



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

**5000145152 One (1) Year Contract for Crane and Rigging Rental Service
for the Jefferson Parish Department of Drainage
Jefferson Parish Government**

Project documents obtained from www.CentralBidding.com
09-May-2024 07:54:58 AM



Bid Number 50-00145152

**One Year Contract for Crane and Rigging Rental Services for the
Jefferson Parish Department of Drainage**

Bid Due: June 04, 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 by the bid due date and time.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053**

**Purchasing Specialist Name: Donna M Evans, Purchasing Specialist II
Purchasing Specialist Email: DMEVANS@jeffparish.net
Purchasing Specialist Phone: 504-364-2691**

DATE: 5/07/2024
BID NO.: 50-00145152

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:
DMEVANS@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 6/04/2024 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)

DATE: 5/07/2024

BID NO.: 50-00145152

Page: 2

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).

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. 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.

DATE: 5/07/2024

Page: 6

BID NO.: 50-00145152

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 ☒

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____ %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____

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

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 41133

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: Glenn machine works, Inc.

ADDRESS: 8100 Hwy. 57

CITY, STATE: Ocean Springs, MS ZIP: 39564

TELEPHONE: (228) 493-4700 FAX: ()

EMAIL ADDRESS: Tony d @ glennmachineworks.com

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

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 18,682

AUTHORIZED SIGNATURE: Tony Davis

TITLE: Project Manager

Tony Davis
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.

DATE: 5/07/2024

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page 7

BID NO.: 50-00145152

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	HR	ONE YEAR CONTRACT FOR CRANE AND RIGGING RENTAL SERVICES FOR THE JEFFERSON PARISH DEPARTMENT OF DRAINAGE 0001 SITE INSPECTION	\$ 100.00	\$ 100.00
2	1.00	MI	ONE (1) YEAR CONTRACT FOR CRANE, RIGGING AND TRANSPORTATION RENTAL SERVICES FOR THE JEFFERSON PARISH DEPARTMENT OF DRAINAGE SPECIFICATIONS ATTACHED 0002 MILEAGE	\$ 2.00	\$ 2.00
3	1.00	HR	0003 RIGGER NORMAL HOURLY RATE	\$ 65.00	\$ 65.00
4	1.00	HR	0003A RIGGER OVERTIME HOURLY RATE	\$ 100.00	\$ 100.00
5	1.00	HR	0004 BOOM TRUCK WITH OPERATOR, 25 OR 30 TON CAPACITY NORMAL HOURLY RATE	\$ 160.00	\$ 160.00
6	1.00	HR	0004A BOOM TRUCK WITH OPERATOR, 25 OR 30 TON CAPACITY OVERTIME HOURLY RATE	\$ 195.00	\$ 195.00
7	1.00	LPSM	0004B MOBILIZATION AND DEMOBILIZATION OF 25 OR 30 TON BOOM TRUCK	\$ 585.00	\$ 585.00
8	1.00	HR	0005 HYDDRAULIC CRANE WITH OPERATOR, 70 TON CAPACITY NORMAL HOURLY RATE	\$ 200.00	\$ 200.00
9	40.00	HR	0005A HYDDRAULIC CRANE WITH OPERATOR, 70 TON CAPACITY OVERTIME HOURLY RATE	\$ 235.00	\$ 9400.00
10	1.00	LPSM	0005B MOBILIZATION AND DEMOBILIZATION OF 70 TON CAPACITY	\$ 705.00	\$ 705.00

DATE: 5/07/2024

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page 8

BID NO.: 50-00145152

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
11	5.00	HR	0006 HYDDRAULIC CRANE WITH OPERATOR, 90 TON CRANE NORMAL HOURLY RATE	\$ 275.00	\$ 1375.00
12	5.00	HR	0006A HYDDRAULIC CRANE WITH OPERATOR, 90 TON CRANE OVERTIME HOURLY RATE	\$ 325.00	\$ 1625.00
13	1.00	LPSM	0006B MOBILIZATION AND DEMOBILIZATION OF 90 TON CRANE	\$ 900.00	\$ 900.00
14	1.00	LPSM	0006C COUNTERWEIGHTS, ADDITIONAL EQUIPMENT, ETC. FOR 90 TON CRANE	\$ 1200.00	\$ 1200.00
15	1.00	DY	0007 SUPPLY OF ONE (1) TIMBER MAT W/PINS	\$ 1035.00	\$ 1035.00
16	1.00	DY	0008 SUPPLY OF ONE (1) COMPOSITE HEAVY DUTY MAT (600 PSI RATING) WITH PINS	\$ 1035.00	\$ 1035.00

**One (1) Year Contract for Crane and Rigging Rental Services for the
Jefferson Parish Department of Drainage**

Bid No.: 50-00145152

This is a one (1) year contract to provide the rental of various cranes and rigging for the Jefferson Parish Department of Public Works - Drainage and all Jefferson Parish Agencies.

This contract will be used on an as-needed basis.

License Requirements:

A Louisiana State Contractor's License is required in the following categories:

- Limited Specialty Services

BIDS:

An electronic bid bond will be required with submission in the amount of 5% of the total bid. Failure to submit with bid will result in a bid rejection.

Performance Bond and Payment Bond in the amount of 50% of the contract price will be required at the signing of the contract. These are two separate bonds and they are each 50% of the contract price.

Bid prices must include all costs for fuel, lubricants, operators, helpers, maintenance and preparation, highway permits, rigging, slings, hoists, hooks, jacks, and other incidentals for the regular work day period.

All prices quoted are to be on equipment of sound, excellent condition with standard attachments (supplied as-needed).

Boom truck and crane transportation costs shall be included in mobilization bid line items. Truck/driver mileage costs shall be on a per mile basis.

The minimum rental period for all boom truck and crane equipment on this bid shall be one (1) day based on a minimum of eight (8) hours of productive work.

The terms and conditions of resolution 136353 shall be part of the bid whether attached or not. A copy may be obtained from the Office of the Parish Clerk, 6th floor, General Government Building, 200 Derbigny Street, Gretna, Louisiana.

BID ITEMS:

- Item 0001 – Site Inspection; Hourly Rate
- Item 0002 – Mileage
- Item 0003 - Rigger; Normal Hourly Rate
- Item 0003A - Rigger; Overtime Hourly Rate
- Item 0004 – Boom Truck w/ Operator, 25 or 30 Ton Capacity; Normal Hourly Rate
- Item 0004A – Boom Truck w/ Operator, 25 or 30 Ton Capacity; Overtime Hourly Rate
- Item 0004B – Mobilization and Demobilization of 25 or 30 Ton Boom Truck
- Item 0005 – Hydraulic Crane w/ Operator, 70 Ton Capacity; Normal Hourly Rate
- Item 0005A – Hydraulic Crane w/ Operator, 70 Ton Capacity; Overtime Hourly Rate
- Item 0005B – Mobilization and Demobilization of 70 Ton Crane
- Item 0006 – Hydraulic Crane w/ Operator, 90 Ton Capacity; Normal Hourly Rate
- Item 0006A – Hydraulic Crane w/ Operator, 90 Ton Capacity; Overtime Hourly Rate
- Item 0006B – Mobilization and Demobilization of 90 Ton Crane
- Item 0006C - Counterweights, additional equipment, etc. for 90 Ton Crane
- Item 0007 - Supply of one (1) Timber Mat w/ Pins; Daily Rate; Daily Rate
- Item 0008 - Supply of one (1) Composite Heavy Duty Mat (600 PSI Rating) w/ Pins; Daily Rate

CODE AND STANDARDS:

Contractor and contractor's employees shall be aware of basic guidance on inspection, maintenance, and operation of cranes and derricks that is to be found in ANSI Safety Standards for cableways, cranes, derricks, hoists, hooks, jacks, and slings as published by the American Society of Mechanical Engineers and adopted in large measure into OSHA Standards. Necessary relevant information on the whole realm of equipment of interest may be found in the full series of ANSI.

Contractor shall also be familiar with the general safety requirements of local and/ or national codes and regulations relevant to heavy equipment safety, operation, inspection, transportation, etc.

GENERAL:

All normal work hours shall be performed on Monday through Friday. For the purposes of this contract, the regular eight (8) hour work day rental period shall include mobilization and demobilization, a.k.a. portal to portal transport. Overtime rates shall include each hour worked above and beyond the regular eight (8) hour work day or authorized work on Parish holidays, Saturdays, or Sundays.

The contractor shall not assume any overtime work at any time unless authorized. Said overtime, when authorized in writing by owner, is to be clearly defined on weekly work sheets as outlined under payment.

During the site inspection, the contractor shall coordinate with the owner and determine what size crane and additional equipment is required to perform the requested work.

The contractor shall be responsible for any and all permits required for highway travel. It shall also be the responsibility of the contractor to confirm all equipment capable of highway travel conforms to Louisiana DOTD vehicle code requirements.

The mobilization/demobilization lump sum cost for boom trucks and cranes must include all costs associated with setting up, checking, adjusting, preparing unit for operation, and breakdown of equipment. If requested to move equipment to another jobsite, an additional mobilization/demobilization lump sum cost may be charged.

All mileage costs for truck/driver line items will be on a per mile basis.

The contractor may complete their bid by the utilization of subcontractors; however, no payment will be made by Jefferson Parish to subcontractor for any work performed under the terms of the contract. The contractor assumes all responsibility for the work performed by his subcontractors. The cost of any incidental transport of goods and/or materials between the contractor and his subcontractor shall not be eligible for payment; therefore, the time required for incidental transport of goods and/or materials between the contractor and his subcontractors will not be eligible for payment.

In no instance shall subcontractors complete more than 50 percent of all work of this contract.

The contract shall be responsible for any and all actions of his subcontractor and the contractor's insurance shall so state.

DAILY WORK SHEETS:

The contractor shall be responsible to complete a daily work sheet on each piece of equipment rented. Work sheets are to show size and class of rented unit, number of hours worked, separating regular hours from overtime hours and downtime (if applicable), and mileage charges. Daily work output, breakdown of time unit is not working within rental period or during allotted repair is to be noted on work sheet. Also, to be noted on work sheet is the location worked and type of work completed.

PERSONNEL:

The contractor shall always supply to the owner (Jefferson Parish) an operator and helper whose experience will qualify them to operate the equipment which is being rented and complete the work to be performed.

The operator is to devote his full time in applying his trade during work hours assigned in the rental period. Absences, tardiness, or delays causing the rented piece of equipment to be dormant will be considered as downtime.

EQUIPMENT INSPECTION:

The contractor bears the full responsibility of having his equipment inspected. It will be the contractor's responsibility to perform daily site inspections and maintain a work log for each piece of equipment rented by owner. All work logs shall be submitted with the request for payment or upon request by Owner to be reviewed by Owner.

REPAIRS OR DOWNTIME:

Breakdown exceeding one (1) hour time limit shall be deducted from the rental period. The rental period ends each day when the employee of the owner in charge of the job dismisses the equipment for said day or as authorized by the owner.

EQUIPMENT REQUIREMENTS:

Upon request, contractor must provide Jefferson Parish with proof of ownership or copies of a lease agreement for equipment that they propose to furnish under the terms of this bid, including year of manufacture, serial number, model number, and current license tag number (if applicable). Failure to provide this documentation within one (1) week of receiving the original request will result in the Jefferson Parish's rejection of said equipment being utilized in Parish projects.

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

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

RESOLVED THAT _____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-
FACT.

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

SECRETARY-TREASURER

DATE

Non-Public Works Bid Affidavit 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 Mississippi

PARISH/COUNTY OF Jackson

BEFORE ME, the undersigned authority, personally came and appeared: Tony Davis, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Tony Davis of Glenn machine works (Entity), the party who submitted a bid in response to Bid Number 5000145152, 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 ✓ 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.

Tony Davis

Signature of Affiant

Tony Davis

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE 9th DAY OF May, 2024.

Lori A. Davenport

Notary Public

Lori A. Davenport

Printed Name of Notary

Notary Bar Roll Number

My commission expires



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.

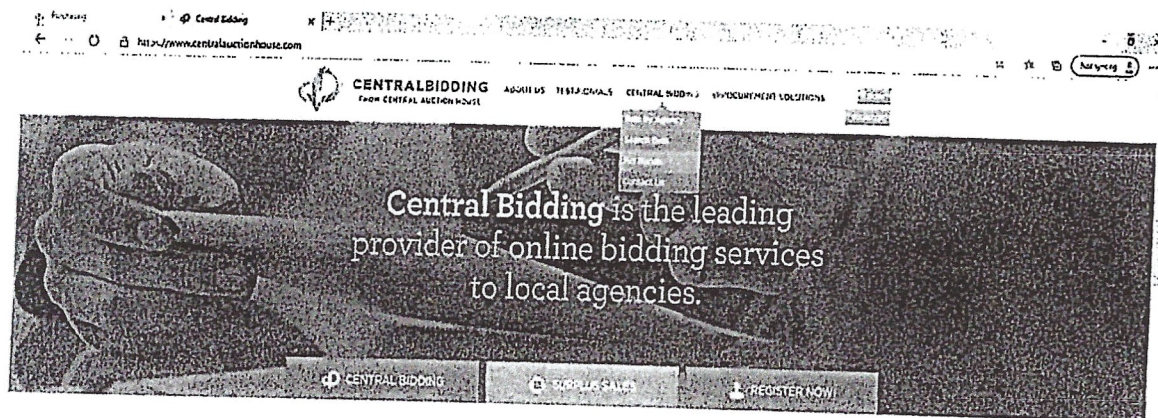
☐ **BUILDER'S RISK INSURANCE**

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.

Bid Bond

An Electronic Bid Bond must be submitted with this bid, through one of the respective clearing houses at www.jeffparish.net or www.centralbidding.com. To access the bonding companies on Central Bidding, hover over the "Central Bidding" link at the top of the page and select the "Bid Bonds" link.

The electronic bid bond number is to be placed in the required section listed on the standard envelope. Scanned copies of bid bonds will not be accepted with your submission.



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