

State Licensing Board for Contractors

This is to Certify that:

LANDSCAPE WORKSHOP, LLC
550 Montgomery Hwy., Ste. 200
Vestavia Hills, AL 35216

is duly licensed and entitled to practice the following classifications:

BUILDING CONSTRUCTION; LANDSCAPING, GRADING AND BEAUTIFICATION; LIMITED SPECIALTY SERVICES



Witness our hand and seal of the Board dated,
Baton Rouge, LA 6th day of December 2023

Will S. McP Director

Lee Mallett Chairman

Andy Denny Treasurer

Expiration Date: December 6, 2024

License No: 77755

This License Is Not Transferrable



MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION: **BRANDON ANTHONY LUTEMAN**

Date: 2/6/2024

LDAF ID: **133405**

LICENSE(S): **IRRIGATION CONTRACTOR** **24-0537**
CEU Expiration Date **May 27 2025**
LANDSCAPE HORTICULTURIST **24-3821**

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

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LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): **IRRIGATION CONTRACTOR** **24-0537**
CEU Expiration Date **May 27 2025**
LANDSCAPE HORTICULTURIST **24-3821**

BRANDON ANTHONY LUTEMAN
39509 SW I-55 SERVICE RD
PONCHATOULA LA 70454

Mike Strain
Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID: **133405**



MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

HORTICULTURE REGISTRATION: PAUL NICHOLAS GAGLIANO

Date: 2/6/2024

LDAF ID: 122158

LICENSE(S): IRRIGATION CONTRACTOR 24-0050
CEU Expiration Date Jan 22 2027

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

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LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

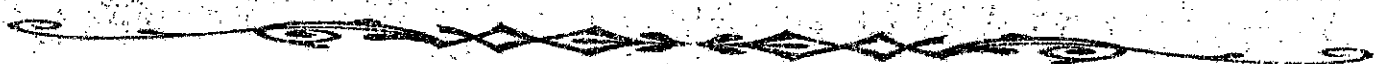
LICENSE(S): IRRIGATION CONTRACTOR 24-0050
CEU Expiration Date Jan 22 2027

PAUL NICHOLAS GAGLIANO
1701 BELLE CHASSE HWY
GRETN LA 70056

Mike Strain
Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID: 122158





LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN D V M, COMMISSIONER

Agricultural & Environment Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-3796, FAX (225) 925-3760

icense No. 0020Q6

Date: 02/05/2024

ANDSCAPE WORKSHOP, LLC

lease verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

Louisiana Department of Agriculture & Forestry

Mike Strain DVM, Commissioner

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806

Be it known, that effective Jan 31, 2024 through Dec 31, 2024 having complied with all relevant requirements of the Louisiana Revised Statutes, the entity named below is hereby authorized to engage in the business of **GROUND OWNER OPERATOR**.

LANDSCAPE WORKSHOP, LLC
550 MONTGOMERY HIGHWAY
SUITE 200
VESTAVIA HILLS AL 35216

DISPLAY IN A PROMINENT PLACE.

License No: 0020Q6

Mike Strain
Commissioner



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environment Sciences, 6825 Florida Blvd., Suite 1003, Baton Rouge, LA 70806, (225) 925-3796, FAX (225) 926-3760

**IMPORTANT
OFFICIAL DOCUMENT ENCLOSED**

COMMERCIAL APPLICATOR CARD

RANDY M LOUP
1701 BELLE CHASE HIGHWAY
GRETNA LA 70056

This is your pesticide certification card. The holder of this card is authorized to perform the duties covered by your type of certification in the categories listed. This card must be renewed before the expiration date. The certification need to be recertified before the recertification date. Please use a "Permanent Ink" type marker for signing in the space provided on the reverse side.

Commercial Applicators

Card/USAPlants ID No.: 002DZ8

RANDY M LOUP
1701 BELLE CHASE HIGHWAY
GRETNA LA 70056

Card Expires: 12/31/2024

Phase(s) / Categories

3 - Ornamental & Turf Pest Control

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY CERTIFICATION CARD

COMMERCIAL APPLICATOR

RANDY M LOUP
1701 BELLE CHASE HIGHWAY
GRETNA LA 70056

002DZ8

Expiration Date: 12/31/2024



Mike Strain

Mike Strain, DVM, COMMISSIONER

Please verify all information for correctness. If changes are necessary, please note them and promptly return to issuing agency.

Card and Test Problems/Questions: (225) 925-3796

Certified Licensed or Registered as
(CAP) Commercial Applicator

Categories
3 - Ornamental & Turf Pest Control

Recertify By
12/09/2024

Signature: _____

LDAF EMERGENCY HOTLINE: 855-452-5323
LA POISON CONTROL CENTER: 800-222-1222



LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

9/30/23

HORTICULTURE REGISTRATION: **RANDY M LOUP**

Date: 1/10/2024

LDAF ID: **47823**

LICENSE(S): **ARBORIST** **24-0682**

LANDSCAPE HORTICULTURIST **24-0118**

Please verify information for correctness. If changes are necessary, make corrections and promptly return to issuing agency.

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LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

MIKE STRAIN DVM, COMMISSIONER

Agricultural & Environmental Sciences, 5825 Florida Blvd., Suite 3002, Baton Rouge, LA 70806, (225) 952-8100, FAX (225) 925-3760

Be it known, that effective 2/1/2024 through 1/31/2025 having complied with all relevant requirements of the Louisiana Revised Statutes, the individual named below is hereby licensed in the following profession(s):

LICENSE(S): **ARBORIST** **24-0682**

LANDSCAPE HORTICULTURIST **24-0118**

RANDY M LOUP
400 LAPALCO BLVD STE H BOX 108
GRETN LA 70056

Mike Strain
Commissioner

DISPLAY IN A PROMINENT PLACE

LDAF ID: **47823**

LOUISIANA DEPARTMENT OF
AGRICULTURE & FORESTRY

CERTIFICATION CARD

COMMERCIAL APPLICATOR
WILLIAM KYLE HUFFSTICKLER
22884 LIBERTY RD
PRIDE LA 70770



002GK3

Expiration Date: 12/31/2023

Nike Strain, DVM COMMISSIONER

Certified licensed or Registered as
(CAPP) Commercial Applicator

Categories

5A - Aquatic Pest Control
6 - Right-Of-Way & Industrial Pest

Recertify By

01/26/2026
01/26/2025

Signature: _____

LDAF EMERGENCY HOTLINE: 855-452-5323
LA POISON CONTROL CENTER: 800-222-1222

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

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

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

1 Name of entity/individual. An entry is required. For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Landscape Workshop Parent, LLC

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

Landscape Workshop, LLC

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor ☐ Corporation ☐ Incorporation ☐ Partnership ☐ Trust/estate

☒ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, trustees, or beneficiaries. See instructions.

4 Exemptions (exemptions apply only to certain entities, not individuals; see instructions on page 2).

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applied to accounts maintained outside the United States)

5 Address (number, street, and apt. or suite no.). See instructions.

550 Montgomery Highway, Ste 200

6 City, state, and ZIP code

Vestavia Hills, AL 35216

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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Notes: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

| | | | | | | | | | |
|--|--|--|---|--|--|--|--|--|--|
| | | | - | | | | | | |
|--|--|--|---|--|--|--|--|--|--|

or

Employer identification number

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 8 | 5 | - | 2 | 8 | 6 | 7 | 8 | 9 | 0 |
|---|---|---|---|---|---|---|---|---|---|

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (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 for Part II, later.

Sign Here

Signature of U.S. person

Date

4/19/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3 (Form 1065). See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/15/2023

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

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

| | |
|--|---|
| PRODUCER Cobbs, Allen & Hall, Inc. 115 Office Park Drive Birmingham AL 35223 | CONTACT NAME: Mary Helen Lagarde |
| | PHONE (A/C, No. Ext): 205-414-8100 FAX (A/C, No): 205-414-8105 |
| | E-MAIL ADDRESS: mlagarde@cobbhall.com |
| INSURED Landscape Workshop, LLC 550 Montgomery Hwy, Suite 300 Vestavia Hills, AL 35216 | INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Insurance Company INSURER B: Pennsylvania Manufacturers' Association Insurance INSURER C: StarStone Specialty Insurance Company INSURER D: Travelers Excess & Surplus INSURER E: INSURER F: |

License#: 79319
LANDWOR-02

NAIC #

12262

44776

29696

COVERAGES**CERTIFICATE NUMBER:** 1457814952**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 INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|--------------------------------|-------------------------|-------------------------|---|
| B | <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 checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER: | | | 3023751482280 | 8/15/2023 | 8/15/2024 | EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$ |
| B | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY | | | 1523751482280 | 8/15/2023 | 8/15/2024 | COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| C D | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE | | | 79005S230ALI EX1X50358923NF | 8/15/2023 8/15/2023 | 8/15/2024 8/15/2024 | EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 Excess Umbrella \$7,000,000 |
| B | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N N | N/A | 2023751482280 | 8/15/2023 | 8/15/2024 | <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 |
| A | Leased & Rented Equipment | | | QT6309W702018TIL23 | 8/15/2023 | 8/15/2024 | Limit 125,000 |

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

Certificate holder shall be additional insured on a primary and non-contributory basis for ongoing and completed operations as respects General Liability and Auto Liability as required by written contract.

Waiver of Subrogation applies as respects General Liability, Auto Liability and Workers Compensation as required by written contract and allowable by law.

Excess liability is follow form of underlying coverages subject to policy terms and conditions.

Certificate holder is named as loss payee as respects equipment leased/rented from them by the named insured.

See Attached...

CERTIFICATE HOLDER**CANCELLATION**

Sample Coverage Certificate

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

© 1988-2015 ACORD CORPORATION. All rights reserved.



ADDITIONAL REMARKS SCHEDULE

| | | |
|-------------------------------------|-----------|---|
| AGENCY Cobbs, Allen & Hall, Inc. | | NAMED INSURED Landscape Workshop, LLC 550 Montgomery Hwy, Suite 300 Vestavia Hills, AL 35216 |
| POLICY NUMBER | | |
| CARRIER | NAIC CODE | EFFECTIVE DATE: |

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

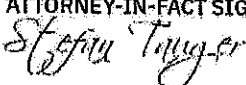
30 days notice of cancellation applies per policy terms and conditions

Bid Bond in Accordance with Contract Specifications

Be sure to refer to the actual bond documents referenced in the contract specifications for specific terms before completing this form.

| | |
|---|---|
| PRINCIPAL NAME Landscape Workshop | PRINCIPAL ADDRESS 550 Montgomery Hwy . suite 300, Vestavia , AL 35216 |
| SURETY NAME Fair American Insurance and Reinsurance Company | SURETY ADDRESS 165 Broadway, New York, NY 10006 |
| OBLIGEE NAME Jefferson Parish | OBLIGEE ADDRESS 200 Derbigny Street, Gretna, LA 70053 |

Bond Information

| | | |
|--|---|--|
| BID DATE 05/09/2024 | CONTRACT ID 50-00144900 | CONTRACT VENDOR ID 342267 |
| PROJECT DESCRIPTION Bid Number 50-00144900 Two (2) Year Contract for The Veterans Blvd CPZ Landscape & Chemical | | |
| AMOUNT OF BID SECURITY 5% | AMOUNT OF BID SECURITY-SPELLED OUT Five Percent of Bid Amount | |
| BOND ENTERED AND EXECUTED BY Stefan E. Tauger | | ATTORNEY-IN-FACT SIGNATURE  |

Know all men by these presents that Fair American Insurance and Reinsurance Company, a Corporation duly organized under the laws of the State of New York, are held and firmly bound unto the above owner/obligee by the transmission. The surety agrees to waive the statute of fraud defense and further agrees that the owner/obligee is a third party beneficiary of the waiver for the purposes of enforcing this bid bond.



FAIR AMERICAN INSURANCE AND REINSURANCE COMPANY
One Liberty Plaza, 165 Broadway, New York, NY 10006
POWER OF ATTORNEY

Know all men by these Presents, that Fair American Insurance and Reinsurance Company ("Company"), a New York corporation, had made, constituted and appointed, and by these presents does make, constitute and appoint, Stefan E. Tauger of Parker, Colorado; Arthur S. Johnson of Atlanta, Georgia; James E. Feldner of West Lake, Ohio; Jeffery L. Booth of Blacklick, Ohio; Melanie J. Stokes of Atlanta, Georgia; Scott E. Stoltzner of Birmingham, Alabama; Jason S. Centrella of Jacksonville, Florida; or Alane Skaff of Tampa, Florida, EACH as its true and lawful attorney-in-fact to sign, execute, seal, deliver for, and on behalf of the said Company, and as its act and deed any place in the United States any and all surety, bonds, undertakings, recognizances and contracts of suretyship to be given to all obligees provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount of the sum of \$7,000,000 (Seven Million Dollars), any single instance. Provided, however, that this power of attorney limits the acts of those named herein; and they shall have no authority to bind the Company except in the manner stated and to the extent of any limitation herein.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolutions adopted pursuant to due authorization by the Board of Directors of the Company on the 2nd day of February 2016.

RESOLVED, that the President, Chairman, or any Senior Vice President or Vice President of the Company, in conjunction with any Senior Vice President or Vice President, be, and that each or any of them hereby is, authorized to appoint Attorneys-in-fact of the Company as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all bonds, undertakings, recognizances, contracts of suretyship and other surety obligations. Such Attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the President and attested by the Secretary.

FURTHER RESOLVED, that any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or Senior Vice President, in conjunction with any Senior Vice President or Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile.

IN WITNESS WHEREOF, the Company has caused its official seal to be hereto affixed, and these presents to be sealed with its corporate seal and duly attested to by the President and this Vice President this 18th day of August 2023.

Fair American Insurance and Reinsurance Company

By: 
 Christopher O'Gwen, President and CEO

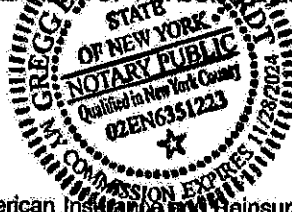
By: 
 Paul J. Clauss, Vice President

STATE of NEW YORK
 COUNTY of NEW YORK

On August 18, 2023 before me, the above named President and Vice President, personally appeared, who proved to me on the basis of satisfactory evidence to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacities, that they know the seal of Fair American Insurance and Reinsurance Company, and that their signatures and the seals of Fair American Insurance and Reinsurance Company were duly affixed and subscribed to said instrument by the authority and direction of the Company. I certify under PENALTY OF PERJURY under the laws of the State of New York that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



I, Christopher O'Gwen, the undersigned, an Officer of Fair American Insurance and Reinsurance Company, a New York Corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney is a true and correct copy of the original power of attorney, and do hereby further certify that the said Powers are still in force and effect.

Signed and sealed at the City of New York. Dated 05/08/2024


 Christopher O'Gwen, President and CEO

No.





CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**5000144900-Two (2) Year Contract for The Veterans Blvd CPZ Landscape
& Chemical Maintenance for The Jefferson Parish Department of
Parkways
Jefferson Parish Government**

Project documents obtained from www.CentralBidding.com
08-Apr-2024 12:45:48 PM



BID NUMBER- 50-00144900

**Two (2) Year Contract for The Veterans Blvd CPZ Landscape &
Chemical Maintenance for The Jefferson Parish
Department of Parkways**

BID DUE: May 9, 2024 AT 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received on the Purchasing
Department's eProcurement site, www.jeffparishbids.net, by the bid due date
and time. Late bids will not be accepted.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Purchasing Specialist II Name: SHANNA FOLSE
Purchasing Specialist II Email: sfolse@jeffparish.net
Purchasing Specialist II Phone: 504-364-2680**

**VETERANS BLVD CPZ LANDSCAPE MAINTENANCE
FOR THE JEFFERSON PARISH PUBLIC WORKS-PARKWAYS DEPARTMENT**

Bid #50-00144900

NON-MANDATORY PRE-BID CONFERENCE

All prospective bidders are invited to attend the non-mandatory pre-bid conference which will be held at

Location: Yenni Building, 1221 Elmwood Park Blvd., Suite 303, Jefferson, La 70123

Date: April 18, 2024

Time: 9:00 a.m.

PRE-BID INSPECTION OF THE SITE

All prospective bidders are encouraged to visit the site prior to submitting a bid. While the entire site consists of the center median of Veterans Blvd from the City of Kenner line to the 17th Street canal, specific locations are defined as either Improved Locations or Unimproved Locations.

SCOPE OF WORK

The Jefferson Parish Department of Public Works – Parkways Department (Parkways) is soliciting qualified Contractors for a two (2) year contract for turnkey landscape and chemical maintenance operations to include, but not be limited to, grass cutting, weed control, weed eating, edging, blowing, trash and debris removal, mulch placement, changing of annuals, sweeping, automatic irrigation maintenance, chemical applications and associated maintenance for the center median of Veterans Boulevard from the City of Kenner line to the 17th Street canal. The contract start date for this two (2) year maintenance contract shall be August 1, 2024. The contract end date shall be July 31, 2026. The scope of work shall include all scheduled tasks outlined in these specifications. This shall include turnkey maintenance of the designated areas to include all specified aspects of landscape maintenance. All pricing shall include the necessary equipment, incidentals, licenses, insurance, labor, fuel and transportation to perform the work. The Contractor shall refer to Resolution No. 136353, as amended, which provides a uniform set of "General Conditions and Agreement for all contractors engaged in performing work or services for the Parish of Jefferson".

BONDS

- **BID BOND-** An Electronic bid bond in the amount of 5% of the total bid price is due with the bid submission.

- **PERFORMANCE BOND**-A performance bond in the amount of 50% of the total bid price is required at the signing of the formal contract. The proposer acknowledges and agrees that the Performance Bond may be forfeited for the successful proposer's failure to fully and faithfully perform its obligations in accordance with the negotiated and executed agreement.
- **PAYMENT BOND**-A payment bond in the amount of 50% of the total bid price is required at the signing of the formal contract.

LICENSING

- Louisiana State Contractors' Commercial license with the classification of SPECIALTY: **LANDSCAPE, GRADING AND BEAUTIFICATION** (This license number is required to be on the electronic envelope)

Bidders shall be licensed per LSA-R.S. 37:2150-2163 and shall furnish copies of the front and back (as applicable) of each required license and certification. Failure to submit these copies will deem the bid non-responsive. Bidders shall possess the following licenses:

- Louisiana Department of Agriculture & Forestry State Landscape Horticulturalist License;
- Louisiana Department of Agriculture & Forestry Ground Owner Operator License;
- Louisiana Department of Agriculture & Forestry Category 6: Right-of-Way & Industrial Certification;
- Louisiana Department of Agriculture & Forestry Category 3: Turf and Ornamental Certification;
- Louisiana Department of Agriculture & Forestry Irrigation Contractors' License;
- Louisiana Department of Agriculture & Forestry Arborist License.

All required licenses shall be in the name of the company bidding and performing the work. Any license held individually, such as Landscape Horticulturalist, shall list the bidding company as the individual's place of business within the Department of Agriculture and Forestry's licensing records.

All required licenses and certifications shall be valid through the term of the contract. In the case of individually held licenses, such as Landscape Horticulturalist, any changes in the individual holding the license shall be submitted to Jefferson Parish.

The Contractor is solely responsible for abiding by all applicable laws and regulations relating to each required license.

Subcontractors may be utilized to assist the Contractor with this project. However, all proposed subcontractors must be licensed in accordance with the type of work they will be performing. In addition, the Contractor must submit, in writing, all proposed subcontractors to Jefferson Parish for approval prior to any subcontracted work taking place. For example, mulch placement may be subcontracted to a Landscape Horticulturalist, or palm trimming may be subcontracted to a licensed Arborist.

Improved Locations

Improved locations shall refer to various locations along the Site containing a combination of landscape planting beds, irrigation systems, sculptures, landscape walls and other decorative features. Improved locations shall require a more intense maintenance program than unimproved locations. The additional maintenance shall include, but not be limited to, weed pulling, shrub pruning, annual color change outs, in depth chemical and fertilization programs and additional monitoring. The attached landscape and chemical application specifications shall define the work required. The improved locations shall be as follows:

1. Veterans Boulevard from the Kenner city limits line to the open canal located just to the east of Club Drive. Approximately 1.7 miles in length.
2. Veterans Boulevard intersection with Clearview Parkway beginning approximately 450 linear feet west of the intersection and extending approximately 400 linear feet east of the intersection.
3. Veterans Boulevard intersection with Houma Boulevard.
4. Veterans Boulevard intersection with Independence Street and extending approximately 450 linear feet to the east. This location shall also include the right-of-way greenspace on the north and south sides of Veterans Boulevard along the drainage canal. Each location is approximately 100' in length and an average of 25' in width.
5. Veterans Boulevard intersection with Cleary Avenue.
6. Veterans Boulevard intersection with Severn Avenue beginning approximately 150 linear feet west of the intersection and extending approximately 2,150 linear feet to the east.
7. Veterans Boulevard intersection with Bonnabel Boulevard beginning approximately 200 linear feet west of the intersection and extending approximately 3,000 linear feet to the west. This site includes the center planted island of Veterans Boulevard at Bonnabel Boulevard.
8. Veterans Boulevard intersection with Lake Avenue and extending approximately 300 linear feet to the east.

Unimproved Locations

Unimproved locations refer to the remaining areas along the site that do not contain decorative landscape items. The majority of these locations will include the canal flats located on either side of an open drainage canal. However, these locations do include turf medians as well as additional trees planted within these turf areas.

PERIOD OF AGREEMENT

The term of the contract shall be for two (2) years.

INVOICING

Bid pricing shall be provided on a monthly basis for the maintenance work outlined in these specifications. The Contractor shall submit an invoice once per month based on the unit pricing, for a total of twenty four (24) equal payments for the life of the contract. Any approved incidental work shall be invoiced separately from the monthly maintenance cost and can be submitted any time after the work is accepted as complete by Parkways. There is no guaranteed quantity of any incidental bid items to be used for this contract. All bid items shall include all associated costs related to the item such as labor, material, equipment, fuel, insurance and related incidentals.

LIQUIDATED DAMAGES

Some scheduled maintenance items within the required specifications must be completed within a designated time frame. These schedules are important to the overall appearance of the Site. Once a certain task begins, the Contractor will have a set number of calendar days to complete the task to the satisfaction of the Jefferson Parish Parkways Department. As designated within certain tasks, liquidated damages may be assessed in an amount of **\$200.00** per calendar day for each day that the task remains incomplete. For example, mulch placement must be complete within seven (7) calendar days. If the Contractor takes nine (9) calendar days to complete the task, he may be penalized up to \$400.00 for the delayed completion.

PART I QUALIFICATIONS

MINIMUM REQUIREMENTS

All bidders must have the knowledge, resources and capabilities to meet the expectations of this contract. The successful bidder shall not put an undue hardship on Jefferson Parish staff due to a lack of experience with work of a similar scope and scale.

INDUSTRY STANDARDS, TESTS AND RECOMMENDATIONS

The following are standards, tests, and recommended methods that shall apply to this work:

- Jefferson Parish
- Occupational Safety and Health Administration (OSHA)
- Louisiana Department of Agriculture & Forestry (LDAF)

MINIMUM EQUIPMENT

The Contractor shall determine the equipment that is to be used. The bid shall include equipment, operators, fuel, maintenance and transportation. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame. Continual breakdown, repairs or work stoppage due to equipment failure will not be permitted. Any damage that occurs to the Site related to faulty equipment shall be repaired immediately at the Contractor's expense. All equipment required to complete the associated tasks shall be furnished upon request. The following information shall be included: type, make, model, manufacturer and quantity.

PART II DEFINITIONS

DEBRIS

Only debris such as grass clippings, dirt, or any other natural rubbish created, as a direct result the Contractor's performance will be considered to be debris. Under no circumstances shall the debris from the maintenance work be allowed to remain overnight in any one area.

TRASH

Any non-organic or manmade debris that is not part of or obstructs the area to be maintained by the Contractor, is considered to be trash and will be removed prior to the start of any maintenance work. Trash considered too large to be removed by hand or which requires specialized equipment to remove, shall be reported to Ronald Johnson with the Jefferson Parish Parkways Department as soon as possible so that the obstruction can be removed. The Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted.

MEDIAN

The entire area between the back of curb of opposing multiple travel lanes. For example: A boulevard has two one-direction lanes traveling north and two one-direction lanes traveling south. The lanes are divided by an area 50' wide as measured from the back of curb of the north bound lanes to the back of curb of the southbound lanes. This 50' area is the median.

REPAIR / REPLACEMENT

A list of common incidental repair items is included with this bid. All bidders shall price the incidental items on the bid form for the possibility of providing and installing the items during the life of the contract. There is no minimum or maximum quantity of each item that may be required during the contract. Each item, if required during the contract, will be invoiced in addition to the monthly invoice. All items will require prior approval from Jefferson Parish before being purchased and installed. Whenever possible, the contractor shall supply the same manufacturer and product

number of any incidental items he repairs/replaces. All incidentals item pricing shall include all freight, taxes, labor, tools and supplies to properly install each item.

Any additional repair and or replacement not included on the incidental line items sheet, including all associated labor, delivery charges and taxes, shall be approved by Jefferson Parish prior to that repair taking place. The Contractor shall provide a written description of the work to be performed and included all pricing for approval by Jefferson Parish prior to performing the work.

INCIDENTAL WORK

In addition to the items specified, a common incidental material list (bid form) is attached to these specifications. All bidders shall price each line item on the form for the possibility of providing and installing the items during the life of the contract. There is no minimum or maximum quantity of each item that may be required during the contract. Each item, if required during the contract, will be invoiced in addition to the regular monthly invoice. All items will require prior approval from the Jefferson Parish Parkways Department before being purchased and/or installed.

With regard to chemical maintenance items, the incidental bid form includes a price per acre for both granular and liquid applications (labor), as well as pricing for the actual products. Rates are listed in per acre amounts. If any applications from the Incidental list are required, the application price (labor) and the product price will be added together to get the total cost of the application. If more than one product will be applied at the same time, of the same constancy, only one application (labor) cost will be included in the total cost. **Incidental bid item pricing will be the basis for any changes (addition, subtraction or substitution) to the chemical application program due to weather conditions, infestation, storms or natural disasters.** All incidental item pricing shall include freight, taxes, tools and supplies required to properly install each item.

Any additional repair and/or replacement not included on the incidental line items sheet, including all associated labor, delivery charges and taxes, shall be approved by the Director of the Jefferson Parish Parkways Department prior to the work taking place. The Contractor shall provide a written proposal including a description of the proposed work and an itemized cost breakdown for approval prior to performing the work.

ASSOCIATED COSTS

It is the Contractor's responsibility to maintain the Site to the highest standard. However, the Contractor is not responsible for any replacement costs, or labor that exceeds the work outlined in this document.

MAINTENANCE REPORTS

A monthly maintenance report may be required by the Jefferson Parish Parkways Department to be kept and submitted with monthly invoices. These reports, if required, are records used for tracking and quality assurance purposes. The Contractor is required to notify Jefferson Parish within 24 hours

of any problems and/or restrictions that would prevent him from performing his duties. The Contractor shall provide his own form.

INSPECTIONS

Frequent inspections of area of work performed shall be made by Jefferson Parish personnel to determine the acceptance of the work performed. In the event the work is considered unacceptable, the Contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within three (3) calendar days of notice, without any extra cost to Jefferson Parish. The discovery of any fraudulent activities associated with this contract during the inspection process will be grounds for immediate contract termination without further compensation. In addition, such circumstances may initiate possible legal ramifications for the Contractor.

TRAFFIC CONTROL AND SIGNS

The Contractor shall provide all necessary barricades, signs, lights and warning devices or any other item necessary in order to properly move traffic around or through his operations. Set up, removal and maintenance of all traffic control equipment shall be by the Contractor. Slow moving vehicle signs and flashing lights shall be installed on all moving equipment that will use the public rights-of-way for movement of equipment. In the event that a lane of traffic will need to be closed, the Contractor shall provide sufficient notification to the Jefferson Parish Traffic Engineer of necessity to close any portion of the roadway carrying vehicles or pedestrians. The Contractor will request final approval of such closings from the Department of Public Works, Traffic Engineering Division, at least ten (10) working days in advance.

The Contractor shall be responsible for providing safe and expedient movement of traffic through the work Site. The Contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed.

The Louisiana State Manual for Uniform Traffic Control shall be strictly enforced.

WORK PERIODS

No work shall be done between 6:00 p.m. and 7:00 a.m., or on Saturdays, Sundays, or legal holidays without permission from Jefferson Parish. However, emergency work may be done without prior permission. In the event that the Contractor wishes to work weekends, holidays or outside the allowed times of the local governing bodies, he must secure permission from Jefferson Parish, and provide at least 72 hours notification of his intentions. The Contractor must also be aware of any local event(s) that may affect his scheduled maintenance operations.

UTILITY SERVICE INTERRUPT

In the event of interruption of public or private utility service or general damage to public or private properties as a result of accidental breakage or any other actions by the Contractor, he shall immediately notify the proper authority and/or property owner and shall fully cooperate with said.

authority or owner until the service is restored to its previous capacity. All costs associated with the notification and repair shall be paid for by the Contractor.

ONGOING CONTRACTS

It is possible that other Contractors may be working within close proximity to the Site. The Contractor shall coordinate his work with any other Contractors working in or around the locations. Should a conflict occur, a Parish representative will make all final decisions.

NUISANCE CONTROL

The Contractor shall include in his bid the control of dust, noise and odors created by his operations. All controls shall be completed in order that nuisances are minimized and occur within the standards of all governing bodies.

TRANSFERRING CONTRACTS

Transfer of this contract shall not be allowed under any circumstances unless an amendment is passed by the Jefferson Parish council.

PART III LANDSCAPE MAINTENANCE PROGRAMS AND FREQUENCIES

GRASS CUTTING (MOWING)

The entire Site (improved and unimproved areas) shall have the grass cut a minimum number of times. The frequency shall be: a minimum of one (1) cut per every seven (7) days or once every week during the period of March 1 through October 31, and one (1) time per every two (2) weeks or fourteen (14) calendar days during the period of November 1 through February 28 (29) for the entire contract period. The grass shall be cut to a height of between a minimum of 1" (one inch) and a maximum of 2" (two inches) exposure. It is the Contractor's responsibility to visit each location to determine the quantity of turf to be cut. A total of forty three (43) cuts is required in calendar year.

Cutting shall be performed to such a manner to leave the Site with a smooth, level cut on the grass, conforming to the existing grade. No gouging, scalping or similar actions shall be permitted. All trash and debris must be removed from the Site prior to grass cutting.

Grass cutting may be accomplished utilizing push mowing units or ride on mowing units depending on the areas to be cut and the proximity of objects to the cutting areas. In constricted areas where a push type mower can be used, the cutting of grass by use of a weed eater will be prohibited. Each mowing cycle shall be performed on Thursdays and/or Fridays, weather permitting. No work shall be performed on Saturdays or Sundays without prior approval from the Parkways Department.

This contract will require the Contractor to mow in close proximity to existing drainage canals. The Contractor will not be required to mow the sloped portions of the drainage canal, but shall be required to cut up to the point of transition of the canal slope. It shall be acceptable for the Contractor to use a mechanical weed eater to maintain this transition area. It shall also be permissible for the Contractor to use a tractor (75 hp or less) and an implement to mow this area.

Each mowing cycle shall be completed in no more than two consecutive days. Weather related and unforeseen circumstances preventing the Contractor from completing a mowing cycle within this time frame shall be immediately reported to Jefferson Parish. Failure to complete mowing operations within this time period, or with too many days between cycles, may result in a penalty (see LIQUIDATED DAMAGES).

WEED EATING

The entire Site (improved and unimproved areas) shall have the grass areas around any and all existing fixed features including, but not limited to, signs, mow curbs (concrete bed edging), walls, light poles, fire hydrants, drains, manholes and utilities shall be cut using a mechanical trimmer. Spraying will not be allowed around any hard surface. These areas shall be cut to a 1" height and in a 24" diameter around all objects. Weed eating will not be allowed around any trees or plant material where damage may occur to the bark or the trunk of the plant or tree. Spraying shall only be allowed within a 12" diameter around properly mulched trees for the purpose of weed control. Weed eating shall occur at the same time and frequency as grass cutting.

AS-NEEDED WEED CONTROL

This contract includes a detailed pre-emergent chemical application program (improved and unimproved areas) to limit visible weed growth. However, as-needed post emergent weed control will also be the responsibility of the Contractor to ensure no weeds are visible in bed area, tree mulch rings, curbs & gutters, concrete islands, paver areas and the like. Weed control is to include eradication of grassy weeds such as torpedo grass, broad leaves, and nutsedge. Products such as Round-Up, Fusilade II, Image and Certainty may be used in post-emergent applications. Weed control and spraying shall be performed by a licensed and qualified applicator in such a manner as to leave clean lines around all areas that will be affected. Spraying around trees will be a 12" diameter from trunk of tree and be covered by mulch. Spraying around other obstructions such as signs, fire hydrants, light poles and the like will not be allowed. Precautions should be taken to avoid chemical drift by not spraying when wind is in excess of 5 mph. Weeds in all cracks and joints in all paved surfaces including streets, curbs & gutters, parking areas, paver areas and walkways shall only be removed by spraying. Spraying will not be allowed where a hard surface meets the edge of lawn. Spot spraying of weeds inside of beds areas will be allowed as long as proper precaution is taken when applying the non-selective herbicide. Any damage to the plant material as a result of spot

spraying may lead to disallowance of future applications by the Contractor. Chemical weed control shall occur at the same time and frequency as grass cutting.

AS-NEEDED HAND WEED REMOVAL

For improved areas, this activity will be limited primarily to garden and planted bed areas. Garden beds are to be weed free at all times. Hand weeding shall not be required in turf areas and shall be used in conjunction with post emergent weed control to ensure no visible weeds at all times.

EDGING

The entire Site (improved and unimproved areas) shall be edged with a mechanical (stick) edger where grass areas meet surface paving whether it be concrete, asphalt, brick or some other paving type. The grass shall be edged and not sprayed. Herbicides may not be used to control grass growth where grass and a paved surface meet. Edging equipment shall be such that a clean, sharp line along the hard surface/grass interface shall remain upon completion of edging. A minimum depth of 1" (one inch) shall remain along and below the top of hard surface paving upon completion of edging in order to retard the continued growth of the grass. Edging needs to be done with stick edger or walk behind edger with a metal or equivalent blade only. Mechanical weed eaters shall not be used for edging. Edging shall occur at the same time and frequency as grass cutting.

SWEEPING

The entire Site (improved and unimproved areas) shall be swept in order to keep grass, leaves, smoking paraphernalia butts and other debris and trash from collecting and building up. The Contractor will be required to sweep the areas affected by the work, and all areas included within the boundaries of the Site conducted under the maintenance contract including all turf, bed, concrete curbs & gutters, pavers areas and mow curbs. The sweeping shall be performed immediately after each edging and grass cutting operation. The Contractor shall not be allowed to blow grass clippings, dirt and debris into the street, canals or drain inlets.

Unless the Contractor scatters green debris across the travel lanes, sweeping shall only be required to take place along the curb & gutter of the center median areas of the Veterans Boulevard. **This includes any concrete and/paver islands located within intersections and turning lanes.** The Contractor shall not be allowed to blow any clippings into the roadway. However, it shall still be the responsibility of the Contractor to sweep any grass clippings or debris located within the roadway's travel lanes. Sweeping shall occur at the same time and frequency as grass cutting.

The Contractor shall determine the best method for sweeping. A mechanical sweeper truck is encouraged but is not required.

All collected clippings and debris shall be bagged and removed from the site. **Blowing debris back onto the maintained median shall not be allowed.**

MULCH PLACEMENT

The Site (improved and unimproved areas) shall receive baled pine straw mulch in order to keep a minimum 4" thick layer in all garden beds (except for annual color beds) and around all trees. Mulching shall be refreshed every six (6) months. It is the Contractor's responsibility to visit each location to determine the quantity of mulch required. The first mulch application shall take place the first week of November once the maintenance contract starts. The second application shall take place the first week of May. Only mulch free of debris and trash shall be permitted. The Contractor must remove any rope or ties from the baled straw mulch and dispose of off-site. Whole bale pine straw shall be placed around each tree at a minimum 4" thick, and with a minimum of a 36" diameter ring from the trunk of the tree. The pine straw shall be set down level and not in a pyramidal fashion around base of tree. The mulch shall be pulled away from all trees in accordance with standard horticultural practices. Mulch must also be pulled away from all light fixtures and electrical components within a mulched area. The Contractor shall not cover any electrical components or other utilities with mulch.

The Contractor shall complete each mulch application in no more than seven (7) consecutive days. Failure to complete mulch installation within this time period may result in a penalty (see LIQUIDATED DAMAGES).

All mulch installation shall take place under the direct supervision of a licensed horticulturalist.

ANNUAL COLOR REPLACEMENT

Annual color has been incorporated in improved areas within the project Site (planting size: 6" pots). It is the Contractor's responsibility to visit each location to determine how many annuals are required per location (a total quantity of annuals is located within these specifications). The Contractor shall be required to take a soil sample up to one (1) time per year (locations shall be determined by Jefferson Parish). Soil amendments, if required, will be specified by the Jefferson Parish horticulturalist, and furnished and installed by the Contractor. The costs associated with the soil amendments, not included on the incidental items chart, will be billed under associated costs.

The existing annuals shall be removed and replaced during the first week of the following months: April, July, and December. The soil amendments must be in place prior to the December annual color replacement. As part of this contract, it will be the Contractor's responsibility to locate, deliver, and install the annuals in the correct locations. Jefferson Parish will select the type of annual and flower color(s) prior to the order being placed. All annuals used during a replacement shall be of the same variety and color. The Contractor is responsible for all insect control, disease control and fertilization of annuals. The programs for each of these should be approved by the Horticulturist prior to planting.

The Contractor shall be responsible for the turn-key planting of annuals. The Contractor is responsible for the proper watering of the annuals from the planting stage until they are changed out.

The Contractor shall complete the annual color replacement in no more than three (3) consecutive days. Failure to complete annual color installation within this time period may result in a penalty (see LIQUIDATED DAMAGES). In the event that soil amendments are required, this timeline may be extended. The Contractor shall be responsible for ensuring that the irrigation system is operating properly before, at the time of and after annual color installation. The Contractor shall be required to replace any annual color harmed as a result of faults in the irrigation system or from a lack of disease, fungus or insect control.

Cut pine straw (bag) mulch shall be installed at a minimum depth of 4" immediately after annual color installation. Mulching shall be completed within the same three (3) consecutive day planting time as the annual planting.

All annual color installation shall take place under the direct supervision of a licensed horticulturalist.

DEAD PLANT REPLACEMENT

Improved locations shall require periodic replacement of plants, not including trees, located within the maintenance Site and is required to be performed by the Contractor. The timely replacement is critical to the overall look of the improvement Site. The Contractor must replace any plant discovered to be dead, or nearly dead, during the following grass cutting/maintenance visit. The prolonged existence of dead plant material will not be allowed. The replacement plants size shall match surrounding plant material of the same species. Do not discard the dead shrub/shrubs without contacting Ronald Johnson with the Parkways Department for a site inspection. Any dead, or dying, trees shall be reported via e-mail to Bernie Wisnowski with the Parkways Department. All shrub replacement costs will be as per the incidental list provided by the contractor. Plant replacement costs shall be submitted with the monthly invoice. The Contractor must receive approval from Jefferson Parish prior to replacement.

When pricing the incidental cost of dead plant replacement, the Contractor shall include all material, freight, labor, soil, mulch and incidentals into the unit price.

CONCRETE PAVERS (MATERIAL ONLY)

Some improved areas contain decorative concrete pavers. Concrete Paver unit pricing shall include individual concrete paver units, freight to the site (Veterans Boulevard CPZ limits of work) and taxes. No labor for installation shall be included in the unit price. Concrete Pavers shall only be required if broken existing pavers are discovered during Concrete Paver Repair/Leveling.

Concrete Paver Specifications:

Manufacturer: Pavestone
29095 Krentel Road
Lacombe, Louisiana 70445
(985) 882-9111
Product: Holland Stone (Heritage Series)
Paver Thickness: 60mm
Paver Color: Old Town Blend

CONCRETE PAVER REPAIR / LEVELING

Some improved areas contain decorative concrete pavers. All concrete paver repairs shall occur at the Owner's request. Repair shall be considered on areas that have settled naturally, or due to damage. When an area is determined to be in need of repair, the Owner and the Contractor shall meet at the requested location to determine the quantity of paver repaired required. Once this quantity is agreed upon, and the Contractor receives a written request from the Owner, the repairs may begin. All paver work shall be by an Interlocking Concrete Paving Institute (ICPI) certified installer. The Contractor shall submit his installer's qualifications to the Owner for approval prior to any repair work taking place.

All paver repairs shall occur during a continuous site visit by the Contractor. There shall be no stockpiling of pavers, equipment or materials on site unless the Contractor is present. No incomplete portion of the paver median shall be left unattended by the Contractor at any time. The Contractor shall implement proper lane closures, as required, when working on the median.

To properly repair damaged concrete paver areas, the Contractor shall remove the existing paver units and salvage them for re-use. The Contractor shall then remove as much leveling sand (mason sand) as required to expose the existing compacted #610 limestone base. The #610 limestone base shall be a minimum 8" in thickness and be installed over a geotextile fabric. The Contractor shall compact this layer of #610 limestone to raise the damaged area(s) to the proper grade. The proper grade shall be flush with the surrounding existing pavers and promote positive drainage toward the roadway. Once the #610 limestone is installed, and compacted, the Contractor shall install an approximately 1" thick layer of mason sand. The mason sand shall be free of any debris. The mason sand shall be compacted and the salvaged brick pavers shall be reinstalled in the same pattern in which they were removed. Finally, the Contractor shall install polymeric joint sand (color: tan) into the joints. Polymeric joint sand shall be installed as per the manufacturer's specifications.

All Pavers are 60mm Holland Stone (Heritage Series) pavers manufactured by Pavestone. The pavers are laid in a herringbone pattern with soldier course borders running along the existing roadway curbs. In the event damage has occur to the concrete pavers, and they are unable to be salvaged, the Contractor provide matching concrete pavers as per the unit pricing provided on the Incidental Material list.

TREE STAKES AND TIES

Where applicable along the entire Site, the Contractor shall monitor all tree stakes and ties for the duration of the contract. Stakes found to be loose shall be adjusted so as to make them secure. Tree ties shall be secure and well-fitting without binding. Removal of existing tree stakes and ties may be required at the discretion of Jefferson Parish.

AUTOMATIC IRRIGATION

As an integral part of the improvements within most improved areas, and for the long term success and survivability of the planted areas, automatic irrigation systems have been installed in most garden bed and turf areas. Monitoring of the systems and performing the necessary repairs to the systems is required by the Contractor. These tasks include, but may not be limited to, replacement of heads, broken water lines and valves; adjustment of the controller, heads, valves and zone water durations and frequencies. All irrigation repair costs will be as per the incidental list provided by the Contractor and **all repairs shall be performed within two (2) workings days** of the issue being discovered by the Contractor and/or Jefferson Parish. In the event of minor repairs that can take place at the same time of the inspection, the Contractor may contact the Parkways Department representative for immediate approval via e-mail. Irrigation repair costs shall be submitted as a separate invoice from the monthly billing. The Contractor must receive approval from Jefferson Parish prior to any repairs.

To be included in the monthly billing price, the Contractor shall make up to twenty (20) as-needed complete site visits for controller adjustment and/or backflow preventer shutoff/turn-on as directed by Jefferson Parish. These site visits shall include every irrigation location within the work limits. When requested by Jefferson Parish, the Contractor shall have an irrigation technician adjust the irrigation controllers at each location to account for weather changes. This may include, but not be limited to, watering frequencies and durations and system shut downs or startups. When a site visit is requested by the Parkways Department, the Contractor shall have seventy-two (72) hours to make the visit. As-needed irrigation system adjustments due to chemical applications and/or annual color replacement shall not be a part of the required twenty (20) complete site visits. The site visits may be requested at any time during the length of the contract and are not schedule or calendar determined.

As requested by the Parkways Department, the Contractor shall be responsible for making a complete walk-through/test of each irrigation system within the work limits. Pricing for the walk-through/test shall be priced per visit as a part of the Incidental Material list. These tests will be used to determine repairs and upgrades of the existing systems. The Contractor shall create a report of the system for each site detailing the following information:

- Date/Time of test;
- Irrigation technician performing the test;

- Weather conditions;
- Note the controller settings for that day;
- As needed, or requested by Jefferson Parish, adjust controller settings for each site;
- Note any malfunctioning components of the system;
- Recommend repairs for any discovered malfunctions.

Sprinkler head adjustment (aiming) is not considered incidental work or part of the as-requested site inspections and controller adjustments, and shall not be charged as such. Head adjustments shall be made, when noticed by Jefferson Parish or the Contractor, at each site(s) maintenance (mowing) visit.

Prior to making repairs, or requesting to make a repair, the Contractor shall take pictures and or videos of all issues requiring a repair. In addition, the Contractor shall take additional pictures and or videos of all completed repairs for documentation.

All irrigation work shall be under the direct supervision of a licensed irrigator.

SETTLEMENT

Monitor the Site (improved and unimproved areas) under this contract for settlement. Areas that require fill due to settling and erosion must be filled with a fill material that supports the weed free growth of grass and supports positive drainage. The fill material will be free of debris and must be graded to a smooth and level surface conforming to the surrounding grade. The fill materials shall be put in place within 72 hours of notification. All fill costs will be as per the incidental list provided by the Contractor. Fill costs shall be submitted as a separate invoice from the monthly billing. The Contractor must receive approval from Jefferson Parish prior to any fill work.

DRAINAGE

Monitor all aspects of the landscape drainage system (improved sites only) located within the maintenance sites including French drains pipe, solid drain pipe, catch basins, grates and swales. Clean and discard any blockages as necessary. Clogged or broken drain lines, or defects in catch basins are to be reported to the Jefferson Parish Parkways Department as soon as they are discovered.

There are three (3) locations with pervious catch basins that are tied into the Irrigation main line as a means to pump water from the catch basins. These catch basins shall be monitored by the Contractor at each site visit for clogs and improper function such as being stuck in the on or off position. These catch basins are controlled by the Irrigation main line; thus, the irrigation controller operates the main line and these pumps. The catch basins are scheduled to pump water for a few hours around

midnight at selected days of the week. If the Contractor notices the catch basins pumping water during the day light hours, a malfunction is taking place and the water shall be shut off at the irrigation backflow until further diagnosis can be made.

Locations: Veterans Boulevard near Massachusetts Avenue, Veterans Boulevard near Lisa Drive and Veterans Boulevard near Downs Boulevard.

TREE AND PALM TRIMMING

Trees within both the improved and unimproved areas of the Site shall be fully trimmed in accordance with standard arboriculture practices twice per year (February and August). The February trimming shall include pruning to 'shape' the trees, lift canopies for maintenance operations and clear any possible sight obstructions. Trimming shall result in a natural, balanced canopy of all trees. There shall be no 'topping' of crape myrtle trees. The August trimming shall reinforce the shaping completed in February, as well as remove any dead wood, lift canopies for maintenance operations and clear any sight obstructions. Should the Contractor observe a heavily damaged or dead tree, by no fault of his performance, he shall immediately report the tree to Jefferson Parish Parkways Department. Field input from the Jefferson Parish arborist and horticulturist will assist with any questions the Contractor may have regarding tree trimming.

With every mowing cycle, the Contractor shall trim trees with dead and or low hanging branches that obstruct the area in which maintenance work is performed to a minimum height of five feet (5') above ground level, where applicable. The Contractor shall monitor and trim any trees obstructing any traffic signals or signage. Any growth extending six inches (6") beyond the main trunk of the tree, and within five feet (5') of the ground level, is considered to be sucker growth that must be removed during every mowing cycle.

Palms within the improved area of the Site shall be fully trimmed in accordance with standard arboriculture practices twice per year (May and August). All seed pods are to be removed from the palm trees before they fall to the ground (usually around May each year). All tools used for pruning palms shall be sterilized between the pruning of each tree to prevent the possible spread of disease. Use recommended sterilization practices from LSU Plant Diagnostic Center. Field input from the Jefferson Parish arborist and horticulturist will assist with any questions the Contractor may have regarding palm trimming.

With every mowing cycle, the Contractor shall remove all dead or broken fronds from all palms soon as it is noticed or when the Contractor is notified by Jefferson Parish. This includes damage caused by wind and or cold (excluding named storms).

Emergency tree and or palm trimming may be required due to named storm damage. Emergency trimming due to named storm damage shall be considered an additional service not included in this contract. The Contractor shall assess all damage and prepare a proposal for removal to Jefferson Parish for approval. Work shall not be performed without prior approval from Jefferson Parish.

All tree and palm trimming shall take place under the direct supervision of a licensed arborist.

SHRUB PRUNING

Shrubs within the improved areas of the Site shall be properly pruned in accordance with standard practices. It is the intent of the design for the shrubs to have a massing effect. This shall be achieved by regular pruning and shaping of the shrubs so that they are natural in shape, but with no "stray" branches. In addition, the Contractor shall ensure that shrub growth does not extend past any curbs, sidewalks or garden bed borders. Typical pruning heights shall be as per the below chart. Shrubs shall be pruned after blooming each season to promote new growth. This may entail removing an entire limb, branch or frond, and may require removal of a part of a limb, branch or frond. Shrub pruning due to excessive wind and or cold (excluding named storms) may be required, and is considered part of this contract. Shrub pruning around decorative lights shall be monitored on a weekly basis. **The Contractor shall keep all decorative lighting fixtures and enclosures fully exposed from plant growth for service and aiming at all times.** Field input from the Jefferson Parish horticulturist will assist with any questions the Contractor may have regarding shrub pruning. Pruning shall occur on an as-needed basis, but no less than four (4) times per year.

Emergency shrub pruning may be required due to named storm damage. Emergency pruning due to named storm damage shall be considered an additional service not included in this contract. The Contractor shall assess all damage and prepare a proposal for removal to Jefferson Parish for approval. Work shall not be performed without prior approval from Jefferson Parish.

Typical Shrub Pruning Heights:

| <u>Shrub</u> | <u>Average Height</u> |
|---------------------|------------------------------|
| Juniper | 24" |
| Azalea | 36" |
| Shi Shi Camellia | 36" |
| Knock Out Rose | 36" |
| Indian Hawthorn | 36" |
| Loropetalum | 48" |
| Abelia | 48" |
| Oleander | 48" |
| Native Grasses | |

Trim once per year in March

All shrub pruning shall take place under the direct supervision of a licensed horticulturalist.

INCIDENTAL SCULPTURE CLEANING

Sculptures have been incorporated into some of the improved areas of Site. The Contractor shall provide an incidental unit price to perform a cleaning cycle of all of the sculptures. The Contractor is responsible for visiting the Site to become familiar with all of the sculptures prior to submitting a bid. Sculptures shall be cleaned with a mild car washing soap and water. The Contractor may utilize the existing irrigation systems as a water source. No pressure washing machines will be allowed for cleaning of the sculptures. The Contractor may implore the use of ladders and or a bucket truck to clean the sculptures. If a bucket truck is used, it must stay on the roadway at all times. The Contractor shall contact the Jefferson Parish Department of Traffic Engineering to properly block traffic, as required. Ladders being used in the cleaning process cannot touch any part of the sculpture.

INCIDENTAL BLOCK WALL CLEANING

Decorative concrete block landscape walls have been incorporated into some of the improved areas of the Site. The Contractor shall provide an incidental unit price to perform a cleaning cycle of all block walls. The Contractor is responsible for visiting the Site to become familiar with all of the block walls prior to submitting a bid. The walls shall be cleaned utilizing a 50/50 mixture of bleach and water and a pressure washer. The Contractor shall take precautions when using the pressure washer not to damage any plant material in the process. The Contractor may utilize the existing irrigation systems as a water source.

INCIDENTAL DECORATIVE LIGHT CUBE CLEANING

Decorative acrylic panel light cubes have been incorporated into the improved area of the Site located at Veterans Boulevard near Independence Street. The Contractor shall provide an incidental unit price to perform a cleaning cycle of all decorative light cubes. The Contractor is responsible for visiting the Site to become familiar with all of the light cubes prior to submitting a bid. The cubes shall be cleaned with a mild car washing soap and water. The Contractor may utilize the existing irrigation system as a water source. No pressure washing machines will be allowed for cleaning of the cubes.

INCIDENTAL SOD REPAIR

Incidental sod repair shall include straight line cutting out of existing turf areas, grubbing all non-native materials, and adding pump sand, as needed, to bring newly installed sod to the same elevation as surround turf area. Feather pump sand in joints of new turf to create a smooth transition. Additional excavation may be required in order for new turf to meet the elevation of existing turf. All existing drainage slopes shall be maintained.

PART IV IMPROVED LOCATIONS CHEMICAL MAINTENANCE PROGRAMS AND FREQUENCIES

GENERAL

At the discretion of the Jefferson Parish horticulturalist, products, methods and application rates may be adjusted due to cultural changes or plant needs. Any changes in these specifications will not create additional financial obligations for the Contractor. Jefferson Parish reserves the right to alter, remove, add and/or change the schedule of any chemical application for any reason. Weather conditions, parades, construction activities, product availability and weed resistance are possible causes for adjustment.

The Contractor shall use either a foam marker or GPS based tracking system when applying all turf products. Dye shall not be used for any application.

NON-IONIC WETTING AGENT

As needed, the Contractor shall add a non-ionic wetting agent to applications.

SOIL SAMPLE (GOLF COURSE SAMPLE)

As requested by the Jefferson Parish horticulturalist, the Contractor shall take periodical soil samples from various locations along the project Site. These samples will be taken from turf areas. Samples shall be submitted to Spectrum Analytic (or equivalent private lab). Turf soil samples shall be advanced samples (also known as golf course sample) to include micronutrients and Ph buffer.

Soil sample pricing shall be priced as an incidental item. Pricing shall include all required testing and standard shipping.

PLANT TISSUE SAMPLE

As requested by the Jefferson Parish horticulturalist, the Contractor shall take periodic plant tissue/plant soil samples from various locations along the project Site. These samples will be taken from the landscape beds. Samples shall be submitted to Spectrum Analytic (or equivalent private lab).

Plant tissue sample pricing shall be priced as an incidental item. Pricing shall include all required testing and second day air shipping.

PLANT BED WEED CONTROL

All planting beds and tree wells shall be kept free of weeds and /or undesirable grasses at all times. Chemical weed removal pre-emergent applications shall include:

- Three (3) Prodiamine pre-emergent applications are required each year. Apply Syngenta Barricade® 4FL pre-emergent herbicide @ 16 ounces of product per acre (per application). The first application shall occur in January*. The second application shall occur in May* and the third application shall occur in September*.
- Two (2) Isoxaben pre-emergent applications are required each year. Apply Dow Gallery® 75 Dry Flowable @ 1.0 pound of product per acre (per application). The first application shall occur in January* and the second application shall occur in September*.
- One (1) Pennant Magnum® S-metolachlor pre-emergent herbicide application is required each year. Apply in accordance with the manufacturer's recommended rates (as approved by Jefferson Parish). The application shall take place in May*. Do not spray over the top of ornamental grasses with this application.

*When multiple products are scheduled during the same month, the products shall be tank mixed together for each application:
See attached maintenance chart.

TREE FERTILIZATION

All trees within the improved and unimproved areas shall be fertilized once per year in February or March (weather dependent). The fertilizer shall include 8-12 month slow release fertilizer at a ratio and rate to be approved by the Jefferson Parish horticulturalist.

ORNAMENTAL FERTILIZATION

All shrubs and ground cover shall be fertilized once per year in February or March (weather dependent). Applications shall be made before the shrubs and ground covers are fully leafed out with new foliage. The fertilizer shall include 8-12 month slow release bed fertilizer at a ratio and rate to be approved by the Jefferson Parish horticulturalist.

PALM PROGRAM

The palm program shall utilize the ArborJet® injection system and consist of four (4) applications per year. The Contractor shall consult with the manufacturer on all equipment and product specifications, equipment maintenance, labor methods, product rates and procedures involved with implementing the ArborJet® injection system. The Contractor shall only use ArborJet® approved equipment and practices for the palm program.

- Application #1

ArborJet® Arbor-OTC water soluble systemic antibiotic (2.8 Grams per Palm) WITH ArborJet® IMA-Jet micro-injectable systemic insecticide (20 Milliliters per Palm). This application shall take place during the month of March.

- Application #2

ArborJet® Arbor-OTC water soluble systemic antibiotic (2.8 Grams per Palm) WITH ArborJet® PHOSPHO-Jet systemic fungicide (20 Milliliters per Palm). This application shall take place during the month of June.

- Application #3

ArborJet® Arbor-OTC water soluble systemic antibiotic (2.8 Grams per Palm) WITH ArborJet® IMA-Jet micro-injectable systemic insecticide (20 Milliliters per Palm). This application shall take place during the month of September.

- Application #4

ArborJet® Arbor-OTC (2.8 Grams per Palm) water soluble systemic antibiotic WITH ArborJet® PALM-Jet Mg injectable fertilizer (20 Milliliters per Palm). This application shall take place during the month of December.

INSECTS AND DISEASES

Consistent inspection of plant materials is required in order to detect insect and disease problems before they cause serious damage. The contractor will handle the insect and disease controls by a scheduled preventative spray program. Periodic inspection, diagnosis and spot spray treatment of insects and diseases will also be required. In addition, a full application of the following products will be required for use, as per manufacturer's label, according to the attached maintenance chart (application dates may vary as per the Jefferson Parish horticulturalist). All products shall be applied separately:

Horticultural Oil (Generic)

Apply in March AND October AND December

FMC Talstar® Insecticide / Miticide

Apply in May AND July

UPI Acephate 97UP Sprayable Systemic Insecticide

Apply in May AND July

Bayer Merit® 0.5G Insecticide

Treat entire bed area including mulch

Apply in February OR March OR April

BASF Paegent® Intrinsic® Fungicide

Apply in February AND September

Regal Systec 1998® WDG OR FL Fungicide

Apply in November

Syngenta Avid 0.15 EC Insecticide

Apply in July

Bayer TopChoice® Insecticide

Apply in May

Note: Exact application dates shall be determined by Jefferson Parish based on life cycle intervals.

TURF FERTILIZER APPLICATIONS

All improved locations shall have the turf fertilized two (2) times per year to maintain a healthy, dense, green turf. Care should be taken to apply complete, even, applications of fertilization. Chemicals that shall be used are as followed:

April:

AgroLiquid High NRG-N™ 27-0-0 liquid fertilizer @ 22.0 gallons of product per acre of turf (per application).

PLUS

AgroLiquid Pro-Germinator® 9-24-3 liquid fertilizer @ 3.5 gallons of product per acre of turf (per application).

PLUS

AgroLiquid Sure-K® 2-1-6 liquid fertilizer @ 4.0 gallons of product per acre of turf (per application).

Important: These products are to be applied with a (2) to (1) ratio. A minimum (2) parts water and (1) part product. Products shall be tank mixed together for each application.

August:

RegalGrow™ Harness® 30-0-0 liquid fertilizer @ 44 ounces of product per 1,000 square feet of turf (per application).

PLUS

RegalGrow™ 0-20-20 with Shamrock® liquid fertilizer @ 44 ounces of product per 1,000 square feet of turf (per application).

Important: These products are to be applied with a (2) to (1) ratio. A minimum (2) parts water and (1) part product. Products shall be tank mixed together for each application.

For this contract, the first turf fertilizer application will take place in August of 2024. Four (4) applications shall take place for the life of the contract.

TURF PEST CONTROL APPLICATIONS

A weekly inspection of lawns for disease and insect problems must occur throughout the contract. If symptoms are found, they must be diagnosed and treated without delay. Follow up applications will be made as necessary to remedy the problem.

Two (2) Applications per Year:

BASF Pillar® G Intrinsic fungicide applications shall be required in the months of March and November. Apply 3 pounds of product per 1,000 SF to all turf areas.

One (1) Application per Year:

Bayer TopChoice® insecticide application shall be required in the month of May. Apply 86 pounds of product per acre to all turf areas.

Two (2) Applications per Year:

FMC Talstar® P liquid insecticide applications shall be required to all turf areas. The application dates shall be determined by the Jefferson Parish horticulturalist. All applications shall abide by the manufacturer's specifications.

See attached maintenance chart.

CENTPEDE TURF WEED CONTROL

All centipede lawns shall be treated with pre-emergent and post-emergent herbicides a total of four (4) times per year. Chemicals to be used are as follows:

Two (2) Applications per Year:

Syngenta Barricade® 65 WG OR Bayer Esplanade® 200 SC pre-emergent herbicide*

* Syngenta Barricade® 65 WG shall be applied in late winter/early spring and Bayer Esplanade® 200 SC shall be applied in the fall.

PLUS

LESCO Eliminate-D™ OR PBI/Gordon Trimec® Classic broadleaf herbicide**

**The Contractor may select from either of the above broadleaf herbicides for the both applications.

The first application shall occur in January or February (weather dependent) at a rate of 1.0 pound of Syngenta Barricade 65® WG product per acre AND the manufacturer's suggested rate for Eliminate-D™ OR Trimec® Classic (tank mixed per application).

The second application shall occur in September or October (weather dependent) at a rate of 3 ounces of Esplanade® 200 SC product per acre AND the manufacturer's suggested rate for Eliminate-D™ OR Trimec® Classic (tank mixed per application).

Two (2) Applications per Year:

Bayer Celsius® WG 10 herbicide AND Valent Outrider® herbicide at the manufacturers' suggested rate(s) (tank mixed per application).

Both applications shall occur between May and September (weather dependent) as directed by the Jefferson Parish horticulturalist.

See attached maintenance chart. Non-ionic wetting agent shall be used on all herbicide applications.

BERMUDA TURF WEED CONTROL

All Bermuda lawns shall be treated with pre-emergent and post-emergent herbicides seven (7) times per year. Chemicals to be used are as follows:

Two (2) Applications per Year:

Syngenta Barricade® 65 WG OR Bayer Esplanade® 200 SC pre-emergent herbicide*

* Syngenta Barricade® 65 WG shall be applied in late winter/early spring and Bayer Esplanade® 200 SC shall be applied in the fall.

PLUS

LESCO Eliminate-D™ OR PBI/Gordon Trimec® Classic broadleaf herbicide**

**The Contractor may select from either of the above broadleaf herbicides for the both applications.

The first application shall occur in January or February (weather dependent) at a rate of 1.0 pound of Barricade® 65 WG product per acre AND the manufacturer's suggested rate for LESCO Eliminate-D™ OR PBI/Gordon Trimec® Classic (tank mixed per application).

The second application shall occur in September or October (weather dependent) at a rate of 3 ounces of Bayer Esplanade® 200 SC product per acre AND the manufacturer's suggested rate for Eliminate-D™ OR PBI/Gordon Trimec® Classic (tank mixed per application).

Two (2) Applications per Year:

Bayer Tribute® Total herbicide AND Valent Outrider® herbicide at the manufacturers' suggested rate(s) (tank mixed per application).

Both applications shall occur between May and September (weather dependent) as directed by the Jefferson Parish horticulturalist.

Three (3) Applications per Year (Torpedo grass Control at 14-21 day intervals):

Application #1

BASF Drive® XLR8 herbicide

Application #2

BASF Drive® XLR8 herbicide

PLUS

Syngenta Monument® 75WG herbicide

Application #3

BASF Drive® XLR8 herbicide

Apply in late summer (weather dependent) as directed by the Jefferson Parish horticulturalist for torpedo grass control. All applications shall be in accordance with the manufacturer's label.

See attached maintenance chart. Non-ionic wetting agent shall be used on all herbicide applications.

PART V UNIMPROVED LOCATIONS CHEMICAL MAINTENANCE PROGRAMS AND FREQUENCIES

GENERAL

At the discretion of the Jefferson Parish horticulturalist, products, methods and application rates may be adjusted due to cultural changes or plant needs. Any changes in these specifications will not create additional financial obligations for the Contractor.

NON-IONIC WETTING AGENT

As needed, the Contractor shall add a non-ionic wetting agent to applications.

JANUARY (PRE-EMERGENT PROGRAM)

Syngenta Barricade® 65WG at a rate of 1.0 pound per acre with a wetting coverage of 40 gallons of water per acre

PLUS

Nufarm Weedestroy® AM-40 herbicide at a rate of 32 ounces per acre

PLUS

BASF Overdrive® at a rate of 3 ounces per acre

APRIL (POST-EMERGENT PROGRAM)

BASF Plateau® herbicide at a rate of 3 ounces per acre

PLUS

Bayer Derigo® herbicide at a rate of 3 ounces per acre

JULY (POST-EMERGENT PROGRAM)

BASF Plateau® herbicide at a rate of 4 ounces per acre

PLUS

Bayer Derigo® herbicide at a rate of 3 ounces per acre

PLUS

Valent Outrider® herbicide at a rate of 1 ounce per acre

SEPTEMBER (PRE-EMERGENT PROGRAM)

Bayer Esplanade® 200 SC at a rate of 3 ounces per acre

PLUS

Valent Outrider® herbicide at a rate of 1.25 ounces per acre

PLUS

Nufarm Weedestroy® AM-40 herbicide at a rate of 48 ounces per acre

PART VI APPROXIMATE QUANTITIES

Improved Locations Turf (Centipede)

+/- 256,725 SF (5.9 AC)

Improved Locations Turf (Bermuda)

+/- 144,000 SF (3.2 AC)

Unimproved Locations Landscape Beds

141,000 SF

Improved Locations 6" Annuals (Per Change Out)

2,610 minimum

Palms (Contractor shall field determine sizes for application rates)

(38) Medjool Palms

(65) Sabal Palms

(24) Mexican Fan Palms

Unimproved Locations Turf

The Contractor is responsible for determining the acreage and quantities of all unimproved areas of the Site.

DATE: 4/03/2024
BID NO.: 50-00144900

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

JEFFERSON PARISH

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

PURCHASING SPECIALIST:
SFOLSE@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 5/07/2024 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS
THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 136353 and/or Resolution No. 141125 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the Purchasing Specialist's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

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

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge any Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA - R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

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

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

DATE: 4/03/2024

BID NO.: 50-00144900

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Page: 3

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this Invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 136353 or 141125 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

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

2, 3, 4, 5, 6, 8, 10, 11, 12, 13, 15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise stated in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects. In conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted as per the appendix instructions. Failure to submit applicable certifications per the appendix instructions will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission; and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

DATE: 4/03/2024

Page: 6

BID NO.: 50-00144900

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 N/A %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF July 31st, 2026

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

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

August 1st, 2024

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 77755

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Jacob Burkhart

ADDRESS: 1701 Belle Chase Hwy.

CITY, STATE: Gretna, LA ZIP: 70056

TELEPHONE: (504) 892-0740 FAX: (N/A)

EMAIL ADDRESS: jburkhart@landscapeworkshop.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: ADDENDUM #1

NUMBER: ADDENDUM #2

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ \$1,531,946.80

AUTHORIZED
SIGNATURE: 

Jacob Burkhart

TITLE: General Manager

Printed Name

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

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

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|-----------------|
| 1 | 24.00 | MO | TWO YEAR CONTRACT FOR LANDSCAPE AND CHEMICAL MAINTENANCE FOR THE JEFFERSON PARISH DEPARTMENT OF PARKWAYS. 0010 PROVIDE A MONTHLY COST FOR THE TWENTY FOUR (24) MONTHS OF LANDSCAPE AND CHEMICAL MAINTENANCE CONTRACT FOR THE VETERANS BOULEVARD CPZ IMPROVEMENTS FROM THE CITY OF KENNER LINE TO THE 17TH STREET CANAL PER ATTACHED SPECIFICATIONS | \$ 61,297.00 | \$ 1,471,128.00 |
| 2 | 1.00 | CYCL | 0020 INCIDENTAL MOWING | \$ 6,520.00 | \$ 6,520.00 |
| 3 | 1.00 | EA | 0030 INCIDENTAL SHRUB 1 - GALLON | \$ 14.00 | \$ 14.00 |
| 4 | 1.00 | EA | 0040 INCIDENTAL SHRUB 3 - GALLON | \$ 28.00 | \$ 28.00 |
| 5 | 1.00 | EA | 0050 INCIDENTAL SHRUB 7 - GALLON | \$ 76.00 | \$ 76.00 |
| 6 | 1.00 | EA | 0060 INCIDENTAL SHRUB 15 - GALLON | \$ 184.00 | \$ 184.00 |
| 7 | 1.00 | EA | 0070 INCIDENTAL TREE 30 - GALLON | \$ 342.00 | \$ 342.00 |
| 8 | 1.00 | EA | 0080 INCIDENTAL TREE 45 - GALLON | \$ 516.00 | \$ 516.00 |
| 9 | 1.00 | EA | 0090 INCIDENTAL TREE 65 - GALLON | \$ 902.00 | \$ 902.00 |
| 10 | 1.00 | EA | 0100 INCIDENTAL ANNUAL COLOR 6 INCH POT | \$ 12.00 | \$ 12.00 |
| 11 | 1.00 | EA | 0110 INCIDENTAL TREE STAKE KIT (MINIMUM 3 STAKES) | \$ 70.00 | \$ 70.00 |
| 12 | 1.00 | LB | 0120 INCIDENTAL GRASS SEED IMPROVED HULLED BERMUDA SEED SUNSTAR OR APPROVED EQUAL | \$ 18.00 | \$ 18.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|-------------|
| 13 | 1.00 | SQYD | 0130 INCIDENTAL SOD CENTIPEDE | \$ 13.00 | \$ 13.00 |
| 14 | 1.00 | SQYD | 0140 INCIDENTAL SOD 419 BERMUDA | \$ 11.00 | \$ 11.00 |
| 15 | 1.00 | EA | 0150 INCIDENTAL SOIL AMENDMENT METRO 380 (2.8 CUBIC FEET BAG) | \$ 65.00 | \$ 65.00 |
| 16 | 1.00 | CUYD | 0160 INCIDENTAL FILL DIRT PUMP SAND | \$ 69.00 | \$ 69.00 |
| 17 | 1.00 | CUYD | 0170 INCIDENTAL GARDEN SOIL | \$ 94.00 | \$ 94.00 |
| 18 | 1.00 | EA | 0180 INCIDENTAL WATER RETAINER AQUASORB OR APPROVED EQUAL (50 POUND BAG) | \$ 296.00 | \$ 296.00 |
| 19 | 1.00 | CF | 0190 INCIDENTAL MULCH BALED PINE STRAW | \$ 10.00 | \$ 10.00 |
| 20 | 1.00 | CF | 0200 INCIDENTAL MULCH CRUSHED PINE STRAW BAG | \$ 22.00 | \$ 22.00 |
| 21 | 1.00 | CUYD | 0210 INCIDENTAL EMERGENCY TREE TRIMMING (DEBRIS MEASUREMENT) | \$ 450.00 | \$ 450.00 |
| 22 | 1.00 | CUYD | 0220 INCIDENTAL EMERGENCY SHRUB PRUNING (DEBRIS MEASUREMENT) | \$ 65.00 | \$ 65.00 |
| 23 | 1.00 | EA | 0230 CONCRETE PAVERS (PAVER BRICKS ONLY) | \$ 6.00 | \$ 6.00 |
| 24 | 1.00 | SQYD | 0240 CONCRETE PAVER REPAIR/LEVELING (NO PAVERS SUPPLIED) | \$ 33.00 | \$ 33.00 |
| 25 | 1.00 | CYCL | 0250 BLOCK WALL CLEANING | \$ 4,450.00 | \$ 4,450.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|-------------|
| 26 | 1.00 | CYCL | 0260 SCULPTURE CLEANING | \$ 2,960.00 | \$ 2,960.00 |
| 27 | 1.00 | CYCL | 0270 DECORATIVE LIGHT CUBE CLEANING | \$ 925.00 | \$ 925.00 |
| 28 | 1.00 | EA | 0280 COMPLETE IRRIGATION INSPECTION & REPORT (ALL ZONES WITHIN THE SITE) | \$ 4,800.00 | \$ 4,800.00 |
| 29 | 1.00 | EA | 0290 CONTROLLER PROGRAM ADJUSTMENT WITH BACKFLOW PREVENTER SHUTOFF/STARTUP (SINGLE LOCATION WITHIN THE SITE) | \$ 225.00 | \$ 225.00 |
| 30 | 1.00 | EA | 0300 1 INCH IRRIGATION VALVE | \$ 325.00 | \$ 325.00 |
| 31 | 1.00 | EA | 0310 1.5 INCH IRRIGATION VALVE | \$ 450.00 | \$ 450.00 |
| 32 | 1.00 | EA | 0320 2 INCH IRRIGATION VALVE | \$ 525.00 | \$ 525.00 |
| 33 | 1.00 | EA | 0330 12 INCH IRRIGATION POP-UP | \$ 42.00 | \$ 42.00 |
| 34 | 1.00 | EA | 0340 4 INCH IRRIGATION POP-UP | \$ 18.00 | \$ 18.00 |
| 35 | 1.00 | EA | 0350 IRRIGATION SPRAY NOZZLE | \$ 6.00 | \$ 6.00 |
| 36 | 1.00 | EA | 0360 IRRIGATION ROTARY NOZZLE (HUNTER MP ROTATOR) | \$ 18.00 | \$ 18.00 |
| 37 | 1.00 | LF | 0370 IRRIGATION MAIN LINE REPAIR | \$ 650.00 | \$ 650.00 |
| 38 | 1.00 | EA | 0380 IRRIGATION TURF ROTOR | \$ 42.00 | \$ 42.00 |
| 39 | 1.00 | LF | 0390 IRRIGATION LATERAL LINE REPAIR | \$ 400.00 | \$ 400.00 |
| 40 | 1.00 | EA | 0400 IRRIGATION CONTROLLER (RAINBIRD ESP-LX OR SIMILAR) | \$ 1,450.00 | \$ 1,450.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|-----|---|----------------------|-------------|
| 41 | 1.00 | EA | 0410 IRRIGATION CONTROL MODULE (4 ZONE) | \$ 262.00 | \$ 262.00 |
| 42 | 1.00 | EA | 0420 IRRIGATION CONTROL MODULE (8 ZONE) | \$ 380.00 | \$ 380.00 |
| 43 | 1.00 | EA | 0430 RAINBIRD (OR SIMILAR) BATTERY CONTROLLER (4 ZONE) | \$ 586.00 | \$ 586.00 |
| 44 | 1.00 | EA | 0440 RAINBIRD (OR SIMILAR) BATTERY CONTROLLER (6 ZONE) | \$ 622.00 | \$ 622.00 |
| 45 | 1.00 | EA | 0450 IRRIGATION 2 INCH RPA BACKFLOW PREVENTER | \$ 2,500.00 | \$ 2,500.00 |
| 46 | 1.00 | EA | 0460 2 INCH BACKFLOW BRASS BALL VALVE | \$ 722.00 | \$ 722.00 |
| 47 | 1.00 | EA | 0470 2 INCH BACKFLOW BRASS BALL VALVE WITH TEST COCK | \$ 1,242.00 | \$ 1,242.00 |
| 48 | 1.00 | EA | 0480 2 INCH BACKFLOW RUBBER PARTS REPAIR KIT | \$ 574.00 | \$ 574.00 |
| 49 | 1.00 | EA | 0490 2 INCH BACKFLOW CHECK REPAIR KIT | \$ 312.00 | \$ 312.00 |
| 50 | 1.00 | EA | 0500 2 INCH BACKFLOW RELIEF VALVE REPAIR KIT | \$ 925.00 | \$ 925.00 |
| 51 | 1.00 | EA | 0510 CLASS II 2 INCH RPA BACKFLOW (GREEN PLASTIC) COVER (NO BASE) | \$ 1,398.00 | \$ 1,398.00 |
| 52 | 1.00 | EA | 0520 CLASS II 2 INCH RPA BACKFLOW (GREEN PLASTIC) BASE (NO COVER) | \$ 721.00 | \$ 721.00 |
| 53 | 1.00 | EA | 0530 2 INCH RPA BACKFLOW LOCKABLE CAGE (GREEN METAL) | \$ 1,321.00 | \$ 1,321.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|-----|--|----------------------|-----------|
| 54 | 1.00 | EA | 0540 CLASS II 2 INCH RPA BACKFLOW COVER CONCRETE FOUNDATION APROXIMATELY 18 INCH X 48 INCH X 4 INCH THICK | \$ 950.00 | \$ 950.00 |
| 55 | 1.00 | EA | 0550 BACKFLOW COVER / CAGE STAINLESS STEEL MOUNTING HARDWARE AND LABOR (FOR CONCRETE FOUNDATION) | \$ 262.00 | \$ 262.00 |
| 56 | 1.00 | EA | 0560 2 INCH RPA BACKFLOW INSULATED BAG (GREEN) | \$ 150.00 | \$ 150.00 |
| 57 | 1.00 | EA | 0570 6 INCH ROUND IRRIGATION VALVE BOX WITH LID | \$ 175.00 | \$ 175.00 |
| 58 | 1.00 | EA | 0580 6 INCH ROUND IRRIGATION VALVE BOX LID (ONLY) | \$ 25.00 | \$ 25.00 |
| 59 | 1.00 | EA | 0590 10 INCH ROUND IRRIGATION VALVE BOX WITH LID | \$ 225.00 | \$ 225.00 |
| 60 | 1.00 | EA | 0600 10 INCH ROUND IRRIGATION VALVE BOX LID (ONLY) | \$ 35.00 | \$ 35.00 |
| 61 | 1.00 | EA | 0610 14 INCH X 19 INCH IRRIGATION VALVE BOX LID (ONLY) | \$ 65.00 | \$ 65.00 |
| 62 | 1.00 | EA | 0620 14 INCH X 19 INCH IRRIGATION VALVE BOX WITH LID | \$ 375.00 | \$ 375.00 |
| 63 | 1.00 | EA | 0630 13 INCH X 20 INCH IRRIGATION VALVE BOX WITH LID | \$ 475.00 | \$ 475.00 |
| 64 | 1.00 | EA | 0640 13 INCH X 20 INCH IRRIGATION VALVE BOX LID (ONLY) | \$ 95.00 | \$ 95.00 |
| 65 | 1.00 | EA | 0650 13 INCH X 24 INCH IRRIGATION VALVE BOX WITH LID | \$ 650.00 | \$ 650.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|-----|---|----------------------|-----------|
| 66 | 1.00 | EA | 0660 13 INCH X 24 INCH IRRIGATION VALVE BOX LID (ONLY) | \$ 120.00 | \$ 120.00 |
| 67 | 1.00 | HR | 0670 IRRIGATION WIRE TRACKING | \$ 85.00 | \$ 85.00 |
| 68 | 1.00 | LF | 0680 IRRIGATION WIRE REPAIR OR REPLACEMENT WITH TRENCHING | \$ 60.00 | \$ 60.00 |
| 69 | 1.00 | LF | 0690 IRRIGATION WIRE REPAIR OR REPLACEMENT WITHOUT TRENCHING | \$ 100.00 | \$ 100.00 |
| 70 | 1.00 | EA | 0700 WATERPROOF IRRIGATION SPLICE (3M DBR/Y-6) | \$ 30.00 | \$ 30.00 |
| 71 | 1.00 | LF | 0710 IRRIGATION LINE TUNNELING (UNDER 5 LINEAR FEET PER) | \$ 250.00 | \$ 250.00 |
| 72 | 1.00 | EA | 0720 NIPPLE RISERS 1/2 INCH X 3 INCH (FOR POP-UPS) | \$ 20.00 | \$ 20.00 |
| 73 | 1.00 | EA | 0730 NIPPLE RISERS 1/2 INCH X 3 INCH (FOR TURF ROTORS) | \$ 25.00 | \$ 25.00 |
| 74 | 1.00 | EA | 0740 SOLENOID (RAINBIRD) | \$ 56.00 | \$ 56.00 |
| 75 | 1.00 | EA | 0750 SOLENOID (HUNTER) | \$ 56.00 | \$ 56.00 |
| 76 | 1.00 | EA | 0760 RAINBIRD 1800 6 INCH EXTENSION RISER | \$ 31.00 | \$ 31.00 |
| 77 | 1.00 | EA | 0770 DIAPHRAGM - 1 INCH VALVE (RAINBIRD) | \$ 250.00 | \$ 250.00 |
| 78 | 1.00 | EA | 0780 DIAPHRAGM - 1.5 INCH VALVE (RAINBIRD) | \$ 325.00 | \$ 325.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|--------------|
| 79 | 1.00 | EA | 0790 DIAPHRAGM - 2 INCH VALVE (RAINBIRD) | 450.00 \$ | 450.00 \$ |
| 80 | 1.00 | EA | 0800 DIAPHRAGM - 1 INCH VALVE (HUNTER) | 250.00 \$ | 250.00 \$ |
| 81 | 1.00 | EA | 0810 DIAPHRAGM - 1.5 INCH VALVE (HUNTER) | 325.00 \$ | 325.00 \$ |
| 82 | 1.00 | EA | 0820 DIAPHRAGM - 2 INCH VALVE (HUNTER) | 450.00 \$ | 450.00 \$ |
| 83 | 1.00 | ACRE | 0830 INCIDENTAL BED GRANULAR APPLICATION LARGE AREA (MINIMUM 1 ACRE) NO PRODUCT, LABOR ONLY | 526.00 \$ | 526.00 \$ |
| 84 | 1.00 | SQFT | 0840 INCIDENTAL BED GRANULAR APPLICATION SMALL AREA (MINIMUM 1,000 SQUARE FEET) NO PRODUCT, LABOR ONLY | 0.60 \$ | 0.60 \$ |
| 85 | 1.00 | SQFT | 0850 INCIDENTAL BED LIQUID APPLICATION SMALL AREA (MINIMUM 1,000 SQUARE FEET) NO PRODUCT, LABOR ONLY | 0.60 \$ | 0.60 \$ |
| 86 | 1.00 | ACRE | 0860 INCIDENTAL BED LIQUID APPLICATION LARGE AREA (MINIMUM 1 ACRE) NO PRODUCT, LABOR ONLY | 432.00 \$ | 432.00 \$ |
| 87 | 1.00 | ACRE | 0870 INCIDENTAL TURF GRANULAR APPLICATION LARGE AREA (MINIMUM 1 ACRE) NO PRODUCT, LABOR ONLY | 432.00 \$ | 432.00 \$ |
| 88 | 1.00 | SQFT | 0880 INCIDENTAL TURF GRANULAR APPLICATION SMALL AREA (MINIMUM 1,000 SQUARE FEET) NO PRODUCT, LABOR ONLY | 0.60 \$ | 0.60 \$ |
| 89 | 1.00 | ACRE | 0890 INCIDENTAL TURF LIQUID APPLICATION LARGE AREA (MINIMUM 1 ACRE) NO PRODUCT, LABOR ONLY | 432.00 \$ | 432.00 \$ |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|---|----------------------|-------------|
| 90 | 1.00 | SQFT | 0900 INCIDENTAL TURF LIQUID APPLICATION SMALL AREA (MINIMUM 1,000 SQUARE FEET) NO PRODUCT, LABOR ONLY | \$ 0.60 | \$ 0.60 |
| 91 | 1.00 | EA | 0910 ARBORJET INJECTION APPLICATION PER PALM APPLICATION PRICE NO PRODUCT, LABOR ONLY | \$ 30.00 | \$ 30.00 |
| 92 | 1.00 | EA | 0920 ARBORJET ARBOR-OTC OR APPROVED EQUAL PER PALM PRODUCT PRICE (2.8 GRAMS PRODUCT ONLY, NO LABOR | \$ 32.00 | \$ 32.00 |
| 93 | 1.00 | EA | 0930 ARBORJET IMA-JET OR APPROVED EQUAL PER PALM PRODUCT PRICE (20 MILLILITERS) PRODUCT ONLY, NO LABOR | \$ 16.00 | \$ 16.00 |
| 94 | 1.00 | EA | 0940 ARBORJET PALM-JET OR APPROVED EQUAL PER PALM PRODUCT PRICE (20 MILLILITERS) PRODUCT ONLY, NO LABOR | \$ 12.00 | \$ 12.00 |
| 95 | 1.00 | EA | 0950 ARBORJET PHOSPHO-JET OR APPROVED EQUAL PER PALM PRODUCT PRICE (20 MILLILITERS) PRODUCT ONLY, NO LABOR | \$ 12.00 | \$ 12.00 |
| 96 | 1.00 | ACRE | 0960 AGROLIQUID HIGH NRG-N OR APPROVED EQUAL APPLICATION: 9.5 GALLONS PER ACRE PRODUCT ONLY, NO LABOR | \$ 1,356.00 | \$ 1,356.00 |
| 97 | 1.00 | ACRE | 0970 AGROLIQUID SURE K OR APPROVED EQUAL APPLICATION: 4.25 GALLONS PER ACRE PRODUCT ONLY, NO LABOR | \$ 975.00 | \$ 975.00 |
| 98 | 1.00 | ACRE | 0980 ARGOLIQUID PRO-GERMINATION OR APPROVED EQUAL APPLICATION: 2 GALLONS PER ACRE PRODUCT ONLY, NO LABOR | \$ 1,171.00 | \$ 1,171.00 |
| 99 | 1.00 | ACRE | 0990 BASF DRIVE XLR8 OR APPROVED EQUAL APPLICATION: 64 OUNCES PER ACRE | \$ 350.00 | \$ 350.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|---|----------------------|-----------|
| 100 | 1.00 | ACRE | 1000 BASF IMAGE 70 DG OR APPROVED EQUAL APPLICATION: 11 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 226.00 | \$ 226.00 |
| 101 | 1.00 | ACRE | 1010 BASF OVERDRIVE HERBICIDE OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 74.00 | \$ 74.00 |
| 102 | 1.00 | GL | 1020 BASF PAGEANT INTRINSIC OR APPROVED EQUAL APPLICATION: 18 OUNCES PER 100 GALLONS PRODUCT ONLY, NO LABOR | \$ 196.00 | \$ 196.00 |
| 103 | 1.00 | SQFT | 1030 BASF PILLAR G INTRINSIC OR APPROVED EQUAL APPLICATION: 3 POUNDS PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 1.00 | \$ 1.00 |
| 104 | 1.00 | ACRE | 1040 BASF PLATEAU OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 23.00 | \$ 23.00 |
| 105 | 1.00 | ACRE | 1050 BASF TOWER OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 38.00 | \$ 38.00 |
| 106 | 1.00 | ACRE | 1060 BAYER CELSIUS WG OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 24.00 | \$ 24.00 |
| 107 | 1.00 | ACRE | 1070 BAYER DERIGO OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 28.00 | \$ 28.00 |
| 108 | 1.00 | ACRE | 1080 BAYER ESCORT XP OR APPROVED EQUAL APPLICATION: .25 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 26.00 | \$ 26.00 |
| 109 | 1.00 | ACRE | 1090 BAYER ESPLANADE 200 (SC) OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 132.00 | \$ 132.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|-----------|
| 110 | 1.00 | ACRE | 1100 BAYER MERIT 0.5G OR APPROVED EQUAL APPLICATION: 80 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 192.00 | \$ 192.00 |
| 111 | 1.00 | ACRE | 1110 BAYER PASTORA HERBICIDE OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 31.00 | \$ 31.00 |
| 112 | 1.00 | SQFT | 1120 BAYER ROUNDUP PRO OR APPROVED EQUAL 4.0% SPRAY SOLUTION PRODUCT ONLY, NO LABOR | \$ 0.20 | \$ 0.20 |
| 113 | 1.00 | ACRE | 1130 BAYER TOPCHOICE OR APPROVED EQUAL APPLICATION: 87 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 180.00 | \$ 180.00 |
| 114 | 1.00 | ACRE | 1140 BAYER TRIBUTE TOTAL OR APPROVED EQUAL APPLICATION: .5 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 101.00 | \$ 101.00 |
| 115 | 1.00 | ACRE | 1150 DOLOMITIC LIME GRANULAR APPLICATION: 2,000 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 780.00 | \$ 780.00 |
| 116 | 1.00 | ACRE | 1160 DREXEL MSMA 6 PLUS OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 18.00 | \$ 18.00 |
| 117 | 1.00 | ACRE | 1170 ELEMENTAL SULFUR GRANULAR APPLICATION: 175 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 292.00 | \$ 292.00 |
| 118 | 1.00 | ACRE | 1180 FMC TALSTAR P OR APPROVED EQUAL APPLICATION: 44 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 120.00 | \$ 120.00 |
| 119 | 1.00 | ACRE | 1190 FMC TALSTAR PL OR APPROVED EQUAL APPLICATION: 175 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 426.00 | \$ 426.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|--|----------------------|-------------|
| 120 | 1.00 | ACRE | 1200 GRANULAR FERTILIZER 14-14-14 80% - 90% SLOW RELEASE APPLICATION: 200 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 562.00 | \$ 562.00 |
| 121 | 1.00 | ACRE | 1210 GRANULAR FERTILIZER 32-3-12 SLOW RELEASE 40% - 50% XCU APPLICATION: 150 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 478.00 | \$ 478.00 |
| 122 | 1.00 | ACRE | 1220 GRANULAR FERTILIZER 15-5-15 40% - 50% S.C.U.> APPLICATION: 200 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 424.00 | \$ 424.00 |
| 123 | 1.00 | ACRE | 1230 GYPSUM GRANULAR APPLICATION: 2,000 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 1,226.00 | \$ 1,226.00 |
| 124 | 1.00 | SQFT | 1240 HORTICULTURAL OIL (GENERIC) APPLICATION: MANUFACTURER'S HIGH RATE PRODUCT ONLY, NO LABOR | \$ 0.20 | \$ 0.20 |
| 125 | 1.00 | GL | 1250 JUNCTION OR APPROVED EQUAL APPLICATION: 1.75 POUNDS PER 100 GALLONS PRODUCT ONLY, NO LABOR | \$ 6.00 | \$ 6.00 |
| 126 | 1.00 | ACRE | 1260 LESCO ELIMINATE - D OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 3.00 | \$ 3.00 |
| 127 | 1.00 | ACRE | 1270 MILORGANITE 6-2-0 OR APPROVED EQUAL APPLICATION: 400 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 678.00 | \$ 678.00 |
| 128 | 1.00 | ACRE | 1280 MONSANTO CERTAINTY OR APPROVED EQUAL APPLICATION: 1.25 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 228.00 | \$ 228.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|---|----------------------|-----------|
| 129 | 1.00 | ACRE | 1290 PBI GORDON SPEEDZONE OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 8.00 | \$ 8.00 |
| 130 | 1.00 | ACRE | 1300 NUFARM WEEDESTROY AM-40 OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 7.00 | \$ 7.00 |
| 131 | 1.00 | ACRE | 1310 PBI GORDON TRIMEC OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 7.00 | \$ 7.00 |
| 132 | 1.00 | SQFT | 1320 REGAL BRIDLE LIQUID 30-0-0 OR APPROVED EQUAL APPLICATION: 1.25 GALLONS PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 0.70 | \$ 0.70 |
| 133 | 1.00 | GL | 1330 REGAL CONSYST (BED AREA) OR APPROVED EQUAL APPLICATION: 1 POUND PER 1,000 GALLONS PRODUCT ONLY, NO LABOR | \$ 1.00 | \$ 1.00 |
| 134 | 1.00 | SQFT | 1340 REGAL CONSYST (TURF) OR APPROVED EQUAL APPLICATION: 5 OUNCES PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 0.70 | \$ 0.70 |
| 135 | 1.00 | SQFT | 1350 REGAL CROWN LIQUID OR APPROVED EQUAL APPLICATION: 2 OUNCES PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 0.60 | \$ 0.60 |
| 136 | 1.00 | ACRE | 1360 REGAL ENSEMBLE W/SHAMROCK 0-20-20 OR APPROVED EQUAL APPLICATION: 15 GALLONS PER ACRE PRODUCT ONLY, NO LABOR | \$ 802.00 | \$ 802.00 |
| 137 | 1.00 | SQFT | 1370 REGAL ENSEMBLE W/SHAMROCK 0-20-20 OR APPROVED EQUAL APPLICATION: 66 OUNCES PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 2.00 | \$ 2.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|---|----------------------|-----------|
| 138 | 1.00 | ACRE | 1380 REGAL HARNESS LIQUID 30-0-0 OR APPROVED EQUAL APPLICATION: 15 GALLONS PER ACRE PRODUCT ONLY, NO LABOR | \$ 926.00 | \$ 926.00 |
| 139 | 1.00 | ACRE | 1390 REGAL MULTIGREEN II OR APPROVED EQUAL APPLICATION: MANUFACTURER'S HIGH RATE PRODUCT ONLY, NO LABOR | \$ 327.00 | \$ 327.00 |
| 140 | 1.00 | SQFT | 1400 REGAL MUSCLE LIQUID OR APPROVED EQUAL APPLICATION: 8 OUNCES PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 2.00 | \$ 2.00 |
| 141 | 1.00 | ACRE | 1410 REGAL STERLING GENERESPONDER OR APPROVED EQUAL APPLICATION: 20 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 128.00 | \$ 128.00 |
| 142 | 1.00 | GL | 1420 REGAL SYSTEC 1998 FL OR APPROVED EQUAL APPLICATION: 15 OUNCES PER 100 GALLONS PRODUCT ONLY, NO LABOR | \$ 18.00 | \$ 18.00 |
| 143 | 1.00 | GL | 1430 REGAL SYSTEC 1998 WDG OR APPROVED EQUAL APPLICATION: .5 POUNDS PER 100 GALLONS PRODUCT ONLY, NO LABOR | \$ 128.00 | \$ 128.00 |
| 144 | 1.00 | GL | 1440 SYNGENTA AVID 0.15 EC OR APPROVED EQUAL APPLICATION: 8 OUNCES PER 100 GALLONS PRODUCT ONLY, NO LABOR | \$ 18.00 | \$ 18.00 |
| 145 | 1.00 | ACRE | 1450 SYNGENTA BARRICADE 65WG OR APPROVED EQUAL APPLICATION: 1/3 POUNDS PER ACRE PRODUCT ONLY, NO LABOR | \$ 42.00 | \$ 42.00 |

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00144900

SEALED BID

| ITEM NUMBER | QUANTITY | U/M | DESCRIPTION OF ARTICLES | UNIT PRICE QUOTED | TOTALS |
|----------------|----------|------|---|------------------------|-----------|
| 146 | 1.00 | ACRE | 1460 SYNGENTA FUSILADE II LIQUID OR APPROVED EQUAL APPLICATION: 24 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 142.00 | \$ 142.00 |
| 147 | 1.00 | ACRE | 1470 SYNGENTA MONUMENT 75WG OR APPROVED EQUAL APPLICATION: .75 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 650.00 | \$ 650.00 |
| 148 | 1.00 | ACRE | 1480 SYNGENTA PENNANT MAGNUM OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 8.00 | \$ 8.00 |
| 149 | 1.00 | ACRE | 1490 SYNGENTA PRINCEP LIQUID (SIMAZINE) OR APPROVED EQUAL APPLICATION: 1 OUNCE PER ACRE PRODUCT ONLY, NO LABOR | \$ 6.00 | \$ 6.00 |
| 150 | 1.00 | SQFT | 1500 SYNGENTA SUBDUE MAXX OR APPROVED EQUAL APPLICATION: 1 OUNCE PER 1,000 SQUARE FEET PRODUCT ONLY, NO LABOR | \$ 1.00 | \$ 1.00 |
| 151 | 1.00 | ACRE | 1510 UPI ACEPHATE 97UP OR APPROVED EQUAL APPLICATION: 1 POUND PER ACRE PRODUCT ONLY, NO LABOR | \$ 6.00 | \$ 6.00 |
| 152 | 1.00 | ACRE | 1520 VALENT OUTRIDER OR APPROVED EQUAL APPLICATION: .25 OUNCES PER ACRE PRODUCT ONLY, NO LABOR | \$ 14.00 | \$ 14.00 |
| 153 | 1.00 | EA | 1530 INCEDENTAL SOIL SAMPLE GOLF COURSE SAMPLE | \$ 125.00 | \$ 125.00 |
| 154 | 1.00 | EA | 1540 INCIDENTAL PLANT TISSUE SAMPLE | \$ 125.00 | \$ 125.00 |
| 155 | 1.00 | EA | 1550 DIRECTOR APPROVED INCIDENTAL (UP TO \$5,000.00) NON-BIDDABLE LINE ITEM | \$XXXXXXXXXXXXXXXXXXXX | |

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: Jacob Burkhardt

 , (Affiant) who after being by me duly sworn, deposed and said that

he/she is the fully authorized General Manager - New Orleans of LANDSCAPE WORKSHOP (Entity),

the party who submitted a bid in response to Bid Number 50-00144900, 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.

Jacob Burkhardt
Signature of Affiant
JACOB BURKHART
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

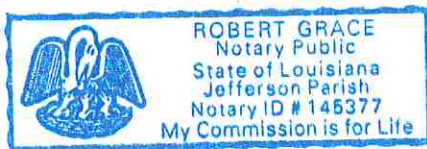
ON THE 9th DAY OF May, 2024.

Robert Grace
Notary Public

ROBERT GRACE
Printed Name of Notary

145377
Notary/Bar Roll Number

My commission expires Death.



CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
LANDSCAPE WORKSHOP, LLC
INCORPORATED.

AT THE MEETING OF DIRECTORS OF LANDSCAPE WORKSHOP, LLC
INCORPORATED, DULY NOTICED AND HELD ON May 8, 2023,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT Jacob Burkhart, 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.

Taylor Langley
SECRETARY-TREASURER

May 9, 2024

DATE

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

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 **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

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

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☒ WORKER'S COMPENSATION INSURANCE

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

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

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

☒ **COMMERCIAL GENERAL LIABILITY**

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

☒ **COMPREHENSIVE AUTOMOBILE LIABILITY**

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

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

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

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

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

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

☐ **BUILDER'S RISK INSURANCE**

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



Company ID Number: 485241

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Department of Homeland Security (DHS) and LANDSCAPE WORKSHOP, LLC (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). This MOU explains certain features of the E-Verify program and enumerates specific responsibilities of DHS, the Social Security Administration (SSA), and the Employer. E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of the Employment Eligibility Verification Form (Form I-9). For covered government contractors, E-Verify is used to verify the employment eligibility of all newly hired employees and all existing employees assigned to Federal contracts or to verify the entire workforce if the contractor so chooses.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). Authority for use of the E-Verify program by Federal contractors and subcontractors covered by the terms of Subpart 22.18, "Employment Eligibility Verification", of the Federal Acquisition Regulation (FAR) (hereinafter referred to in this MOU as a "Federal contractor with the FAR E-Verify clause") to verify the employment eligibility of certain employees working on Federal contracts is also found in Subpart 22.18 and in Executive Order 12989, as amended.

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF SSA

1. SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all employees verified under this MOU and the employment authorization of U.S. citizens.
2. SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by SSA as governed



Company ID Number: 485241

by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

4. SSA agrees to provide a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility within 3 Federal Government work days of the initial inquiry.

5. SSA agrees to provide a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and non-citizens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF DHS

1. After SSA verifies the accuracy of SSA records for employees through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct, to the extent authorized by this MOU:

- Automated verification checks on employees by electronic means, and
- Photo verification checks (when available) on employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to make available to the Employer at the E-Verify Web site and on the E-Verify Web browser, instructional materials on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of employees' employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and

Company ID Number: 485241

Nationality Act (INA) and Federal criminal laws, and to administer Federal contracting requirements.

7. DHS agrees to provide a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

8. DHS agrees to provide a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

A. The Employer agrees that all Employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify.

B. Failure to complete a refresher tutorial will prevent the Employer from continued use of the program.

5. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.

- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The photocopy must be of sufficient quality to allow for verification of the photo

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and written information. The employer will use the photocopy to verify the photo and to assist DHS with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.

6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in good faith compliance with the terms and conditions of E-Verify; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ an employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith based on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 and E-Verify system compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures for new employees within 3 Employer business days after each employee has been hired (but after the Form I-9 has been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify User Manual, or in the case of Federal contractors with the FAR E-Verify clause, the E-Verify User Manual for Federal Contractors. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. Employers may initiate verification by notating the Form I-9 in circumstances where the employee has applied for a Social Security Number (SSN) from the SSA and is waiting to receive the SSN, provided that the Employer performs an E-Verify employment verification query using the employee's SSN as soon as the SSN becomes available.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use not authorized by this MOU. Employers must use E-Verify for all new employees, unless an Employer is a Federal contractor that qualifies for the exceptions described in Article II.D.1.c. Except as provided in Article II.D, the Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. The Employer understands that if the Employer

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uses the E-Verify system for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III. below) regarding tentative nonconfirmations, including notifying employees in private of the finding and providing them written notice of the findings, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo non-match, does not establish, and should not be interpreted as evidence, that the employee is not work authorized. In any of the cases listed above, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status (including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, refusing to assign the employee to a Federal contract or other assignment, or otherwise subjecting an employee to any assumption that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 or OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

11. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA, as applicable, by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the unfair immigration-related employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-

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Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, including by permitting DHS and SSA, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a timely and accurate manner to DHS requests for information relating to their participation in E-Verify.

D. RESPONSIBILITIES OF FEDERAL CONTRACTORS WITH THE FAR E-VERIFY CLAUSE

1. The Employer understands that if it is a subject to the employment verification terms in Subpart 22.18 of the FAR, it must verify the employment eligibility of any existing employee assigned to the contract and all new hires, as discussed in the Supplemental Guide for Federal Contractors. Once an employee has been verified through E-Verify by the Employer, the Employer may not reverify the employee through E-Verify.

a. Federal contractors with the FAR E-Verify clause agree to become familiar with and comply with the most recent versions of the E-Verify User Manual for Federal Contractors and the E-Verify Supplemental Guide for Federal Contractors.

b. Federal contractors with the FAR E-Verify clause agree to complete a tutorial for Federal contractors with the FAR E-Verify clause.

c. Federal contractors with the FAR E-Verify clause not enrolled at the time of contract award: An Employer that is not enrolled in E-Verify at the time of a contract award must enroll as a Federal contractor with the FAR E-Verify clause in E-Verify within 30 calendar days of contract award and, within 90 days of enrollment, begin to use E-Verify to initiate verification of employment eligibility of new hires of the Employer who are working in the United States,

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whether or not assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within 3 business days after the date of hire. Once enrolled in E-Verify as a Federal contractor with the FAR E-Verify clause, the Employer must initiate verification of employees assigned to the contract within 90 calendar days from the time of enrollment in the system and after the date and selecting which employees will be verified in E-Verify or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Employers that are already enrolled in E-Verify at the time of a contract award but are not enrolled in the system as a Federal contractor with the FAR E-Verify clause: Employers enrolled in E-Verify for 90 days or more at the time of a contract award must use E-Verify to initiate verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire. Employers enrolled in E-Verify as other than a Federal contractor with the FAR E-Verify clause, must update E-Verify to indicate that they are a Federal contractor with the FAR E-Verify clause within 30 days after assignment to the contract. If the Employer is enrolled in E-Verify for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within 3 business days after the date of hire. An Employer enrolled as a Federal contractor with the FAR E-Verify clause in E-Verify must initiate verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

e. Institutions of higher education, State, local and tribal governments and sureties: Federal contractors with the FAR E-Verify clause that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), State or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors with the FAR E-Verify clause may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. The provisions of Article II.D, paragraphs 1.a and 1.b of this MOU providing timeframes for initiating employment verification of employees assigned to a contract apply to such institutions of higher education, State, local and tribal governments, and sureties.

f. Verification of all employees: Upon enrollment, Employers who are Federal contractors with the FAR E-Verify clause may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only new employees and those existing employees assigned to a covered Federal contract. After enrollment, Employers must elect to do so only in the manner designated by DHS and initiate E-Verify verification of all existing employees within 180 days after the election.

g. Form I-9 procedures for existing employees of Federal contractors with the FAR E-Verify clause: Federal contractors with the FAR E-Verify clause may choose to complete new Forms I-9 for all existing employees other than those that are completely exempt from this process. Federal contractors with the FAR E-Verify clause may also update previously completed Forms I-9 to initiate E-Verify verification of existing employees who are not completely exempt as long as that Form I-9 is complete (including the SSN), complies with

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Article II.C.5, the employee's work authorization has not expired, and the Employer has reviewed the information reflected in the Form I-9 either in person or in communications with the employee to ensure that the employee's stated basis in section 1 of the Form I-9 for work authorization has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen). If the Employer is unable to determine that the Form I-9 complies with Article II.C.5, if the employee's basis for work authorization as attested in section 1 has expired or changed, or if the Form I-9 contains no SSN or is otherwise incomplete, the Employer shall complete a new I-9 consistent with Article II.C.5, or update the previous I-9 to provide the necessary information. If section 1 of the Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired subsequent to completion of the Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.C.5, subject to any additional or superseding instructions that may be provided on this subject in the Supplemental Guide for Federal Contractors. Nothing in this section shall be construed to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU, or to authorize verification of any existing employee by any Employer that is not a Federal contractor with the FAR E-Verify clause.

2. The Employer understands that if it is a Federal contractor with the FAR E-Verify clause, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by the E-Verify system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation. The Employer must review the tentative nonconfirmation with the employee in private.

2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a system-generated referral letter and instruct the employee to visit an SSA office within 8 Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it

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determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.

4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the E-Verify system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation. The Employer must review the tentative nonconfirmation with the employee in private.

2. If the Employer finds a photo non-match for an employee who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding. The Employer must review the tentative nonconfirmation with the employee in private.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary. The Employer agrees to check the E-Verify system regularly for case updates.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (paid for at employer expense).

7. If the Employer determines that there is a photo non-match when comparing the photocopied List B document described in Article II.C.5 with the image generated in E-Verify, the Employer must forward the employee's documentation to DHS using one of the means described in the preceding paragraph, and allow DHS to resolve the case.

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ARTICLE IV

SERVICE PROVISIONS

SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

A. This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual, the E-Verify User Manual for Federal Contractors or the E-Verify Supplemental Guide for Federal Contractors. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials. An Employer that is a Federal contractor with the FAR E-Verify clause may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such a circumstance, the Federal contractor with the FAR E-Verify clause must provide written notice to DHS. If an Employer that is a Federal contractor with the FAR E-Verify clause fails to provide such notice, that Employer will remain a participant in the E-Verify program, will remain bound by the terms of this MOU that apply to participants that are not Federal contractors with the FAR E-Verify clause, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.

B. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. The Employer understands that if it is a Federal contractor with the FAR E-Verify clause, termination of this MOU by any party for any reason may negatively affect its performance of its contractual responsibilities.

C. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.



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D. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

E. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

F. The Employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

H. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.



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To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer **LANDSCAPE WORKSHOP, LLC**

Stephen Presley

Name (Please Type or Print)

Title

Electronically Signed

01/06/2012

Signature

Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

01/06/2012

Signature

Date

Information Required for the E-Verify Program

Information relating to your Company:

Company Name: **LANDSCAPE WORKSHOP, LLC**

Company Facility Address: **3601 PARKWOOD ROAD**

BESSEMER, AL 35022

Company Alternate
Address:

County or Parish: **JEFFERSON**

Employer Identification
Number: **611666112**



Company ID Number: 485241

| | |
|---|------------|
| North American Industry Classification Systems Code: | 238 |
| Administrator: | |
| Number of Employees: | 100 to 499 |
| Number of Sites Verified for: | 3 |
| Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State: | |
| <ul style="list-style-type: none">• ALABAMA 3 site(s) | |

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

| | | | |
|-------------------|------------------------------------|-------------|------------------|
| Name: | PAM BLANKENSHIP | | |
| Telephone Number: | (205) 424 - 0244 | Fax Number: | (205) 425 - 2565 |
| E-mail Address: | pblankenship@landscapeworkshop.com | | |
| Name: | AMY MADISON | | |
| Telephone Number: | (205) 424 - 0244 | Fax Number: | (205) 425 - 2565 |
| E-mail Address: | amadison@landscapeworkshop.com | | |



Company ID Number:1215852

Client Company ID Number:1649934

Information Required for the E-Verify Program

Information relating to your Company:

| | |
|--|---|
| Company Name | Landscape Workshop, LLC |
| Company Facility Address | 550 Montgomery Hwy Suite 200 Vestavia Hills, AL 35216 |
| Company Alternate Address | 550 Montgomery Hwy Suite 200 Vestavia Hills, AL 35216 |
| County or Parish | Jefferson |
| Employer Identification Number | 61-1666112 |
| North American Industry Classification Systems Code | Specialty Trade Contractors (238) |
| Parent Company | |
| Number of Employees | 100 to 499 |
| Number of Sites Verified for | 1 |



**LANDSCAPE
WORKSHOP®**

Jefferson Parish - Veterans Blvd CPZ Landscape and Chemical Maintenance

Shanna Folse
200 Derbigny Sreet
General Gov. Building, Suite 4400
Gretna, Louisiana 70053

Prepared By: Jacob Burkhardt, GM
Landscape Workshop
504.892.0740
jburkhart@landscapeworkshop.com

Date: May 9, 2024

May 4, 2024



Shanna Folse
200 Derbigny Sreet
General Gov. Building, Suite 4400
Gretna, Louisiana 70053

Dear Shanna,

Since 1984, Landscape Workshop has built its reputation as the leading commercial landscaping and professional grounds maintenance services company in the Southeast. With headquarters in Birmingham and 30 branch operations serving clients across the Southeast – we bring out the best in every property!

Landscape Workshop is a commercial focused, full-service landscape and grounds management company. In addition to scheduled turf, shrubbery, shrub plantings and complete irrigation system maintenance - we also provide complete landscape design and installation services. There are numerous "differentiators" setting us apart from other companies in the industry. I've highlighted them here in our proposal.

Should our proposal not totally meet your exact requirements, we would welcome the opportunity to have further dialogue to explore our quoted scope of work specifications. With the objective of creating a more customized package of services that will help you to best realize your landscaping goals, while meeting your budget requirements.



GM
Jacob Burkhart
Landscape Workshop
1701 Belle Chase Hwy. Gretna, LA 70056
504.892.0740
jburkhart@landscapeworkshop.com

PROUD MEMBERS OF



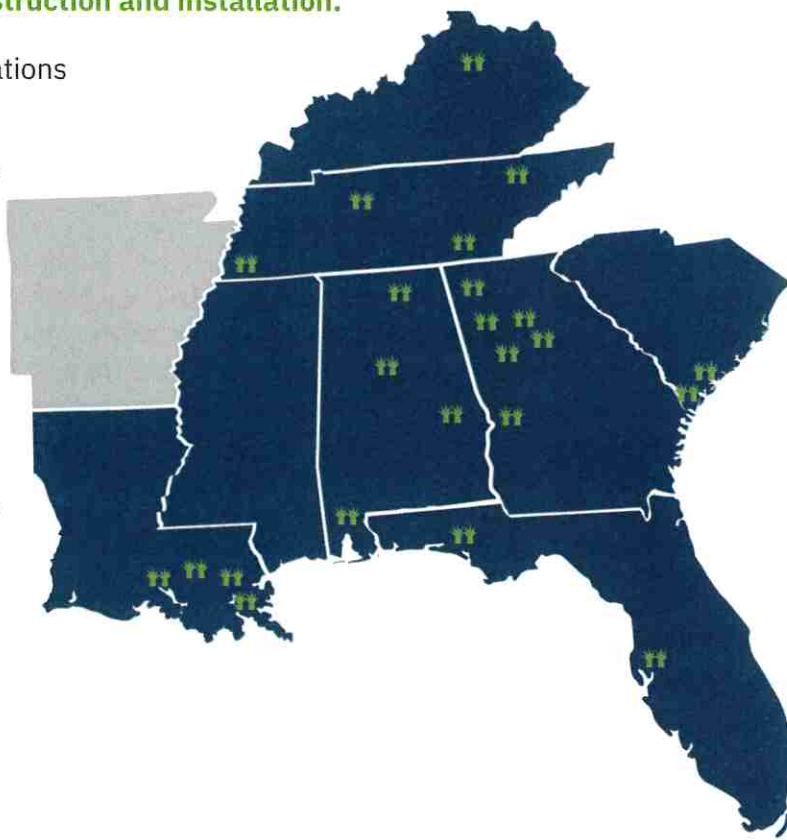
ABOUT US

Landscape Workshop is a **full-service grounds maintenance provider for commercial properties** across the Southeast. Our reputation for excellence is driven by our carefully-cultivated team of professionals, which includes degreed horticulturalists, expert landscapers, irrigation specialists and hundreds of year-round, E-verified, background checked, experienced crew members.

As one of the largest landscaping companies in the U.S., the LW footprint includes all of Alabama and Tennessee and expands into parts of Georgia, Kentucky, Mississippi, Louisiana, South Carolina, and the Florida panhandle. We continue to expand our footprint every day.

As a trusted industry leader since 1984, we have been maintaining landscapes and providing superior customer service for close to 40 years. Our comprehensive line of service offerings includes: **landscape maintenance and design, award-winning seasonal color programs, irrigation installation and maintenance, facility services, as well as landscaping construction and installation.**

With multiple locations throughout the Southeast, LW has the resources to consistently deliver superior landscaping services across our footprint. Our regional clients have the unique benefit of hiring one landscape vendor for multiple locations.



REGIONAL CLIENTS INCLUDE



WHY US?



PROACTIVE MANAGEMENT

PERCEPTIVE & PROMPT

LW proactively informs customers about their properties' needs with focused attention and frequent communication. Clients are able to leave the worry to us.



DEDICATED PROFESSIONALS

PASSIONATE ABOUT LANDSCAPING

LW's team of highly trained professionals is the foundation of our success. We empower team members to address all landscaping needs quickly and efficiently.



QUALITY SERVICE

COMMITTED TO EXCELLENCE

LW is consistently recognized for providing comprehensive commercial landscape services and solutions that exceed our clients' expectations.

Landscape Workshop employees are held to the highest standards. From our crews in the field to our corporate culture, **we pride ourselves on our professionalism**. We enforce strict conduct measures to ensure a first-class experience at every property and to keep our employees and clients safe at all times.

Professional Crews
Dedicated Point of Contact
E-verified, Full-time Employees
Background Checks

Consistent Safety Training
Property Quality Audits
Uniformed Employees

No Smoking or Headphones
Neat & Clean Vehicles
State-of-the-Art Technology
Insured & Compliant



*We understand
that impression
is everything.*

FINAC

Lawn & Landscape.

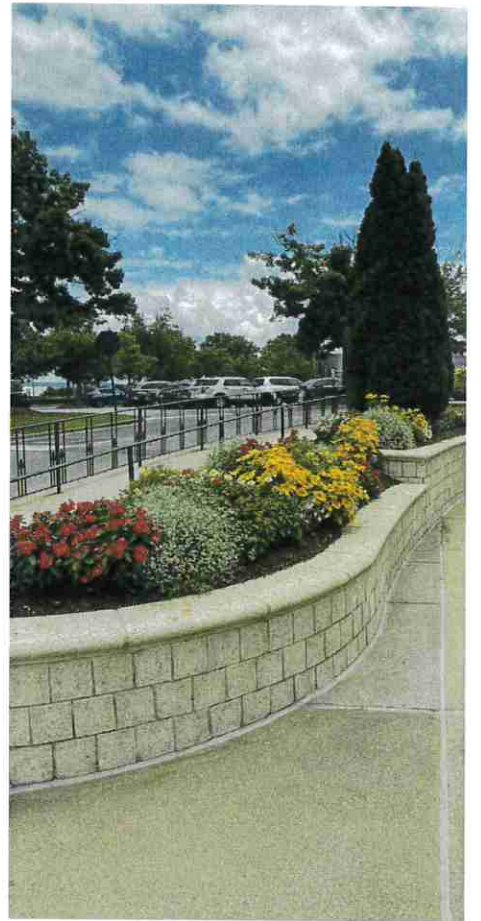
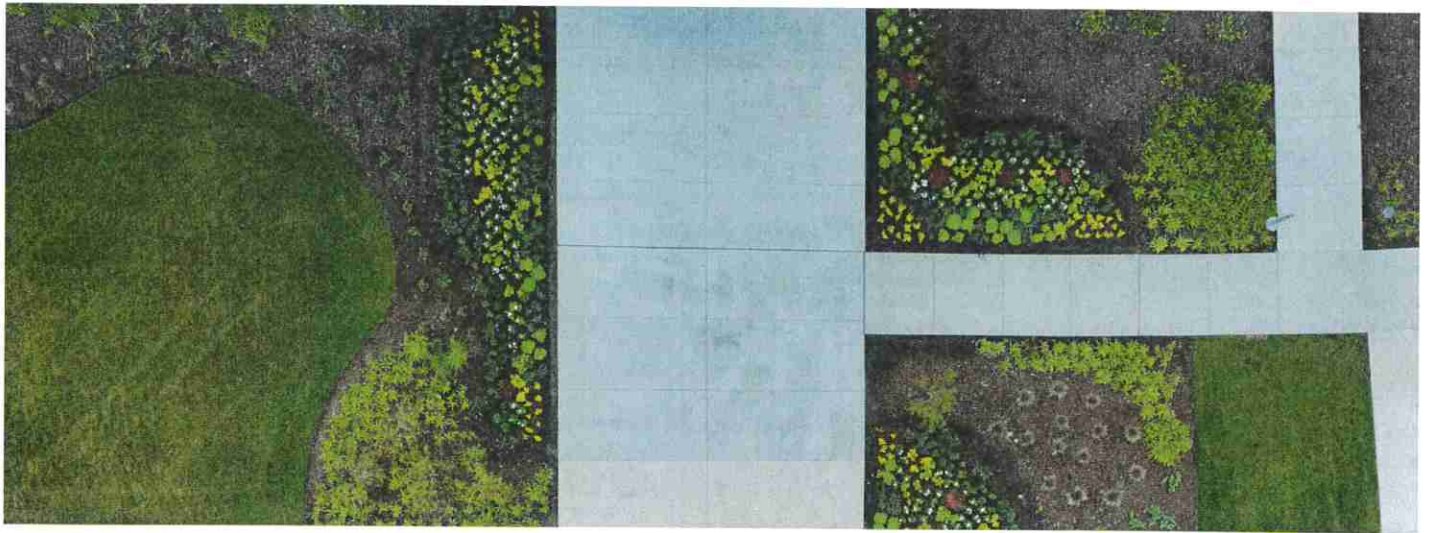
THE **TOP 100**

2023



**LANDSCAPE
WORKSHOP®**

Client Work

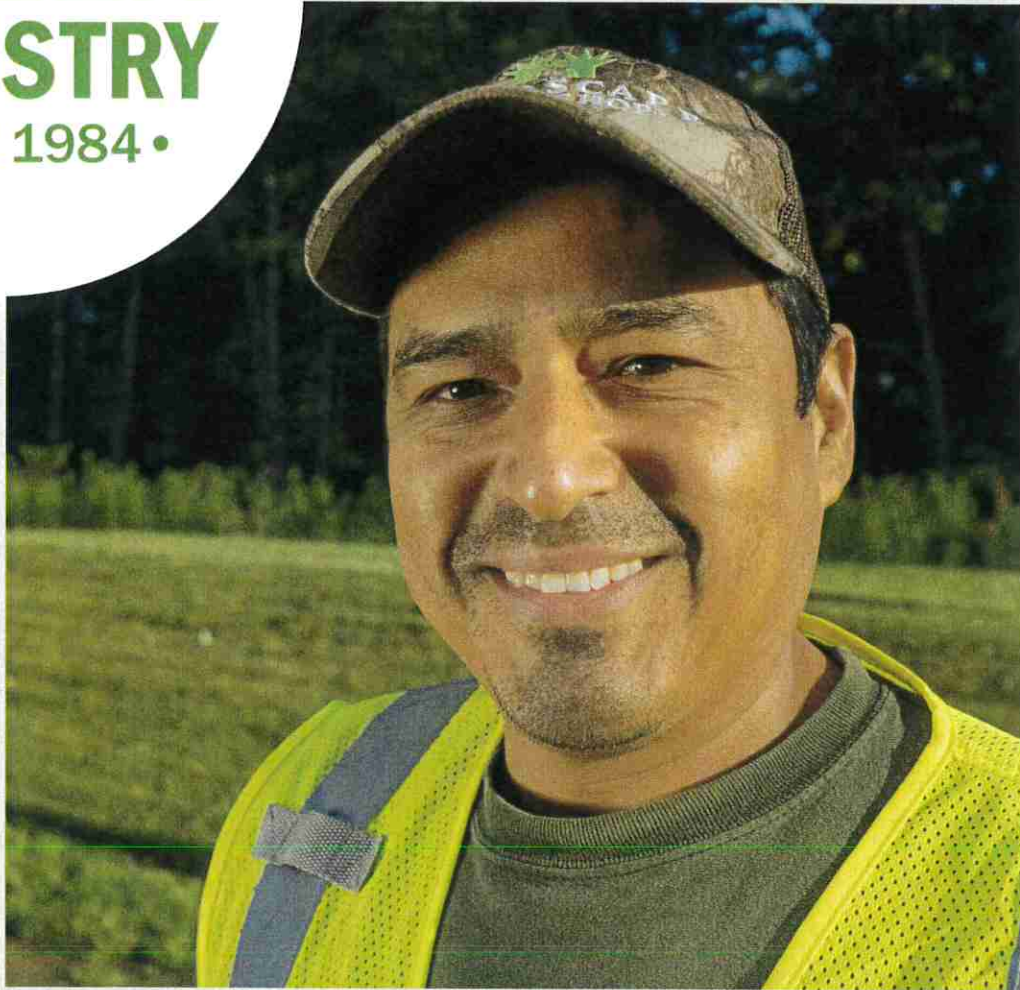


Client Work





a leader in the
**GREEN
INDUSTRY**
• SINCE 1984 •



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