

**CENTRALBIDDING**

FROM CENTRAL AUCTION HOUSE

**50-00139418 - Two (2) Year Contract for a Supply of Replacement Fire Hydrant Inserts on an as Needed Basis for the Jefferson Parish Department of Engineering  
Jefferson Parish Government**

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

08-Sep-2022 07:57:56 AM





**Bid Number 50-00139418**

**Two Year Contract for a Supply of Replacement Fire Hydrant Inserts  
on an as Needed Basis for the Jefferson Parish Department of  
Engineering.**

**BID DUE: September 15, 2022 AT 2:00 PM**

**ATTENTION VENDORS!!!**

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

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Donna Reamey  
Email: [Dreamey@jeffparish.net](mailto:Dreamey@jeffparish.net)  
Phone: 504-364-2684**

## **Fire Hydrant Inserts** **Contract**

### **Items Included In This Contract:**

1. Adaptors
2. O-Rings
3. Thrust Washers
4. Cap Gaskets
5. Main Valves
6. Drain Valves
7. Nozzle Retaining Screws
8. Nozzle Cap Gaskets
9. Seat Removing Wrenches with Stem Nut
10. Nozzle Removing Tools
11. Collision Repair Kits
12. Grade Extension Kits

### **Contract Terms:**

This specification is prepared for a two (2) year contract for a supply of replacement fire hydrant inserts for the Parish of Jefferson. The parish reserves the right to schedule shipment of hydrants and components over a two (2) year period, as required.

### **Warranty:**

Fire hydrant inserts shall have a minimum warranty period of twelve (12) months (from the date of delivery) against defects in materials and workmanship. Nationally published warranty statements may be required of bidder(s) for their product(s) upon request. Should warranty statements be requested, bidder(s) will be required to submit said warranty statements within ten (10) days of the request.

### **General Specifications:**

The quantities shown on the proposal guide are approximate quantities to be acquired by Jefferson Parish over a two (2) year period. Actual usage will be on an "as needed" basis.

Successful bidder will be allowed 7 calendar days, from the date of contract execution, to stock and maintain sufficient quantities on hand to meet the needs of Jefferson Parish. Vendor will ship requested quantities (as indicated on purchase order) after seven (7) calendar days. Note that no order shall be placed until after the 7<sup>th</sup> day.

## BID SPECIFICATIONS FOR BID # 50-139418

All pertinent technical specifications and literature may be required upon request. Should technical specifications and literature be requested, bidder(s) will be required to submit said technical specifications and literature within ten (10) days of the request.

Bid delivery shall include all freight and delivery costs to Jefferson Parish warehouse locations on the East and West Banks of Jefferson Parish.

### **Technical Specifications:**

Hydrant inserts shall conform to AWWA standards C502 latest edition, and as specified herein.

Hydrant inserts shall be fully maintainable through the bonnet using a light weight wrench.

Hydrant inserts shall be of the compression type closing with the pressure.

The combination of three (3) O-rings to a crimped brass ferrule around the stem shall seal the cavity from contact with water. A stainless alemite fitting shall be supplied within the operating nut for periodic lubrication of the operating threads with grease or a stainless steel pipe plug in the bonnet for oil lubrication. Lubrication of the thrust collar at the time of closing will be acceptable.

The operating nut shall be of one piece bronze construction. It shall have a 1-1/8" pentagon wrench nut.

Hydrants shall be open clockwise (open to the right).

The dirt shield (weather cap) shall be made of cast iron, which covers the hold down nut shall be threaded onto the operating nut to provide umbrella protection shielding this area from dirt, paint buildup, or ice that may jam the operation of the hydrant. Rubber seals in the hold down nut are acceptable provided they will not be fully exposed to sunlight.

Both upper and lower hydrant stems shall be of bronze or stainless steel construction.

A thrust washer shall be supplied between the operating nut and stem nut to facilitate operation.

Nozzles shall be made of a tamper resistant 12/4 tun type or all threaded in with the O-rings and stainless steel retaining screws. Nozzles shall be attached by means of suitable chains. Nozzles shall be threaded to the City of New Orleans Louisiana, Sewerage and Water Board Specification.

O-rings or flat gaskets shall seal between the upper and lower barrels to provide ease of facing and positive seal under pressure. The main valve shall be neoprene synthetic rubber reinforced with steel or natural rubber.

The seat shall be bronze ring threaded to a bronze insert within the hydrant shoe. The hydrant seat shall have two O-rings to seal the drain way and barrel from leakage of water in the shoe. "Sandwiched" seat ring inserts will be acceptable.

## BID SPECIFICATIONS FOR BID # 50-139418

The hydrant insert drain valve shall momentarily force flush with each operation. The drain way shall be of bronze construction. Drain valve facings shall be neoprene synthetic rubber with stainless steel retaining pin or with bronze screws.

Hydrants inserts top caps, shield caps, shield operating nuts, nozzle caps and the remainder of the hydrant above the protection case cap shall be painted the manufacturer's standard silver (aluminum).

Hydrant barrel, protection case cap, and elbow shall be painted with or dipped in an approved epoxy coating made to comply with federal specification TT-V-51A (same as appears in AWWA standard C502)

Hydrant insert shall have a bury length, such as to provide nominal ground line to bottom of hydrant branch connecting pipe distance as called for in the bid proposal guide. Bury length shall be stenciled on the hydrant barrel.

The workmanship, quality, and physical properties of all parts to be supplied shall be in accord with that used in the manufacture of the complete hydrant.

Hydrant inserts shall be Kennedy Guardian (K-81AW Mathew. Insert), or an approved equal. Hydrants inserts must fit existing R.D. woods shoes (screw-in).

DATE: 8/31/2022

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00139418

**JEFFERSON PARISH**

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

BUYER: DREAMEY@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 9/15/2022 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053. 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)

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).



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.

10,12,13,15

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.

DATE: 8/31/2022

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BID NO.: 50-00139418

**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 2 Years

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

36 Weeks

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

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

FIRM NAME: Coburns Supply

ADDRESS: 1849 Commercial Drive

CITY, STATE: Harvey, LA ZIP: 70058

TELEPHONE: ( 225 ) 202-7808 FAX: ( 504 ) 348-1095

EMAIL ADDRESS: mtate@coburns.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: \_\_\_\_\_

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 493'848.44

AUTHORIZED SIGNATURE: Mark Tate

Mark Tate

Printed Name

TITLE: Outside Sales

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.: 50-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO YEAR CONTRACT FOR A SUPPLY OF REPLACEMENT FIRE HYDRANT INSERTS ON AN AS NEEDED BASIS FOR THE JEFFERSON PARISH DEPARTMENT OF ENGINEERING.		
1	18.00	EA	0010 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 3 FEET (31321)  GROUP 1	\$ 2980.35	\$ 53'646.30
2	36.00	EA	0020 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 3-1/2 FEET (31326)  GROUP 1	\$ 3055.75	\$ 110'007.00
3	18.00	EA	0030 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 4 FEET (31323)  GROUP 1	\$ 3120.50	\$ 56'169.00
4	9.00	EA	0040 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 4-1/2 FEET (31327)  GROUP 1	\$ 3205.75	\$ 28'851.75
5	3.00	EA	0050 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 5 FEET (31324)  GROUP 1	\$ 3250.20	\$ 9'750.60
6	3.00	EA	0060 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT  ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 5-1/2 FEET (31328)  GROUP 1	\$ 3370.70	\$ 10'112.10
7	1.00	EA	0070 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3455.69	\$ 3455.69

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 60-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 6 FEET (31329)		
			GROUP 1		
8	3.00	EA	0080 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3125.00	\$ 9375.00
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 3 FEET (31410)		
			GROUP 2		
9	6.00	EA	0090 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3125.00	\$ 18'750.00
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 3-1/2 FEET (31411)		
			GROUP 2		
10	18.00	EA	0100 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3205.50	\$ 57'699.00
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 4 FEET (31412)		
			GROUP 2		
11	9.00	EA	0110 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3300.25	\$ 29'702.25
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 4-1/2 FEET (31413)		
			GROUP 2		
12	12.00	EA	0120 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3385.70	\$ 40'628.40
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 5 FEET (31414)		
			GROUP 2		
13	3.00	EA	0130 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3475.15	\$ 10'425.45
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 5-1/2 FEET (31416)		
			GROUP 2		
14	1.00	EA	0140 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	\$ 3560.65	\$ 3560.65

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 6 FEET (31417)		
			GROUP 2		
15	1.00	EA	0150 - O-RING - PART #K8105; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31445)	\$ 8.50	\$ 8.50
			GROUP 3		
16	1.00	EA	0160 - THRUST WASHER - PART #K8106; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31450)	\$ 3.30	\$ 3.30
			GROUP 3		
17	1.00	EA	0170 - CAP GASKET - PART #K8109; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31455)	\$ 17.00	\$ 17.00
			GROUP 3		
18	1.00	EA	0180 - O-RING - PART #K8111; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31460)	\$ 6.95	\$ 6.95
			GROUP 3		
19	12.00	EA	0190 - ELBOW GASKET - PART #K8125; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31465)	\$ 17.00	\$ 204.00
			GROUP 3		
20	1.00	EA	0200 - O-RING - PART #K8126A; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31470)	\$ 9.25	\$ 9.25
			GROUP 3		
21	1.00	EA	0210 - SEAT RING - PART #K8128; RECOMMENDED SPARE PARTS, AS PER	\$ 208.90	\$ 208.90

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31475)  GROUP 3		
22	1.00	EA	0220 - O-RING - PART #K8130; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31480)  GROUP 3	\$ 9.25	\$ 9.25
23	1.00	EA	0230 - MAIN VALVE - PART #K8131; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31485)  GROUP 3	\$ 117.90	\$ 117.90
24	1.00	EA	0240 - DRAIN VALVE FACING - PART #K8137; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31415)  GROUP 3	\$ 19.30	\$ 19.30
25	1.00	EA	0250 - NOZZLE RETAINING SCREW - PART #K8141; RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31420)  GROUP 3	\$ 5.40	\$ 5.40
26	1.00	EA	0260 - NOZZLE CAP GASKET (HOSE OR STREAMER) - PART #K8143;  RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31425)  GROUP 3	\$ 14.65	\$ 14.65
27	1.00	EA	0270 - SEAT REMOVING WRENCH WITH STEM NUT - PART #K8147;  RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31395)  GROUP 3	\$ 295.25	\$ 295.25
28	1.00	EA	0280 - NOZZLE REMOVING TOOLS PART #K8148 RECOMMENDED SPARE PARTS, AS PER	\$ 124.00	\$ 124.00



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31435)		
			GROUP 3		
29	35.00	EA	0290 - COLLISION REPAIR KIT- PART #K8149 RECOMMENDED SPARE PARTS, AS PER  SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31440)	\$ 234.50	\$ 8207.50
			GROUP 3		
30	1.00	EA	0300 - GRADE EXTENSION KIT - PART #K8150 (6 INCH)  RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31404)	\$ 515.70	\$ 515.70
			GROUP 3		
31	12.00	EA	0310 - GRADE EXTENSION KIT - PART #K8150  (12 INCH) RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31405)	\$ 605.70	\$ 7268.40
			GROUP 3		
32	1.00	EA	0320 - GRADE EXTENSION KIT - PART #K8150  (18 INCH) RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31406)	\$ 687.40	\$ 687.40
			GROUP 3		
33	1.00	EA	0330 - GRADE EXTENSION KIT - PART #K8150  (24 INCH) RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407)	\$ 746.75	\$ 746.75
			GROUP 3		
34	1.00	EA	0340 - GRADE EXTENSION KIT - PART #K8150 (30 INCH)	\$ 1095.35	\$ 1095.35

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00139418

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407A)		
			GROUP 3		
35	1.00	EA	0350 - GRADE EXTENSION KIT - PART #KB150 (36 INCH)	\$ 1175.10	\$ 1175.10
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407B)		
			GROUP 3		
36	1.00	EA	0360 - ADAPTOR TYPE FIRE HYDRANT INSERT,	\$ 3055.75	\$ 3055.75
			LESS ELBOW AND MECHANICAL JOINT ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 2 FEET (31319)		
			GROUP 1		
37	3.00	EA	0370 - ADAPTOR TYPE FIRE HYDRANT INSERT,	\$ 3055.75	\$ 9167.25
			LESS ELBOW AND MECHANICAL JOINT ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 2-1/2 FEET (31320)		
			GROUP 1		
38	6.00	EA	0380 - ADAPTOR TYPE FIRE HYDRANT INSERT,	\$ 3125.40	\$ 18752.40
			LESS ELBOW AND MECHANICAL JOINT ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 2-1/2 FEET (31409)		
			GROUP 2		

**COBURN SUPPLY COMPANY, INC.**  
**CORPORATE RESOLUTION**

**BE IT RESOLVED** by the Board of Directors of Coburn Supply Company Inc. ("Coburn"), in a meeting duly assembled, that Mark Tate ("Agent") be and he is hereby authorized, empowered, and directed to act for and on behalf of Coburn in all negotiations, bidding, concerns, and transactions and sign any and all documents which, in Agent's sole discretion, he deems necessary for Coburn to transact and conduct business with Jefferson Parish, Louisiana and the Jefferson Parish Department of Engineering (collectively, "Parish") relative to Coburn submitting a bid to the Parish for the purchase by the Parish from Coburn of replacement fire hydrants inserts, on an as needed basis, for a period of two (2) years, in connection with Jefferson Parish Government Bid Number 50-00139418

**CERTIFICATE**

I, James J. Adams, Secretary of Coburn Supply Company, Inc., do hereby certify that the above and foregoing is a true and correct copy of a Resolution unanimously adopted at a meeting of the Board of Directors of Coburn Supply Company, Inc., at which meeting at least a majority of the Board of Directors were present and voted thereon, that said Resolution has been spread upon the minute books of Coburn Supply Company, Inc., and same is now in full force and effect.

**WITNESS MY SIGNATURE** on September 9, 2022, in Lafayette, Louisiana.

  
James J. Adams, Secretary of  
Coburn Supply Company, Inc.

Corporate Seal

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF East Baton Rouge

BEFORE ME, the undersigned authority, personally came and appeared: Mark  
Tate, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Outside Sales of Loburns Supply (Entity),  
the party who submitted a bid in response to Bid Number 5000139418, 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.

Mark Tate  
Signature of Affiant

Mark Tate  
Printed Name of Affiant

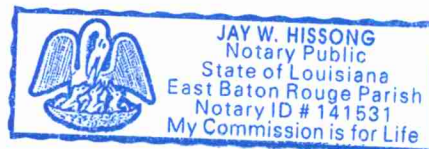
SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 15<sup>th</sup> DAY OF September, 2022

Jay Hissong  
Notary Public

Jay Hissong  
Printed Name of Notary

141531  
Notary/Bar Roll Number

My commission expires e death





## **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 if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **BUILDER'S RISK INSURANCE**

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





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/28/2021

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).

<b>PRODUCER</b> FEDERATED MUTUAL INSURANCE COMPANY HOME OFFICE: P.O. BOX 328 OWATONNA, MN 55060		<b>CONTACT NAME:</b> CLIENT CONTACT CENTER <b>PHONE:</b> (ACT. No. 888-333-4949) <b>FAX:</b> (ACT. No. 807-448-4884) <b>E-MAIL ADDRESS:</b> CLIENTCONTACTCENTER@FEDINS.COM	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> FEDERATED MUTUAL INSURANCE COMPANY <b>NAIC #</b> 13835	
<b>INSURED</b> COBURN SUPPLY CO. INC. PO BOX 2177 BEAUMONT, TX 77704-2177		<b>352-422-0</b>	
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 74

REVISION NUMBER: 1

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 LTA	TYPE OF INSURANCE	APPL INR	AUTO LYD	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	Y	N	6130819	11/01/2020	11/01/2021	EACH OCCURRENCE \$1,000,000	
	DAMAGE TO RENTED PREMISES (Per occurrence)						\$100,000	
	MED EXP (Any one person)						EXCLUDED	
	PERSONAL & ADV INJURY						\$1,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE \$2,000,000	
							PRODUCTS - COMPIOP AGG \$2,000,000	
A	<b>AUTOMOBILE LIABILITY</b> <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	Y	N	8130819	11/01/2020	11/01/2021	COMBINED SINGLE LIMIT (Per accident) \$1,000,000	
	BODILY INJURY (Per person)							
	BODILY INJURY (Per accident)							
	PROPERTY DAMAGE (Per accident)							
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	N	N	8130821	11/01/2020	11/01/2021	EACH OCCURRENCE \$10,000,000	
	AGGREGATE						\$10,000,000	
	DED						RETENTION	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/>	
	E.L. EACH ACCIDENT							
	E.L. DISEASE - EA EMPLOYEE							
	E.L. DISEASE - POLICY LIMIT							
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Concise, may be attached if more space is required)								

THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE DESCRIPTION OF OPERATION(S) LISTED AND CONDITIONS OF THE ADDITIONAL INSURED - AUTOMATIC STATUS FOR DESIGNATED OPERATIONS ENDORSEMENT FOR GENERAL LIABILITY.  
THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED BY CONTRACT ENDORSEMENT FOR BUSINESS AUTO LIABILITY.

**CERTIFICATE HOLDER**352-422-0  
JEFFERSON PARISH PURCHASING DEPT  
200 DERBIGNY ST STE 4400  
GRETN, LA 70053-5878

74 1

**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

*Michael G Ken*

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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **ADDITIONAL INSURED BY CONTRACT ENDORSEMENT**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE PART**

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

- A. WHO IS AN INSURED for "bodily injury" and "property damage" liability is amended to include:  
Any person or organization other than a joint venture, for which you have agreed by written contract to procure bodily injury or property damage "auto" liability insurance arising out of operation of a covered "auto" with your permission. However, this additional insurance does not apply to:
- (1) The owner or anyone else from whom you hire or borrow a covered "auto". This exception does not apply if the covered "auto" is a "trailer" connected to a covered "auto" you own.
  - (2) Your "employee" if the covered "auto" is owned by that "employee" or a member of his or her household.
  - (3) Someone using a covered "auto" while he or she is working in a business of selling, servicing, repairing, parking or storing "autos" unless that business is yours.
  - (4) Anyone other than your "employees", partners (if you are a partnership), members (if you are a limited liability company), or a lessee or borrower or any of their "employees", while moving property to or from a covered "auto".
  - (5) A partner (if you are a partnership), or a member (if you are a limited liability company) for a covered "auto" owned by him or her or a member of his or her household.
- B. The coverage extended to any additional insured by this endorsement is limited to, and subject to all terms, conditions, and exclusions of the Coverage Part to which this endorsement is attached.
- In addition, coverage shall not exceed the terms and conditions that are required by the terms of the written agreement to add any insured, or to procure insurance.
- C. The limits of insurance applicable to such insurance shall be the lesser of the limits required by the agreement between the parties, or the limits provided by this policy.
- D. Additional exclusions. The insurance afforded to any person or organization as an insured under this endorsement does not apply:
1. To "loss" which occurs prior to the date of your contract with such person or organization;
  2. To "loss" arising out of the sole negligence of any person or organization that would not be an insured except for this endorsement.
  3. To "loss" for any leased or rented "auto" when the lessor or his or her agent takes possession of the leased or rented "auto" or the policy period ends, whichever occurs first.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **ADDITIONAL INSURED - AUTOMATIC STATUS FOR DESIGNATED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### **SCHEDULE**

Description Of Operation(s):

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II - Who Is An Insured** is amended to include as an additional insured any person(s) or organization(s) for whom you have agreed to add under any contract or agreement, but only with respect to liability for:
1. "Bodily injury" or "property damage" not included in the "products-completed operations hazard"; or
  2. "Personal and advertising injury"; caused by, in whole or in part, your acts or omissions or the acts or omissions of those acting on your behalf in the performance of your operations as described in the Schedule above.
- B. The insurance** afforded to such additional insured described in Paragraph A. above:
1. Only applies to the extent permitted by law; and
  2. Will not be broader than any coverage requirement in a contract or agreement to provide for such additional insured.
- C. With respect to insurance** afforded to these additional insureds, the following additional exclusion applies:
- This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" due to rendering of or failure to render any professional service. This includes but is not limited to:
1. Legal, accounting or advertising services;
  2. Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings or specifications;
  3. Inspection, supervision, quality control, architectural or engineering activities done by or for you on a project on which you serve as construction manager;
  4. Engineering services, including related supervisory or inspection services;
  5. Medical, surgical, dental, X-ray or nursing services treatment, advice or instruction;
  6. Any health or therapeutic service treatment, advice or instruction;
  7. Any service, treatment, advice or instruction for the purpose of appearance or skin enhancement, hair removal or replacement, or personal grooming or therapy;
  8. Any service, treatment, advice or instruction relating to physical fitness, including service, treatment, advice or instruction in connection with diet, cardiovascular fitness, bodybuilding or physical training programs;
  9. Optometry or optical or hearing aid services including the prescribing, preparation, fitting, demonstration or distribution of ophthalmic lenses and similar products or hearing aid devices;
  10. Body piercing services;
  11. Services in the practice of pharmacy;
  12. Law enforcement or firefighting services; and
  13. Handling, embalming, disposal, burial, cremation or disinterment of dead bodies.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or failure to render any professional service.

**D. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:**

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement described in Paragraph A. above; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/07/2021

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J. S. Edwards & Sherlock Insurance Agency, LLP P. O. Box 22237 Beaumont, TX 77720	CONTACT NAME: <b>Ginny Johnson</b>	
	PHONE (A/C, No, Ext): <b>409 832-7736</b>	FAX (A/C, No): <b>409-833-1721</b>
	E-MAIL ADDRESS: <b>ginny@edwardsandsherlock.com</b>	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : <b>Travelers Indemnity Co of CT</b>	<b>25682</b>
INSURED  Coburn Supply Co Inc P O Box 2177 Beaumont, TX 77704	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

## 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
A	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 checked="" type="checkbox"/> N	N/A	UB7R1700642051K	11/01/2020	11/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

A Waiver of Subrogation is included on blanket basis with respects to the Workers' Compensation Policy status only when there is a written contract that requires such status.

## CERTIFICATE HOLDER

## CANCELLATION

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

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

*Craig Sherlock*

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