWY FITTINGS, COMPLETE IN PLACE.	\$ 200.00	\$ 1,000.00
8	5.00	EA	0008 - REPLACEMENT COST TO SHEAR VALVE, COMPLETE IN PLACE	\$ 200.00	\$ 1,000.00
9	5.00	EA	0009 - REPLACEMENT COST OF 4,000 GALLON SKID TANK, COMPLETE IN PLACE	\$ 5,000.00	\$ 25,000.00
10	5.00	EA	0010 - REPLACEMENT OF FILTERS AND PUMPS	\$ 100.00	\$ 500.00
11	5.00	EA	0011 - REPLACEMENT COST OF 4,000 GALLON CONTAINMENT TANK	\$ 8,000.00	\$ 40,000.00
12	5.00	EA	0012 - REPLACEMENT COST FOR 5,000 GALLON SKID TANK	\$ 6,000.00	\$ 30,000.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00132976

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
13	5.00	EA	0013 - REPLACEMENT COST FOR 5,000 GALLON CONTAINMENT TANK.	\$ 12,000.00	\$ 60,000.00
14	5.00	EA	0014 - REPLACEMENT COST FOR MORRISON CLOCK GAUGES.	\$ 400.00	\$ 2,000.00
15	5.00	EA	0015 - REPLACEMENT COST FOR GAS BOY DISPENSER FOR GASOLINE	\$ 4,000.00	\$ 20,000.00
16	5.00	EA	0016 - REPLACEMENT COST FOR GAS BOY DISPENSER FOR DIESEL	\$ 4,000.00	\$ 20,000.00
17	5.00	EA	0017 - REPLACEMENT COST FOR PETRO VEND UNIT	\$ 10,000.00	\$ 50,000.00
18	2.00	EA	0018 - REPLACEMENT COST FOR 3/4 HP SUB PUMPS	\$ 1,500.00	\$ 3,000.00
19	127.00	GL	0019 - FUEL TANK FILTER FLUSH UP TO 1,000 GALLONS	\$ .50	\$ 63.50
20	124.00	GL	0020 - FUEL TANK FILTER FLUSH 3,001 TO 4,000 GALLONS	\$ .50	\$ 62.00
21	10.00	GL	0021 - FUEL TANK FILTER FLUSH 4,001 TO 5,000 GALLONS	\$ .50	\$ 5.00
22	10.00	GL	0022 - FUEL TANK FILTER FLUSH 5,001 TO 6,000 GALLONS	\$ .50	\$ 5.00
23	10.00	GL	0023 - FUEL TANK FILTER FLUSH 6,001 TO 7,000 GALLONS	\$ .50	\$ 5.00
24	10.00	GL	0024 - FUEL TANK FILTER FLUSH 7,001 TO 8,000 GALLONS	\$ .50	\$ 5.00
25	10.00	GL	0025 - FUEL TANK FILTER FLUSH 9,001 TO 10,000 GALLONS	\$ .50	\$ 5.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00132976

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
26	10.00	GL	0026 - FUEL TANK FILTER FLUSH 10,000 TO 11,000 GALLONS	\$ .50	\$ 5.00
27	10.00	GL	0027 - FUEL TANK FILTER FLUSH 13,000-14,000 GALLONS	\$ .50	\$ 5.00
28	10.00	GL	0028 - FUEL TANK FILTER FLUSH 19,000 TO 20,000	\$ .50	\$ 5.00
29	10.00	HR	0029 - FUEL TANKER COST OF TANKER RENTAL PER HOUR.	\$ 125.00	\$ 1250.00
30	40.00	HR	0030 - TANKER FUEL COST OF DRIVER PER HOUR	\$ 75.00	\$ 3000.00
31	1,050.00	GL	0031 - DIESEL, TAXABLE TAXABLE DIESEL	\$ 1.7519	\$ 1839.50
32	1,400.00	GL	LOW SULFUR HIGHWAY USE LIGHT DIESEL #2 IN ACCORDANCE WITH SPECIFICATIONS. TRADE NAME DIESEL #2 OR EQUIVALENT.  0032 - UNLEADED GASOLINE 10% ETHANAL MOTOR FUEL PRODUCT SHOULD BE EQUIVALENT TO TEXACO, EXXON OR SHELL.  GALLONS MORE OR LESS TO BE DELIVERED IN QUANTITIES OF 4,500 GALLONS OR LESS. TRANSPORT DELIVERY IN ACCORDANCE WITH SPECIFICATIONS.	\$ 1.5216	\$ 2130.24

## Bob Gaudet

**From:** opisadmin@opisnet.com  
**Sent:** Thursday, December 3, 2020 4:19 PM  
**To:** Bob Gaudet  
**Subject:** OPIS Wholesale Racks with OPIS Spot Mean

Account #195428

To align the following data, change the font size to 9 in Courier New.

### OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 40, No. 49 Issued 12-07-20 for Prices confirmed through 12-03-2020

\*\*OPIS GROSS CLEAR PRICES\*\*

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
Placid	u Net	130.80	+ 1.75	-- --	-- --	171.75	+ 1.75	12/02	18:00
PBFEnergy	u Net	143.45	+ 2.10	-- --	-- --	176.95	- .80	12/02	18:01
Shell	b 125-3	144.34	+ .43	-- --	-- --	-- --	-- --	12/02	18:00
Shell	u N-10	151.73	+ 2.05	-- --	-- --	-- --	-- --	12/02	18:00
Valero	b 1-10	-- --	-- --	-- --	-- --	137.65	+ 1.35	12/02	18:00
Valero	u N-10	-- --	-- --	-- --	-- --	147.30	+ 1.55	12/02	18:00
LOW RACK		130.80		-- --		137.65			
HIGH RACK		151.73		-- --		176.95			
RACK AVG		142.58		-- --		158.41			
OPIS GULF COAST SPOT MEAN - 12/02									
FOB COLONIAL		120.990		-- --		-- --			
OPIS GULF WATERBORNE DELIVERED SPOT (SRI)									
FOB NEW ORLEANS		123.24		-- --		131.24			
BRD LOW RACK		144.34		-- --		137.65			
BRD HIGH RACK		144.34		-- --		137.65			
BRD RACK AVG		144.34		-- --		137.65			
UBD LOW RACK		130.80		-- --		147.30			
UBD HIGH RACK		151.73		-- --		176.95			
UBD RACK AVG		141.99		-- --		165.33			
5-DAY AVG		143.99		-- --		160.28			

### NEW ORLEANS, LA

LOW RETAIL	164.17
AVG RETAIL	182.86
LOW RETAIL EX-TAX	124.65
AVG RETAIL EX-TAX	143.34

### OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 40, No. 49 Issued 12-07-20 for Prices confirmed through 12-03-2020

\*\*OPIS GROSS CBOB ETHANOL(10%) PRICES\*\*

9.0 RVP

	Terms	Unl	Move	Mid	Move	Pre	Move	Date	Time
Valero	u N-10	117.30	+ 1.55	136.30	+ 1.55	169.30	+ 1.55	12/02	18:00
Placid	u Net	117.50	+ 1.75	136.90	+ 1.95	154.55	+ 2.15	12/02	18:00
Shell	u N-10	121.96	+ 2.05	137.96	+ 2.05	174.96	+ 2.05	12/02	18:00
PBFEnergy	u Net	122.18	+ 1.91	137.13	+ 1.87	161.73	- .70	12/02	18:01
Marathon	b 1-10	122.47	+ 1.86	139.31	+ 1.87	172.98	+ 1.87	12/02	18:00
Citgo	b 1-10	123.84	+ 1.06	136.97	+ 1.06	174.34	+ 1.06	12/02	18:00
Valero	b 1-10	125.75	+ 1.35	143.55	+ 1.35	180.15	+ 1.35	12/02	18:00
XOM	b 125-3	126.09	+ 1.21	154.24	+ 1.21	182.39	+ 1.21	12/02	19:00
Shell	b 125-3	126.84	+ .69	148.10	+ .69	184.05	+ .69	12/02	18:00
Chevron	b 1t45c	127.40	+ 1.60	141.10	+ 1.60	185.00	+ 1.60	12/02	18:00
Texaco	b 1t45c	127.40	+ 1.60	141.10	+ 1.60	185.00	+ 1.60	12/02	18:00
LOW RACK		117.30		136.30		154.55			
HIGH RACK		127.40		154.24		185.00			
RACK AVG		123.52		141.15		174.95			
OPIS GULF WATERBORNE DELIVERED SPOT (SRI)									

FOB NEW ORLEANS	123.25	-- --	128.54
BRD LOW RACK	122.47	136.97	172.98
BRD HIGH RACK	127.40	154.24	185.00
BRD RACK AVG	125.68	143.48	180.56
UBD LOW RACK	117.30	136.30	154.55
UBD HIGH RACK	122.18	137.96	174.96
UBD RACK AVG	119.74	137.07	165.14
5-DAY AVG	124.69	142.24	176.22

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 40, No. 49 Issued 12-07-20 for Prices confirmed through 12-03-2020

\*\*OPIS GROSS ULTRA LOW SULFUR DISTILLATE PRICES\*\*

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
Valero	u N-10	134.95	+ 1.40	-- --	-- --	-- --	-- --	12/02	18:00
Shell	u N-10	135.20	+ 1.90	-- --	-- --	-- --	-- --	12/02	18:00
Placid	u Net	135.85	+ 1.85	-- --	-- --	-- --	-- --	12/02	18:00
Marathon	b 1-10	136.46	+ 1.51	-- --	-- --	-- --	-- --	12/02	18:00
Shell	b 125-3	136.56	+ 1.91	-- --	-- --	-- --	-- --	12/02	18:00
PBFEnergy	u Net	137.75	+ 1.74	-- --	-- --	-- --	-- --	12/02	18:01
Citgo	b 1-10	139.98	+ 1.76	-- --	-- --	-- --	-- --	12/02	18:00
Citgo	u 1-10	139.98	+ 1.76	-- --	-- --	-- --	-- --	12/02	18:00
Valero	b 1-10	140.00	+ 1.55	-- --	-- --	-- --	-- --	12/02	18:00
XOM	b 125-3	141.88	+ 1.59	-- --	-- --	-- --	-- --	12/02	19:00
Chevron	b 1t45c	142.90	+ 1.70	-- --	-- --	-- --	-- --	12/02	18:00
Texaco	b 1t45c	142.90	+ 1.70	-- --	-- --	-- --	-- --	12/02	18:00
LOW RACK		134.95		-- --		-- --			
HIGH RACK		142.90		-- --		-- --			
RACK AVG		138.70		-- --		-- --			
OPIS GULF COAST SPOT MEAN - 12/02									
FOB COLONIAL		132.720		-- --		-- --			
OPIS GULF WATERBORNE DELIVERED SPOT (SRI)									
FOB NEW ORLEANS		134.42		-- --		-- --			
BRD LOW RACK		136.46		-- --		-- --			
BRD HIGH RACK		142.90		-- --		-- --			
BRD RACK AVG		140.10		-- --		-- --			
UBD LOW RACK		134.95		-- --		-- --			
UBD HIGH RACK		139.98		-- --		-- --			
UBD RACK AVG		136.75		-- --		-- --			
5-DAY AVG		139.69		-- --		-- --			

OPIS NEWSLETTER PRICES - NEW ORLEANS, LA

Vol 40, No. 49 Issued 12-07-20 for Prices confirmed through 12-03-2020

\*\*OPIS GROSS ULTRA LOW SULFUR RED DYE DISTILLATE PRICES\*\*

	Terms	No.2	Move	No.1	Move	Pre	Move	Date	Time
Valero	u N-10	135.45	+ 1.40	-- --	-- --	-- --	-- --	12/02	18:00
Shell	u N-10	135.70	+ 1.90	-- --	-- --	-- --	-- --	12/02	18:00
Placid	u Net	136.15	+ 1.75	-- --	-- --	-- --	-- --	12/02	18:00
Citgo	b 1-10	140.58	+ 1.76	-- --	-- --	-- --	-- --	12/02	18:00
Citgo	u 1-10	140.58	+ 1.76	-- --	-- --	-- --	-- --	12/02	18:00
LOW RACK		135.45		-- --		-- --			
HIGH RACK		140.58		-- --		-- --			
RACK AVG		137.69		-- --		-- --			
OPIS GULF WATERBORNE DELIVERED SPOT (SRI)									
FOB NEW ORLEANS		134.77		-- --		-- --			
BRD LOW RACK		140.58		-- --		-- --			





# FLEETWIDE Site Locator

For Assistance Call: 1-800-899-2236

## ACCEPTING SITES

Search Limited To: IsFuelSite=true;States=LA;Counties=JEFFERSON;

City	State	Zip	County	Store Name	Brand	Address	Hwy	Exit	24hr	18-Whl	Gas	Diesel	BioDiesel	E85	Maint	P@P	Phone
AVONDALE	LA	70094	JEFFERSON	BROTHERS FOOD MART #148	Exxon	2900 US HWY 90 EXXON/BUYPASS CONNECTION ON 5/19/14			Y		Y	Y				Y	504-407-0639
AVONDALE	LA	70094	JEFFERSON	AVONDALE - LA		3110 HWY 90 see 940811					Y	Y					123-123-1234
GRAND ISLE	LA	70358-5668	JEFFERSON	LANDRY'S QUICK STOP		3047 HWY 1	HWY 1				Y	Y				Y	985-787-2555
GRETN	LA	70056-7135	JEFFERSON	STAR CONVENIENCE STORE		2950 BELLE CHASSE HWY			Y		Y	Y				Y	504-391-9248
GRETN	LA	70056	JEFFERSON	BROTHERS FOOD MART #156	Shell	2850 BELLE CHASSE HWY					Y	Y				Y	504-603-2846
GRETN	LA	70056	JEFFERSON	BROTHERS FOOD MART #123	Exxon	1944 BELLE CHASSE HWY EXXON/BUYPASS CONNECTION ON 3/6/14					Y					Y	504-393-1312
GRETN	LA	70056	JEFFERSON	DISCOUNT ZONE 5884		855 TERRY PKWY			Y		Y	Y				Y	504-394-7974
GRETN	LA	70056-4446	JEFFERSON	BROTHERS FOOD MART #130	Shell	2000 CAROL SUE AVE			Y		Y					Y	504-366-2413
GRETN	LA	70056-4034	JEFFERSON	585 TERRY PARKWA	Chevron	585 TERRY PKWY					Y	Y				Y	504-364-0088
GRETN	LA	70053-6217	JEFFERSON	CIRCLE K #8269	Circle K	929 LAFAYETTE ST			Y		Y					Y	504-362-1411
GRETN	LA	70056	JEFFERSON	BROTHERS FOOD MART #131	Exxon	502 TERRY PKWY EXXON/BUYPASS CONNECTION 3/5/14			Y		Y	Y				Y	504-352-7950
GRETN	LA	70053	JEFFERSON	WM SUPERCENTER #5102	Walmart	99 WESTBANK EXPY					Y	Y			Y	Y	504-249-7148
GRETN	LA	70053	JEFFERSON	STUMPF CHEVRON	Chevron	1001 STUMPF BLVD TO OPEN ON 12/22/10					Y	Y				Y	504-361-9405
GRETN	LA	70056-2522	JEFFERSON	BROTHERS FOOD MART #115	Exxon	123 TERRY PKWY EXXON/BUYPASS CONNECTION ON 1/19/15			Y		Y					Y	504-368-3800
GRETN	LA	70053-2457	JEFFERSON	OAKWOOD SHELL	Shell	101 WESTBANK EXPY			Y		Y	Y				Y	504-362-2385
HARAHAN	LA	70123	JEFFERSON	SAMS & MOUNES		1000 SAMS ROAD					Y	Y				Y	123-123-1234
HARVEY	LA	70058-5106	JEFFERSON	BROTHERS FOOD MART #117	Exxon	3441 MANHATTAN BLVD EXXON/BUYPASS CONNECTION 4/8/14			Y		Y	Y				Y	504-362-5301
HARVEY	LA	70058-2329	JEFFERSON	BROTHERS FOOD MART #125	Shell	3659 LAPALCO BLVD					Y	Y				Y	504-347-4257
HARVEY	LA	70058-3408	JEFFERSON	BROTHERS FOOD MART #112	Exxon	1600 MANHATTAN BLVD EXXON/BUYPASS CONNECTION ON 3/11/14			Y		Y					Y	504-368-0909
HARVEY	LA	70058	JEFFERSON	SAMS CLUB #8221	Sams Club	1527 MANHATTAN BLVD					Y				Y	Y	504-361-3966



# FLEETWIDE Site Locator

For Assistance Call: 1-800-899-2236

## ACCEPTING SITES

Search Limited To: IsFuelSite=true;States=LA;Counties=JEFFERSON;

City	State	Zip	County	Store Name	Brand	Address	Hwy	Exit	24hr	18-Whl	Gas	Diesel	BioDiesel	E85	Maint	P@P	Phone
HARVEY	LA	70058	JEFFERSON	HARVEY - LA		527 DESTREHAN AVENUE					Y	Y				Y	123-123-1234
HARVEY	LA	70058	JEFFERSON	MANHATTAN GAS CHEVRON	Chevron	647 MANHATTAN BLVD		BTH			Y	Y					504-367-7431
JEFFERSON	LA	70121	JEFFERSON	RETIF - JEFFERSON		4935 BLOOMFIELD ST			Y		Y	Y				Y	123-123-1234
KENNER	LA	70062-6265	JEFFERSON	SHELL-ROOSEVELT	Shell	2505 W METAIRIE AVE			Y		Y					Y	504-468-9646
KENNER	LA	70062	JEFFERSON	CLEAN ENERGY #14455		1021 AIRLINE DRIVE			Y		Y					Y	949-437-1163
KENNER	LA	70062	JEFFERSON	AIRPORT		730 HANSON ST					Y	Y				Y	123-123-1234
KENNER	LA	70062-6914	JEFFERSON	FUELMAN AIRPORT UNATTENDED		730 HANSON PL			Y	Y	Y	Y				Y	504-467-7948
KENNER	LA	70062	JEFFERSON	AIRLINE CHEVRON	Chevron	181 W AIRLINE HWY	I-310		Y	Y	Y	Y				Y	504-465-8593
KENNER	LA	70065	JEFFERSON	ATLANTIC AVIATION MSY	Chevron	749 LOCKHEED DR					Y					Y	504-466-1700
KENNER	LA	70062-5223	JEFFERSON	BROTHERS FOOD MART #113	Exxon	1227 VETERANS MEMORIAL BLVD EXXON/BUYPASS CONNECTION ON 5/21/14			Y		Y	Y				Y	504-712-0425
KENNER	LA	70065	JEFFERSON	DISCOUNT ZONE 5895		3301 WILLIAMS BLVD			Y		Y	Y				Y	504-443-0093
KENNER	LA	70065	JEFFERSON	SAMS CLUB #8261	Sams Club	455 31ST ST					Y	Y			Y	Y	504-467-9677
KENNER	LA	70065	JEFFERSON	LOYOLA STORE #154	Shell	3049 LOYOLA DRIVE			Y		Y					Y	504-305-0696
KENNER	LA	70065-2753	JEFFERSON	SUPER D FOOD MART	Chevron	901 W ESPLANADE AVE					Y	Y				Y	504-468-8263
KENNER	LA	70065	JEFFERSON	DISCOUNT ZONE 1204		4045 WILLIAMS BLVD			Y		Y	Y				Y	504-712-5344
LAFITTE	LA	70067-5112	JEFFERSON	BROTHERS FOOD MART #151	Exxon	798 JEAN LAFITTE BLVD EXXON/BUYPASS CONNECTION ON 5/29/14					Y	Y				Y	504-689-0790
MARRERO	LA	70072	JEFFERSON	BARATARIA CHEVRON	Chevron	4915 BARATARIA (& EXPRESSWAY)				Y	Y	Y				Y	504-341-6680
MARRERO	LA	70072-6209	JEFFERSON	STOP N GO		3751 BARATARIA BLVD			Y		Y					Y	504-340-1910
MARRERO	LA	70072-5648	JEFFERSON	BROTHERS FOOD MART #111	Shell	2698 BARATARIA BLVD			Y		Y					Y	504-341-8300
MARRERO	LA	70072	JEFFERSON	MARRERO FUELS		4963 LAPALCO BLVD			Y		Y					Y	504-366-8464



# FLEETWIDE Site Locator

For Assistance Call: 1-800-899-2236

## ACCEPTING SITES

Search Limited To: IsFuelSite=true;States=LA;Counties=JEFFERSON;

City	State	Zip	County	Store Name	Brand	Address	Hwy	Exit	24hr	18-Whl	Gas	Diesel	BioDiesel	E85	Maint	P@P	Phone
MARRERO	LA	70072-4725	JEFFERSON	DISCOUNT ZONE 5208		6200 LAPALCO BLVD			Y	Y	Y	Y				Y	504-341-7713
MARRERO	LA	70072-4341	JEFFERSON	LAPALCO CHEVRON	Chevron	4700 LAPALCO BLVD			Y		Y					Y	504-328-5595
MARRERO	LA	70072	JEFFERSON	MURPHY USA #6906	Murphy	4822 LA PALCO					Y	Y				Y	504-347-4054
MARRERO	LA	70072	JEFFERSON	GASCO	Chevron	7101 WEST BANK EXPWY					Y	Y				Y	504-345-1559
MARRERO	LA	70072	JEFFERSON	VICTORY FUEL ENT	Chevron	4915 WESTBANK EXPY					Y	Y				Y	504-349-9000
MARRERO	LA	70072	JEFFERSON	DISCOUNT ZONE 5569		7340 WESTBANK EXPRESSWAY			Y	Y	Y	Y			Y	Y	504-328-1444
METAIRIE	LA	70001	JEFFERSON	SAMS CLUB #4775	Sams Club	3900 AIRLINE DR					Y				Y	Y	504-831-2911
METAIRIE	LA	70001	JEFFERSON	GET CLEARLY CHEVRON	Chevron	3901 AIRLINE DR					Y					Y	504-837-2689
METAIRIE	LA	70001-5703	JEFFERSON	GET CLEARLY	Chevron	3901 AIRLINE DR					Y					Y	000-000-0000
METAIRIE	LA	70001	JEFFERSON	BROTHERS FOOD MART #147	Exxon	4115 AIRLINE DR EXXON/BUYPASS CONNECTION ON 3/18/15			Y		Y	Y				Y	504-309-8407
METAIRIE	LA	70001	JEFFERSON	GET CLEARVIEW & AIRLINE TEXACO		4501 AIRLINE DR					Y	Y				Y	504-455-3190
METAIRIE	LA	70001	JEFFERSON	GET TRANSCON	Texaco	5001 AIRLINE DR					Y	Y				Y	504-349-9000
METAIRIE	LA	70001	JEFFERSON	DISCOUNT ZONE 1211		4457 W METAIRIE AVE			Y		Y	Y				Y	504-780-2222
METAIRIE	LA	70003	JEFFERSON	DISCOUNT ZONE 1203		8000 W METAIRIE AVE			Y	Y	Y	Y				Y	504-737-1311
METAIRIE	LA	70001	JEFFERSON	RETIF OIL & FUEL	Chevron	2201 CLEARVIEW P					Y					Y	504-885-1332
METAIRIE	LA	70001	JEFFERSON	BROTHERS FOOD MART #119	Exxon	3528 S I 10 SERVICE RD W EXXON/BUYPASS			Y		Y					Y	504-832-8197

METAIRIE	LA	70001-1238	JEFFERSON	2301 CLEARVIEW P	Chevron	2301 CLEARVIEW PKWY												Y	504-456-9699
METAIRIE	LA	70001	JEFFERSON	FUEL EXPRESS MART	Chevron	4975 W NAPOLEON												Y	504-376-7699
METAIRIE	LA	70005	JEFFERSON	WAL-MART #9894	Walmart	615 VETERANS BLVD												Y	123-456-7890
METAIRIE	LA	70005	JEFFERSON	DISCOUNT ZONE 5334		1620 VETERANS BLVD												Y	504-831-4444



## FLEETWIDE Site Locator

For Assistance Call: 1-800-899-2236

### ACCEPTING SITES

Search Limited To: IsFuelSite=true;States=LA;Counties=JEFFERSON;

City	State	Zip	County	Store Name	Brand	Address	Hwy	Exit	24hr	18-Whl	Gas	Diesel	BioDiesel	E85	Maint	P@P	Phone
METAIRIE	LA	70003	JEFFERSON	BROTHERS FOOD MART #118	Exxon	4408 S I-10 SERVICE RD					Y					Y	504-454-8095
METAIRIE	LA	70002	JEFFERSON	VETRANS CHEVRON	Chevron	2316 VETERANS MEMORIAL BLVD					Y	Y				Y	000-000-0000
METAIRIE	LA	70002	JEFFERSON	SHELL CAUSEWAY	Shell	3200 VETERANS MEMORIAL BLVD			Y	Y	Y	Y				Y	504-834-7464
METAIRIE	LA	70002	JEFFERSON	DISCOUNT ZONE 1199		4300 WAVERLY ST			Y	Y	Y	Y				Y	504-883-0255
METAIRIE	LA	70006	JEFFERSON	GET GO CLEARVIEW & QUINCY CHEV	Chevron	3120 CLEARVIEW PARKW					Y	Y				Y	504-885-3653
METAIRIE	LA	70006	JEFFERSON	GETGO CLEARVIEW	Chevron	3120 CLEARVIEW PKWY					Y	Y				Y	000-000-0000
METAIRIE	LA	70006	JEFFERSON	VETERANS CHEVRON	Chevron	4950 VETERANS MEMORIAL BLVD			Y		Y					Y	504-885-7503
METAIRIE	LA	70003	JEFFERSON	DISCOUNT ZONE 5926		5920 VETERANS BLVD			Y	Y	Y	Y				Y	504-888-4644
METAIRIE	LA	70003	JEFFERSON	DISCOUNT ZONE 1196		5405 VETERANS BLVD			Y		Y	Y				Y	504-905-6333
METAIRIE	LA	70003	JEFFERSON	BROTHERS FOOD MART #126	Shell	6600 VETERANS MEMORIAL BLVD					Y	Y				Y	504-455-4506
METAIRIE	LA	70002	JEFFERSON	TJMS	Chevron	3605 N CAUSEWAY BLVD					Y	Y				Y	504-837-6120
METAIRIE	LA	70002	JEFFERSON	LAKE AVENUE DISCOUNT ZONE		200 LIVE OAK ST			Y		Y	Y				Y	504-835-7553
METAIRIE	LA	70003	JEFFERSON	DISCOUNT ZONE 1207		8824 VETERANS BLVD			Y	Y	Y	Y				Y	504-338-2623
METAIRIE	LA	70006	JEFFERSON	RETIF OIL & FUEL	Chevron	4320 CLEARVIEW P					Y					Y	504-888-0129
NEW ORLEANS	LA	70123	JEFFERSON	C & V OASIS FUEL	Chevron	6025 JEFFERSON HWY				Y	Y	Y				Y	504-734-2008
NEW ORLEANS	LA	70123-5324	JEFFERSON	JEFFERSON TRUCK STOP		5350 JEFFERSON HWY	I-10		Y	Y	Y	Y				Y	504-818-0608
NEW ORLEANS	LA	70123	JEFFERSON	MURPHY USA #5716	Murphy	5108 JEFFERSON HWY					Y					Y	504-737-3731
NEW ORLEANS	LA	70123	JEFFERSON	DANNY & CLYDE'S	Chevron	5861 CITRUS BLVD					Y					Y	504-734-0060
WESTWEGO	LA	70094	JEFFERSON	BROTHERS FOOD MART #152	Exxon	1200 WESTBANK EXPWY			Y		Y					Y	504-324-9047
WESTWEGO	LA	70094-3734	JEFFERSON	BROTHERS FOOD MART #101	Exxon	9000 WESTBANK EXPY EXXON/BUYPASS CONNECTION 4/3/14			Y	Y	Y	Y				Y	504-437-0010



## FLEETWIDE Site Locator

For Assistance Call: 1-800-899-2236

### ACCEPTING SITES

Search Limited To: IsFuelSite=true;States=LA;Counties=JEFFERSON;

City	State	Zip	County	Store Name	Brand	Address	Hwy	Exit	24hr	18-Whl	Gas	Diesel	BioDiesel	E85	Maint	P@P	Phone
WESTWEGO	LA	70094	JEFFERSON	AVONDALE TRUCK STOP	Texaco	3110 HIGHWAY 90 W				Y	Y	Y				Y	504-342-8111
WESTWEGO	LA	70094-2730	JEFFERSON	BROTHERS FOOD MART #128	Shell	2901 HWY 90 W	US 90				Y	Y				Y	504-436-2470
WESTWEGO	LA	70094-2314	JEFFERSON	BROTHERS FOOD MART #108	Exxon	8692 RIVER RD EXXON/BUYPASS CONNECTION ON 6/3/14			Y		Y	Y				Y	504-431-4061



# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
01/11/2021

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).

PRODUCER Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS:  INSURER(S) AFFORDING COVERAGE INSURER A: Zurich American Ins Co INSURER B: American Zurich Ins Co INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Retif Oil & Fuel, LLC 1840 Jutland Drive Harvey LA 70058-2361 USA	NAIC # 16535 40142

COVERAGES CERTIFICATE NUMBER: 570085724501 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.

INVR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS shown as requested
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 checked="" type="checkbox"/> LOC OTHER:			GL0550312407	04/01/2020	04/01/2021	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
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY  <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION			BAP 5503125-07	04/01/2020	04/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N N/A			WC550312307	04/01/2020	04/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: BID #50-00132976, Jefferson Parish resolution No. 113646. Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council are included as Additional Insured in accordance with the policy provisions of the General Liability and Automobile Liability policies.

## CERTIFICATE HOLDER

Jefferson Parish  
Jefferson Parish Purchasing Department  
200 Derbigny Street, Suite 4400  
Gretna LA 70053 USA

## 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

*Aon Risk Services Central, Inc.*

Holder Identifier :

Certificate No : 570085724501