

DATE: 7/19/2017

Page: 5

BID NO.: 50-00120069

**BID FORM**  
Non Public Works

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

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

Are you requesting an escalation provision?

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

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

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

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

4 - 5 Weeks

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

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

FIRM NAME: Choice Supply Solutions, LLC

ADDRESS: 10363 Airline Highway / P.O. Box 217

CITY, STATE: St. Rose, LA ZIP: 70087

TELEPHONE: (504) 468-1113 FAX: (504) 469-3336

EMAIL ADDRESS: choicesupply@att.net

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: \$ 313,405.60

AUTHORIZED SIGNATURE: Rebecca Sherrill

Rebecca Sherrill

Printed Name

TITLE: Owner / Manager

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.

**REJECTED**  
**ALL BID REQUIREMENTS NOT MET**

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			TWO (2) YEAR CONTRACT FOR A SUPPLY OF REPLACEMENT FIRE HYDRANT INSERTS ON AN AS NEEDED BASIS FOR THE JEFFERSON PARISH DEPARTMENT OF ENGINEERING		
1	18.00	EA	0010 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,893.00	34,074.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 3 FEET (31321)		
			GROUP 1		
2	36.00	EA	0020 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,941.00	69,876.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 3-1/2 FEET (31326)		
			GROUP 1		
3	18.00	EA	0030 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,983.00	35,694.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 4 FEET (31323)		
			GROUP 1		
4	9.00	EA	0040 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,036.00	18,324.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 4-1/2 FEET (31327)		
			GROUP 1		
5	3.00	EA	0050 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,089.00	6,267.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 5 FEET (31324)		
			GROUP 1		
6	3.00	EA	0060 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,141.00	6,423.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 5-1/2 FEET (31328)		
			GROUP 1		
7	1.00	EA	0070 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,194.00	2,194.00

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
8	3.00	EA	ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 6 FEET (31329)  GROUP 1		
			0080 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,984.00	5,952.00
9	6.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 3 FEET (31410)  GROUP 2		
			0090 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,984.00	11,904.00
10	18.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 3-1/2 FEET (31411)  GROUP 2		
			0100 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,036.00	36,648.00
11	9.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 4 FEET (31412)  GROUP 2		
			0110 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,095.00	18,855.00
12	12.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 4-1/2 FEET (31413)  GROUP 2		
			0120 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,151.00	25,812.00
13	3.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 5 FEET (31414)  GROUP 2		
			0130 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,206.00	6,618.00
14	1.00	EA	ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 5-1/2 FEET (31416)  GROUP 2		
			0140 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	2,260.00	2,260.00



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 6 FEET (31417)		
			GROUP 2		
15	1.00	EA	0150 - O-RING - PART #K8105; RECOMMENDED SPARE PARTS, AS PER	6.20	6.20
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31445)		
			GROUP 3		
16	1.00	EA	0160 - THRUST WASHER - PART #K8106; RECOMMENDED SPARE PARTS, AS PER	2.25	2.25
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31450)		
			GROUP 3		
17	1.00	EA	0170 - CAP GASKET - PART #K8109; RECOMMENDED SPARE PARTS, AS PER	12.35	12.35
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31455)		
			GROUP 3		
18	1.00	EA	0180 - O-RING - PART #K8111; RECOMMENDED SPARE PARTS, AS PER	5.00	5.00
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31460)		
			GROUP 3		
19	12.00	EA	0190 - ELBOW GASKET - PART #K8125; RECOMMENDED SPARE PARTS, AS PER	12.35	148.20
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31465)		
			GROUP 3		
20	1.00	EA	0200 - O-RING - PART #K8126A; RECOMMENDED SPARE PARTS, AS PER	6.75	6.75
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31470)		
			GROUP 3		
21	1.00	EA	0210 - SEAT RING - PART #K8128; RECOMMENDED SPARE PARTS, AS PER	177.85	177.85



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31475)		
			GROUP 3		
22	1.00	EA	0220 - O-RING - PART #K8130; RECOMMENDED SPARE PARTS, AS PER	6.75	6.75
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31480)		
			GROUP 3		
23	1.00	EA	0230 - MAIN VALVE - PART #K8131; RECOMMENDED SPARE PARTS, AS PER	100.45	100.45
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31485)		
			GROUP 3		
24	1.00	EA	0240 - DRAIN VALVE FACING - PART #K8137; RECOMMENDED SPARE PARTS, AS PER	14.05	14.05
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31415)		
			GROUP 3		
25	1.00	EA	0250 - NOZZLE RETAINING SCREW - PART #K8141; RECOMMENDED SPARE PARTS, AS PER	4.00	4.00
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31420)		
			GROUP 3		
26	1.00	EA	0260 - NOZZLE CAP GASKET (HOSE OR STREAMER) - PART #K8143;	10.70	10.70
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31425)		
			GROUP 3		
27	1.00	EA	0270 - SEAT REMOVING WRENCH WITH STEM NUT - PART #K8147;	47.75	47.75
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31385)		
			GROUP 3		
28	1.00	EA	0280 - NOZZLE REMOVING TOOLS PART #K8148 RECOMMENDED SPARE PARTS, AS PER	102.20	102.20

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31435)		
			GROUP 3		
29	35.00	EA	0290 - COLLISION REPAIR KIT- PART #K8149 RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31440)	145.25	5,083.75
			GROUP 3		
30	1.00	EA	0300 - GRADE EXTENSION KIT - PART #K8150 (6 INCH)	321.15	321.15
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31404)		
			GROUP 3		
31	12.00	EA	0310 - GRADE EXTENSION KIT - PART #K8150 (12 INCH)	375.00	4,500.00
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31405)		
			GROUP 3		
32	1.00	EA	0320 - GRADE EXTENSION KIT - PART #K8150 (18 INCH)	425.60	425.60
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31406)		
			GROUP 3		
33	1.00	EA	0330 - GRADE EXTENSION KIT - PART #K8150 (24 INCH)	462.30	462.30
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407)		
			GROUP 3		
34	1.00	EA	0340 - GRADE EXTENSION KIT - PART #K8150 (30 INCH)	679.40	679.40
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407A)		

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00120069

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			GROUP 3		
35	1.00	EA	0350 - GRADE EXTENSION KIT - PART #K8150 (36 INCH)	728.40	728.40
			RECOMMENDED SPARE PARTS, AS PER SPECIFICATIONS, AND AS NATIONALLY PUBLISHED BY MANUFACTURER; (31407B)		
			GROUP 3		
36	1.00	EA	0360 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1940.00	1940.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 2 FEET (31319)		
			GROUP 1		
37	3.00	EA	0370 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,940.00	5,820.00
			ACCESSORIES (4-1/2 INCH VALVE OPENING) TRENCH LENGTH: 2-1/2 FEET (31320)		
			GROUP 1		
38	6.00	EA	0380 - ADAPTOR TYPE FIRE HYDRANT INSERT, LESS ELBOW AND MECHANICAL JOINT	1,983.25	11,899.50
			ACCESSORIES (5-1/4 INCH VALVE OPENING) TRENCH LENGTH: 2-1/2 FEET (31409)		
			GROUP 2		



**CERTIFIED RESOLUTION**  
*For Limited Liability Companies (LLCs)*

I, Rebecca Sherrill, a Manager of CHOICE SUPPLY SOLUTIONS, LLC, a Limited Liability Company organized and existing under the laws of the State of Louisiana (hereinafter the "Company"), hereby certify that:


1. that CHOICE SUPPLY SOLUTIONS, LLC is run by its Manager
2. that Rebecca Sherrill is a Manager of CHOICE SUPPLY SOLUTIONS, LLC

and

3. that as such Rebecca Sherrill has full power and authority to act on behalf of the Limited Liability Company 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 and receipt therefor all purchase orders and notices issued pursuant to the provisions of any such bid or contract. This Limited Liability Company hereby approving, confirming, and accepting each and every such act performed by said agent and attorney-in-fact.

IN WITNESS HEREOF, the undersigned has affixed his/her signature (and the corporate seal of the corporation, if applicable) this 30th day of May, 2013.

(LLC Seal)  
(Circle this L.S. if there is no seal)

  
\_\_\_\_\_  
Rebecca Sherrill  
Manager

**Tom Schedler**  
**Secretary of State**

**State of  
Louisiana  
Secretary of  
State**



**COMMERCIAL DIVISION**  
**225.925.4704**

Fax Numbers  
225.932.5317 (Admin. Services)  
225.932.5314 (Corporations)  
225.932.5318 (UCC)

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<b>Name</b>	<b>Type</b>	<b>City</b>	<b>Status</b>
CHOICE SUPPLY SOLUTIONS, L.L.C.	Limited Liability Company	ST ROSE	Active

**Previous Names**

**Business:** CHOICE SUPPLY SOLUTIONS, L.L.C.

**Charter Number:** 40882538K

**Registration Date:** 7/9/2012

**Domicile Address**

10363 AIRLINE HWY  
ST ROSE, LA 70087

**Mailing Address**

C/O REBECCA L. SHERRILL  
P.O. BOX 217  
ST. ROSE, LA 70087

**Status**

**Status:** **Active**

**Annual Report Status:** **In Good Standing**

**File Date:** 7/9/2012

**Last Report Filed:** 7/14/2017

**Type:** Limited Liability Company

**Registered Agent(s)**

<b>Agent:</b>	REBECCA L. SHERRILL
<b>Address 1:</b>	106 LAC BISTINEAU CT.
<b>City, State, Zip:</b>	LULING, LA 70070
<b>Appointment Date:</b>	7/9/2012

**Officer(s)**

**Additional Officers:** No

<b>Officer:</b>	REBECCA L. SHERRILL
<b>Title:</b>	Manager
<b>Address 1:</b>	106 LAC BISTINEAU CT.
<b>City, State, Zip:</b>	LULING, LA 70070

<b>Officer:</b>	MURPHY MAJORIA
<b>Title:</b>	Member

**Address 1:** 113 SOUTHLAKE  
**City, State, Zip:** LULING, LA 70070

## **Amendments on File**

No Amendments on file

**Print**



## **CORPORATE RESOLUTION**

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
\_\_\_\_\_  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF \_\_\_\_\_  
INCORPORATED, DULY NOTICED AND HELD ON \_\_\_\_\_,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED THAT \_\_\_\_\_, 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**

\_\_\_\_\_  
**DATE**

**Non-Public Works Bid**

**AFFIDAVIT**

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: Rebecca Sherrill  
\_\_\_\_\_, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Manager of Choice Supply Solutions, LLC (Entity),  
the party who submitted a bid in response to Bid Number 50-00120069, 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 xx 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** XX 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.

Rebecca Sherrill  
Signature of Affiant

Rebecca Sherrill  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 2nd DAY OF August, 2017.

Lydia D. Miller  
Notary Public

Lydia D. Miller  
Printed Name of Notary

129546  
Notary/Bar Roll Number

My commission expires At death

**LYDIA D. MILLER**  
Notary ID #129546  
Notary Public  
Jefferson Parish, LA  
My Commission is for Life

[Print](#)

## Notary Search - Detail

**Name:** MS. LYDIA D. MILLER  
**Address:** 10 OSBORNE AVENUE  
KENNER, LA 70065  
  
**Phone:** (504) 331-0129  
**Phone 2:** (504) 331-0129  
  
**Notary ID Number:** 129546  
**Parish:** JEFFERSON with STATEWIDE JURISDICTION  
**Agency:** N/A  
**Notary Type:** Non Attorney  
**Status:** Active  
  
**Commission Date:** 02/19/2015  
**Oath Date:** 02/13/2015  
**Surety Expiration Date:** 02/13/2020  
**Annual Report Current:** Yes

## Notary Events

**Suspension** From: 04/21/2017 To: 07/24/2017  
**Pre-Assessment Registration** Date: 10/07/2014 -

Deceased, Inactivated, Leave of Absence, Pre-Assessment Registration, Pre-Assessment Taken, Resigned, Retirement, and Revoked events are not available prior to February 11, 2012.

[Back to Search Results](#)[New Search](#)

## **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*



## Request for Taxpayer Identification Number and Certification

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Choice Supply Solutions, LLC**

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) ▶ **S**  
**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.)  
**10363 Airline Highway / P.O. Box 217**

6 City, state, and ZIP code  
**St. Rose, LA 70087**

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								
4	6		-	1	2	2	0	5
								7
								4

### 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 ▶ *Rebecca Shenice*

Date ▶ *1-31-2017*

### 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.



**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.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability, 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.

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**JEFFERSON PARISH REQUIRED STANDARD INSURANCE****☒ WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

**Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being**



**rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.**

**☒ COMMERCIAL GENERAL LIABILITY**

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

**☒ COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.  
Property Damage Liability \$1,000,000.00 each occurrence.

**Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.**

**DEDUCTIBLES**

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**

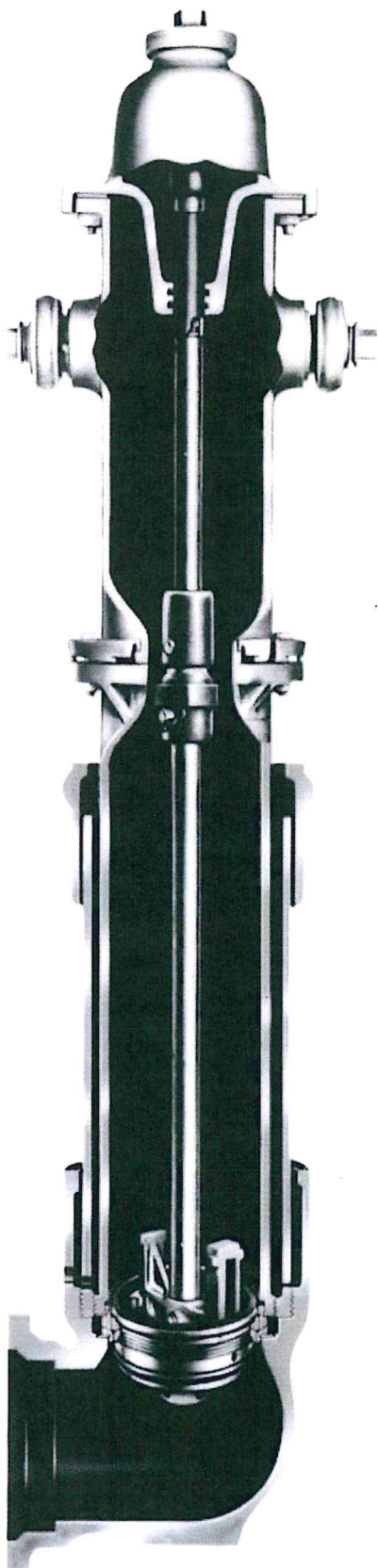
To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

**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.

# Guardian Insert

Fig. K81AW



## For users of WOOD-MATHEWS HYDRANTS...

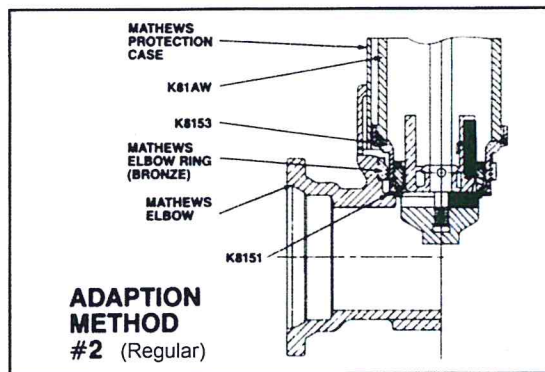
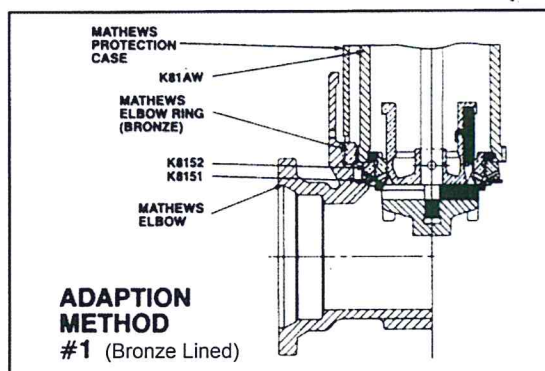
### A True Guardian Insert Replacement

Save the cost of digging to replace that tried and true, but aging friend. Merely unscrew Mathews insert and replace it with a Guardian Insert, and for normal maintenance, never do it again.

#### Check these benefits:

1. All working parts are Guardian.
2. Fully maintainable through the bonnet, using light weight wrench.
3. Available to replace all sizes and models of Wood-Matthews.

#### Additional Parts for Guardian Insert



### Adaption Method Chart (Corresponds to above illustrations)

		K-81AW		
MATHEWS	M.V.O.	5 1/4"	4 1/2"	4"
	6" Bronze Lined	1	—	—
	6" Regular	1	—	—
	5 1/4" Bronze Lined	1	—	—
	5 1/4" Regular	2	—	—
	4 1/2" Bronze Lined	—	1	—
	4 1/2" Regular	—	2	—
	4" Regular	—	—	2



# Ordering Information

## Guardian Hydrant

When ordering, indicate the following:

1. Size of main valve opening.
2. Quantity and threading details of hose nozzles.
3. Threading details of steamer nozzle.
4. Size and type of inlet connection (mechanical joint, flanged, asbestos-cement, bell, or tyton).
5. Depth of bury (from bottom of pipe to ground line).

## Parts

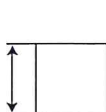
When ordering parts, indicate the following:

1. Part number
2. Part description
3. Type of hydrant
4. Size of main valve opening

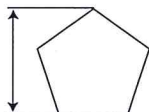
**ELBOW** – We must have the size and type of connection to main.

**OPERATING STEM NUT** – Give direction to open (cast on cap) and size and shape of operating nut. 4-sided nut, give flat to flat dimension. 5-sided nut, give point to opposite flat dimension. 6-sided nut, give flat to flat dimension to eliminate any doubt as to where the measurement was taken.\*

Note: Dual rated hydrants are UL/FM approved for 1½P and 1¼" sq. nut sizes.



**SQUARE**  
(4-Sided)



**PENTAGON**  
(5-Sided)



**HEXAGON**  
(6-Sided)



**OCTAGON**  
(8-Sided)

**CAP** – Give direction the hydrant opens. This is indicated by an arrow cast on the cap. Indicate the direction the arrow points.

**NOZZLE CAP GASKET** – Indicate size of nozzle and whether hose or steamer.

**NOZZLE** – Give exact threading details, outside (major) diameter, pitch diameter, root (minor) diameter and exact number of threads per inch (TPI) or send in a gauge or sample in good condition.

6. Color (National standard yellow will be furnished unless otherwise indicated).

7. Size and shape of operating nut.

8. Direction to open.

9. Regular or Bronze Lined (for Mathews-Guardian Insert only).

## Estimated Weights

Main Valve Opening		Depth of Trench											
		K-81A		2'6"	3'0"	3'6"	4'0"	4'6"	5'0"	5'6"	6'0"	6'6"	7'0"
		4½"	336	351	366	381	396	411	426	441	456	534	
		5¼"	380	409	427	444	460	480	502	523	542	560	
K-81AW		3-way configuration with M.J. shoe less accessories											
		4"	281	297	316	333	350	365	381	396	414	429	
		4½"	278	295	313	330	347	362	378	393	411	426	
		5¼"	328	335	355	375	395	415	430	445	468	489	
3-way configuration													

**NOZZLE CAP CHAIN** – Tell us the nozzle type, hose or steamer.

**NOZZLE CAP** – Exact threading and nut size and shape.

**UPPER BARREL** – Furnish all information cast on the barrel and the number of hose and steamer connections.

**STEM** – Furnish the direction the hydrant opens as cast on the cap and furnish the depth of trench (distance from groundline to bottom of connecting pipe). If the stem can be measured, complete overall dimensions including diameter will help. The diameter should always be measured on the smooth (unthreaded) portion.\*

**LOWER BARREL** – Furnish depth of trench (distance from groundline to bottom of connecting pipe) or dimension from flange face to flange face (overall). The outside and inside diameters are also a help.

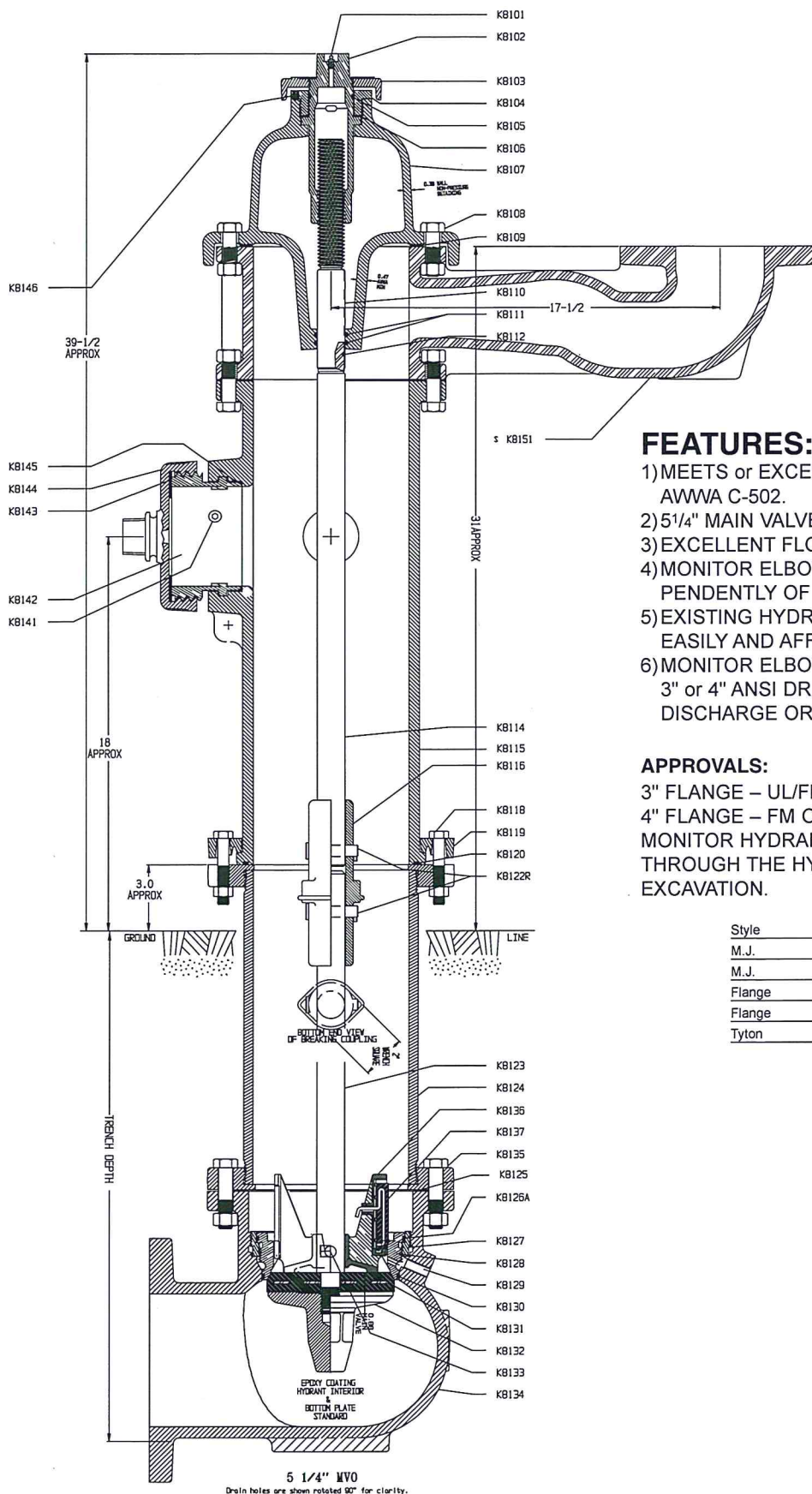
**SEAT RING** – As with all parts you order we must have size of main valve opening and type of hydrant. This is cast on the upper barrel.

## National Standard Hose Coupling Thread Specifications (NST)

<b>A. Nominal inside diameter</b>		2½"	3"	3½"	4"	4½"
<b>Number of threads per inch</b>		7½	6	6	4	4
<b>B. Major diameter nozzle thread</b>	Max.	3.0686	3.6239	4.2439	5.0109	5.7609
	Min.	3.0366	3.5879	4.2079	4.9609	5.7109
<b>C. Pitch diameter nozzle thread</b>	Max.	2.9820	3.5156	4.1356	4.8485	5.5985
	Min.	2.9660	3.4976	4.1176	4.8235	5.5735
<b>D. Minor diameter nozzle thread</b>	Max.	2.8954	3.4073	4.0273	4.6861	5.4361
<b>E. Diameter pilot nozzle</b>		2.8500	3.3540	3.9730	4.6100	5.3570
<b>F. Length of thread – nozzle</b>		1"	1½"	1½"	1¼"	1¼"
<b>G. Face to start of second turn</b>		¼"	⅝"	⅝"	⅞"	⅞"
<b>H. Major diameter coupling thread</b>	Min.	3.0836	3.6389	4.2639	5.0359	5.7859
<b>I. Pitch diameter coupling thread</b>	Max.	3.0130	3.5486	4.1736	4.8985	5.6485
	Min.	2.9970	3.5306	4.1556	4.8735	5.6235
<b>J. Minor diameter coupling thread</b>	Max.	2.9424	3.4583	4.0833	4.7611	5.5111
	Min.	2.9104	3.4223	4.0473	4.7111	5.4611
<b>K. Depth of coupling</b>		⅝"	1⅞"	1⅞"	1⅞"	1⅞"

Also available: Figure 109 Hose Gate Valve (2½").

# Kennedy Guardian Monitor Hydrant



5 1/4" K81AM  
AWWA  
NON-TRAFFIC  
MODEL

## FEATURES:

- 1) MEETS or EXCEEDS ALL REQUIREMENTS OF AWWA C-502.
- 2) 5 1/4" MAIN VALVE OPENING.
- 3) EXCELLENT FLOW CHARACTERISTICS.
- 4) MONITOR ELBOW CAN BE POSITIONED INDEPENDENTLY OF THE UPPER BARREL.
- 5) EXISTING HYDRANTS CAN BE RETROFITTED EASILY AND AFFORDABLY.
- 6) MONITOR ELBOW IS AVAILABLE WITH EITHER 3" or 4" ANSI DRILLING WITH THE SAME LARGE DISCHARGE ORIFICE.

## APPROVALS:

3" FLANGE – UL/FM APPROVED  
4" FLANGE – FM ONLY  
MONITOR HYDRANT CAN BE MAINTAINED THROUGH THE HYDRANT CAP WITHOUT EXCAVATION.

Style	Shoe Size	A
M.J.	4	7 3/4
M.J.	6	8
Flange	4	7 7/8
Flange	6	8 1/8
Tyton	6	9



# 5 1/4" K81AM AWWA Guardian Monitor Hydrant

## Options:

### Upper Barrel Configurations

- 1 Steamer & 2 Hose Nozzles
- 2 Hose Nozzles
- 2 Steamer Nozzles
- 1 Steamer & 3 Hose Nozzles

### Handwheel Operation – 16" ø

### Inlet Connections

- 6" Mechanical Joint, Flanged, Push-on or Ring Tite Elbows
- 6" ANSI Straight Shoe
- 6" 250# Raised Face Elbow
- 8" Mechanical Joint or Flanged Elbow

### 2 1/2" Size

### Independent Hose Gate Valves

- Bolt-on/Figure 109XNS
- Screw-on/Figure 109XMN

### Salt Water Protection

- Fusion Bonded Coatings
- Stainless Steel Stems & Fasteners

### Operating Details

- "Open" Clockwise or Counter Clockwise
- Any Size & Shape of Operating Nuts
- Any Nozzle Outlet Thread(s)

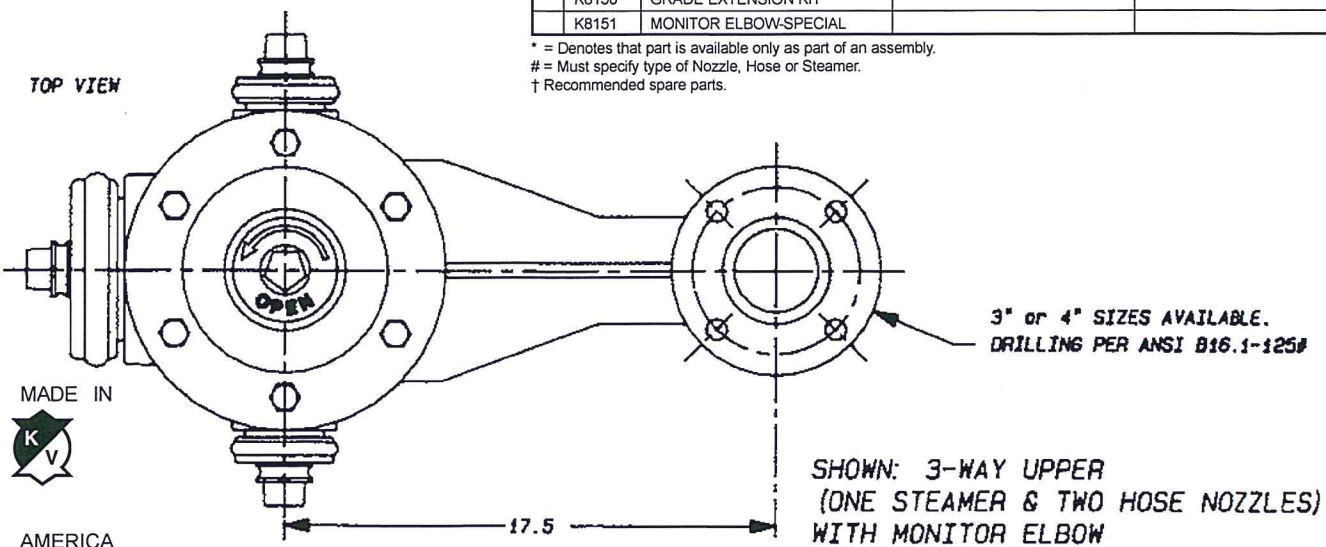
## PARTS LIST

	DETAIL	PART	MATERIAL	ASTM SPEC (or as stated)
	K8101	ALEMITE FITTING	STAINLESS STEEL	A276 (304)
†	K8102	OPERATING STEM NUT	BRONZE	B584 CB4400/AWWA GR A*
	K8103	DIRT SHIELD	CAST IRON	A126 CLASS B
	K8104	STEM LOCK NUT	BRONZE	B584 CB4400/AWWA GR A*
†	K8105	O-RING	BUNA-N (SYN. RUBBER)	D2000
†	K8106	THRUST WASHER	NYLATRON GS	MIL LP-410
	K8107	HYDRANT CAP	CAST IRON	A126 CLASS B
	K8108	CAP BOLTS & NUTS	STEEL (ZINC PLATED)	A307/SAE GR 2
†	K8109	CAP GASKET	CLOTH INSERTED RUBBER	D20000
*	K8110	STEM FERRULE	NAVAL BRASS	B21-CDA 464
†	K8111	O-RING	BUNA-N (SYN. RUBBER)	D2000
*	K8112	O-RING	BUNA-N (SYN. RUBBER)	D2000
	K8114	UPPER STEM	H.R. STEEL	A588
	K8115	UPPER BARREL	CAST IRON	A126 CLASS B
	K8116	STEM BREAKING COUPLING	CAST IRON	A126 CLASS B
	K8118	BOLTS & NUTS	STEEL (ZINC PLATED)	A307/SAE GR 2
	K8119	BREAKING RING	CAST IRON	A126 CLASS B
	K8120	O-RING	BUNA-N (SYN. RUBBER)	D2000
	K8122	CLEVIS PINS	STAINLESS STEEL (18-8)	A276
	K8123	LOWER STEM	H.R. STEEL	A588
	K8124	LOWER BARREL	DUCTILE IRON (or C.I.)	ANSI 21.50, 21.51
†	K8125	ELBOW GASKET	CELLULOSE FIBER	FED F33947M4
†	K8126A	O-RING	BUNA-N (SYN. RUBBER)	D2000
*	K8127	SEAT RING INSERT	BRONZE	B584 CB4400/AWWA GR A
†	K8128	SEAT RING	BRONZE	B584 CB4400/AWWA GR A
	K8129	DRAIN TUBE	NAVAL BRASS	B21-CDA 464
†	K8130	O-RING	BUNA-N (SYN. RUBBER)	D735
†	K8131	MAIN VALVE	NEOPRENE W/STL. INSERT	UL 246 10.1
	K8132	BOTTOM PLATE	CAST IRON	A126 CLASS B
	K8133	DRAIN VALVE PIN	STEEL-STAINLESS	A276
	K8134	ELBOW	DUCTILE IRON	A536 GRADE 70-50-5
	K8135	ELBOW BOLTS AND NUTS	STAINLESS STEEL	ASTM F593-304
†	K8136	DRAIN VALVE	BRONZE	B584 CB4400/AWWA GR A*
	K8137	DRAIN VALVE FACING W/INSERT	BUNA-N W/STAINLESS STEEL	D20000/A276 (304)
*	K8139	NOZZLE CAP CHAIN	STEEL	A108
*	K8140	NOZZLE CHAIN BAND	STEEL	A108
†	K8141	NOZZLE RETAINING SCREW	STAINLESS STEEL	A276 (304)
#	K8142	NOZZLE	BRONZE	B584 C83600
#	K8143	NOZZLE CAP GASKET	NEOPRENE RUBBER	D2000
#	K8144	NOZZLE CAP	CAST IRON	A126 CLASS B
† #	K8145	O-RING	BUNA-N (SYN. RUBBER)	D735
	K8146	ALLEN HEAD SET SCREW	STAINLESS STEEL	A276 (410)
†	K8147	SEAT REMOVAL WRENCH		
	K8148	NOZZLE REMOVAL TOOLS		
†	K8149	COLLISION REPAIR KIT		
	K8150	GRADE EXTENSION KIT		
	K8151	MONITOR ELBOW-SPECIAL		

\* = Denotes that part is available only as part of an assembly.

# = Must specify type of Nozzle, Hose or Steamer.

† Recommended spare parts.



# Iron Hose Gate Valves

## Working pressures:

2½" Cold Water, Non-Shock 250 psi.

- Non-Rising Stem
- Bronze Mounted
- Rubber Seat

HYDROSTATIC TEST PRESSURE: 2½" — Seat & Shell — 500 psi.

PART NO.	NAME OF PART	MATERIAL	ASTM SPEC.
1	HEX NUT	STEEL	A-108 C-1018
2	HANDWHEEL	MALL. IRON	A-47
3	STUFFING BOX	BRONZE	B-62
4	HX. HD. SCR. & NUT	STEEL	A-108 C-1018
5	"O" RINGS	SYN. RBR.	D-735
6	CAP BUSHING	BRONZE	B-135 ALLOY A
7	SEAT & GSKT. FLG.	NEOPRENE	—
8	NOZZLE	BRONZE	B-62
9	CAP	CAST IRON	A-126 GR. B
10	STEM	MANG. BRZ.	B-132 ALLOY A
11	GASKET	GARLOCK 1591	—
12	BODY	CAST IRON	A-126 GR. B
13	DISC	BRONZE	B-62
14	PIN	BRZ. ROD	B-16

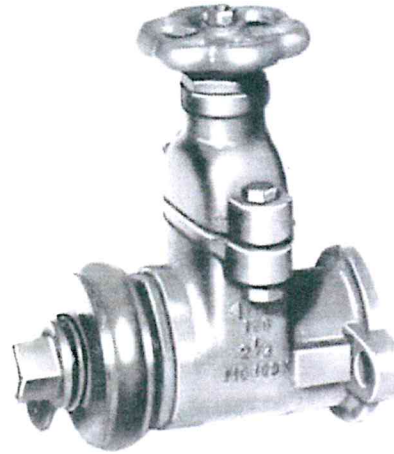
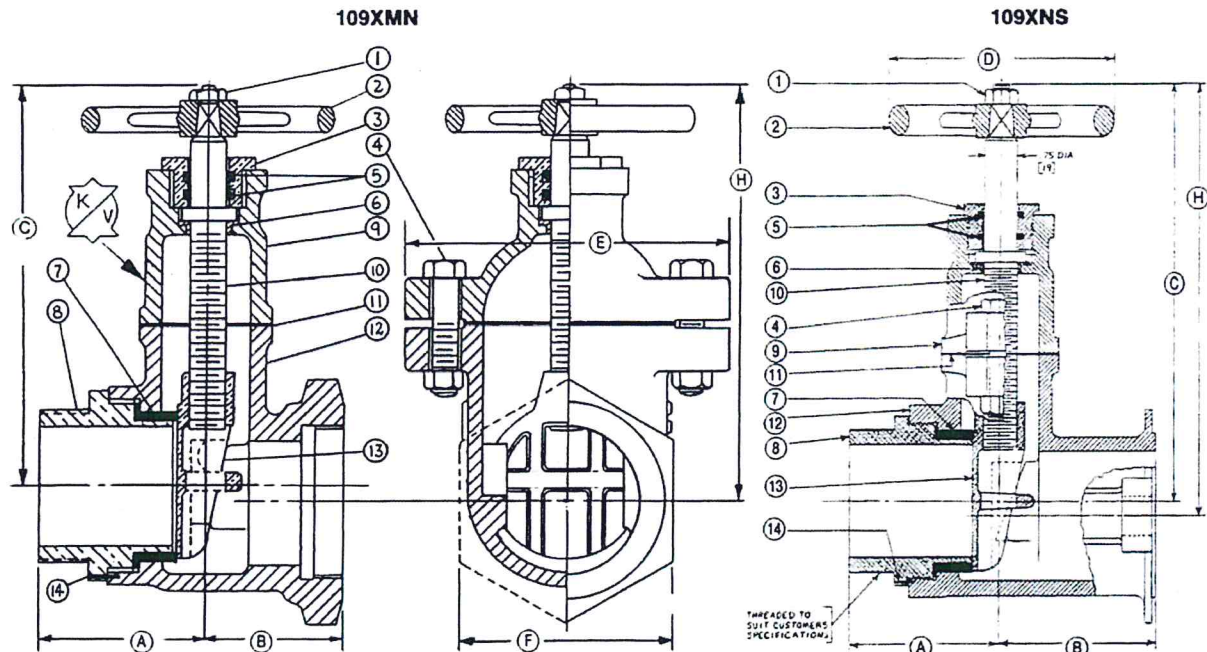


FIG. 109XNS  
SHOWN

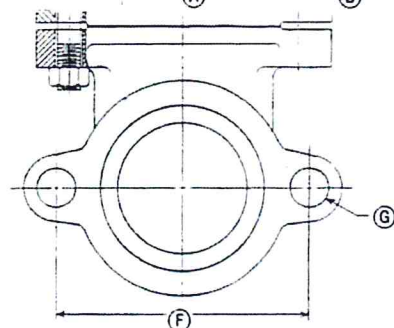
FIG. 109XMN  
(Screwed ends  
also)



MODEL	A	B	C	D	E	F	G	H	WT
109XNS	3 <sup>5</sup> / <sub>16</sub> "	3 <sup>1</sup> / <sub>2</sub> "	8 <sup>5</sup> / <sub>16</sub> "	4 <sup>3</sup> / <sub>8</sub> "	6 <sup>1</sup> / <sub>2</sub> "	5 <sup>5</sup> / <sub>8</sub> "	7 <sup>1</sup> / <sub>8</sub> "	8 <sup>5</sup> / <sub>8</sub> "	29
109XMN	3 <sup>5</sup> / <sub>16</sub> "	2 <sup>3</sup> / <sub>4</sub> "	8 <sup>5</sup> / <sub>16</sub> "	4 <sup>3</sup> / <sub>8</sub> "	6 <sup>1</sup> / <sub>2</sub> "	4 <sup>1</sup> / <sub>4</sub> "	N/A	8 <sup>5</sup> / <sub>8</sub> "	28

**CAP MARKING**  
KV LOGO

**BODY MARKING**  
FRONT  
◀ FM ▶  
250  
2½  
FIG. 109-X  
BACK  
UL  
LISTED  
FIRE  
HOSE VALVE  
885H



Updated 02/14/12

Kennedy Valve/Hydrants

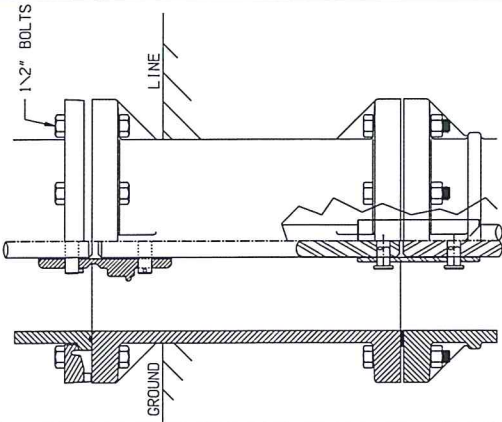
2-9



IT IS PREFERABLE TO BE ABLE TO TURN THE WATER PRESSURE ON AND OFF. IF THE WATER PRESSURE IS LOW IT IS POSSIBLE THAT THE HYDRANT WILL BE OPENED WHEN REMOVING THE UPPER

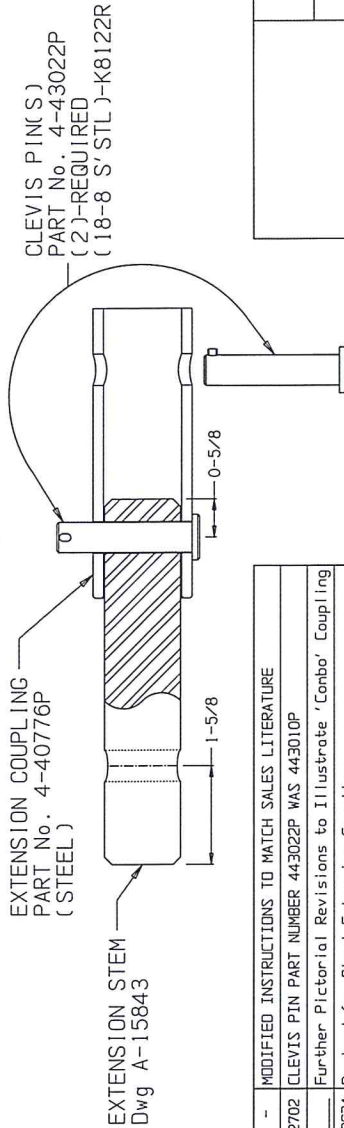
1. Make certain that the hydrant is closed. The water may remain on but see above note.
2. Remove the eight 1/2-UNC bolts & nuts that retain the breaking rings.
3. Turn the Operating Nut in the opening direction until the threaded stem disengages from the Operating Nut. (This will lift the Upper away from the flange.)
4. Lift the complete hydrant upper stand-pipe assembly and dome from the stem.
5. Lift this assembly straight up about 12" to avoid damaging the O-Rings that seal the stem and remove the complete upper assembly.
6. Disengage the Lower Stem from the Upper Stem. Remove the lower Clevis/Spring Pin that retains the Lower Stem to the Breaking Coupling.
7. Wire brush the exposed flange of the lower stand-pipe flange until all dirt and built up rust is removed.
8. Wire brush the end of the Lower Stem and attach the Extension Stem Coupling to the Lower Stem exactly as illustrated below.
9. Attach the Upper Stem to the Extension Stem in exactly the same way that it previously was attached to the Lower Stem.
10. Place the Gasket for the Extension Spool on the exposed flange of the Lower Stand-Pipe. Retain the Extension Spool on the Lower Stand-Pipe and align the bolt holes.
11. Insert the Extension Spool in the holes. Start the nuts provided on the bolts. Tighten the bolts wrist tight only then tighten them securely (70 ft-lb), proceeding in a side to side pattern that assures that the pressure on the gasket is uniform.
12. Carefully lift the complete upper assembly up above the Upper Stem and lower it on to the Upper Stem taking care not to cut the O-Rings in the Dome.
13. Turn the Operating Nut in the closed direction until the bottom of the Stand Pipe just touches the flange.
14. Align the hydrant and replace the breaking rings in the original position.
15. Replace the bolts in the breaking rings and close the hydrant tightly
16. Start the nuts on the bolts and tighten the bolts per step 11 except that the torque should be 40 ft-lb.

K81



SPOOL  
INSTALLATION

K-81 EXTENSION STEM INSTALLATION



NOTE:  
1. ALL K81 STEMS  
1.250 DIA

- TOOLS REQUIRED
1. WIRE SCRATCH BRUSH
  2. HAMMER
  3. (2)-8" ADJUSTABLE WRENCH(S)
  4. PLIERS
  5. DRIFT (FOR HOLE ALIGNMENT)

KENNEDY VALVE  
ELMIRA, N.Y. 14901

STEM EXTENSION ASSEMBLY  
K 81 A/D HYDRANT  
STEEL EXTENSION COUPLING

PART CODE #  
A 4-00817P

DWG NO.  
16143

Revision 08

NO	Date	ECN	REVISION
8	09/08	-	MODIFIED INSTRUCTIONS TO MATCH SALES LITERATURE
7	07/06	2702	CLEVIS PIN PART NUMBER 443022P WAS 443010P
6	08/01	-	Further Pictorial Revisions to Illustrate 'Combo' Coupling
5	10/00	2634	Revised for Steel Extension Coupling
4	10/99	BMCR 0113	No Actual Change to Dwg.-Rev Level Chg'd due Unreleased/Incorrect Dwg's
3	7/98	-	Revised to show Post 1998 Clevis Pins with Clevis Pins
2	8/93	N/A	Revised to show Post 1998 Clevis Pins with Clevis Pins
1	6/30	2396	Added 40'-# Note Break Rings Change Illustration to Remove Lost In Ground Line Break

- Hydrants shall be UL listed and FM approved.
- Hydrants shall conform to A.W.W.A. Standard C-502 latest revision and as specified herein.
- Hydrants shall be of the compression type, closing with line pressure.
- Hydrants shall be of the traffic model breakaway type.
- Hydrant cap and stuffing box shall be of a unitized, one piece design creating a water tight cavity without the use of gaskets. The combination of 3 O-Rings to a crimped brass ferrule around the stem shall seal the cavity from contact with water. An alemite fitting shall be supplied for periodic lubrication of the operating threads with grease.
- Operating nut shall be of one piece bronze construction.
- A dirt shield shall be provided to protect the operating mechanism from grit buildup and corrosion due to moisture.
- A thrust washer shall be supplied between the operating nut and stem lock nut to facilitate operation.
- Nozzles shall be of the tamper resistant, 1/4 turn type with O-ring seals and stainless steel retaining screws.
- An O-ring shall be provided to seal between the upper and lower barrels.
- The main valve shall be of synthetic rubber reinforced with steel.
- The seat shall be of a bronze ring threaded to a bronze insert in the hydrant shoe, with O-Rings to seal the drainway and barrel from leakage of water in the shoe.
- Hydrant drain valve shall momentarily force flush with each operation. Drainway shall be of bronze. Drain valve facing shall be of synthetic rubber with a stainless steel retaining pin.
- Hydrants shall be Guardian as manufactured by Kennedy Valve or approved equal.

For all your valve requirements, contact a Kennedy Distributor near you or:

## Kennedy Valve

Division of McWane  
1021 E. Water Street  
Elmira, New York 14902-1516  
607-734-2211 FAX: 800-952-4771

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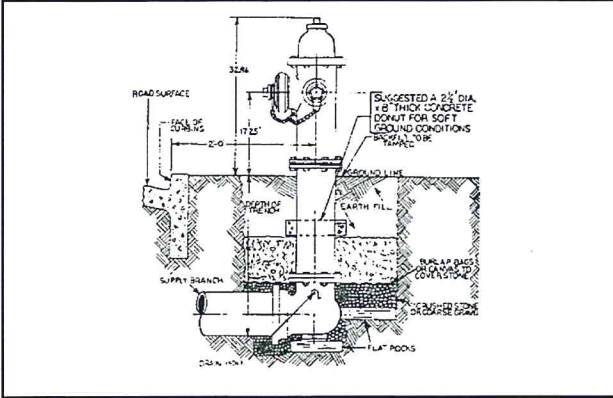


## INSTALLATION

1. When hydrants are received from manufacturer they should be handled carefully to avoid breakage and damage to flanges. Keep hydrants closed until they are installed. Protect stored hydrants from the elements, if possible.

2. Before installation of hydrants clean piping and elbow of any foreign matter.

3. Install hydrants away from the curb line a sufficient distance to avoid damage from or to overhanging vehicles. A setback of 2 ft. from the curb line to the point on the hydrant nearest the curb is recommended. The pumper outlet nozzle should face the street. Make sure that the outlet nozzles are high enough above the ground line for hose attachment and that there are no obstructions to prevent operation.



In setting up a hydrant, the elbow should be placed on a flat stone or other solid foundation. It is good practice to brace the side of the base opposite the inlet to oppose the stress due to pressure tending to force the hydrant off the end of the lateral. Hydrants must be firmly supported underground all around the standpipe, especially where there is no concrete sidewalk to help support them. This is particularly important since the proper working of the Safety Breakable Section in severe impact depends upon unyielding support of the underground standpipe.

4. The bottom and lower part of the hydrant should be surrounded with broken stone or coarse gravel so that water released from the standpipe by the drain valves may escape quickly. The stone-filled area should contain a volume of water at least twice that held by the hydrant barrel.

5. Both drainage stone and earth fill above the stone should be tamped to give firm support to the hydrant barrel.

6. It is recommended practice to install an auxiliary or secondary gate valve in the lateral between the hydrant and the main. This permits inspection and repair of hydrant without shutting down mains. Check the hydrant and auxiliary valve for perpendicular setting.

7. After the hydrant is installed and the line as well as the hydrant have been hydrostatically tested, the hydrant should be flushed and then checked for proper drainage.

A. A nozzle cap should be removed, then the hydrant opened fully. This will flush out any dirt or sediment which may have accumulated during installation.

After the hydrant is flushed, close it, replace the nozzle cap, then open the hydrant again and inspect all joints for leaks. Close the hydrant again, remove a hose cap and/or steamer cap to test your hose thread for proper fit.

B. Before replacing the hose cap and/or steamer cap, check the inside of the hydrant for drainage. This can be accomplished by placing the palm of the hand firmly over the nozzle outlet. Drainage rate should be sufficiently rapid to create a suction.

Note:

In certain areas ground water stands at levels above that of hydrant drains. In such cases it is recommended that hydrant drains be plugged at the time of installation. If drains are plugged, hydrants in service in cold climate areas should be pumped out after usage. Mark such hydrants to indicate the need for pumping out after usage.

## OPERATION

The Guardian hydrant requires a minimum of torque to be operated. It is possible to damage the hydrant by forcing it beyond the limits of the operating nut travel with excessive torque; therefore, the following steps are recommended:

1. CHECK DIRECTION OF OPENING as marked on the dirt shield.
2. TO OPEN, DO NOT FORCE THE HYDRANT IN THE OPENING DIRECTION BEYOND FULL OPEN as indicated by sudden resistance to turning. If water does not flow when the hydrant is open, it is probably due to a closed valve upstream from the hydrant.
3. WHEN USING HYDRANT, hydrant should be opened full. Partially opened hydrant may allow substantial leakage through the drain valves. This may prevent the hydrant from draining properly when it is shut down. Operation of hydrant in this manner over a period of time could also undermine the hydrant and/or the water main.
4. TO CLOSE, turn the operating nut until the valve closes off the flow. Always shut off hydrant slowly. In old water mains where corrosion has taken its toll, or even on new mains where high pressure is maintained, closing the hydrant too rapidly could cause a water hammer resulting in damage to the main.

IT IS NOT NECESSARY to **OPEN** or **CLOSE** the hydrant with great force. When closing the hydrant, the closed position will be evident by a reduction in the effort required to close it. When that position has been reached, back off the operating nut in the opening direction one-quarter turn to take the strain off the operating parts of the hydrant and to make it easier to open the hydrant when needed again.

## MAINTENANCE

It is recommended the hydrant be inspected twice yearly, in the spring and fall. In extremely cold weather it is advisable to inspect hydrant after each use.

Maintenance and adjustments are easy and economical with the Guardian hydrant. All parts which are susceptible to damage or rough treatment can be reached without excavation or expensive equipment. The main valve, seat ring, drain valve, drain valve seat and the stem may all be easily withdrawn and replaced by one man.

Inspection or renewal are practical without disturbing the standpipe, pavement or mains. Inspection should cover the following points:

1. Physical examination noting condition of operating nut, nozzle caps and drains, and general appearance.
2. Use an Aquaphone and listen for leakage through main valve.



3. To check for leakage at seals loosen one hose cap one-half turn. Check ease of operation while fully opening hydrant. When all the air has escaped through the hose cap and the hydrant is full, re-tighten the hose cap and check for leakage at joints, packing or seals, and outlet caps.
4. Close hydrant and remove one nozzle cap. Observe drainage.
5. Open hydrant completely, flush hydrant and observe flow. Care should be taken that the water coming from hydrant will not cause any damage to surrounding area.
6. Close hydrant slowly to insure tight closure.
7. Clean and lubricate all nozzle threads. Replace caps, tighten with spanner wrench, then back off slightly so that the caps will not be excessively tight, but have sufficient frictional resistance to prevent removal by hand.
8. Lubricate stem threads through the Alemite fitting centered in the operating nut (one or two pumps with a grease gun).
9. Clean the exterior of the hydrant and repaint, if necessary.
10. Be sure any auxiliary valves are in the wide open position.
11. Keep complete records on inspection and location of all hydrants in the system.

### PROBLEMS AND SOLUTIONS

Various problems which occur in the field are described below with hints on how to solve them.

**Stem Binding:** Rap the hydrant dome with hammer or spanner wrench. This often will unbind the stem. If stem still binding, loosen dome bolts. Stem should then operate easily. Retighten bolts evenly.

**Poor Drainage:** It is possible dirt or pebbles may have plugged the drain holes. Presence of water or ice standing in barrel can be checked using a plumb bob.

To correct:

1. Screw nozzle caps on tightly to prevent leakage.
2. Open hydrant slowly until you hear water entering barrel of hydrant. This will allow water to enter the hydrant with drain valve in an open position. When enough pressure builds up in the barrel any dirt or foreign objects causing the blockage should be forced out.
3. After a few minutes, resume turning the operating nut until the hydrant is fully opened.
4. Slowly shut off hydrant.
5. Remove one of the nozzle caps.
6. Observe through nozzle port to make sure water in barrel is receding. Drainage should be sufficiently rapid to create a suction if palm of hand is placed over a nozzle outlet during drainage.
7. Check again for seat leakage with the Aquaphone.

**Poor Shutoff:** DO NOT exert extra torque forcing hydrant to close. Trouble may be a stone lodged between the seat and the main valve. Forcing closure may damage the hydrant. Stones or other foreign objects are the usual causes of this problem. To correct this problem, remove one or both nozzle caps and open hydrant fully to flush out any foreign material.

Care should be taken that water coming from hydrant will not cause any damage to surrounding area. Attach a canvas apron if necessary, to direct the flow into the street.

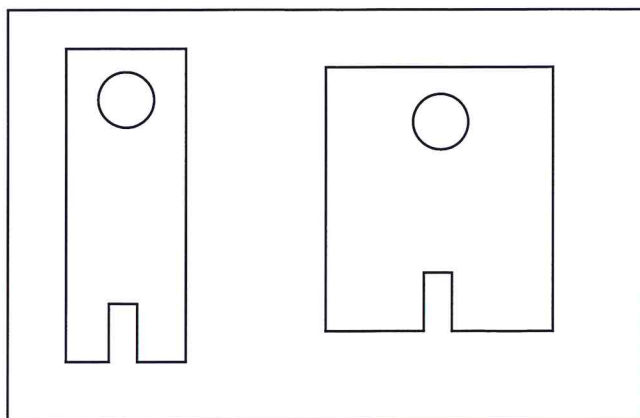
Shut off hydrant slowly until fully closed. Put your ear to nozzle opening to hear if water has stopped coming through main valve.

### REMOVING NOZZLES

In 1982 most Guardian hydrants were changed from threaded (12 T.P.I.) nozzle to 1/4-turn nozzle, designed to provide easy replacement in case of damage. Both hose and steamer nozzles are 1/4-turn, left-hand thread segments, and are secured by a stainless steel retaining screw. 1/4-turn nozzles can be removed without difficulty by following these steps:

Instructions to remove 1/4-turn nozzles:

1. Remove nozzle cap (K-8144).
2. Remove nozzle retaining screw (K-8141) using a 1/4" Hex Allen Wrench and turning counter-clockwise.
3. Insert nozzle removing wrench (K-8148) into nozzle (K-8140) and engage nozzle lugs with slots in wrench.
4. Use a 1" diameter bar to turn the nozzle wrench in a **clockwise\*** direction (right) 1/4-turn and remove the nozzle. Note: Nozzles are held in the upper by segments of a **left-hand** thread.
5. Remove the old nozzle "O"-Ring (K-8145).
6. Inspect the nozzle seating surface in the upper barrel (K-8115) and remove any dirt or sediment.
7. Lubricate the new "O"-Ring and place into upper barrel.
8. Insert new nozzle and use nozzle wrench (K-8148) and 1" diameter bar to turn nozzle approximately 1/4-turn counter-clockwise (left). Turn nozzle so the nozzle retaining screw will clear the shoulder on the upper casting when it is inserted.



NOZZLE-REMOVING TOOLS K-8148

\*Threaded nozzles are removed by turning to the left or counter-clockwise.

9. Check that the nozzle "O"-Ring is compressed evenly.
10. Lubricate the nozzle retaining screw with a Moly-Type grease and thread it into nozzle until it is between flush and up to 1/8" protruding into the inside of the nozzle.
11. Inspect nozzle cap gasket (K-8143) and replace if necessary.
12. Install nozzle cap and tighten.

### EXTENSION OF GUARDIAN HYDRANT FOR RISE IN STREET GRADE

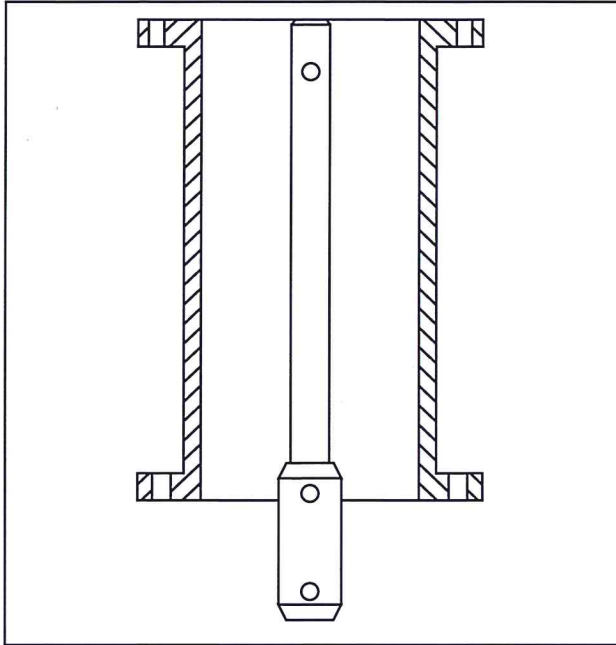
Height extension of the Guardian hydrant to compensate for a raise in street grade is easily accomplished through the use of the Guardian extension kit (K-8150) without any excavation or interruption of water service and without discarding any parts of the existing hydrant. Extensions are available in 6" increments from 6"- to 36"-in length.



The parts supplied with a kit consist of a barrel extension piece and an extension stem of suitable length with all necessary hardware to insert between the upper and lower hydrant sections. The upper barrel and stem sections are connected to the new parts by means of the original standpipe breaking ring and stem coupling.

The entire change can be handled by one man in less than 30 minutes. The new assembly is as rigid and operates as easily as a single piece hydrant.

If the extension increases the overall bury of the hydrant to more than 8 feet, it is strongly recommended that a "deep bury" lower stem be used to minimize chatter.



GRADE EXTENSION KIT K-8150

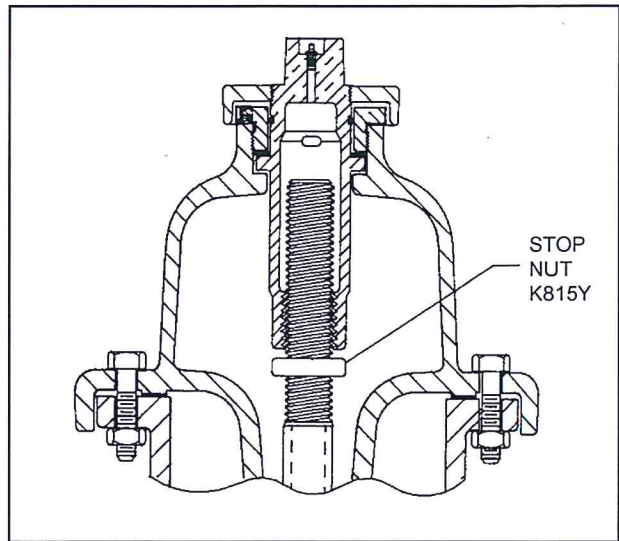
### EXTENSION INSTRUCTIONS

**For hydrants not equipped with Stop Nut on Upper Stem.**

**Stop Nut is furnished on all 4"- and 4-1/2"- Mathews-Guardian Inserts and on Guardian Hydrants where specifications require. See diagram this page.**

1. Remove cap bolts and nuts (K-8108).
2. Remove cap assembly by placing hydrant wrench on the operating nut (K-8102) and turning in direction to open hydrant. Assembly will walk off stem (K-8114).
3. Remove standpipe breaking ring bolts and nuts (K-8118).
4. Remove standpipe breaking rings (K-8119).
5. Lift upper barrel (K-8115) over stem (K-8114).
6. Remove Coupling Pin (K-8122R) from stainless steel lower coupling pin (K-8122R) and remove pin from the coupling (K-8116).
7. Remove upper stem section with coupling (K-8114 & K-8116).
8. Remove extension stem and coupling from kit (K-8150) and fasten stem to coupling with allen socket head coupling pin provided (K-8150 kit).
9. Place extension stem with coupling (K-8150 kit) on lower stem section (K-8123). Line up pin holes and fasten with allen socket head coupling pin provided (K-8150 kit).

10. Place fiber gasket (K-8150 kit) on lower barrel flange.
11. Place extension spool over stem and fasten with bolts and nuts provided (K-8150 kit).
12. Place upper stem section with breaking coupling (K-8114 & K-8116) on extension stem, line up pin holes, insert stainless steel lower coupling pin and fasten with Clevis Pin.
13. Check "O"-Ring (K-8120) on lower flange of upper barrel. If damaged, replace with new "O"-Ring provided (K-8150 kit).
14. Place upper barrel section (K-8115) over stem and orient nozzles in proper position.
15. Replace standpipe breaking rings (K-8119).
16. Insert bolts and nuts (K-8118) and tighten evenly to 30-45 Ft.-Lbs.
17. Check gasket at hydrant cap flange. If damaged, replace with fiber gasket provided (K-8150 kit).



GUARDIAN WITH STOP NUT K-8154  
STOP NUT REMOVAL WRENCH K-8155  
AVAILABLE UPON REQUEST

18. Place cap assembly (K-8107) over hydrant stem carefully so as not to damage "O"-Rings (K-8111) and turn in direction to close hydrant. Insert two cap bolts (K-8108) to align flanges and draw down until snug.
19. Replace cap bolts and nuts (K-8108) and tighten.
20. Cycle hydrant to test for leaks or binding.

### DIRECTIONS FOR REPAIRING BREAKING COUPLINGS ON K-81A, K81AD, K81AW HYDRANTS

**For hydrants not equipped with Stop Nut on Upper Stem. Stop Nut is furnished on all 4"- and 4-1/2"- Mathews-Guardian Inserts and on Guardian Hydrants where specifications require. See diagram-page 5.**

1. Remove broken stem breaking coupling and standpipe breaking rings.
  - A. Remove the broken stem breaking coupling (Item K-8116) from the lower stem and remove the lower coupling.

- B. With a socket wrench, remove the bolts (Item K-8118) holding the broken standpipe breaking rings (Item K-8119) pieces and remove the pieces. Lay the hydrant upper on the ground.
2. Remove stem from hydrant upper.
  - A. Unscrew the upper stem (Item K-8114) from the operating nut (Item K-8102) by holding the stem stationary and turning the operating nut in the direction to open.
  - B. Remove broken upper stem breaking coupling (Item K-8116) and the upper coupling pin.
3. Install new stem coupling.
  - A. Place the new stem breaking coupling (K-8149 kit) on the upper stem and secure with the upper coupling pins provided (K-8149 kit).
  - B. Slide the upper stem and coupling assembly over the lower stem. Push in the lower coupling clevis pin and fasten with the bridge pin.
4. Remove the cap from hydrant upper.
  - A. Place the hydrant upper barrel (Item K-8115) on cardboard or other clean surface.
  - B. With a socket wrench, remove the bolts (Item K-8108) holding the cap (Item K-8107) to the upper barrel and remove cap.
5. Reassemble hydrant.
  - A. Check the "O"-Ring (Item K-8120) on the bottom of the hydrant upper barrel. Replace if damaged (K-8149 kit).
  - B. Set the hydrant upper barrel over the stem and orient the nozzles in the direction required.
  - C. Place the breaking rings on the lower barrel (Item K-8124) flange and around the upper barrel. Replace the bolts in the breaking rings and finger tight.
  - D. Replace the hydrant cap gasket (Item K-8109) (K-8149 Kit) and lower the cap over the stem. (Be careful not to damage the "O"-Rings (Item K-8111) in the cap.) Start the upper stem into the operating nut by turning the operating nut in the direction to close. Turn until the cap is seated on the upper barrel.
  - E. Replace the cap bolts (Item K-8109) and tighten.
  - F. Tighten the breaking rings bolts (Item K-8118) evenly to 30-45 Ft./Lb.

NOTE: CHECK FOR FREE OPERATION BY CYCLING THE HYDRANT FROM FULLY OPEN TO FULLY CLOSED.

## DESCRIPTION: COLLISION REPAIR KIT – K81A, K81AD, K81AW

5-1/4"-ITEM #1-58008

4-1/2"-ITEM #1-58007

DESCRIPTION	QUANTITY
Stem breaking coupling	1
Breaking ring	2
Flange seal "O"-Ring	1
Gasket hydrant cap	1
Coupling Pin	2
Screw hex head plated 1/2" x 2-3/4"	8
Nut finished hex plated 1/2"	8
Instruction Sheet	1

### PROPER TOOLS REQUIRED

Figure 111 spanner wrench with proper sized operating nut opening	1
Hammer	1
Pliers	1
3/8"- or 1/2"-drive ratchet with 3/4"-socket	1

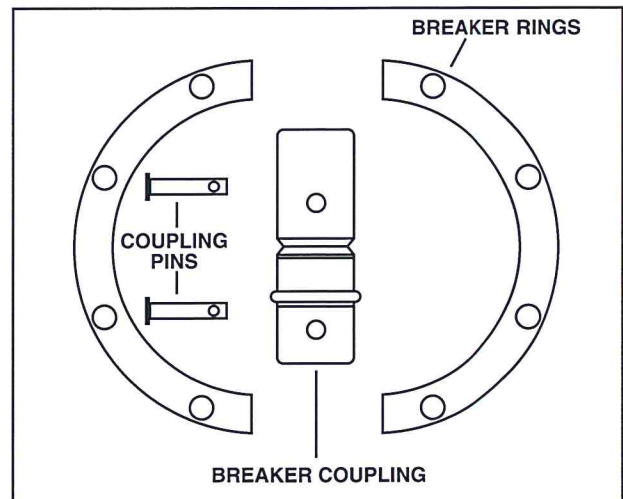
### AND

3/4"-open or box end wrench	1
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### OR

3/4"-open or box end wrenches	2
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### DIRECTIONS FOR USING HYDRANT SEAT



COLLISION REPAIR KIT K-8149

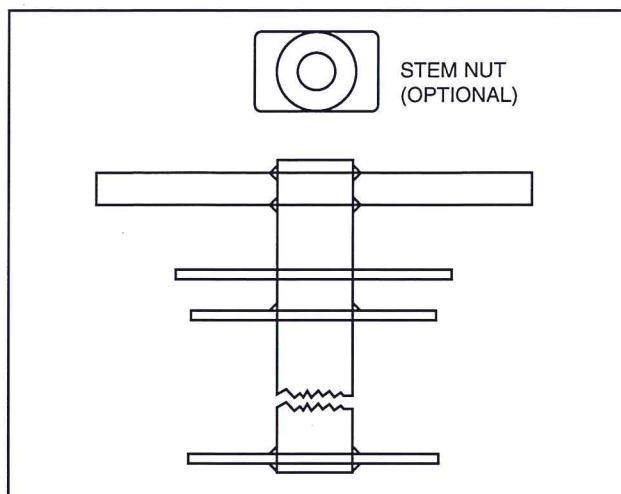
### REMOVING WRENCH ON GUARDIAN HYDRANT

For hydrants not equipped with Stop Nut on Upper Stem. Stop Nut is furnished on all 4"- and 4-1/2"- Mathews-Guardian Inserts and on Guardian Hydrants where specifications require. See diagram-page 5.

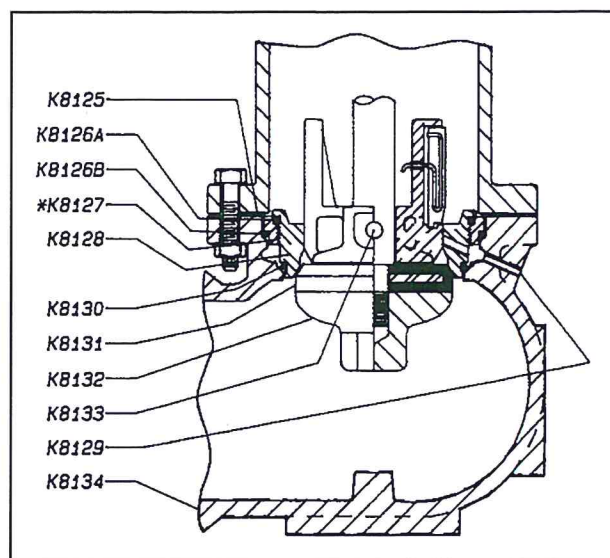
1. Shut off Water Supply.
  - A. Shut off water supply to hydrant by closing the gate valve controlling flow of water to the hydrant. Remove a nozzle cap and open the hydrant a maximum of three turns. Remember, for operator safety, remove the nozzle cap before opening the hydrant.



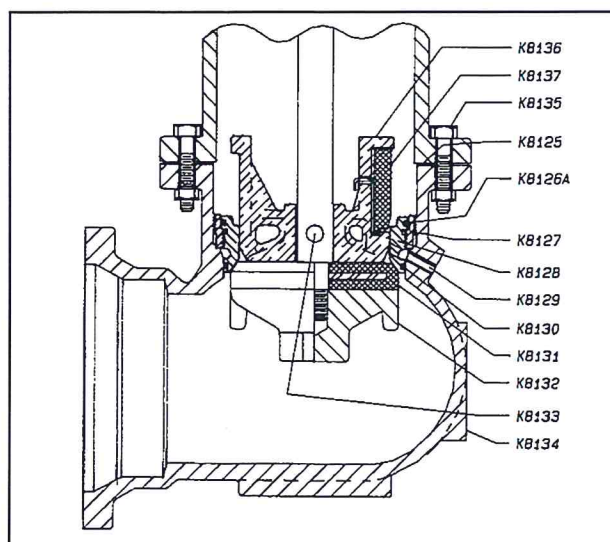
2. Removal of Hydrant Cap.
  - A. With a socket wrench, take out the bolts (K-8108) holding the cap (K-8107).
  - B. Turn the operating nut (K-8102) in the direction to open and hold the cap to keep it from rotating as the operating nut unscrews and lifts the cap. Turn until the operating nut walks off the stem (K-8114).
  - C. Lift the cap straight up and off. Take care not to damage the "O"-Rings (K-8111) in the lower part of the cap.
3. Removal of Stem and Drain Valve Assembly
  - A. Slide the seat removing wrench (K-8147) over the stem and down into the upper barrel (K-8115). Thread the seat removing stem nut (K-8147) on to the stem.
  - B. Turn the wrench while tightening the nut to align it with the stem breaking coupling (K-8116). This will allow the coupling to be drawn into the wrench.
  - C. Lift on the wrench, to pull the drain valve (K-8136) firmly into the seat ring (K-8128) and turn the wrench counter-clockwise to unscrew the seat ring.
  - D. Lift the entire drain valve and stem assembly, with the seat ring and seat removing wrench, out of the standpipe. Do not allow the seat ring to rub against the lower.
  - E. Inspect to be sure "O"-Rings (K-8126A and K-8130) are not in the standpipe.
4. Inspect and Replace, if Necessary, Hydrant Components.
5. Reassemble Hydrant.
  - A. Place the seat ring, stem, breaking coupling and hydrant drain valve as a unit into the wrench. Check to assure "O"-Rings (K-8126A and K-8130) are in place. Engage the wrench (K-8147) on the stem breaking coupling and tighten.
  - B. Insert this assembly into the barrel and lower slowly and carefully to avoid damaging the o-rings.
  - C. Turn the wrench one full turn counter-clockwise to line up the threads to prevent cross-threading. Then turn clockwise to tighten the seat ring. Tighten to 100 Ft.-Lbs. +100/-0 Ft.-Lbs.



SEAT REMOVING WRENCH K-8147



GUARDIAN 4 1/2"



GUARDIAN 5 1/4"  
Old Style Drain Valve & Bottom Plate

- D. Remove the wrench.
- E. Lower the cap assembly onto the stem carefully so as not to damage "O"-Rings and turn the operating nut in the direction to close the hydrant, until the cap seats on the barrel, align the bolt holes in the cap and bolt to the barrel.
- F. Close the hydrant and open the gate valve controlling flow of water to the hydrant.
- G. Cycle hydrant to check for free operation.
- H. Close hydrant, wait for hydrant to drain, then reinstall nozzle cap and tighten.





# Kennedy Valve

## GUARD YOUR WATER SYSTEM FROM ACCIDENT OR ATTACK

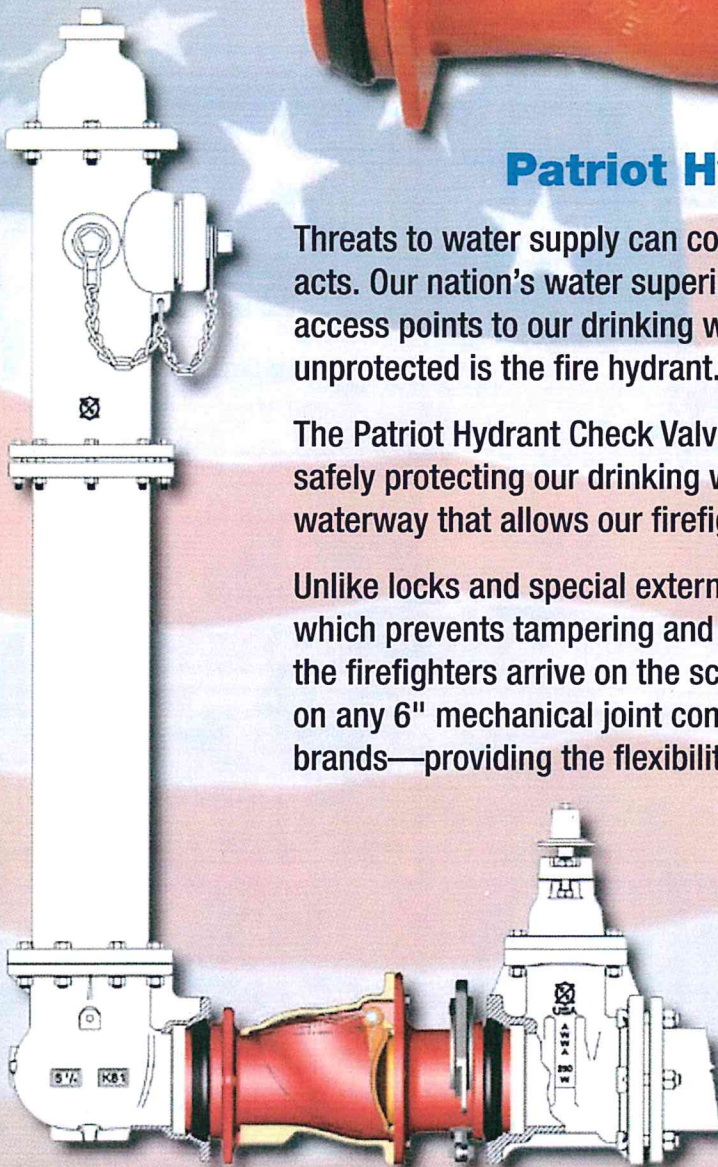


### Patriot Hydrant Check Valve

Threats to water supply can come from either accidental or deliberate acts. Our nation's water superintendents have safeguarded nearly all of the access points to our drinking water. At this time one critical access point left unprotected is the fire hydrant.

The Patriot Hydrant Check Valve prevents reverse flow through the fire hydrant, safely protecting our drinking water while providing a full port unobstructed waterway that allows our firefighters the water they need when they need it.

Unlike locks and special external devices, the Patriot is installed underground which prevents tampering and allows the hydrant to be operated the moment the firefighters arrive on the scene. The Patriot check valve can be installed on any 6" mechanical joint connection, ensuring compatibility with all hydrant brands—providing the flexibility and cost effectiveness you demand.



Updated 02/14/12

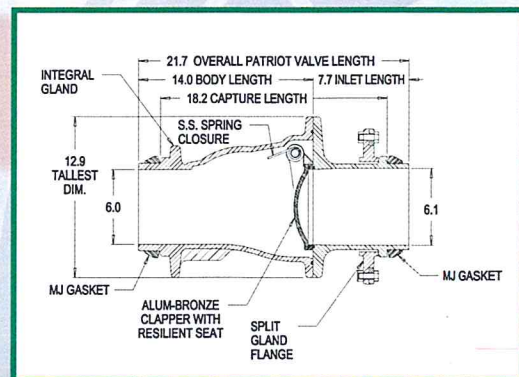
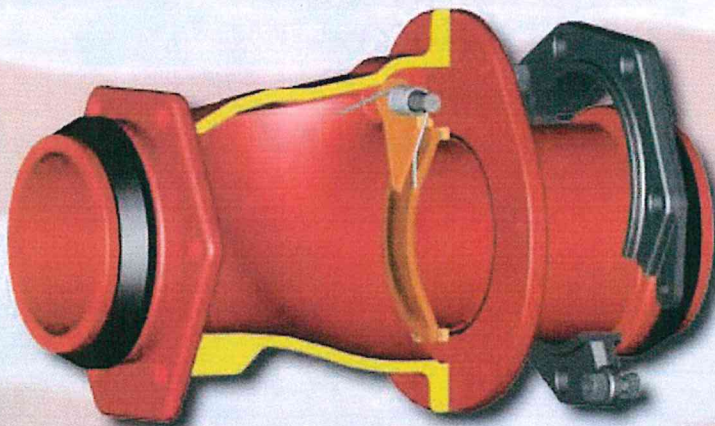


# Kennedy Valve



# Specifications

1. The Patriot Fire Hydrant Check Valve shall be manufactured to all of the testing and performance standards of AWWA C508 and AWWA C550. The Check Valve shall be designed for 250 PSI working pressure and tested to 500 PSI hydrostatic pressure.
2. The Check Valve shall be a stand alone unit able to be positively restrained to any 6" mechanical joint fire hydrant shoe.
3. The Check Valve shall be ductile iron ASTM Standard A536 (70-50-5), with NSF approved fusion bonded epoxy coating (interior/exterior).
4. The Check Valve shall be lead free, with no exposed lead bearing surfaces.
5. The Check Valve shall have an unobstructed waterway. No reduction of port or redirection of flow will be allowed.
6. The seat shall be retained via a double dove tail o-ring retaining groove design to ensure a positive seal.
7. The Check Valve shall incorporate integral positive restraint connections that maintain a restrained connection between the fire hydrant and the gate valve.
8. The Check Valve shall incorporate a stainless steel spring that hastens positive closure and prevents water hammer.
9. All fasteners shall be 304 stainless steel and all interior rubber components shall be EPDM rubber.
10. The Check Valve shall be produced with no less than 80% post consumer recycled content while being cast, manufactured, assembled and tested in the United States of America.



**Kennedy Valve**

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Web Site: [www.kennedyvalve.com](http://www.kennedyvalve.com) Updated 02/14/12





## **Kennedy Valve**

A DIVISION OF McWANE, INC.

[www.kennedyvalve.com](http://www.kennedyvalve.com)

2009

1021 E. Water Street • Elmira, New York 14901  
P.O. Box 981

PHONE: (607) 734-2211 • FAX: 1-800-952-4771

*Updated 02/14/12*





**Bid Number 50 - 00120069**

**TWO (2) YEAR CONTRACT FOR A SUPPLY OF REPLACEMENT FIRE  
HYDRANT INSERTS ON AN AS NEEDED BASIS FOR THE JEFFERSON  
PARISH DEPARTMENT OF ENGINEERING**

**BID DUE: August 3, 2017, 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: Melissa Ovalle  
Buyer Email: [movalle@jeffparish.net](mailto:movalle@jeffparish.net)  
Buyer Phone: (504) 364-2687**



# 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.



## **Fire Hydrant Inserts Contract**

### **Specifications for Bid 50-00120069**

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

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

#### **Contract Terms:**

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

#### **Warranty:**

Fire hydrant inserts shall have a minimum warranty period of twelve (12) months (from the date of delivery) against defects in materials and workmanship. Nationally published warranty statements may be required of bidder(s) for their product(s). Upon Request prior to award, bidder(s) will be required to submit said warranty statements.

#### **General Specifications:**

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

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

**All pertinent technical specifications and literature shall be included with the bid. Failure to submit with bid submission will result in the bid being considered non-responsive and rejected.**

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

**Technical Specifications:**

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

DATE: 7/19/2017

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00120069

## JEFFERSON PARISH

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

BUYER: MOVALLE@jeffparish.net

**BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053 UNTIL 2:00 PM, 8/03/2017 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)**



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 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. 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-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.
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.