



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

June 20, 2017

Mr. Mark R. Drewes, P.E.  
Department of Engineering

Re: Bid No. 50-00119854 for a two (2) year contract for the supply of rags (wiping) for the Jefferson Parish Department of Public Works

The above referenced bid opened on June 15, 2017. The deadline for award is July 31, 2017, which is the 45<sup>th</sup> day from bid opening. Please find attached copies of bids submitted and the bid tabulation for your review and recommendation. Once you have made a recommendation for award, please forward a copy of the blank resolution routed for placement on the Council agenda to [sduffy@jeffparish.net](mailto:sduffy@jeffparish.net) or you may fax it 504-364-2693.

Pursuant to LA R.S. 38:2215 and more specifically, Jefferson Parish regulations:

**All bids must be awarded or rejected within 45 calendar days from the date of bid opening. Therefore, if award (or rejection) will be made outside of the 45<sup>th</sup> day, then both low bidder and Jefferson Parish may mutually consent in writing to extend the deadline for award.**

You must forward a copy of this written extension to Purchasing to the email address or fax number provided above. A sample of the extension letter has been posted on the Parish Intranet – Purchasing– Purchasing Bid Forms or you may also access it in the Purchasing Public Folder in Outlook.

Council approval is required; once the Council awards the bid by adopting the resolution,

- a) You will be responsible to route for a contract placing all necessary paperwork (e.g. bid documents submitted by awarded vendor(s), bid tabulation, blank resolution, contract, affidavits and if any: insurance, bonds in Hummingbird.



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda C. Patel**  
Director

Page 2

Please be advised that the successful bidder(s) should submit the below upon contract execution. Please ensure that this documentation along with other required documentation are routed for contract execution.

- Final Insurance Certificate with all required coverages

Sincerely,

*Sidney Duffy*

Sidney Duffy, Buyer II

**RESPONDING VENDORS LIST FOR BID #50-00119854  
TWO (2) YEAR CONTRACT FOR THE SUPPLY OF RAGS  
(WIPING) FOR THE JEFFERSON PARISH DEPARTMENT OF  
PUBLIC WORKS**

I.W.S. GAS AND SUPPLY  
ATTN: JIMMY GIBBS  
111 BURAS DRIVE  
BELLE CHASSE, LA 70037

ECONOMICAL JANITORIAL AND PAPER SUPPLIES LLC  
ATTN: SUZIE MIGLIORE  
PO BOX 23607  
NEW ORLEANS, LA 70183-3607

GROUPO GTE  
ATTN: GREGG TAYLOR  
10161 PARK RUN DRIVE, SUITE 150  
LAS VEGAS, NV 89145

PACIFIC LINK INC.  
ATTN: MATTHE SKIDELL  
570 BROOK STREET  
GARDEN CITY, NY 11530

SID VENTURES LLC dba AFFORDABLE WIPERS  
ATTN: TANVEER IQBAL  
9702 WALLISVILLE ROAD, SUITE E  
HOUSTON, TX 77013

ACME SUPPLY CO., LTD  
ATTN: ZAHEER SHEIK  
10 CEDAR SWAMP ROAD, STE. #7  
GLEN COVE, NY 11542

CRESCENT CITY INDUSTRIAL SERVICES  
ATTN: RICHARD TROY MAYBERRY  
424 JEFFERSON HWY.  
JEFFERSON, LA 70121

BID: 50-00119854 SUPPLY OF RAGS (WIPING) TWO YR CONTRACT

(\*\* = ESCALATION APPLIED)

ITEM DESCRIPTION	QUANTITY	U/M	REQUEST BY	REQUESTOR				
0010 WIPING RAGS	90,000.0000	LB	1/13/2017	DLANDRY				
VENDOR	MODEL	BRAND/COMMENT	COMPARISON AMT	EXTENSION	SEL	REASON		
ACME SUPPLY CO LTD	BID REJECTED	NO PROOF OF INSURANCE	3.0000	270,000.0000	NO	BidReject		
BAYOU STATE FASTENERS & INDUST	** NON-RESPONDING VENDOR **							
CRESCENT CITY INDUSTRIAL SERV			.0000	.0000	NO			
ECONOMICAL JANITORIAL & PAPER	ACADIANA	TEXTILES & SUPPLY	.6300	56,700.0000	NO			
BLANK BID COPY VENDOR	** NON-RESPONDING VENDOR **							
GENERAL MILL SUPPLIES INC	** NON-RESPONDING VENDOR **							
INDUSTRIAL WELDING SUPPLY CO			.4500	40,500.0000	NO			
MOTION INDUSTRIES INC	** NON-RESPONDING VENDOR **							
GUILLOT'S SANITARY SUPPLIES	** NON-RESPONDING VENDOR **							
VOORHIES SUPPLY COMPANY LLC	** NON-RESPONDING VENDOR **							
AIRGAS	** NON-RESPONDING VENDOR **							
GRUPO GTE	BID REJECTED	INCOMPLETE AFFIDAVIT	1.4400	129,600.0000	NO	BidReject		
	SUBMITTED AN INCOMPLETE AFFIDAVIT, NO PROOF OF INSURANCE AND DID NOT SUBMIT ALL PAGES (UNIT PRICE PG							
PACIFIC LINK INSTITUTIONAL	BID REJECTED	NO PROOF OF INSURANCE	.8900	80,100.0000	NO	BidReject		
SID VENTURES LLC	BID REJECTED	NO PROOF OF INSURANCE	.6500	58,500.0000	NO	BidReject		
HIGH BID . . :	3.0000	LOW BID . . :	.4500	AVERAGE BID:	1.1767			

VENDOR TOTALS FOR BID:

VENDOR	BID AMOUNT	
ACME SUPPLY CO LTD	270,000.0000	BidReject
CRESCENT CITY INDUSTRIAL SERV	.0000	
ECONOMICAL JANITORIAL & PAPER	56,700.0000	
INDUSTRIAL WELDING SUPPLY CO	40,500.0000	
GRUPO GTE	129,600.0000	BidReject
PACIFIC LINK INSTITUTIONAL	80,100.0000	BidReject
SID VENTURES LLC	58,500.0000	BidReject

TOTAL ITEMS ON BID . . . . : 1

**All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form**

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO

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

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

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

AS NEEDED

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

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

FIRM NAME: I.W.S. GAS AND SUPPLY

ADDRESS: 111 BURAS DR.

CITY, STATE: BELLE CHASSE, LA. ZIP: 70037

TELEPHONE: (504) 392-2400 FAX: (504) 392-1500

EMAIL ADDRESS: JIMMY.GIBBS@GAS AND SUPPLY.COM

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_  
NUMBER: \_\_\_\_\_

**Gas And Supply**  
**Jimmy Gibbs**  
Phone 504-392-2400  
Fax 504-392-1500  
jimmy.gibbs@gasandsupply.com

TOTAL PRICE OF ALL BID ITEMS: \$ 40,500.00

AUTHORIZED SIGNATURE: Jimmy Gibbs  
TITLE: SALES

JIMMY GIBBS  
Printed Name

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

**NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.**

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119854

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	90,000.00	LB	<p>TWO (2) YEAR CONTRACT FOR THE SUPPLY OF RAGS (WIPING) FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS</p> <p>0010 WIPING RAGS</p> <p>Rags (wiping) composed of material which is 100 percent cotton no. 2 white sweatshirt (fleece) material (no alternate materials allowed). Size of rags must be in range of 15 inch x 15 inch to 20 inch x 20 inch (sizes outside of this range will not be accepted). All rags are to be all white in color no zippers buttons, snaps, or any other foreign materials on the surface. Quantities are to be delivered in 10 lb. and 50 lb. box quantities (gross weight).</p> <p style="text-align: center;"> <b>Gas And Supply</b>  <b>Jimmy Gibbs</b>  <b>Phone 504-392-2400</b>  <b>Fax 504-392-1500</b>  <b>jimmy.gibbs@gasandsupply.com</b> </p>	.45	40,500.00

Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_

JIMMY GIBBS (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized AGENT of I.W.S. GAS AND SUPPLY the party who submitted a bid in response to Bid Number 50-0019054 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.]*

**Gas And Supply  
Jimmy Gibbs  
Phone 504-392-2400  
Fax 504-392-1500  
jimmy.gibbs@gasandsupply.com**

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.

Jimmy Gibbs  
Signature of Affiant

Jimmy Gibbs  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 6 DAY OF June, 2017.

Dawn G. Stafford  
Notary Public

Printed Name of Notary DAWN G. STAFFORD  
 NOTARY PUBLIC  
Parish of Orleans, State of Louisiana  
Notary No. 84686  
My Commission is for Life

Notary/Bar Roll Number \_\_\_\_\_  
My commission expires \_\_\_\_\_.

**Gas And Supply**  
**Jimmy Gibbs**  
Phone 504-392-2400  
Fax 504-392-1500  
[jimmy.gibbs@gasandsupply.com](mailto:jimmy.gibbs@gasandsupply.com)

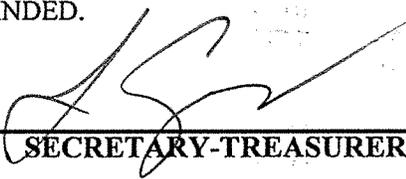
## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
INDUSTRIAL WELDING SUPPLY OF HARVEY, LA.  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF I.W.S. GAS AND SUPPLY  
INCORPORATED, DULY NOTICED AND HELD ON 6/6/17,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Jimmy Gibbs, BE AND IS HEREBY  
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-  
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON  
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS  
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,  
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE  
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,  
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES  
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS  
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING  
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-  
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE  
A TRUE AND CORRECT COPY OF AN  
EXCERPT OF THE MINUTES OF THE ABOVE  
DATED MEETING OF THE BOARD OF  
DIRECTORS OF SAID CORPORATION, AND  
THE SAME HAS NOT BEEN REVOKED OR  
RESCINDED.

  
\_\_\_\_\_  
SECRETARY-TREASURER

6-6-17  
\_\_\_\_\_  
DATE

Gas And Supply  
Jimmy Gibbs  
Phone 504-392-2400  
Fax 504-392-1500  
jimmy.gibbs@gasandsupply.com



**CERTIFICATE OF INSURANCE - PAGE 2****Excess Liability Policy Includes:**

Coverage is excess of the Auto Liability, General Liability, Employers Liability, & Maritime Employers Liability policies.  
Blanket Waiver of Subrogation when required by written contract  
Blanket Additional Insured when required by written contract

**THE GRAY INSURANCE COMPANY**

The below coverages apply if the corresponding policy number is indicated on the previous page.

**A. Commercial General Liability  
General Liability Policy includes:**

Blanket Waiver of Subrogation when required by written contract.  
Blanket Additional Insured (CGL Form# CG20101185) when required by written contract.

Primary Insurance Wording Included when required by written contract.  
Broad Form Property Damage Liability including Explosion, Collapse and Underground (XCU).  
Premises/Operations  
Products/Completed Operations  
Contractual Liability  
Sudden and Accidental Pollution Liability  
Occurrence Form  
Personal Injury  
"In Rem" Endorsement  
Cross Liability  
Severability of Interests Provision  
"Action Over" Claims  
Independent Contractors coverage for work sublet  
Vessel Liability - Watercraft exclusion has been modified by the vessels endorsement on scheduled equipment.  
General Aggregate applies per project or equivalent.

**B. Automobile Liability Policy includes:**

Blanket Waiver of Subrogation when required by written contract  
Blanket Additional Insured when required by written contract

**C. Workers Compensation Policy includes:**

Blanket Waiver of Subrogation when required by written contract,  
U.S. Longshoremen's and Harbor Workers Compensation Act Coverage,  
Outer Continental Shelf Land Act,  
Jones Act (including Transportation, Wages, Maintenance, and Cure),  
Death on the High Seas Act & General Maritime Law,  
Maritime Employers Liability Limit: \$1,000,000,  
Voluntary Compensation Endorsement,  
Other States Insurance,  
Alternate Employer/Borrowed Servant Endorsement,  
"In Rem" Endorsement  
Gulf of Mexico Territorial Extension

Gas And Supply  
Jimmy Gibbs  
Phone 504-392-2400  
Fax 504-392-1500  
jimmy.gibbs@gasandsupply.com

**NOTEPAD:**

HOLDER CODE **JEFFE02**  
INSURED'S NAME **Industrial Welding Supply Co.**

RAYMO-1  
OP ID: MA

PAGE 3  
Date **06/06/2017**

ADDENDUM TO CERTIFICATE #11005:

Certificate Holder fully reads as follows:

The Parish of Jefferson, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council.

**Gas And Supply**  
**Jimmy Gibbs**  
**Phone 504-392-2400**  
**Fax 504-392-1500**  
**[jimmy.gibbs@gasandsupply.com](mailto:jimmy.gibbs@gasandsupply.com)**

**Request for Taxpayer  
Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

Print or type  
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Industrial Welding Supply Co. of Harvey, Inc.**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:  
 Individual/sole proprietor or single-member LLC  
 C Corporation  
 S Corporation  
 Partnership  
 Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ **C**  
 Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.  
 Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) \_\_\_\_\_  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.)  
**125 Thruway Park**

6 City, state, and ZIP code  
**Broussard, LA 70518**

7 List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

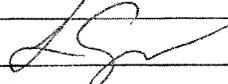
Social security number								
			-					
or								
Employer identification number								
7	2	-	0	9	1	3	6	7

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here      Signature of U.S. person ▶       Date ▶ **3-22-17**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.  
 Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**5000119854 TWO YEAR CONTRACT FOR SUPPLY OF RAGS (WIPING)**

Expired Expired

1  
Bids

Enter password:

- [- View Listing](#)
- [- View Visitors](#)

[Show Attachments](#) [Show Standard Bids](#) [Show Nigp Users Notifications](#)

**Attachments**

[50-00119854.pdf](#)

**Standard Bids**

BidID	Vendor	JP Vendor Number	Company name	Bid Bond #	Attachments	Actions
15866	<a href="#">econpape</a>		Economical Janitorial Supplies, Inc.		<a href="#">JPSP 50- 00119854 WIPING RAGS.pdf</a>	<a href="#">Show Bid Form</a>

**Nigp Users Notifications**

**Invitations to this RFP were sent to the following email addresses:**

- byusupply@cox.net
- ccirags@ymail.com
- nkelley@economicaljanitorial.com
- jscaffidi@generalmill.net
- jimmy.gibbs@gasandsupply.com
- gmartin@guillotssan.com
- adam.cook@motion-ind.com
- david.coulon@airgas.com
- wayne.blanchard@motion-ind.com



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

Toggle navigation

- [Home](#)
- [Central Bidding](#)
- [My CP](#)
- [Create New](#)
  - [Create New Standard Envelope](#)
- [Logout \(SDUFFY\)](#)

**Central Bidding Time:** Thu June 15, 2017 2:01:04 PM GMT-6

Location: **Harahan > Louisiana > USA**

Name: **Suzie Migliore**

Email: **suzie@economicaljanitorial.com**

Address: **1420 Sams Avenue**

Zip code: **70123**

Contact number: **+5042104060**

Company name: **Economical Janitorial & Paper Supplies, LLC**

Contact: **Suzie Migliore**

Contact number: **504-464-7166**

NIGP Codes: **04578 - Vacuum Cleaners, Electric (Including Parts and Accessories)**  
(Commodity code categories)

**14084 - Wire: Broom, Brush, and Mop**

**16514 - Cleaner/Sanitizer**

**16545 - Food Containers, Storage, Commercial Use**

**36580 - Vacuum Cleaners, (Commercial, Wet or Dry), Parts, and Accessories**

**43573 - Soap, Surgical Scrub, Hand Sanitizer, Alcohol Based, Long Term Killing Activity**

**43672 - Soap, Surgical Scrub (See 485-85 for Janitorial Type Scrubbing Soap), Environmentally Certified Products**

**48565 - Janitorial Equipment and Supplies (Not Otherwise Classified)**

**48665 - Janitorial Equipment and Supplies (Not Otherwise Classified), Environmentally Certified Products**

**61660** - Office Supplies, General (Not Otherwise Classified), Environmentally Certified Products

**64075** - Toilet Tissues, Paper Towels, and Toilet Seat Covers

**64533** - Copy Paper - Specialized High Speed (Included Recycled)

**Where To?**



[Main Menu](#)

[Home](#) - [Central Bidding](#) - [Register](#) - [Contact Us](#) - [Terms](#)

[Renew/Upgrade Membership](#)



Central Auction House, LTD



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

Toggle navigation

- [Home](#)
- [Central Bidding](#)
- [My CP](#)
- [Create New](#)
  - [Create New Standard Envelope](#)
- [Logout \(SDUFFY\)](#)

**Central Bidding Time:** Thu June 15, 2017 2:01:25 PM GMT-6

Place a Bid for 5000119854 TWO YEAR CONTRACT FOR SUPPLY OF RAGS (WIPING)

Please enter your best bid proposal for this project

Louisiana Contractor ID#

Enter all information required on the outside of the sealed envelope in the box below

<input type="text"/>	<input type="text"/>
<p>West Bank Purchasing Department Suite 4400 Jefferson Parish General Government Building 200 Derbigny Street Gretna, LA 70053</p> <p>Bid No.: 50-00119854 Two Year Contract for the Supply of Rags (Wiping) for the Jefferson Parish Department of Public Works</p> <p>Due: Thursday, June 15, 2017 @ 2:00 p.m.</p>	

Bid Bond #

Jefferson Parish Vendor #:

Upload Attachment(s)

While this site accepts various file types, sizes and quantities, the preferred method for delivering all of the appropriate and required bid documents is one single scanned PDF file. Vendors submitting bids with multiple uploaded images/photos of bid

responses are solely responsible for clarity. If uploaded images/documents are not legible, the bidder's submission will be rejected. Please note all requirements in this bid package for electronic bid submission.

### Upload a file

Click the Upload button in order to upload bid related documents

[Home](#) - [Central Bidding](#) - [Register](#) - [Contact Us](#) - [Terms](#)

[Renew/Upgrade Membership](#)



Central Auction House, LTD



**Bid Number 50 - 00119854**

**TWO (2) YEAR CONTRACT FOR THE SUPPLY OF RAGS (WIPING) FOR THE  
JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS**

**Due date: June 15, 2017 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 in the Purchasing  
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Ms. Sidney Duffy, Buyer II  
Buyer Email: [sduffy@jeffparish.net](mailto:sduffy@jeffparish.net)  
Buyer Phone: 504-364-2678**



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Brenda C. Patel  
Director

## CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES

The East bank Office of Purchasing is now open! We are located in the Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Suite 404, Jefferson, LA 70123. Bidders may submit bid responses at this location, pending authorization in each bid package. **Bidders should carefully read and must respond accordingly per the requirements of the bid packages. NOTE: Bidders submitting bids on the day of bid opening, bidders must submit at the West Bank location only.**

### **Other Changes Continued:**

- For all advertised sealed bids, written evidence of signature authority must be included with bid submission.
- Current W9 Forms 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, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- Upon contract execution, successful bidder must produce final insurance certificates per standard Jefferson Parish insurance requirements. Proof of insurance is required for bidding purposes. Bidders must read the insurance requirements attachment included in each bid package for specific instructions.

**Bidders should reference the "Additional Requirements" section of the bid instructions and/or the "Important Notice to Bidders" included in the bid package for specific requirements to respond accordingly.**

For more information, please call Jefferson Parish Purchasing at 504-364-2678.

## **TWO (2) YEAR CONTRACT FOR THE SUPPLY OF RAGS (WIPING) FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS**

### **1. General**

The quantities of rags shown on the proposal form are estimated quantities and are not to be construed as actual quantities.

Quantities purchased are to be delivered to the district warehouses located at:

4901 Jefferson Highway, Jefferson, LA and 6250 Lapalco Blvd., Marrero, LA, between the hours of 8:00 a.m. and 3:00 p.m. Monday through Friday.

### **2. Detailed Specifications**

#### Material:

Rags are to be 100% cotton, #2 white sweatshirt (fleece) material.

No alternate materials will be allowed.

All rags are to be all white in color with no zippers, buttons, snaps, or any other foreign materials on the surface.

#### Size:

Rags must be in the size range of 15" x 15" to 20" x 20"

Sizes outside of this range will not be accepted.

Quantities are to be delivered to Jefferson Parish in 10 lb. and/or 50 lb. box quantities (gross weights) as needed.

DATE: 5/31/2017

BID NO.: 50-00119854

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

## JEFFERSON PARISH

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

BUYER: SDUFFY@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 6/15/2017 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also 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

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

**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.**

### 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.

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. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

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 and fax them to the Purchasing Department at (504) 364-2693 no later than FIVE (5) working days prior to bid opening. Bid numbers should be mentioned in all requests. Questions may also be emailed to the buyer for this bid at the email address listed above. 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.

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.

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.

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

DATE: 5/31/2017

BID NO.: 50-00119854

Page: 2

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 submitted a bid in response to this solicitation may submit a protest in writing to the Director of the Purchasing within 48 hours of bid opening. The Purchasing Director will review it in connection with the Parish Attorney's Office which will then respond in writing as soon as possible.

**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 Parish 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.

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 encouraged 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 dated 12/09/09. 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.
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 envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then 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. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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 stated 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. Unless otherwise stated in the bid specifications, the successful bidder will be required to procure standard insurance policies evidencing Parish-mandated insurance requirements as indicated on the attached "insurance requirements" sheet. All bidders must comply with the instructions in this sheet. Failure to comply will cause bid to be rejected.
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. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) If 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-Collusion 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.
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 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 owned 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 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

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 Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO ✓

MAXIMUM ESCALATION PERCENTAGE REQUESTED N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 6/15/2019

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

Next Day

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

72-0991128

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

FIRM NAME: Economical Janitorial AND Paper Supplies LLC

ADDRESS: P.O. Box 23607 1420F Sams Avenue

CITY, STATE: New Orleans, LA ZIP: 70183-3607

TELEPHONE: (504) 464-7166 ext. 3110 FAX: (504) 465-9563

EMAIL ADDRESS: Suzie@economicaljanitorial.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

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

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ 56,700.00

AUTHORIZED SIGNATURE: Suzie Migliore

Suzie Migliore  
Printed Name

TITLE: President

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00119854

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	90,000.00	LB	<p>TWO (2) YEAR CONTRACT FOR THE SUPPLY OF RAGS (WIPING) FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS</p> <p>0010 WIPING RAGS</p> <p>Rags (wiping) composed of material which is 100 percent cotton no. 2 white sweatshirt (fleece) material (no alternate materials allowed). Size of rags must be in range of 15 inch x 15 inch to 20 inch x 20 inch (sizes outside of this range will not be accepted). All rags are to be all white in color no zippers buttons, snaps, or any other foreign materials on the surface. Quantities are to be delivered in 10 lb. and 50 lb. box quantities (gross weight).</p>	<p>.63</p> <p>* ACADIANA TEXTILES #19 100% Cotton #2 white SWEATSHIRT MATERIAL</p> <p>* 10% LOUISIANA PREFERENCE ACADIANA TEXTILES LAFAYETTE, LA.</p>	<p>56700.00</p>



## Acadiana Textiles & Supply

1219 Eraste Landry Road, Lafayette, LA 70506

Phone: (337) 289-0062, Fax: (337) 289-0063

Toll Free: (800) 275-2505

### WIPING RAG DESCRIPTION

ITEM # 18: WHITE TEE SHIRT.

*This product consists of recycled white cotton tee shirt. It is primarily made up of 100% cotton with traces of synthetic blends commonly found on retailer shelves.*

ITEM #7: NEAR WHITE.

*This product is made up of mostly a colored synthetic "uniform" type material. It is an inexpensive wiper commonly used in the oil field industry.*

ITEM #11: FLANNEL.

*This is a very soft and absorbent recycled item. Manufactured from reclaimed colored flannel shirts, blankets, or even pajama clothing. This is a great item used for polishing and cleaning.*

ITEM #19: WHITE SWEATSHIRT.

*Soft and free of color, this is made from fleece material or also known as sweatshirt. This too is great for polishing and cleaning.*

ITEM #46: WHITE NAPKIN.

*This is an all white product that consist of napkin and table cloth material. The napkin is usually hemmed and the table cloth is cut to similar size. Usually consist of synthetic material.*

Regards,

Mike Van Etten  
Acadiana Textiles & Supply

Thank you for supporting a Louisiana Business!

**CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
Economical Janitorial AND Paper Supplies LLC  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Economical Janitorial AND Paper Supplies LLC  
INCORPORATED, DULY NOTICED AND HELD ON June 13, 2017,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT Suzie Migliore, BE AND IS HEREBY  
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-  
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON  
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS  
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,  
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE  
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,  
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES  
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS  
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING  
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-  
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE  
A TRUE AND CORRECT COPY OF AN  
EXCERPT OF THE MINUTES OF THE ABOVE  
DATED MEETING OF THE BOARD OF  
DIRECTORS OF SAID CORPORATION, AND  
THE SAME HAS NOT BEEN REVOKED OR  
RESCINDED.

Suzie Migliore  
SECRETARY-TREASURER

6/13/2017  
DATE

# ECONOMICAL JANITORIAL & PAPER SUPPLIES, L.L.C.

P.O. BOX 23607  
NEW ORLEANS, LA 70183  
(504) 464-7166  
FAX (504) 465-9563

June 13, 2017

Special Meeting of the Board of Directors of  
Economical Janitorial & Paper Supplies LLC

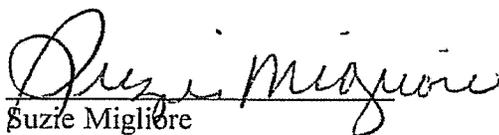
A special meeting of the Board of Directors was called on Tuesday, June 13, 2017 at the offices of Economical Janitorial & Paper Supplies, LLC located at:

1420 Sams Avenue  
Suite F  
Harahan, LA 70123

Suzie Migliore was appointed chairperson of the meeting and a waiver of notice and of the reading of the previous meeting minutes was approved by all present which included all directors.

The purpose of this meeting was to authorize Suzie Migliore, President of Economical Janitorial & Paper Supplies, LLC to bid on Sealed Invitation for Jefferson Parish Services Bid Number 50-00119854 .

All present voted to authorize the above and being no further business the chairperson adjourned the meeting.

  
Suzie Migliore

## **Non-Public Works Bid Affidavit Instructions**

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

*Instruction sheet may be omitted when submitting the affidavit*

Non-Public Works Bid

AFFIDAVIT

STATE OF LOUISIANA

PARISH/COUNTY OF JEFFERSON

BEFORE ME, the undersigned authority, personally came and appeared: Suzie  
Mighore, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized President of Economical International AND Paper Supplies (Entity),  
the party who submitted a bid in response to Bid Number SO-0019854, to the Parish of  
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

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

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

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

Debt Disclosures

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

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

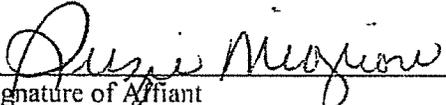
Choice B  There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

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

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

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

  
Signature of Affiant

Susan Migliore  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 13 DAY OF June, 2017

  
Notary Public

Donald P. Di Maggio  
Printed Name of Notary

33195  
Notary/Bar Roll Number

My commission expires At Death.

## STANDARD INSURANCE REQUIREMENTS – PUBLICLY ADVERTISED BIDS

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 advertised 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.

---

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, Workmen's Compensation Insurance 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.

---

### **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**

No insurance required shall include a deductible not greater than \$10,000.00. The cost of the deductible shall be borne by the contractor.

NOTE: If the vendor requires a change in deductibles, the request must be submitted in writing to the Purchasing Department prior to the due date of the bid. Such request shall be reviewed by the Parish Attorney's Office with the concurrence of the Director of Risk Management.

**UMBRELLA LIABILITY COVERAGE**

An umbrella policy or excess may be used to meet minimum requirements.

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

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

1) **OWNER'S PROTECTIVE LIABILITY**

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

2) **BUILDER'S RISK INSURANCE**

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



**Request for Taxpayer  
 Identification Number and Certification**

Give form to the requester. Do not send to the IRS.

Name (as shown on your income tax return)  
**ECONOMICAL JANITORIAL SUPPLIES, INC**

Business name, if different from above  
**ECONOMICAL JANITORIAL & PAPER SUPPLIES, INC**

Check appropriate box:  Individual/ Sole proprietor  Corporation  Partnership  Other  Exempt from backup withholding

Address (number, street, and apt. or suite no.)  
**1420 SAMS AVENUE SUITE F**

City, state, and ZIP code  
**HARAHAN, LA 70123**

List account number(s) here (optional)

Requester's name and address (optional)

Print or type  
 See Specific Instructions on page 2.

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

--	--	--	--	--	--	--	--	--	--

or

Employer identification number

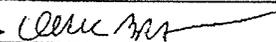
7	2	0	9	9	1	1	2	8
---	---	---	---	---	---	---	---	---

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person  Date

**Purpose of Form**

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
  - A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
  - Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.
- Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.
- The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:
- The U.S. owner of a disregarded entity and not the entity,