



**Bid Number 50-00146091**

**Purchase of Automotive Vehicles for the Jefferson Parish  
Department of Sewerage**

**BID DUE: September 24, 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](http://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: Ruby Tran  
Email: [ruby.tran@jeffparish.gov](mailto:ruby.tran@jeffparish.gov)  
Phone: 504-364-2687**

## **BID # 50-00146091 – SPECIFICATIONS**

### **PURCHASE OF AUTOMOTIVE VEHICLES FOR THE JEFFERSON PARISH DEPARTMENT OF SEWERAGE**

#### **"LOUISIANA DEALER'S LICENSE:**

In accordance with LA RS 32:1254 et seq and LA RS 38:2212.8, a Louisiana State Dealer's License is required. All bidders must provide a copy of their valid Louisiana Dealer's License **with their bid submission**. Failure to submit this copy will result in bid rejection."

Bidder shall quote on furnishing three (3) 2025 Ford E450 Econline Cutaway Vans, or approved equal. The vans shall be provided by authorized factory representative for Jefferson Parish, Louisiana, and for the brand being offered.

#### **Selected Equip & Specs**

##### **Dimensions**

• Conventional Capacity: 7,500 lbs. • GCWR: 22,000 lbs. • Vehicle body length: 261.1" • Vehicle body width: 79.4" • Vehicle body height: 80.4" • Wheelbase: 176.0" • Front track: 69.4" • Rear track: 77.7" • Vehicle turning radius: 30.2' • Cab to axle: 118.0" • Axle to end of frame: 68.5" • Frame section modulus: 6.4 cu.in. • Frame yield strength (psi): 36000.0 • Front bumper to back of cab: 92.5" • Front brake diameter: 13.6" • Rear brake diameter: 13.6" • Headroom first-row: 42.0" • Leg room first-row: 42.1" • Shoulder room first-row: 68.1" • Hip room first-row: 65.6"

##### **Powertrain**

• 7.3L V-8 variable valve control, engine with 325HP • Engine cylinders: V-8 • Injection Type: sequential MPI • Spark ignition system • Horsepower: 325 HP@3750 RPM • Torque: 450 lb.-ft.@3750 RPM • Radiator • TorqShift 6-speed automatic • Rear-wheel drive • Recommended fuel: regular unleaded • All-speed ABS and driveline traction control

##### **Fuel Economy and Emissions**

• Gasoline secondary fuel type • Federal emissions

##### **Suspension and Handling**

• Standard ride suspension • Heavy-duty front shock absorbers • Heavy-duty rear shock absorbers

##### **Drivability**

• 4-wheel disc brakes • Front ventilated disc brakes • 4-wheel antilock (ABS) brakes • Three channel ABS brakes • Hill Start Assist • Independent front suspension • Front anti-roll bar • Front coil springs • Rigid axle rear suspension • Leaf spring rear suspension • Rear anti-roll bar • Hydraulic power-assist steering system • Re-circulating ball steering • 2-wheel steering system.

## Body Exterior

• 2 doors • Clearcoat paint • Monotone paint • Black side window trim • Black windshield trim • Black door handles • Black front bumper • Black front bumper rub strip • Black grille.  
\* **Black door mirrors** \* **Manual extendable trailer mirrors** \*  
**Convex spotter in driver and passenger side door mirrors** • LT225/75RS16 AS BSW front and rear tires • 16 x 6-inch front and dual rear painted steel wheels.

## Convenience

\* **Power door locks with 2 stage unlocking** \* **Keyfob activated door locks** \* **Cruise control with steering wheel mounted controls** \* **Power first-row windows** • Engine cover console • Additional console storage • Standard glove box.  
• Front beverage holders • Driver and passenger door bins \* **Retained accessory power** • PRND in IP \* **Upfit switches**

## Comfort

• Manual climate control • Vinyl headliner material • Front headliner coverage • Front vinyl floor covering • Front floor coverage • Manual tilting steering wheel • Manual telescopic steering wheel • Urethane steering wheel.

## Seats and Trim

• Seating capacity: 2 • Bucket front seats • Driver seat with 4-way directional controls • Front passenger seat with 4-way directional controls • Fixed front seat head restraints • Driver seat armrest • Front passenger seat armrest • Manual reclining driver seat • Manual driver seat fore/aft control • Manual reclining passenger seat • Manual passenger seat fore/aft control • Vinyl front seat upholstery.

## Entertainment Features

• AM/FM stereo radio • In-vehicle audio • AM radio • FM radio • Seek scan • External memory control • Speakers number: two (2) • Standard grade speakers • Wireless audio streaming • Fixed audio antenna.

## Lighting, Visibility and Instrumentation

• Analog instrumentation display • Trip odometer • In-radio display clock • Tachometer • Oil pressure gauge •  
Engine/electric motor temperature gauge • Voltmeter • Light tinted windows • Aero-composite headlights • Halogen headlights • Auto on/off headlight control • Multiple enclosed headlights • DRL preference setting • Variable intermittent front windshield wipers • Sun visor strip \* **Illuminated entry** • Variable instrument panel light • Daytime running lights

## Technology and Telematics

• Handsfree wireless device connectivity • Mobile app access • Fleet Telematics Modem selective service internet access •  
2 USB ports

## Safety and Security

• Driver front impact airbag • Passenger front impact airbag • 2 airbags • Front height adjustable seatbelts • Front seatbelt pretensioners • 2 seatbelt pre-tensioners \* **Remote panic alarm** • Fleet Telematics Modem vehicle tracker • Electronic Stability Control (ESC) electronic stability control system

## Dimensions

### General Weights

\* **Curb weight 5,854 lbs.** \* **Rear curb weight 2,592 lbs.**

GVWR 14,500 lbs. Payload 8,980 lbs.

### Trailer Weights

Conventional capacity 7,500 lbs. GCWR 22,000 lbs.

### Front Weights



**\* Front curb weight 3,262 lbs.** GAWR front 5,000 lbs.

Axle capacity front 5,000 lbs. Spring rating front 5,000 lbs.

Tire/wheel capacity front 5,000 lbs.

*Rear Weights*

GAWR rear 9,600 lbs. Axle capacity rear 9,600 lbs.

Spring rating rear 9,600 lbs. Tire/wheel capacity rear 9,880 lbs.

*Off Road*

Loading floor height 26.0 "

*Exterior Measurements*

Vehicle body length 261.1" Vehicle body width 79.4"

Vehicle body height 80.4" Wheelbase 176.0"

Front brake diameter 13.6" Rear brake diameter 13.6"

Rear frame height loaded 26.0" Front track 69.4"

Rear track 77.7" Vehicle turning radius 30.2'

Cab to axle 118.0" Axle to end of frame 68.5"

Frame section modulus 6.4 cu.in. Frame yield strength (psi) 36000.0

Front bumper to back of cab 92.5"

*Headroom*

Headroom first-row 42.0"

*Legroom*

Leg room first-row 42.1"

*Shoulder Room*

Shoulder room first-row 68.1"

*Hip Room*

Hip room first-row 65.6"

**Powertrain**

*Engine*

Engine 7.3L V-8 variable valve control, engine with 325HP

Valves per cylinder 2

Engine cylinders V-8 Injection type sequential MPI

Engine location Front mounted engine Ignition Spark ignition system

Engine mounting direction Longitudinal mounted engine

Engine block material Iron engine block

Cylinder head material Aluminum cylinder head

*Engine Specs*

Displacement 7.3L cc 445 cu.in.

Bore 4.21" Stroke 3.98"

Compression ratio 10.5 SAEJ1349 AUG2004 compliant

*Engine Power*

Horsepower 325 HP@3750 RPM Torque 450 lb.-ft.@3750 RPM

*Alternator*

**\* Alternator amps 240A \* Alternator type Dual alternator**

**\* Alternator rating 157A**

*Battery*

Battery amps 78Ah **\* Battery type Dual lead acid battery**

Battery rating 750CCA

*Engine Extras*

Radiator Radiator

*Transmission*

Transmission TorqShift 6-speed automatic Transmission electronic control Transmission electronic control

Overdrive transmission Overdrive transmission Lock-up transmission Lock-up transmission

First gear ratio 3.974 Second gear ratio 2.318

Third gear ratio 1.516 Fourth gear ratio 1.149  
 Fifth gear ratio 0.858 Sixth gear ratio 0.674  
 Reverse gear ratio 3.128 Stall ratio 1.9  
 Selectable mode transmission Selectable mode transmission  
 Transmission oil cooler Transmission oil cooler  
*Drive Type*  
 Drive type Rear-wheel drive  
*Drivetrain*  
 Axle ratio 4.56  
*Exhaust*  
 Tailpipe Stainless steel single exhaust  
*Fuel*  
 Fuel type regular unleaded  
*Fuel Tank*  
 Fuel tank capacity 55.00 gal.  
*Drive Feature*  
 Traction control All-speed ABS and driveline traction control

### Fuel Economy and Emissions

*Fuel Economy*  
 Secondary fuel type Gasoline secondary fuel type  
*Emissions*  
 Emissions Federal emissions Emissions tiers Tier 2 Bin 8 emissions

### Suspension and Handling

*Suspension*  
 Suspension Standard ride suspension Front shock absorbers Heavy-duty front shock absorbers  
 Rear shock absorbers Heavy-duty rear shock absorbers

### Drivability

*Brakes*  
 Brake type 4-wheel disc brakes Ventilated brakes Front ventilated disc brakes  
 ABS brakes Three channel ABS brakes ABS brakes 4-wheel antilock (ABS) brakes  
*Brake Assistance*  
 Hill start assist Hill Start Assist  
*Front Suspension*  
 Anti-roll bar front Front anti-roll bar Suspension ride type front Independent front  
 suspension  
*Front Spring*  
 Regular front springs Regular front springs Springs front Front coil springs  
*Rear Spring*  
 Springs rear Rear leaf springs Rear springs Regular grade rear springs  
*Rear Suspension*  
 Anti-roll bar rear Rear anti-roll bar Suspension type rear Leaf spring rear suspension  
 Suspension ride type rear Rigid axle rear suspension  
*Steering*  
 Steering Hydraulic power-assist steering system  
 Steering type Re-circulating ball steering  
 Steering type number of wheels 2-wheel steering  
 System

## Exterior

### Front Wheels

Front wheels diameter 16" Front wheels width 6"

### Rear Wheels

Rear wheels diameter 16" Rear wheels width 6"

### Front And Rear Wheels

Appearance painted Material steel

### Front Tires

Aspect 75 Diameter 16"

Sidewalls BSW Speed S

Tread AS Type LT

Width 225mm Front wheel - RPM 709

### Rear Tires

Aspect 75 Diameter 16"

Sidewalls BSW Speed S

Tread AS Type LT

Width 225mm Rear wheel - RPM 709

## Body Exterior

### Exterior Features

Number of doors 2 doors \* **License plate front bracket** Front license plate bracket

### Body

Body panels Fully galvanized steel body panels with side impact beams

### Mirrors

\* **Convex spotter** Convex spotter in driver and passenger side door mirrors Manual Telescoping Trailer Tow Mirrors

### Spare Tire

\* **Spare tire** Full-size spare tire with steel wheel

\* **Spare tire location** Spare tire mounted on the frame or chassis

### Tires

Front tires LT load rating E Rear tires LT load rating E

### Wheels

Dual rear wheels Dual rear wheels

## Convenience

### Door Locks

\* **Door locks** Power door locks with 2 stage unlocking

\* **Keyfob door locks** Keyfob activated door locks

### Cruise Control

\* **Cruise control** Cruise control with steering wheel mounted controls

### Exterior Mirrors

\* **Door mirrors** Power door mirrors \* **Folding door mirrors** Manual folding door mirrors

Selected Equip & Specs (cont'd)

### Front Side Windows

\* **First-row windows** Power first-row windows

### Consoles

Console Engine cover console

### Power Outlets

12V power outlets 2 12V power outlets \* **120V AC power outlets** 1 120V AC power outlet

### Storage

Door bins front Driver and passenger door bins Beverage holders Front beverage holders

Glove box Standard glove box Console storage Additional console storage

### Windows Feature

\* **One-touch down window** Driver one-touch down window

### Miscellaneous



PRND in IP PRND in IP \* **Upfitter switches Upfitter switches**  
\* **Accessory power Retained accessory power**

## **Comfort**

### *Climate Control*

Climate control Manual climate control

### *Headliner*

Headliner material Vinyl headliner material Headliner coverage Front headliner coverage

### *Floor Trim*

Floor covering Front vinyl floor covering Floor coverage Front floor coverage

### *Steering Wheel*

Steering wheel telescopic Manual telescopic steering wheel

Steering wheel material Urethane steering wheel

Steering wheel tilt Manual tilting steering wheel

## **Seats and Trim**

### *Seat Capacity*

Seating capacity 2

### *Front Seats*

Driver seat direction Driver seat with 4-way directional controls

Driver seat fore/aft control Manual driver seat  
fore/aft control

Passenger seat direction Front passenger seat with 4-way directional controls

Split front seats Bucket front seats

Reclining passenger seat Manual reclining passenger seat

Passenger seat fore/aft control Manual passenger seat fore/aft control

Front head restraints Fixed front seat head restraints

Armrests front driver Driver seat armrest

Armrests front passenger Front passenger seat armrest

Reclining driver seat Manual reclining driver seat

### *Front Seat Trim*

Front seat upholstery Vinyl front seat upholstery Front seatback upholstery Vinyl front seatback  
upholstery

### *Gearshifter Material*

Gearshifter material Urethane gear shifter material

## **Entertainment Features**

### *Radio Features*

External memory External memory control Seek scan Seek scan

### *Speakers*

Speakers Standard grade speakers Speakers number 2

### *Audio Features*

Wireless streaming Wireless audio streaming

## **Lighting, Visibility and Instrumentation**

### *Instrumentation*

Trip odometer Trip odometer Instrumentation display Analog instrumentation display

### *Instrumentation Displays*

Clock In-radio display clock

### *Instrumentation Gauges*

Tachometer Tachometer, Oil pressure gauge, Oil pressure gauge, Voltmeter Voltmeter Engine/electric  
motor temperature

Gauge, Engine/electric motor temperature gauge

### *Instrumentation Warnings*

Engine temperature warning Engine temperature warning  
 Oil pressure warning: Oil pressure warning  
 Low fuel warning Low fuel warning Battery charge warning Battery charge warning  
 Headlights on reminder Headlights on reminder Key in vehicle warning Key in vehicle warning  
 Service interval warning Service interval indicator

*Glass*

Tinted windows Light tinted windows

*Headlights*

Headlights Halogen headlights Headlight type Aero-composite headlights  
 Auto headlights Auto on/off headlight control Multiple headlights Multiple enclosed headlights  
 DRL preference setting DRL preference setting

*Front Windshield*

Wipers Variable intermittent front windshield  
 wipers

Sun visor strip Sun visor strip

*Interior Lighting*

\* **Illuminated entry Illuminated entry** Variable panel light Variable instrument panel light

*Lights*

Running lights: Daytime running lights

**Technology and Telematics**

*Connectivity*

Handsfree wireless device connectivity

*Internet Access*

Internet access Fleet Telematics Modem selective service internet access

*USB Ports*

USB ports 2 USB ports

**Safety and Security**

*Airbags*

Front impact airbag driver : Driver front impact airbag

Number of airbags: two (2) airbags

Front impact airbag passenger: Passenger front impact airbag

*Seatbelts*

Height adjustable seatbelts: Front height adjustable seatbelts

Seatbelt pretensioners: Front seatbelt pretensioners

Seatbelt pretensioners number: two (2) seatbelt pretensioners

*Security System*

\* **Remote panic alarm Remote panic alarm** Vehicle tracker Fleet Telematics Modem  
 vehicle tracker

*Traction Control*

Electronic stability control Electronic Stability Control (ESC) electronic stability control  
 system

*Warranty*

**Standard Warranty**

*Basic Warranty*

Basic warranty 36 months/36,000 miles

*Powertrain Warranty*

Powertrain warranty 60 months/60,000 miles

*Corrosion Perforation*

Corrosion perforation warranty 60 months/unlimited

*Roadside Assistance Warranty*

Roadside warranty 60 months/60,000 miles



### Powertrain

Engine: 7.3L V8 Premium-Rated  
Transmission: 6-Speed O/D w/Tow Haul  
4.56 Axle Ratio  
GVWR: 14,500 lb Payload Package

### Wheels & Tires

Tires: LT225/75R16E BSW A/S Included  
Wheels: 16" x 6" White Painted Steel Included  
Spare Tire & Wheel

### Seats & Seat Trim

Dual High Back Buckets Included  
Vinyl Bucket Seats Included

### Other Options

#### Description MSRP

Radio: AM/FM Stereo w/Clock Display & 2 Speakers Included  
Dual 78 Amp-Hour Batteries  
Frame Pucks (Isolators) Included  
4 Lateral/2 Long Standard Pattern Frame Spacers  
User-Defined Switches

### Fleet Options

Fleet Customer Powertrain Limited Warranty N/C

### Emissions

50 State Emission System STD

### Exterior Color

Oxford White N/C

### Interior Color

Medium Flint w/Vinyl Bucket Seats N/C

#### Major Equipment

(Based on selected options, shown at right) Exterior: Oxford White  
TorqShift 6-speed automatic Interior: Medium Flint w/Vinyl Bucket Seats  
\* 16 x 6-inch front and dual rear painted steel wheels  
\* Front tires LT load rating: E  
\* LT225/75RS16 AS BSW front and rear tires \* Overdrive transmission  
\* Lock-up transmission \* Transmission electronic control  
\* Alternator Amps: 240A \* Stainless steel single exhaust  
\* All-speed ABS and driveline traction control \* Battery rating: 750CCA  
\* Dual lead acid battery \* Injection Type: sequential MPI  
\* Fuel tank capacity: 55.00 gal. \* Wireless audio streaming  
\* AM/FM stereo radio \* Seek scan  
\* External memory control \* Vehicle body length: 261.1"  
\* Wheelbase: 176.0" \* Cab to axle: 118.0"  
\* Axle to end of frame: 68.5" \* Axle capacity rear: 9,600 lbs.  
\* Tire/wheel capacity rear: 9,880 lbs. \* Axle capacity front: 5,000 lbs.  
\* Spring rating front: 5,000 lbs. \* Standard ride suspension  
\* Power door mirrors \* Manual folding door mirrors

BID # 50-00146091 – SPECIFICATIONS

- \* DRL preference setting \* Daytime running lights ✓
- \* Light tinted windows \* Variable intermittent front windshield wipers ✓
- \* Sun visor strip \* Electronic Stability Control (ESC) electronic stability control system ✓
- \* Driver front impact airbag ✓
- \* Passenger front impact airbag ✓
- \* 2 airbags \* Manual climate control ✓
- \* Bucket front seats \* Driver seat with 4-way directional controls ✓
- Engine: 7.3L V8 Premium-Rated Included ✓
- Transmission: 6-Speed O/D w/Tow Haul Included ✓
- 4.56 Axle Ratio Included ✓
- GVWR: 14,500 lb Payload Package Included ✓
- Tires: LT225/75R16E BSW A/S Included ✓
- Wheels: 16" x 6" White Painted Steel Included ✓
- Dual High Back Buckets Included ✓
- Vinyl Bucket Seats Included ✓
- Monotone Paint Application STD ✓
- 176" Wheelbase STD ✓
- Radio: AM/FM Stereo w/Clock Display & 2 Speakers Included ✓
- Fleet Customer Powertrain Limited Warranty N/C ✓
- 50 State Emission System STD ✓
- Auxiliary Fuel Port Included ✓
- Manual Telescoping Trailer Tow Mirrors (54E) ✓
- Oxford White N/C ✓
- Major Equipment*
- \* Front passenger seat with 4-way directional controls ✓
- \* Fixed front seat head restraints ✓
- \* Driver seat armrest \* Front passenger seat armrest ✓
- \* Manual reclining driver seat \* Manual driver seat fore/aft control ✓
- \* Manual reclining passenger seat \* Manual passenger seat fore/aft control ✓
- \* Vinyl front seat upholstery \* Vinyl front seatback upholstery ✓
- \* 4-wheel disc brakes \* 4-wheel antilock (ABS) brakes ✓
- \* Hill Start Assist ✓

*Fuel Economy*

**City**

N/A

**Hwy**

N/A

*Vehicle Dimension and Performance Summary*

Performance predictions in this report represent an estimate of vehicle performance based on standard operating conditions. Variations in customer equipment, load configuration, ambient conditions, and/or operator driving techniques can cause significant variations in vehicle performance. These values are not representative of results that may be shown in actual dynamometer tests. This report should therefore be used as a guide for comparative vehicle performance. ✓

*Dimensions*

- A Front of Bumper to Front Axle 16.60 in. ✓
- B Front Bumper to Back of Cab (BBC) 92.50 in. ✓
- C Wheelbase (WB) 176.00 in. ✓
- D Overall Length (OAL) 261.10 in. ✓
- E Back of Cab to Rear Axle (CA) 118.00 in. ✓
- F Back of Cab to End of Frame 168.50 in. ✓
- G Rear Axle to End of Frame (AF) 68.50 in. ✓
- H Frame Section Height N/A ✓
- I Rear Frame Height Unloaded N/A ✓

J Rear Frame Height Loaded 26.00 in.  
 K Cab Height 80.40 in.  
 L Body Width 79.40 in.  
 M Maximum Ground Clearance N/A  
 N Minimum Ground Clearance N/A  
 O Front Tread 69.40 in.  
 P Rear Tread 77.70 in.  
*Weight*  
 GVW Front Axle Rear Axle Totals  
 Chassis 3,262 lbs 2,592 lbs 5,854 lbs  
 Body 0 lbs 0 lbs 0 lbs  
 Occupants Weight 200 lbs 100 lbs 300 lbs  
 1 Max Payload - (Max Payload) 1,538 lbs 6,908 lbs 8,446 lbs  
**TOTAL 5,000 lbs 9,600 lbs 14,600 lbs**

### **Ratings Front Axle Rear Axle GVWR**

**GAWR 5,000 lbs 9,600 lbs 14,500 lbs**  
 Wheels/Tires 5,000 lbs 9,880 lbs  
 Suspension 5,000 lbs 9,600 lbs  
 Axle 5,000 lbs 9,600 lbs  
 Legal Axle Limit 0 lbs 0 lbs  
*Start, Grade and Speed*  
 Start Ratio Desired Calculated  
 Start grade capability in 1st gear 3.97 15.00 % 35.40 %  
 Start grade capability in reverse 3.13 15.00 % 27.87 %  
 Grade Ratio Desired Calculated  
 Maximum grade in 4th gear 1.15 3.00 % 10.77 %  
 Maximum grade in 5th gear 0.86 3.00 % 8.05 %  
 Maximum grade in 6th gear 0.67 3.00 % 6.32 %  
 Speed Desired Calculated  
 Top Speed (level grade)  
*To meet your requirement, you need a maximum axle ratio of 7.53*  
 75 mph 103 mph  
 Top Speed on 3% grade  
*To meet your requirement, you need a maximum of 99 hp*  
 55 mph  
 Cruise Speed 60 mph 72 mph  
 Engine RPM at desired cruise speed 2,179 rpm  
*Variables in Use*  
*Start*  
 Rear axle ratio: 4.56  
 Tire size: 225/75R16 (709  
 rev/mile)  
 Gross Vehicle Weight (GVW): 14,500 lbs  
 Clutch engagement torque: 225 ft.lbs.  
 Torque conversion ratio: 1.90  
*Grade*  
 Rear axle ratio: 4.56  
 Tire size: 225/75R16 (709  
 rev/mile)  
 Gross Vehicle Weight (GVW): 14,500 lbs  
 Peak engine torque: 450 ft.lbs.  
*Speed*  
 Engine Power: 325 hp @ 3,750 rpm  
 Peak Torque RPM: 3,750 rpm  
 Frontal Area: 39.37 Sq.Ft.



BID # 50-00146091 – SPECIFICATIONS

Cruising RPM 2,600 rpm  
Worst road surface Typical Highway  
Final Drive Ratio: 0.67  
Drag Coefficient 0.80  
*Turning Radius*  
Turning Radius 30.15 ft

DATE: 8/28/2024  
BID NO.: 50-00146091

INVITATION TO BID  
THIS IS NOT AN ORDER

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## JEFFERSON PARISH

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

PURCHASING SPECIALIST:  
RUBY.TRAN@jeffparish.gov

BIDS WILL BE RECEIVED ONLINE VIA [WWW.JEFFPARISHBIDS.NET](http://WWW.JEFFPARISHBIDS.NET) UNTIL 2:00 PM, 9/24/2024 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

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 AND MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.

### 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://www.jeffparish.gov/464/Purchasing> 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://WWW.JEFFPARISH.GOV/464/PURCHASING](http://WWW.JEFFPARISH.GOV/464/PURCHASING)



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://www.jeffparish.gov/464/Purchasing> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> 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: 8/28/2024

BID NO.: 50-00146091

## 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](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://www.jeffparish.gov/464/Purchasing>.

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://www.jeffparish.gov/464/Purchasing> and clicking on Online Forms.

### ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW. IF THE NUMBER IS NOT SPECIFIED IN THIS BOX, IT IS NOT APPLICABLE FOR THIS BID.

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(l), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department Building Permits. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Building Permits. 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 municipality, 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 state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Any deviation from the Standard Insurance Requirements must be requested in writing prior to bid opening. Written approval for any deviation, must be submitted with your bid submission. 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: 8/28/2024

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BID NO.: 50-00146091

**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 NA %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF 12-31-24

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

120-180 days ARO  
Dealer's License  
N-2023-00304

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

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

FIRM NAME: S+ Martin Parish Acquisitions LLC, dba  
Courtesy Ford

ADDRESS: 2022-T Rees St. PO Box 160

CITY, STATE: Breaux Bridge, LA ZIP: 70517

TELEPHONE: (337) 332-2145 FAX: (337) 332-9874

EMAIL ADDRESS: msolomon@courtesy-group.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: NONE NA

NUMBER: NONE NA

NUMBER: NONE NA

NUMBER: NONE NA

TOTAL PRICE OF ALL BID ITEMS: \$ 133161.00

AUTHORIZED SIGNATURE: [Signature]

TITLE: Fleet Manager

Mike Solomon  
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.: 50-00146091

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PURCHASE OF AUTOMOTIVE VEHICLES FOR THE JEFFERSON PARISH DEPARTMENT OF SEWERAGE		
1	3.00	EA	0001 - 2025 FORD E450 ECONOLINE DRW CUTAWAY VANS REGULAR CAB 4x2 176" WB <i>2026 Econoline E450 Cutaway (E4F)</i> WB 118" CA 7.3L V8 GAS ENGINE, AUTO TRANS, AM/FM RADIO, AIR	\$ 41990.00	\$ 125970.00
2	3.00	EA	0002 - UPGRADE ALTERNATOR TO DUAL ALTERNATORS	\$ 774.00	\$ 2322.00
3	3.00	EA	0003 - UPGRADE BATTERY TO DUAL BATTERIES	\$ 223.00	\$ 669.00
4	3.00	EA	0004 - ADD UPFIT SWITCHES	\$ 78.00	\$ 234.00
5	3.00	EA	0005 - ADD POWER WINDOWS LOCKS KEYLESS	\$ 546.00	\$ 1638.00
6	3.00	EA	0006 - ADD CRUISE	\$ 219.00	\$ 657.00
7	3.00	EA	0007 - ADD TRAILER TOW MIRRORS	\$ 210.00	\$ 630.00
8	3.00	EA	0008 - ADD SPACERS FOR BODY	\$ 128.00	\$ 384.00
9	3.00	EA	0009 - ADD SPARE TIRE	\$ 219.00	\$ 657.00
***** LOUISIANA DEALER'S LICENSE IS REQUIRED FOR THIS BID. FAILURE TO SUBMIT THIS COPY WILL RESULT IN BID REJECTION *****				Total 44387.00	133161.00



Ford

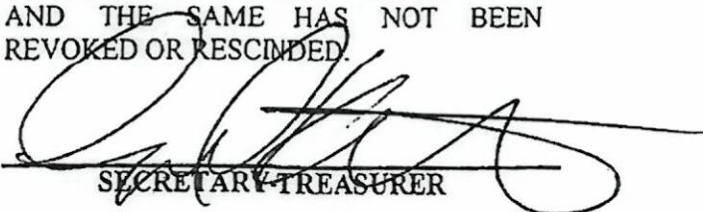
## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
St Martin Parish Acquisitions, LLC (DBA Cortess Ford)  
INCORPORATED.

AT THE MEETING OF DIRECTORS OF St Martin Parish Acquisitions, LLC  
INCORPORATED, DULY NOTICED AND HELD ON Sept 2nd 2014,  
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT  
WAS:

RESOLVED. THAT Michael R. Solomon Jr., 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 AND RECEIPT THEREFOR ALL  
PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF  
ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING,  
APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT  
PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

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

  
SECRETARY-TREASURER

September 2nd 2014  
DATE



## **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 LA

PARISH/COUNTY OF St. Martin

BEFORE ME, the undersigned authority, personally came and appeared: Mike Solomon, (Affiant) who after being by me duly sworn, depose and said that he/she is the fully authorized Fleet Manager of St Martin Parish Acquisitions, LLC dba of Courtesy Ford (Entity), the party who submitted a bid in response to Bid Number 50-00146081 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** ~~\_\_\_\_\_~~ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

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

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

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

  
\_\_\_\_\_  
Signature of Affiant

Mike Solomon  
\_\_\_\_\_  
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 24<sup>th</sup> DAY OF September, 2024.

Charlene Champagne  
\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name of Notary



\_\_\_\_\_  
Notary/Bar Roll Number

My commission expires At Death.



License No. N -2023-00304  
DPS Code: NBSM

2023-2025

Not Transferable  
Valid Only at Address Below

# Louisiana Motor Vehicle Commission

This Certifies that

St. Martin Parish Acquisitions, LLC

DBA Courtesy Ford  
2022 T-Rees Street

Breaux Bridge, LA 70517

Don P. Hargroder and Michelle M. Hargroder, Dealer-Operators

is duly licensed as a

New Motor Vehicle Dealer

of the following make or makes

Ford Light Duty Trucks, Ford Medium Duty Trucks, Ford Passenger Cars  
Next-Generation Ford EV

For the period ending October 31, 2025, unless license is sooner revoked.

In Witness whereof, LOUISIANA MOTOR VEHICLE COMMISSION, under and by virtue of the authority vested in it by the laws of the State of Louisiana, has caused this license to be issued with its seal imprinted hereon.

LOUISIANA MOTOR VEHICLE COMMISSION

Dated November 1, 2023

Signed, Sealed and Attested



Executive Director

(To be prominently displayed in place of business)

## QUICK REFERENCE: WARRANTY COVERAGE

This chart gives a general summary of your warranty coverage provided by Ford Motor Company under the New Vehicle Limited Warranty. Please refer to the description of warranty coverage for more specific information.

For each type of coverage, the chart shows two measures:

- years in service
- miles driven

**Your New Vehicle Limited Warranty**

TYPE OF COVERAGE	YEARS IN SERVICE/MILES DRIVEN
BUMPER TO BUMPER	3/36,000
POWERTRAIN	5/60,000
SAFETY RESTRAINT SYSTEM	5/60,000
CORROSION (Perforation only)	5/UNLIMITED
DIESEL ENGINE	5/100,000
HYBRID/ELECTRIC UNIQUE COMPONENT	8/100,000

The measure that occurs first determines how long your coverage lasts. For example: Your Bumper to Bumper Coverage lasts for three years - unless you drive more than 36,000 miles before three years elapse. In that case, your coverage ends at 36,000 miles.

For more details on coverage, see:

- What is Covered? (pages 10-16)
- What is Not Covered? (pages 16-21)