



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000145904 Two (2) Year Contract to Provide Frames and Grates as  
needed for the Jefferson Parish Department of Public Works  
Jefferson Parish Government**

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)  
12-Aug-2024 01:09:46 PM



**Bid Number 50-00145904**

**Two (2) Year Contract to Provide Frames and Grates as needed for the  
Jefferson Parish Department of Public Works**

**Bid Due: August 22, 2024 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.gov](http://www.jeffparishbids.gov), 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  
Purchasing Specialist II, Mark Buttery  
Email: [mark.buttery@jeffparish.gov](mailto:mark.buttery@jeffparish.gov)  
Phone: 504-364-2810**

**TWO YEAR CONTRACT FOR THE SUPPLY OF FRAMES AND  
GRATES AS NEEDED FOR THE JEFFERSON PARISH  
DEPARTMENT OF PUBLIC WORKS**

**General**

- 1.1 These specifications are prepared for furnishing a two year supply of special type, class and size cast iron frames, grates and/or covers as herein specified for the department of public works, all districts
- 1.2 The only acceptable castings are those which are domestically manufactured in the United States of America
- 1.3 Contractors are to quote prices on a minimum shipment delivery of five castings of any type or size
- 1.4 All ordered shipments are to be delivered to the district warehouse designated on each order request and within the limits of Jefferson Parish, Louisiana, between the hours of 8:00 am and 3:00 pm, Monday thru Friday of the parish work week
- 1.5 Jefferson parish will reject or refuse any/all items which are delivered in poor or damaged condition. The vendor shall assume responsibility for the replacement of rejected items

**Specifications**

All castings shall meet or exceed the requirements of AASHTO designation: M306-07 standard specifications for drainage, sewerage, utility, and related castings.

Upon request the vendor shall supply a copy of the manufacture's test report accompanied by a duly signed copy of the test results that the material has been stamped, tested, and inspected in accordance with the provisions of AASHTO M306-07 or latest revision

Reference numbers on most of these items are EJ USA manufacture numbers

Standard specifications for drainage, sewer utility and related castings:  
AASHTO designated M 306-07

1. Scope

- 1.1 This specification is applicable to frames, grates, rings and covers for inlets, manholes and other structures for civil engineering use where items may be placed in traffic service and load bearing consideration
- 1.2 The values stated in SI units are to be regarded as the standard

2. Reference documents:

- 2.1 AASHTO standard:  
M 105, gray iron castings
- 2.2 ASTM standards:  
A 48. Gray iron castings  
1536. Ductile iron castings  
B 26 aluminum alloy sand castings
- 2.3 Federal specifications:  
Cid A-A-60005. Frames, covers, gratings, steps, stump and catch basin manhole

3.0 Materials

- 3.1 Gray iron casting shall conform to the requirements of AASHTO M-105 class 35B or ASTM A-48 class 35B
- 3.2 Ductile iron castings shall conform to the requirements of ASTM A-536 grade 80-55-06 unless otherwise specified by the customer
- 3.3 Aluminum alloy castings shall conform to the Requirements of ASTM B26 alloy 356.0t6

4. Manufacture

- 4.1 Castings shall be manufactured true to pattern and component parts shall fit together in a satisfactory manner. They shall be smooth and well cleaned by shot blasting. Circular manhole frames, covers and grates shall be furnished with machined horizontal bearing surfaces unless otherwise specified. All square and rectangular units shall be furnished with an as-cast bearing surface.

4.2 Permissible variations:

4.2.1 As-cast dimensions may vary one-half the maximum shrinkage possessed by the metal or 5.21 millimeter per meter 1/16 per foot

4.2.2 Mass (weight) 5 percent drawings/specification mass (weight)

4.3 Performance and other requirements

4.3.1 The cover or grate shall not rock when rotated to any position in the frame

4.3.2 The cover or grate shall sit down into the frame so that the top surface of the cover or grate will be flush with the top surface of the frame

4.3.3 Welding plugging is not allowed

4.3.4 No painting unless specified by customer

4.4 Quality and appearance

4.4.1 The finished casting shall show careful finished workmanship in all particulars. Castings which have been damaged either during manufacture or shipping may be rejected. Among others the following defects may be considered as constituting poor workmanship:

4.4.1.1 Defects: major (items that may affect casting load bearing ability) casting could be rejected or required proof that defect is not injurious. Example of such defects include: shrink, cracks, cold shuts, large cavities, major porosity episodes or major sand inclusions

Defects: minor (items that may affect top surface appearance) casting could be reworked and resubmitted. Examples of such defects include: dirt, scab, slag, minor surface porosity or minor sand inclusions

5. Proof Loading Testing

5.1 The first article inspection or when specified for quality conformance inspection, the frames and covers or grating shall show no detrimental permanent deformation when a proof load of 178 KN (40,000 lb.) is concentrated on a 229 mm (9 in.) X 9 in.) Area placed at the center of the cover or grate. The specified load shall be applied and held for a period of 1 minute by a suitable testing machine. Upon removal of the load, the cover and grating or frame shall be examined for cracks or detrimental permanent deformation. Permanent

deformation shall not exceed 3.2 mm (1/8 in.). Any cracks shall be cause for rejection. All testing shall occur in the United States on a testing machine calibrated in accordance with and traceable to national institute of standards and technology (NIST) standards. All castings that are subjected to the proof load test shall be destroyed.

- 5.2 The 178 KN (40,000 lb.) Proof requirement listed in section 5.1 represents a safety factor of 2.5 for h-20 or hs-20 loading. A 222 KN (50,000 lb.) Proof load should be used in section 5.1 which represents a safety factor of 2.5 for h-25 or hs-25 loading.
- 5.3 Precision and bias: no statement is made about the precision or the bias for the proof lead test method described in section 5.1 for measuring the ultimate strength of the casting. The result merely states if there is conformance to the criteria for success specified in the procedure outlined in section 5.1

## 6 Material testing

- 6.1 Test bar testing shall be conducted in accordance with the applicable inspection requirements of section 7. Test bar preparation and tensile testing shall be in accordance with the applicable material specifications listed in section 3. Failure to meet the material specification shall be cause for rejection.

## 7. Inspection

- 7.1 Unless otherwise specified in the contract or purchase order, the manufactures shall be responsible for carrying out all the test and inspections required by this specification, using purchaser approved reliable facilities, and shall maintain complete records of all such test and inspections. Such records shall be available for review by the purchaser. Three separate and alternative basis of acceptance are permitted. The producing foundry is located in the United States of America, and operates in accordance with an acceptable quality system approved by the purchaser, all castings must adhere to the inspection criteria listed in section 7.1.1 and 7.1.2. If the producing foundry is not located in the United States of America and it is not operating in accordance with an acceptable quality system approved by the purchaser, all castings must adhere to the inspection criteria listed in sections 7.1.1 and 7.1.3
  - 7.1.1 Acceptance on the basis of proof of load test. Acceptability if the castings produced in accordance with the specification shall be determined by the result of the proof load test as listed in sections 5.1 and 5.2. The producing foundry shall provide information about the ultimate strength of the castings to the purchaser upon request.

7.1.2 Acceptance on: the basis of separately cast test bar before supplying any castings to purchaser the supplier/manufacturer must first submit to the purchaser for acceptance, documentation that a quality system is in place to ensure material compliance. Thereafter, acceptability of the castings produced in accordance with this specification shall be by certification of the results of material test conducted on separately cast test bars, and by inspection of the finished castings for freedom from defects. The supplier/manufacturer shall provide certification that the test bars furnished for testing represent the castings furnished for the order. If there are more than three test bar failures in one calendar year, the producing facility shall immediately report the three failing test results to the purchaser and shall discontinue supplying product. In order for the producing foundry to resume supplying product, documentation that a new quality system is in place to ensure material compliance must be submitted to and accepted by the purchaser. The purchaser shall also have the option of allowing production under section 7.1.3.

7.1.3 Acceptance on the basis of cast-on test bars:

A test bar for determining the class of iron shall be cast on each member at a place where it can be easily broken off with a breakage pattern remaining on the member. Test bars are only to be removed after receipt or permission from the purchaser. Test bars shall be of sufficient size to produce a machined test specimen complying with the dimensional requirements for a type b test bar as shown in table 2 of AASHTO M 106. For lots of 15 or less, 30 percent of the bars selected at random from castings shall be tested by the supplier/manufacturer. For lots of 16 to 100, 10 percent or a minimum of 5 test bars selected at random from castings shall be tested by the supplier/manufacturer. For lots greater than 100, a minimum of 10 percent of all test bars selected at random from castings shall be tested by the supplier/manufacturer. All test bars shall conform to the strength specified. If any of those test bars fail to conform to the strength requirements herein specified because of surface or internal defects, additional testing shall be performed at the direction of the purchaser. For lots 15 or less, all remaining test bars must be tested. For larger lots, an additional 10 or ten percent, whichever is greater, of the remaining test bars selected at random from the entire lot must be tested. All test results from this additional testing must conform to the strength requirements of this specification for the lot of castings to be acceptable. Each casting that has a test bar removed from it and evaluated must be inspected for mass (weight) and dimensions by the supplier and manufacturer. If the casting does not conform to the mass (weight) or dimensional requirements, all remaining castings shall be inspected and all must conform to the requirements for the lot of castings to be acceptable. If the purchaser elects to select a casting for verification of test results, the member shall be furnished by the supplier at no cost to the purchaser. All test specimen preparation and testing shall be paid by the supplier.

8. Certification

- 8.1 All shipments to purchaser shall include appropriate certification from the producing foundry. The certification shall state that the castings have been produced in facilities operating in accordance with the applicable laws and regulations of the United States and the appropriate state, province, or local unit of government. This certification shall also state that all samples representing each lot have been tested, inspected and have been found to meet the requirements of this specification and the applicable ASTM material specifications listed in section 3. Certifications shall also state country of origin of castings. If specified in the order, a report of the test results shall be furnished.

9. Marking

- 9.1 Each individual casting shall be identified by the foundry showing the following:
- 9.1.1 Name of producing foundry and country of manufacturer preceded by the words "made in" such as "Made in USA"
  - 9.1.2 AASHTO designation or ASTM designation number
  - 9.1.3 Class by number followed by a letter indicating the minimum tensile strength and size of test bar
  - 9.1.4 Heat identification and cast date
  - 9.1.5 Casting lettering required by purchaser
  - 9.1.6 Markings are required to meet federal requirements

10. Records

- 10.1 All test results as required by this specification shall be maintained by the producing foundry for seven years and shall be made available upon request
- 10.2.1 Records of casting certifications issued by a producing foundry shall be maintained by a producing foundry for seven years and be made available upon request.

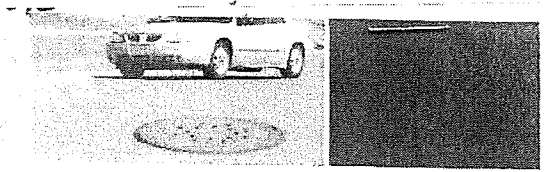


11. Composite Rubber Adjustment Rings

11.1 Composite rubber adjustment rings shall meet the following minimum material requirements:

Physical Properties	Requirements	Test Method
Density, lb./cu ft.	$65 \pm 5\%$	ASTM D3574-05, Test A
Durometer Hardness, Molded Surfaces, Shore A	$75A \pm 10$	ASTM D2240-05
Tensile Strength, psi	145 (minimum)	ASTM D412-06
Ultimate Elongation %	$15 \pm 5$	ASTM D412-06
Compression Deformation % Initial	$6 \pm 2$	ASTM D575-91(01)
Compression Deformation % Final	$6 \pm 2$	ASTM D575-91(01)
Coefficient of Thermal Expansion	$10 \times 10^{-5} \pm 5 \times 10^{-5}$	ASTM E831-05

MANHOLE FRAMES AND COVERS

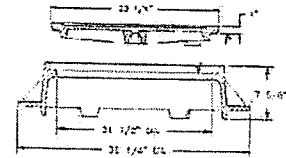
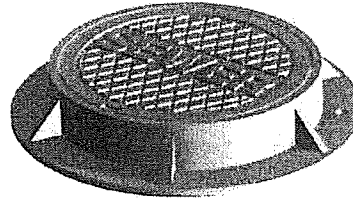


V-1403 FRAME & COVER

ITEM 0010

Heavy duty  
Machined bearing surfaces  
Centered lugs  
Uses V-1501 cover

Options:  
Solid and vented covers  
Special lettered covers  
Custom logo covers  
Adjusting risers  
4 1/8" height frame — V-1406  
Grate — V-3501, approximate  
157 sq. in. open area



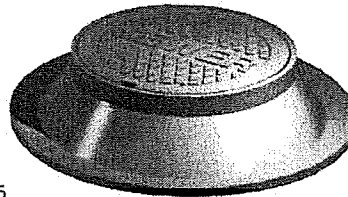
V-1501 FRAME & COVER

ITEM 0020

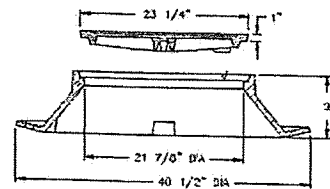
Item 0020

Heavy duty  
Machined bearing surfaces

Options:  
Custom logo covers  
Special lettered covers  
4 7/8" height frame — V-1105  
5" height reversible frame — 1622  
9" height frame with mud ring — 2015  
Adjusting risers  
Grate — V-3501



New Orleans standard



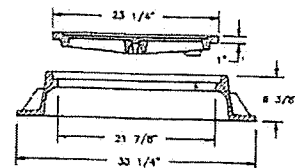
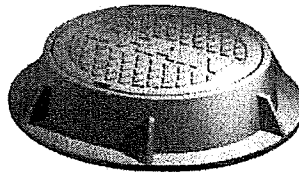
ITEM 0040

V-1503 FRAME & COVER

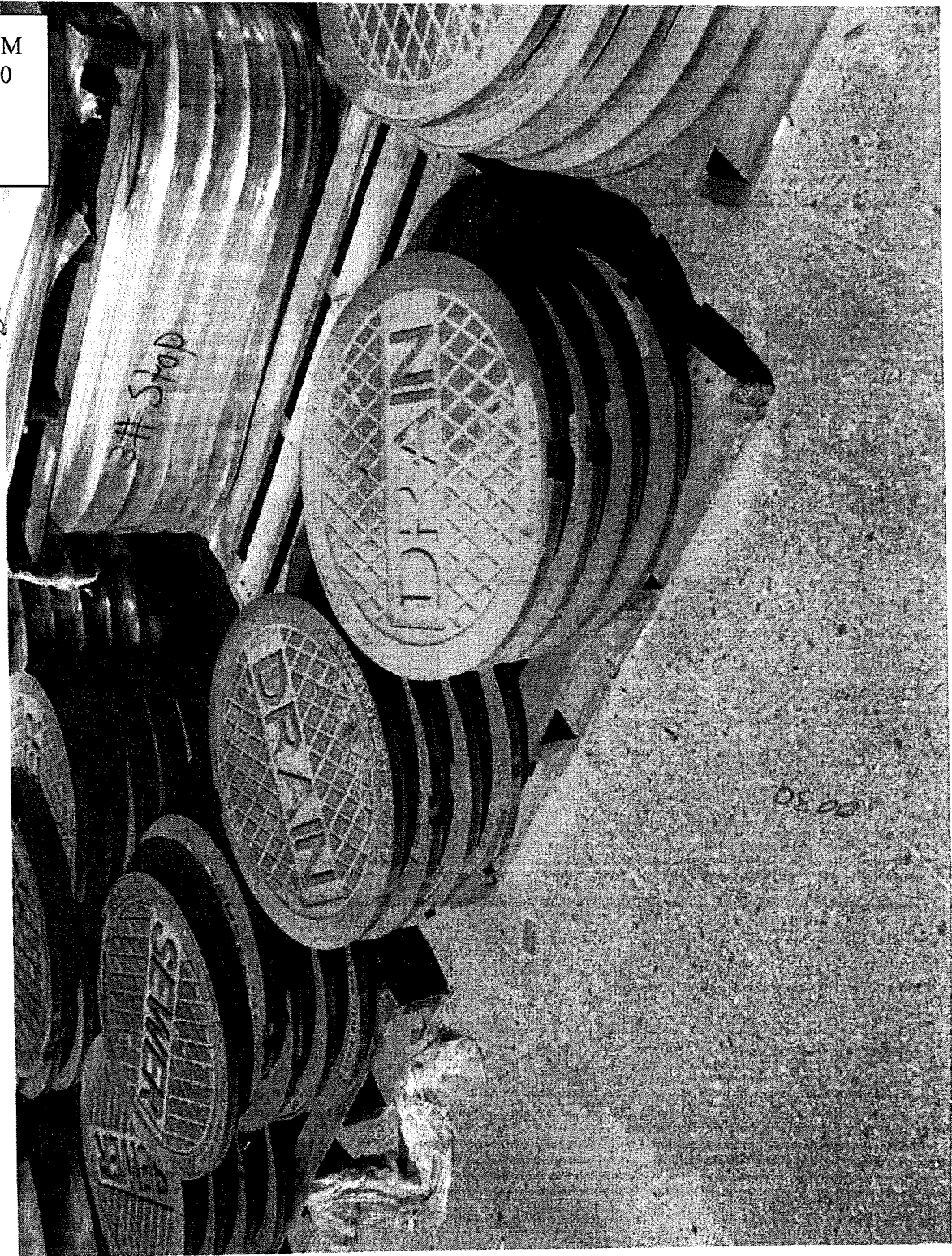
Item 0040

Heavy duty  
Machined bearing surfaces  
Uses V-1501 cover

Options:  
Custom logo covers  
Special lettered covers  
Adjusting risers  
4 7/8" height frame — V-1105  
5" height reversible frame — 1622  
Grate — V-3501



ITEM  
0030

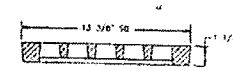
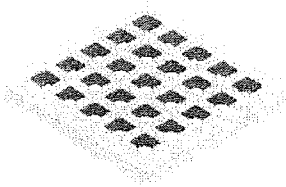


V-5913-1 GRATE

ITEM 0260

Heavy duty  
Approximate 52 sq. in. open area

EJIW recommends the  
use of iron frames  
providing support to  
entire bearing surface

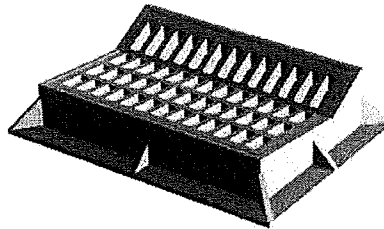


V-4510 — V-4516 GUTTER INLET

ITEM 0270, 0280

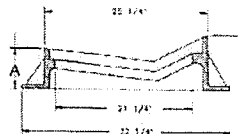
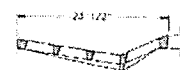
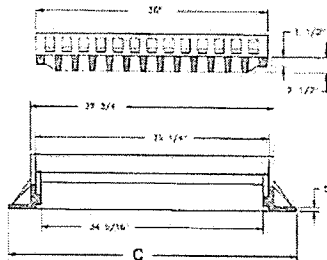
Heavy duty  
Approximate 310 sq. in.  
open area

Options:  
"DUMP NO WASTE!"  
lettering and  
fish image  
Double frame design — V-4516



Catalog Number	A	B	C	Sq. In. Open Area
V-4510	8 1/2"	6 1/4"	44 3/4"	310
V-4511	7 1/2"	6 1/4"	44 3/4"	310
V-4516	7 1/2"	6 1/4"	82"	620

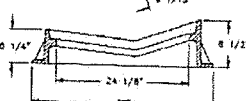
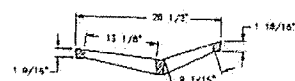
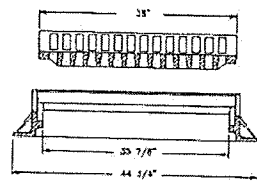
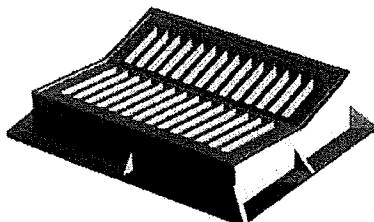
Note: All dimensions are in inches.

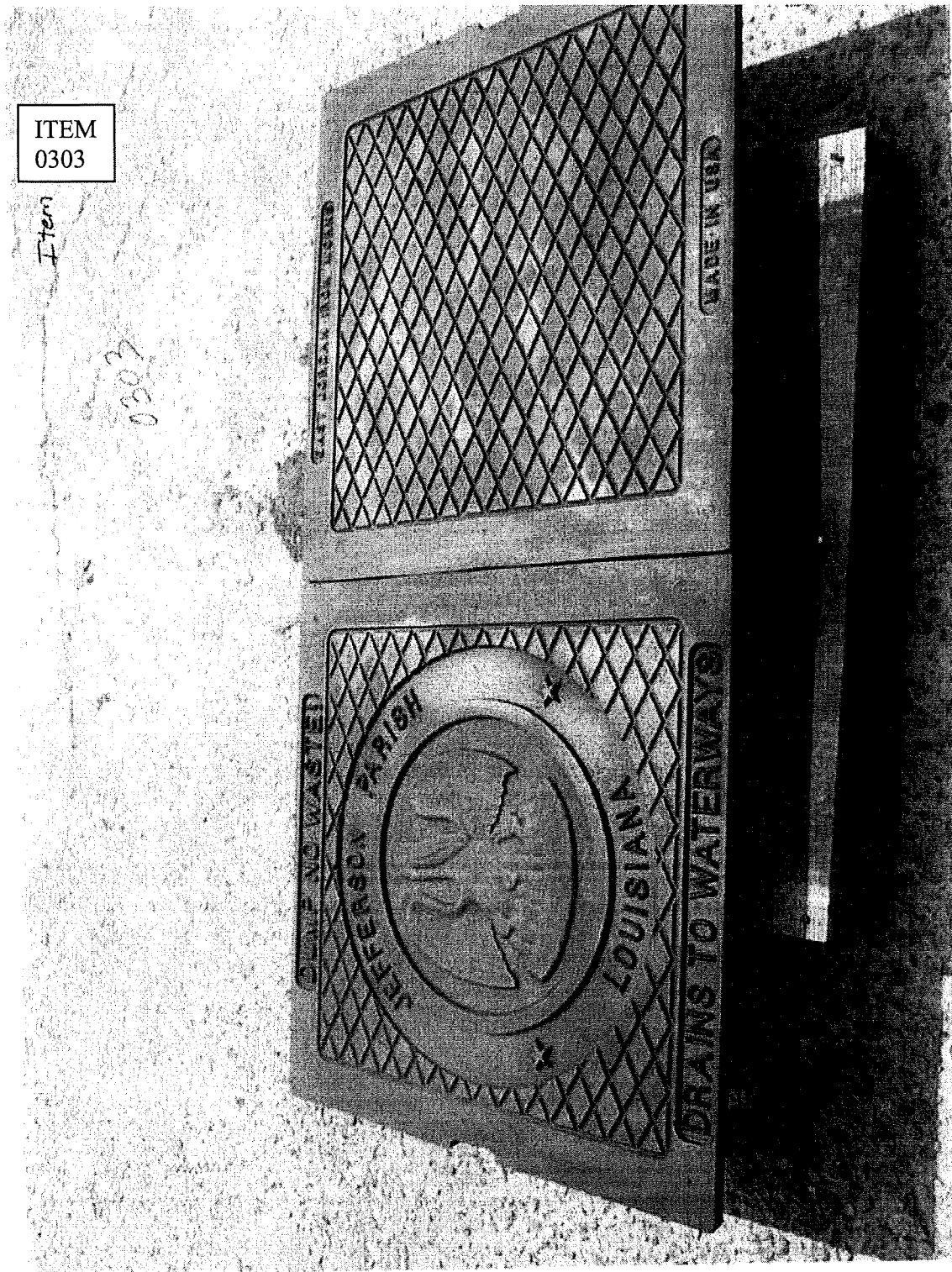


V-4520 GUTTER INLET

ITEM 0290

Heavy duty  
Approximate 458 sq. in. open area



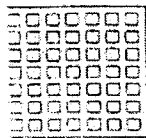


FRAMES AND GRATES



V-5700 FRAME & GRATE SERIES

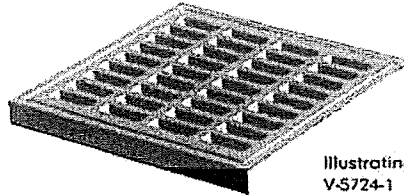
heavy duty  
ADA compliant grates available



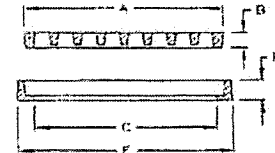
V-5724-2



V-5724-80\*\*



Illustrating  
V-5724-1



Item No.	Frame Number	Grate Number	Cover Number	A Grate Size	B Grate Thk.	C Opening	Clear	E Frame Size	F Frame Ht.	Open Area Sq. In.
0100-0110	V-5712	V-5712	V-6712	12	7/8	10 1/2		13 7/8	1 1/4	66
0120-0130	V-5714	V-5714	V-6714	14 1/2	1	13 1/4		16	1 9/16	76
0360-0370	V-5716	V-5716	No cover	15 7/8	1 1/8	14 1/4		17 1/2	1 3/4	90
0140-0150	V-5718	V-5718	V-6718	18	1 1/2	16 3/8		19 1/2	2	152
0160-0170	V-5720	V-5720	V-6720	19 3/4	1 1/2	18 1/4		21 1/4	2	175
0180-0190	V-5724	V-5724-1	V-6724	24	1 7/8	22 1/4		25 7/8	2 5/8	268
0200-0210	V-5736	V-5736	V-6736	38 1/4	2	36 1/2		40 3/8	2 3/4	652
0252-0254	V-5748 (non traffic)	V-5748 (2 Piece)	V-6648	50 9/16	1 1/2	48		51 1/2		820
0240-0250	V-5760	V-5760	No cover	24 x 36 25 7/8 x	2	21 1/2 x 33 1/2		28 x 40 1/4 27 7/8 x 33	2 3/4	413
0220-0230	V-5763	V-5763	No cover	31 7/8	1 3/4	24 5/8 x 30 3/8		7/8	2 3/8	402

Note: All dimensions are in  
inches.

DATE: 7/31/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00145904

**JEFFERSON PARISH**

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

PURCHASING SPECIALIST:  
mark.buttery@jeffparish.gov

**BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.GOV](http://WWW.JEFFPARISHBIDS.GOV) UNTIL 2:00 PM, 8/22/2024 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. 136353 and/or Resolution No. 141125 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 Purchasing Specialist'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.GOV](http://PURCHASING.JEFFPARISH.GOV)**



All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge any 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).



DATE: 7/31/2024

BID NO.: 50-00145904

Page: 3

## 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. 136353 or 141125 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 as per the appendix instructions. Failure to submit applicable certifications per the appendix instructions 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.

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 09/2026.

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 20 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: \$ 321'847.26

AUTHORIZED SIGNATURE: Mark Tate

Mark Tate  
Printed Name

TITLE: Municiple Quotes

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.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Two (2) Year Contract to Provide Frames and Grates as needed for the Jefferson Parish Department of Public Works		
1	140.00	EA	0010 Straight Standard Manhole Frames V-1403  (41403010)	\$ 209.85	\$ 29'379.00
2	24.00	EA	0020 Flaring Standard Manhole Frames V-1501  (41501010)	\$ 343.60	\$ 8'246.40
3	240.00	EA	0030 Standard Manhole Cover w/ Sewer, Drain, Water on the Cover  (41501045, 41501031, 41501053)	\$ 159.95	\$ 3838.80
4	18.00	EA	0040 Standard Grated Manhole Covers V-3501  (43501030)	\$ 203.45	\$ 3662.10
5	1.00	EA	0050 Standard Manhole 1090 Cover with words Jefferson Parish Water, Sewer or  Drain Drainage V-1501 Made to Order	\$ 159.95	\$ 159.95
6	24.00	EA	0060 Riser Ring 1-1/2 inch V-1901-1  (41901110)	\$ 142.40	\$ 3417.60
7	50.00	EA	0070 Riser Ring 2 inch V-1901-2  (41901210)	\$ 178.60	\$ 8930.00
8	20.00	EA	0080 Riser Ring 3 inch V-1901-3  (41901310)	\$ 212.50	\$ 4250.00
9	50.00	EA	0090 Riser Ring 4 inch V-1901-4  (41901410)	\$ 284.85	\$ 14'242.50
10	20.00	EA	0100 Frames - 12" x 12" V-5712	\$ 34.70	\$ 694.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			(45712010)		
11	16.00	EA	0110 Grates-Corresponding - 12" x 12" V-5712	\$ 42.85	\$ 685.60
			(45712030)		
12	16.00	EA	0120 Frames - 14" x 14" V-5714	\$ 44.75	\$ 716.00
			(45714010)		
13	16.00	EA	0130 Grates-Corresponding - 14" x 14" V-5714	\$ 80.05	\$ 1280.80
			(45714030)		
14	32.00	EA	0140 Frames - 18" x 18" V-5718	\$ 53.60	\$ 1715.20
			(45718010)		
15	32.00	EA	0150 Grates-Corresponding - 18" x 18" V-5718	\$ 86.10	\$ 2755.20
			(45718030)		
16	60.00	EA	0160 Frames - 20" x 20" V-5720	\$ 63.91	\$ 3834.60
			(45720010)		
17	60.00	EA	0170 Grates - Corresponding - 20" x 20" V-5720	\$ 123.90	\$ 7434.00
			(45720030)		
18	606.00	EA	0180 Frames - 24" x 24" V-5724	\$ 85.95	\$ 52'085.70
			(45724010)		
19	75.00	EA	0190 Grates-Corresponding - 24" x 24" V-5724-1	\$ 150.80	\$ 11'310.00
			(45724431)		
20	6.00	EA	0200 Frames - 36" x 36" V-5736	\$ 179.60	\$ 1077.60
			(45736010)		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
21	1.00	EA	0210 Grates-Corresponding - 36" x 36" V-5736  (45736030)	\$ 507.02	\$ 507.02
22	1.00	EA	0220 Frames - 24" x 30" V-5763  (45763010)	\$ 248.67	\$ 248.67
23	1.00	EA	0230 Grates-Corresponding - 24" x 30" V-5763  (45763030)	\$ 358.85	\$ 358.85
24	48.00	EA	0240 Frames - 24" x 36" V-5760  (45760010)	\$ 262.90	\$ 12'619.20
25	60.00	EA	0250 Grates - Corresponding - 24" x 36" V-5760  (45760030)	\$ 394.35	\$ 23'661.00
26	2.00	EA	0260 Frames - 48" x 48" V-5748  (45748010)	\$ 218.25	\$ 436.50
27	2.00	EA	0270 Grates-Corresponding - 48" x 48" V-5648 2 pc  (45648030)	\$ 1207.95	\$ 2415.90
28	1.00	EA	0280 12" O Heavy Duty Bar Grates V-5913-1  (45913130)	\$ 79.10	\$ 79.10
29	1.00	EA	0290 15-7/8" x 8-1/4" x 35" Rollover Grates  (45510130)	\$ 339.70	\$ 339.70
30	1.00	EA	0300 Frames-Corresponding 15-7/8" x 8-1/4" x 35" Rollover Grates  V-4510 (44510010)	\$ 404.50	\$ 404.50
31	72.00	EA	0310 15-1/2" x 11-1/2" x 36" Rollover Grates	\$ 316.50	\$ 22'788.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
32	72.00	EA	V-4520 (44520130)  0320 Frames-Corresponding 15-1/2" x 11-1/2" x 36"	\$ 395.62	\$ 28'484.64
33	36.00	EA	Rollover Grates V-4520 (44520010)  0330 Frames - Curb Inlet Frame V-4300-1  (44300010)	\$ 211.23	\$ 7604.28
34	1.00	EA	0340 Single Curb Inlet Cover, Includes Jefferson Parish Seal, with State of  Louisiana Pelican V-4300-3 (443000326)	\$ 458.25	\$ 458.25
35	36.00	EA	0350 Plain Curb Inlet Cover V-4300-3  (443000320)	\$ 458.25	\$ 16'497.00
36	48.00	EA	0360 NO.1 Standard Cube Type Catch Basin Front Gate Only  V-4311-1 (44311130)	\$ 486.60	\$ 23'356.80
37	1.00	EA	0370 Reversible Frame & Grate 24" x 48" V-5667  (45667002)	\$ 1266.55	\$ 1266.56
38	24.00	EA	0380 16" X 16" Standard Free Flow Frame V-5716  (45716010)	\$ 49.74	\$ 1193.76
39	20.00	EA	0390 Grate-Corresponding 16" x 16" Standard Free Flow Frame  V-5716 (45716030)	\$ 98.25	\$ 1965.00
40	50.00	EA	0400 Sewer Cleanout Rings V-8503	\$ 32.87	\$ 1643.50



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
41	50.00	EA	(48503011) 0410 Sewer Cleanout Covers V-8503	\$ 26.80	\$ 1340.00
42	1.00	EA	(48503046) 0420 Riser Ring V-1901-5	\$ 391.10	\$ 391.10
43	1.00	EA	(41901510) 0430 Riser Ring V-1901-6	\$ 427.27	\$ 427.27
44	1.00	EA	(41901610) 0440 1" Composite Rubber Adjustment Ring for Straight Manhole Frame EJ (IC2634F0100F)	\$ 57.55	\$ 57.55
45	1.00	EA	0450 2" Composite Rubber Adjustment Ring for Straight Manhole Frame EJ (IC2634F0200F)	\$ 119.35	\$ 119.35
46	1.00	EA	0460 3" Composite Rubber Adjustment Ring for Straight Manhole Frame EJ (IC2634F0300F)	\$ 176.90	\$ 176.90
47	1.00	EA	0470 24" Self-Level Asphalt Frame 2 pc EJ (00302403)	\$ 1160.55	\$ 1160.55
48	1.00	EA	0480 24" Self-Level Asphalt Cover EJ (00104020)	\$ 200.63	\$ 200.63
49	1.00	EA	0490 24" Self-Level Concrete Frame 2 pc EJ (00302515A01)	\$ 1160.55	\$ 1160.55
50	1.00	EA	0500 24" Self-Level Concrete Cover EJ (00120528)	\$ 303.05	\$ 303.05
51	1.00	EA	0510 30" Self-Level Asphalt Frame 2 pc	\$ 1492.05	\$ 1492.05

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00145904

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			EJ (0032713SL1)		
52	1.00	EA	0520 30" Self-Level Asphalt COver EJ (00313221)	\$ 389.90	\$ 389.90
53	1.00	EA	0530 30" Self-Level Concrete Frame EJ (00302711A04)	\$ 1539.95	\$ 1539.95
54	1.00	EA	0540 30" Self-Level Concrete Cover EJ (00132221)	\$ 389.90	\$ 389.90
55	1.00	EA	0550 Catch Basin Curb Inlet EJ-5700 Series	\$ 848.85	\$ 848.85
			Frame EJ (00750011)		
56	1.00	EA	0560 Catch Basin Curb Inlet EJ-7500 Series	\$ 289.13	\$ 289.13
			Cover EJ (00750026)		
57	1.00	EA	0570 48" x 48" DI Hinged Hatch Assembly EJ (00821821B02)	\$ 4600.75	\$ 4600.75
58	1.00	EA	0580 2 pc Curb Inlet Replacement Cover w/ JP Logo	\$ 458.25	\$ 458.25
			EJ (44300206)		
59	1.00	EA	0590 2 pc Curb Inlet Replacement Cover Plain EJ (44300202)	\$ 458.25	\$ 458.25

**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 Municipal Quotes of Coburns Supply (Entity), the party who submitted a bid in response to Bid Number 5000145904, 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

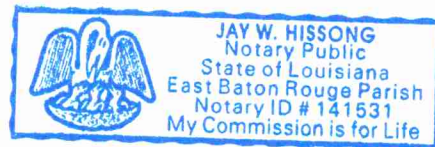
ON THE 20<sup>th</sup> DAY OF August, 2024.

Jay Hissong  
Notary Public

Jay Hissong  
Printed Name of Notary

141531  
Notary/Bar Roll Number

My commission expires per death.




**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 the Jefferson Parish Department of Public Works ( Government) relative to Coburn submitting a bid to the Government for the purchase by the Government from Coburn frames and gates for a period of two (2) years, for use parish wide, in connection with Government Bid Number 50-00145904.

**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 August 13, 2023, in Lafayette, Louisiana.

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

Corporate Seal



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/02/2024

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  
FEDERATED MUTUAL INSURANCE COMPANY  
HOME OFFICE: P.O. BOX 328  
OWATONNA, MN 55060

CONTACT NAME: CLIENT CONTACT CENTER  
PHONE (A/C, No, Ext): 888-333-4949 FAX (A/C, No): 507-446-4664  
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM

INSURERS AFFORDING COVERAGE  
INSURER A: FEDERATED MUTUAL INSURANCE COMPANY NAIC # 13935

INSURED  
COBURN SUPPLY CO. INC.  
PO BOX 2177  
BEAUMONT, TX 77704-2177

INSURER B:  
INSURER C:  
INSURER D:  
INSURER E:  
INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 338

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 LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y Y	6130819	11/01/2023	11/01/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS & COMP/OP AGG \$2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y Y	6130819	11/01/2023	11/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per Person) BODILY INJURY (Per Accident) PROPERTY DAMAGE (Per Accident)
A	<input checked="" type="checkbox"/> UNRELEA LIAB EXCESS LIAB DED RETENTION	<input checked="" type="checkbox"/> OCCUR CLAIMS-MADE N N	6130821	11/01/2023	11/01/2024	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000
	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 N/A				PER STATUTE OTHER E.L. EACH ACCIDENT E.L. DISEASE EA EMPLOYEE E.L. DISEASE - POLICY LIMIT

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

## CERTIFICATE HOLDER

JEFFERSON PARISH  
PO BOX 9  
GRETN, LA 70054-0019

338 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



AGENCY CUSTOMER ID: \_\_\_\_\_

LOC #: \_\_\_\_\_

**ADDITIONAL REMARKS SCHEDULE**

Page 1 of 1

AGENCY FEDERATED MUTUAL INSURANCE COMPANY	NAMED INSURED COBURN SUPPLY CO. INC. PO BOX 2177 BEAUMONT, TX 77704-2177
POLICY NUMBER SEE CERTIFICATE # 338.1	
CARRIER SEE CERTIFICATE # 338.1	HAIC CODE EFFECTIVE DATE: SEE CERTIFICATE # 338.1

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

ADDITIONAL INSURED INCLUDES: THE JEFFERSON PARISH, ITS DISTRICTS DEPARTMENTS AND AGENCIES UNDER THE DIRECTION OF THE PARISH PRESIDENT AND THE PARISH COUNCIL.  
WAIVER OF SUBROGATION ALSO APPLIES TO ADDITIONAL INSURED.  
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.  
GENERAL LIABILITY CONTAINS A WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION) - AUTOMATIC ENDORSEMENT  
BUSINESS AUTO LIABILITY CONTAINS A WAIVER OF SUBROGATION IN FAVOR OF THE CERTIFICATE HOLDER SUBJECT TO THE CONDITIONS OF THE BLANKET WAIVER OF TRANSFER OF RIGHTS OF RECOVERY ENDORSEMENT.



**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.**

## **BLANKET WAIVER OF TRANSFER OF RIGHTS OF RECOVERY**

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.

In the event of any payment for a loss under this Business Auto Coverage Part arising out of your ongoing operations, we agree to waive our rights under the TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US condition against any person or organization, its subsidiaries, directors, agents or employees, for which you have agreed by written contract, prior to the occurrence of any loss, to waive such rights, except when the payment results from the sole negligence of that person or organization, its subsidiaries, directors, agents or employees.

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

**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):**

Delivery of Goods, Products, and/or Fuel.

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.

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

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US (WAIVER OF SUBROGATION) -  
AUTOMATIC**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
ELECTRONIC DATA LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART  
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES  
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART  
RAILROAD PROTECTIVE LIABILITY COVERAGE PART  
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

The following is added to Paragraph 8, **Transfer Of Rights Of Recovery Against Others To Us** of Section IV - **Conditions**:

We waive any right of recovery against any person or organization, because of any payment we make under this Coverage Part, to whom the insured has waived its right of recovery in a written contract or agreement. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person or organization prior to loss.

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/23/2024

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<b>PRODUCER</b> <b>J. S. Edwards &amp; Sherlock</b> <b>Insurance Agency, LLP</b> <b>P. O. Box 22237</b> <b>Beaumont, TX 77720</b>	<table border="1"> <tr> <td colspan="2"><b>CONTACT NAME:</b> Ginny Johnson</td> </tr> <tr> <td><b>PHONE (A/C, No, Ext):</b> 409 832-7736</td> <td><b>FAX (A/C, No):</b> 409-833-1721</td> </tr> <tr> <td colspan="2"><b>E-MAIL ADDRESS:</b> ginny@edwardsandsherlock.com</td> </tr> <tr> <td colspan="2"><b>INSURER(S) AFFORDING COVERAGE</b></td> </tr> <tr> <td><b>INSURER A:</b> Travelers Casualty Ins. Co. of America</td> <td><b>NAIC #</b> 19046</td> </tr> <tr> <td><b>INSURER B:</b></td> <td></td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	<b>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</b>		<b>INSURER A:</b> Travelers Casualty Ins. Co. of America	<b>NAIC #</b> 19046	<b>INSURER B:</b>		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURED</b> <b>Coburn Supply Co Inc</b> <b>P O Box 2177</b> <b>Beaumont, TX 77704</b>																					

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	UB7R1700642351K	11/01/2023	11/01/2024	PER STATUTE <input checked="" type="checkbox"/> OTH-ER <input type="checkbox"/> 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)

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

## CERTIFICATE HOLDER

## CANCELLATION

<b>Jefferson Parish Purchasing Department</b> <b>200 Derbigny Street, General Government Bldg., Suite 4400</b> <b>Gretna, LA 70053</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>
--	--

**TRAVELERS**   
ONE TOWER SQUARE  
HARTFORD CT 06183

**WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY**

**ENDORSEMENT WC 00 03 13 (00) - 001**

**POLICY NUMBER: UB-7R170064-23-51-K**

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

**SCHEDULE**

**DESIGNATED PERSON:**

**DESIGNATED ORGANIZATION:**

**ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED  
BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS  
WAIVER.**

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

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 136353 or No. 141125, 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 her designee, with the concurrence of the Director of Risk Management or her 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 the 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 Parish of Jefferson, 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 Worker's Compensation Law of the State of the Contractor's headquarters. Employer's Liability is included, with minimum limits of \$500,000 per occurrence, except it 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.

With a Waiver of Subrogation in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council, and any other entities who may require waivers by specific contract.

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

Limits of not less than the following: \$1,000,000.00 Combined Single Limit Per Occurrence; 2 million General Aggregate for bodily injury and property damage.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

☒ **BUSINESS AUTOMOBILE LIABILITY**

Limits of not less than the following: Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence. Liability coverage to be provided for Any Auto or for ALL Owned Autos and Hired and Non-owned Autos.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

**Note: This category may be omitted if bidders do not/will not utilize vehicles for the project AS DETERMINED BY Risk Management and Parish Attorney's Office after properly requesting a deviation as discussed above. Bidder must request a deviation prior to bid opening and may be given an automobile insurance declaration affidavit to execute. 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. Certificate of Insurance must state which coverage the Umbrella sits over.

**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.