

see 8/16 @ 11:00 AM



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000123923 ONE TIME PURCHASE OF DEODORANT BLOCKS FOR  
JEFFERSON PARISH SEWERAGE DEPARTMENT.**  
Jefferson Parish Government

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

13-Aug-2018 10:58:42 AM



**Bid Number 50 - 123923**

One time purchase of deodorant blocks for Jefferson Parish Sewerage Department.

**August 16, 2018 AT 11:00 AM**

**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  
Donna Reamey  
Dreamey@Jeffparish.net  
504-364-2684**

DATE: 8/13/2018

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00123923

**JEFFERSON PARISH**

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

VENDOR:

BUYER: DREAMY@jeffparish.net

Bids will be received until 11:00 AM, 8/16/2018 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net) or by hand delivery, USPS mail or other courier service to Purchasing Department, 200 Derbigny Street (General Government Building), Suite 4400, Gretna, LA 70053. 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 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. A copy of these resolutions 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 [purchasing.jeffparish.net](http://purchasing.jeffparish.net) and clicking on On-line forms.

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.

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. 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. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

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

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 as appropriate and a written response will be provided as soon as possible.

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in the quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

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 warranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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.

All formal Addenda require written acknowledgment 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.

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.

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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS****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>.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

13

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(l), 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. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Prior to contract executions/purchase order issuance, the successful bidder will be required to provide final insurance certificates which shall name Jefferson Parish as an additional insured in accordance with the instructions in the aforementioned "Standard Insurance Requirements" sheet.
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.

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.

DATE: 8/13/2018

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00123923

**JEFFERSON PARISH**

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

VENDOR:

BUYER: DREAMEY

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order 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 at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

10 WORKING

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK

10 WORKING

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK

10 WORKING

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: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 12-0991128

*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***	
FIRM NAME: <u>Economical Janitorial AND Paper Supplies LLC</u>	
SIGNATURE: (Must be signed here) <u>Suzie Migliore</u>	TITLE: <u>PRESIDENT</u>
PRINT OR TYPE NAME: <u>Suzie Migliore</u>	
ADDRESS: <u>P.O. Box 23607</u>	
CITY, STATE: <u>NEW ORLEANS LA.</u>	ZIP: <u>70183-3607</u>
TELEPHONE: <u>504 464-7166 x3110</u>	FAX: <u>504 465-9563</u>
EMAIL ADDRESS: <u>Suzie@economicaljanitorial.com</u>	

TOTAL PRICE OF ALL BID ITEMS: \$ 2678.76

DATE: 8/13/2018

Page: 5

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00123923

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	84.00	EA	ONE TIME PURCHASE OF DEODORANT BLOCKS FOR JEFFERSON PARISH SEWERAGE DEPARTMENT  0010 Deodorant block paradichlorobenzene 20 lb, with mesh hanger, cherry, Fresh Products no. 2-1-20-C-F (0484990)	31.89 Big D BD-990 20#	2678.76

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/15/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>J Smith Lanier &amp; Co-Lexington</b> <b>Marsh &amp; McLennan Agency, LLC</b> <b>P O Box 2030</b> <b>Lexington, KY 40588</b>		<b>CONTACT NAME:</b> Brenda Stickrod <b>PHONE (A/C, No, Ext):</b> 800-796-3567 <b>FAX (A/C, No):</b> 859-254-8020 <b>E-MAIL ADDRESS:</b>	
<b>INSURED</b> <b>Economical Janitorial &amp; Paper Supplies</b> <b>P. O. Box 23607</b> <b>New Orleans, LA 70183</b>		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A :</b> Zurich American Insurance Compa <b>INSURER B :</b> Travelers Property Casualty Co. <b>INSURER C :</b> <b>INSURER D :</b> <b>INSURER E :</b> <b>INSURER F :</b>	<b>NAIC #</b> <b>16535</b> <b>25674</b>      

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GLO435382706	01/01/2018	01/01/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BAP435382806	01/01/2018	01/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000			ZUP91M2462218NF	01/01/2018	01/01/2019	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC435382606	01/01/2018	01/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

Bid #5000123923

The Jefferson Parish, its Districts, Departments and Agencies under the direction of the Parish President and the Parish Council are included as additional insured as per written contract but only with respects to the auto liability and general liability insurance and subject to the provisions and limitations of the policy.

## CERTIFICATE HOLDER

## CANCELLATION

Jefferson Parish Purchasing  
 Department  
 200 Derbigny Street, Suite 400  
 Gretna, LA 70053

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# **ECONOMICAL JANITORIAL & PAPER SUPPLIES, INC.**

---

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

August 14, 2018

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

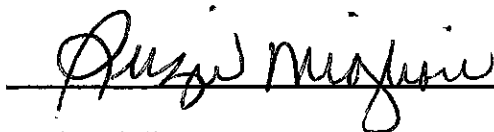
A special meeting of the Board of Directors was called on Tuesday, August 14, 2018 at the offices of Economical Janitorial & Paper Supplies, LLC located at:

1420 Sams Avenue  
Suite F  
Harahan, LA 70123

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

The purpose of this meeting was to authorize Suzie Migliore, President of Economical Janitorial & Paper Supplies, LLC to bid Sealed Bid 5000123923 One Time Purchase of Deodorant Blocks for Jefferson Parish Sewerage Department for Jefferson Parish Government..

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

A handwritten signature in cursive script, reading "Suzie Migliore", is written over a horizontal line.

Suzie Migliore



# JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni  
Parish President

Renny Simno  
Director

July 2018

## 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.
- **Proof of insurance in the form of a current certificate evidencing coverages is required with bid submission.** Bidders must read the insurance requirements attachment included in each bid package for specific instructions. Upon contract execution, successful bidder must produce final insurance certificates in accordance with Jefferson Parish insurance requirements.

**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.

Joseph S. Yenni Building ~ 1221 Elmwood Park Blvd., Ste. 404, Jefferson, LA 70123

Office 504.364.2678

General Government Bldg. ~ 200 Derbigny St ~ Suite 4400 - Gretna, LA 70053

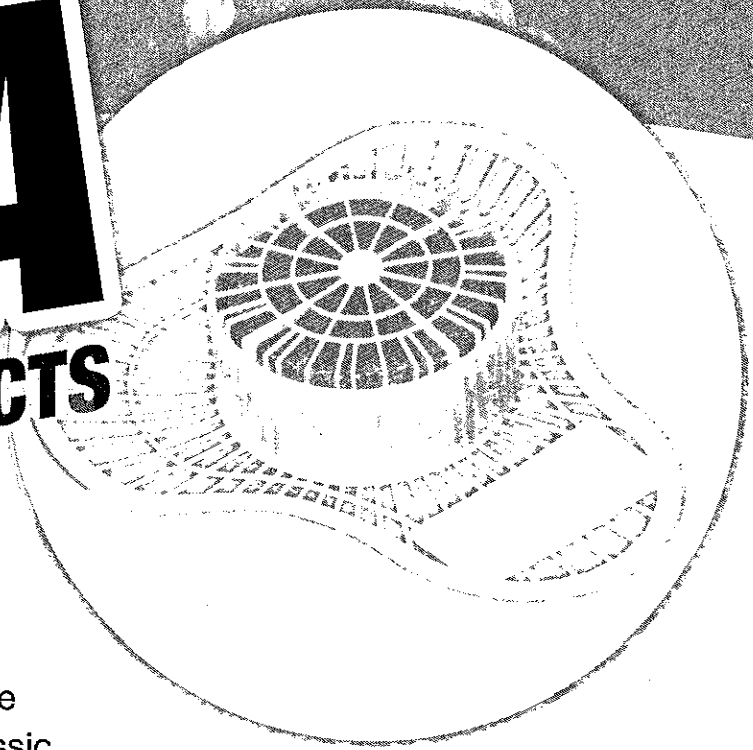
Office 504.364.2678

Email: [Purchasing@jeffparish.net](mailto:Purchasing@jeffparish.net) Website: [www.jeffparish.net](http://www.jeffparish.net)

#1

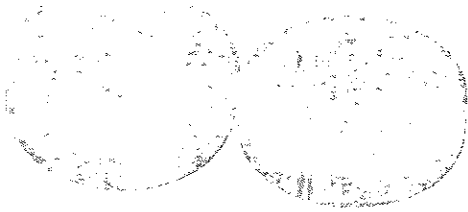
# PARA

## RESTROOM PRODUCTS

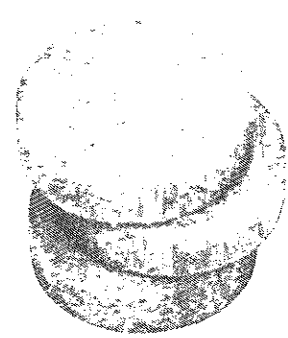


**PARA RESTROOM PRODUCTS** are made of 100% pure paradichlorobenzene and BIG D® deodorants. Para is the classic, highly effective and economical deodorizer with the sweet cherry scent. All blocks are air-soluble, so their performance is not affected by water. All blocks are individually wrapped for freshness.

NOTE: Paradichlorobenzene products are not for sale in some states.



**PARA URINAL TOSS BLOCKS** eliminate all odors on contact. Available in two sizes, 3 oz. or 4 oz.



### 3 OZ. PARA URINAL TOSS BLOCK

PRODUCT NO.	FRAGRANCE
903	Cherry

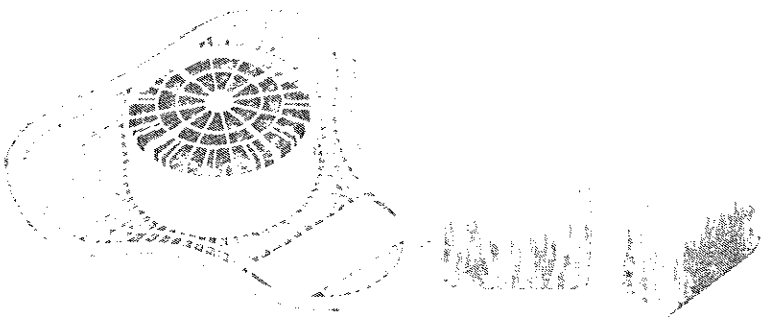
Packed 12 per shipping carton - Weight 2.5 lbs.  
12 cartons per shipping case - Weight 30 lbs.

### 4 OZ. PARA URINAL TOSS BLOCK

PRODUCT NO.	FRAGRANCE
900	Cherry

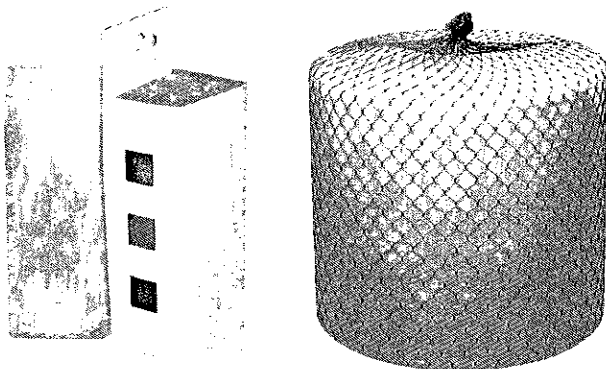
Packed 12 per shipping carton - Weight 4 lbs.  
12 cartons per shipping case - Weight 50 lbs.

#1

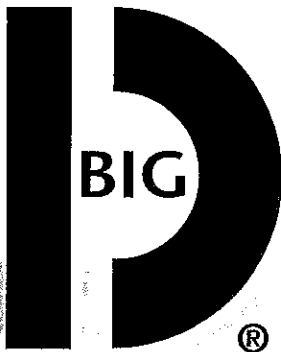


**URINAL SCREENS WITH PARA BLOCK** protect the urinal from debris while deodorizing. Flushes will not affect the life of the block. Available in two sizes, 3 oz. or 4 oz.

**TOILET BOWL RIM HANGERS WITH PARA BLOCK** fit all toilets. They can also be used over the edge of a trash can to eliminate odors.



**PARA WALL BLOCKS** are effective and economical space deodorants. For best results, hang carton above door. Hang-up carton included in each case.



**BIG D INDUSTRIES, INC.**  
PO Box 82219  
Oklahoma City, OK 73148  
1-800-654-4752  
[www.bigdind.com](http://www.bigdind.com)

**URINAL SCREEN WITH 3 OZ. PARA BLOCK**

**PRODUCT NO. FRAGRANCE**  
930 Cherry

Packed 12 per shipping carton - Weight 4.5 lbs.

**URINAL SCREEN WITH 4 OZ. PARA BLOCK**

**PRODUCT NO. FRAGRANCE**  
950 Cherry

Packed 12 per shipping carton - Weight 5 lbs.

**TOILET BOWL RIM HANGER WITH 4 OZ. PARA BLOCK**

**PRODUCT NO. FRAGRANCE**  
960 Cherry

Packed 12 per shipping carton - Weight 3.3 lbs.  
12 cartons per shipping case - Weight 39 lbs.

**16 OZ. PARA WALL BLOCK WITH HANG-UP CARTON**

**PRODUCT NO. FRAGRANCE**  
970 Cherry

Packed 6 per shipping case - Weight 6 lbs.

**24 OZ. PARA WALL BLOCK WITH HANG-UP CARTON**

**PRODUCT NO. FRAGRANCE**  
980 Cherry

Packed 6 per shipping carton - Weight 9 lbs.



**20 LB. PARA WALL BLOCK**

**PRODUCT NO. FRAGRANCE**  
990 Cherry

Packed 1 per shipping case - Weight 21 lbs.



## Safety Data Sheet

### big D Para Products

#### SECTION 1. IDENTIFICATION

**Product Identifier** big D Para Products  
**Other Means of Identification** 900, 903, 930, 950, 960, 970, 980, 317500 & 990  
**Other Identification** Para Product  
**Product Family** Dry Deodorants  
**Recommended Use** Dry Deodorants.  
**Restrictions on Use** None known.  
**Manufacturer** Big D Industries, Inc., 5620 SW 29th St, Oklahoma City, OK, 73179, 405 682 2541, BigDInd.com  
**Emergency Phone No.** Big D Industries, 405 682 2541, 8-4:30 Monday-Friday  
**SDS No.** 0277  
**Date of Preparation** August 10, 2015

#### SECTION 2. HAZARDS IDENTIFICATION

##### GHS Classification

Serious eye damage/eye irritation - Category 2A; Carcinogenicity - Category 2; Aquatic hazard (Acute) - Category 1; Aquatic hazard (Chronic) - Category 1

##### GHS Label Elements



Signal Word:  
Warning

H319 Causes serious eye irritation.  
H351 Suspected of causing cancer.  
H400 Very toxic to aquatic life.  
H410 Very toxic to aquatic life with long lasting effects.

##### Precautionary Statement(s):

P280 Wear protective gloves/protective clothing/eye protection/face protection.  
P281 Wear personal protective equipment/face protection.  
P273 Avoid release to the environment.  
P305 + P351 + P338 IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.  
P405 Store locked up.  
P501 Dispose of contents/container in accordance with local, regional, national and international regulations.

Product Identifier: big D Para Products  
SDS No.: 0277  
Date of Preparation: August 10, 2015

### SECTION 3. COMPOSITION/INFORMATION ON INGREDIENTS

Mixture:

Chemical Name	CAS No.	%	Other Identifiers
1,4-Dichlorobenzene	106-46-7	99.9	
Fragrance	No CAS	.001	

### SECTION 4. FIRST-AID MEASURES

#### First-aid Measures

##### Inhalation

Move to fresh air. Get medical advice/attention if you feel unwell or are concerned.

##### Skin Contact

Get medical advice/attention if you feel unwell or are concerned.

##### Eye Contact

Rinse the contaminated eye(s) with lukewarm, gently flowing water for 5 minutes, while holding the eyelid(s) open.

##### Ingestion

Get medical advice/attention if you feel unwell or are concerned.

##### First-aid Comments

Get medical advice/attention if you feel unwell or are concerned.

#### Most Important Symptoms and Effects, Acute and Delayed

None known.

#### Immediate Medical Attention and Special Treatment

##### Special Instructions

Not applicable.

##### Medical Conditions Aggravated by Exposure

None known.

### SECTION 5. FIRE-FIGHTING MEASURES

#### Extinguishing Media

##### Suitable Extinguishing Media

Carbon dioxide, dry chemical powder, appropriate foam, water spray or fog.

##### Unsuitable Extinguishing Media

None known.

#### Specific Hazards Arising from the Chemical

Can ignite if strongly heated.

In a fire, the following hazardous materials may be generated: irritating chemicals; very toxic chemicals.

#### Special Protective Equipment and Precautions for Fire-fighters

Toxic gases or vapours.

Chemical protective clothing (e.g. chemical splash suit) and positive pressure SCBA may be necessary.

### SECTION 6. ACCIDENTAL RELEASE MEASURES

#### Personal Precautions, Protective Equipment, and Emergency Procedures

Use the personal protective equipment recommended in Section 8 of this safety data sheet. Increase ventilation to area or move leaking container to a well-ventilated and secure area.

#### Environmental Precautions

Product Identifier: big D Para Products

SDS No.: 0277

Date of Preparation: August 10, 2015

It is good practice to prevent releases into the environment. If the spill is inside a building, prevent product from entering drains, ventilation systems and confined areas.

#### Methods and Materials for Containment and Cleaning Up

Review Section 7 (Handling) of this safety data sheet before proceeding with clean-up.

## SECTION 7. HANDLING AND STORAGE

#### Precautions for Safe Handling

When handling concentrated product: avoid repeated or prolonged skin contact. Do not get in eyes, on skin or on clothing. Avoid generating dusts.

#### Conditions for Safe Storage

Store in an area that is: cool, well-ventilated, out of direct sunlight and away from heat and ignition sources.

## SECTION 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

#### Control Parameters

Chemical Name	ACGIH TLV®		OSHA PEL		AIHA WEEL	
	TWA	STEL	TWA	Ceiling	8-hr TWA	TWA
1,4-Dichlorobenzene	60 mg/m3		450 mg/m3			

#### Appropriate Engineering Controls

General ventilation is usually adequate.

#### Individual Protection Measures

##### Eye/Face Protection

Not required but it is good practice to wear safety glasses or chemical safety goggles.

##### Skin Protection

Not required, if used as directed.

##### Respiratory Protection

Not usually required when working with small quantities.

## SECTION 9. PHYSICAL AND CHEMICAL PROPERTIES

#### Basic Physical and Chemical Properties

Appearance	Colourless white crystalline crystals.
Odour	Aromatic (1,4-Dichlorobenzene)
Melting Point/Freezing Point	129 °F (54 °C) (melting)
Initial Boiling Point/Range	345 °F (174 °C)
Flash Point	151 °F (66 °C) (1,4-Dichlorobenzene)
Flammability (solid, gas)	Not applicable
Upper/Lower Flammability or Explosive Limit	5.9% (1,4-Dichlorobenzene) (upper); 1.7% (1,4-Dichlorobenzene) (lower)
Solubility	79 mg/L in water; Highly soluble in common organic solvents.
Auto-ignition Temperature	1184 °F (640 °C)
<b>Other Information</b>	
Physical State	Solid
Bulk Density	0.078 lb/ft3 (0.001 kg/L)

## SECTION 10. STABILITY AND REACTIVITY

#### Reactivity

Not reactive under normal conditions of use.

Product Identifier: big D Para Products  
SDS No.: 0277  
Date of Preparation: August 10, 2015

**Chemical Stability**

Normally stable.

**Possibility of Hazardous Reactions**

None expected under normal conditions of storage and use.

**Conditions to Avoid**

High temperatures. Generation of dust.

**Incompatible Materials**

Acid anhydrides (e.g. acetic anhydride), strong acids (e.g. hydrochloric acid), inorganic acids (e.g. hydrofluoric acid), organic acids (e.g. acetic acid), strong oxidizing agents (e.g. perchloric acid).

**Hazardous Decomposition Products**

Very toxic chemicals.

**SECTION 11. TOXICOLOGICAL INFORMATION****Likely Routes of Exposure**

Inhalation; skin contact; eye contact.

**Acute Toxicity**

Chemical Name	LC50	LD50 (oral)	LD50 (dermal)
1,4-Dichlorobenzene		500 mg/kg (male rat)	> 2000 mg/kg (rabbit)

**Skin Corrosion/Irritation**

Human experience shows very mild irritation.

**Serious Eye Damage/Irritation**

There is limited evidence of serious eye irritation.

**STOT (Specific Target Organ Toxicity) - Single Exposure****Inhalation**

No information was located.

**Skin Absorption**

No information was located.

**Ingestion**

No information was located.

**Aspiration Hazard**

Not known to be an aspiration hazard.

**STOT (Specific Target Organ Toxicity) - Repeated Exposure**

No information was located.

**Respiratory and/or Skin Sensitization**

Not known to be a skin sensitizer.

**Carcinogenicity**

Chemical Name	IARC	ACGIH®	NTP	OSHA
1,4-Dichlorobenzene	Group 2B	A3		

May cause cancer. (1,4-Dichlorobenzene)

**Key to Abbreviations**

ACGIH® = American Conference of Governmental Industrial Hygienists. A3 = Animal carcinogen.

IARC = International Agency for Research on Cancer. Group 2B = Possibly carcinogenic to humans.

**Reproductive Toxicity****Development of Offspring**

Product Identifier: big D Para Products

SDS No.: 0277

Date of Preparation: August 10, 2015



No information was located.

**Sexual Function and Fertility**

No information was located.

**Effects on or via Lactation**

No information was located.

**Germ Cell Mutagenicity**

Not known to be a mutagen.

**Interactive Effects**

No information was located.

## SECTION 12. ECOLOGICAL INFORMATION

**Toxicity**

Very toxic to fish.

**Acute Aquatic Toxicity**

Chemical Name	LC50 Fish	EC50 Crustacea	ErC50 Aquatic Plants	ErC50 Algae
1,4-Dichlorobenzene	4.2 mg/L (Pimephales promelas (fathead minnow); 96-hour)	.70 mg/L (Daphnia magna (water flea))		28 mg/L (Desmodesmus subspicatus (algae); 48-hour)

**Persistence and Degradability**

No information was located.

**Bioaccumulative Potential**

No information was located.

**Mobility in Soil**

If released into the environment, this product can move slowly through the soil.

**Other Adverse Effects**

There is no information available.

## SECTION 13. DISPOSAL CONSIDERATIONS

**Disposal Methods**

Contact local environmental authorities for approved disposal or recycling methods in your jurisdiction.

## SECTION 14. TRANSPORT INFORMATION

Regulation	UN No.	Proper Shipping Name	Transport Hazard Class(es)	Packing Group
Canadian TDG	3007	Environmentally Hazardous Substances, Solid n.o.s. (p-dichlorobenzene)	9.2	III
US DOT	3077	Environmentally Hazardous Substances, Solid n.o.s. (p-dichlorobenzene)	9	III
IMO (Marine)	3077	Environmentally Hazardous Substances, Solid n.o.s. (p-dichlorobenzene)	p	III
IATA (Air)	3077	Environmentally Hazardous Substances, Solid n.o.s. (p-dichlorobenzene)	p	III

**Environmental Hazards** Marine Pollutant (1,4-Dichlorobenzene)

Product Identifier: big D Para Products

SDS No.: 0277

Date of Preparation: August 10, 2015

**Special Precautions for User** Please note: US DOT: In inner containers of 100 lbs capacity or less, this product is exempt from DOT regulations (non-regulated).  
**Transport in Bulk According to Annex II of MARPOL 73/78 and the IBC Code**  
Not applicable

## SECTION 15. REGULATORY INFORMATION

### Safety, Health and Environmental Regulations

#### Canada

This product has been classified in accordance with the hazard criteria of the Controlled Products Regulations and the SDS contains all of the information required by the Controlled Products Regulations.

#### Domestic Substances List (DSL) / Non-Domestic Substances List (NDSL)

All ingredients are listed on the DSL or are not required to be listed.

#### CEPA - National Pollutant Release Inventory (NPRI)

Part 1A, Part 5.

#### USA

#### Toxic Substances Control Act (TSCA) Section 8(b)

All ingredients are on the TSCA Inventory or are exempt from TSCA Inventory requirements under 40 CFR 720.

#### Custom Regulatory 1

This Product may not be sold for use in the following US states: California Michigan Maryland Delaware Pennsylvania New York New Jersey Connecticut Rhode Island Massachusetts Maine District of Columbia

## SECTION 16. OTHER INFORMATION

<b>NFPA Rating</b>	<b>Health - 1</b>	<b>Flammability - 2</b>	<b>Instability - 0</b>
<b>SDS Prepared By</b>	Mitch Anderson		
<b>Phone No.</b>	405 682 2541		

---

Product Identifier: big D Para Products  
SDS No.: 0277  
Date of Preparation: August 10, 2015

Page 06 of 06