



**Bid Number 50 - 00133666**

**ONE TIME PURCHASE OF ONE HUNDRED AND SIXTY-FIVE (165) TITANIUM LED STEP LIGHTS AND ALL OTHER INCIDENTALS FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES**

**March 11, 2021 @ 2:00 P.M.**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received on the Purchasing Department's eProcurement site, [www.jeffparishbids.net](http://www.jeffparishbids.net), by the bid due date and time.**

**Buyer Name: DONNA M EVANS  
Buyer Email: DMEVANS@JEFFPARISH.NET  
Buyer Phone: 504-364-2691**

DATE: 2/24/2021

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BID NO.: 50-00133666

**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

30 Days ARO

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

n/a

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

FIRM NAME: Pro-Line Procurement Services LLC

ADDRESS: 5503 Patsy Anne Dr

CITY, STATE: Jacksonville FL

ZIP: 32207

TELEPHONE: (904) 503-3658

FAX: ( )

EMAIL ADDRESS: shon.clemons@proline-procurement.com

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

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

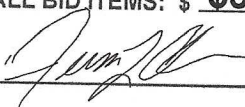
NUMBER: \_\_\_\_\_

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

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

TOTAL PRICE OF ALL BID ITEMS: \$ \$56,500.00

AUTHORIZED

SIGNATURE: 

Jermaine LaShon Clemons

Printed Name

TITLE: Chief Procurement Specialist

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.

DATE: 2/24/2021

## INVITATION TO BID FROM JEFFERSON PARISH - continued

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BID NO.: 50-00133666

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	ORD	<p>ONE TIME PURCHASE OF ONE HUNDRED AND SIXTY-FIVE (165) TITANIUM LED STEP LIGHTS AND ALL OTHER INCIDENTALS FOR THE JEFFERSON PARISH DEPARTMENT OF GENERAL SERVICES</p> <p>0010 - PROVIDE ALL MATERIALS, DELIVERY, SHIPPING CHARGES, AND ALL OTHER INCIDENTALS NECESSARY TO PROVIDE THE FOLLOWING:</p> <p>* ONE HUNDRED AND SIXTY FIVE (165) TIVOLI MODEL ST-AM-AM-B ALL BLACK SOFT STEP II 12 VOLT TITANIUM LED STEP LIGHTS.</p> <p>* ONE HUNDRED AND EIGHTY (180) 10.1 OUNCE TUBES OF TIVOLI EXTRUSION ADHESIVE.</p> <p>* FOUR (4) TIVOLI MODEL INF-J-300-5-12 INFINITY DRIVERS</p> <p>*** VENDOR WILL BE RESPONSIBLE FOR TAKING EXACT MEASUREMENTS.</p> <p>NEEDED FOR LIGHTED BULLNOSE ON STAIRS INSIDE THE THEATER AT THE JEFFERSON PERFORMING ARTS CENTER.</p> <p>REF NO. 11606 20</p> <p>ORDERED BY/FOR: E.ROMAIN</p> <p>SPECIFICATIONS ATTACHED</p> <p>SHIP TO: J.P. GENERAL SERVICES ATTN: ERIC ROMAIN JEFFERSON PERFORMING ARTS CTR. 6400 AIRLINE DRIVE METAIRIE, LA 70003</p>	\$56,500.00	\$56,500.00



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

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

*Instruction sheet may be omitted when submitting the affidavit*

Non-Public Works Bid

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: \_\_\_\_\_  
Jermaine LaShon Clemons, (Affiant) who after being by me duly sworn, deposed and said that  
he/she is the fully authorized Owner of Pro-Line Procurement Services LLC (Entity),  
the party who submitted a bid in response to Bid Number 50-00133189, 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 X 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.

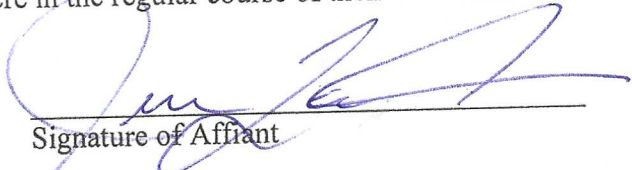
Choice B   X   There are NO debts which would require disclosure under Choice A of this section.

Affiant further said:

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

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

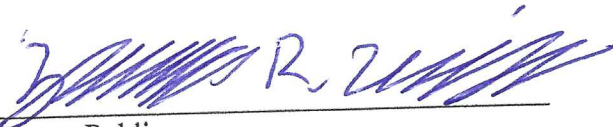
That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection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

  
Signature of Affiant

**Jermaine LaShon Clemons**

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME  
ON THE 2<sup>nd</sup> DAY OF March, 2021.

  
Notary Public

Zachary R. Wilson  
Printed Name of Notary

44088477  
Notary/Bar Roll Number



**ZACHARY R. WILSON**  
Commission # HH 088477  
Expires February 3, 2025  
Bonded Thru Budget Notary Services

My commission expires 02/03/2025.