



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

September 27, 2024

### JEFFERSON PARISH INVITATION TO BID NOTIFICATION

This notification is to inform bidders of the following bid solicitation for Jefferson Parish Government. Please review this notification in its entirety for details on how to access the on-line bidding site to view and download the Invitation to Bid, including all required bidding documents. The notification also states how and/or where to submit the bid response to the Jefferson Parish Purchasing Department on the bid opening date or before.

**BID # 50-00146488**

#### **Three (3) Month Contract for Pest Control Services at Various Parish Buildings for the Department of General Services and Parish Wide**

Bids will be received at [centrallauctionhouse.com](http://centrallauctionhouse.com) until 11 a.m., on **October 3, 2024**. Bids delivered after 11 a.m., will not be accepted.

**Where to obtain the Invitation to Bid:** This Invitation to Bid may be viewed, and/or downloaded from our on-line bidding site, Central Bidding by clicking, <http://www.jeffparishbids.net>. All vendors are encouraged to register with Central Bidding in order to respond, free of charge, to Jefferson Parish Invitation to Bid.

**How to respond:** Vendors can respond either through Central Bidding, our on-line bidding site or through the link above.

For more information on this bid, please contact the buyer assigned to this bid:

**Doris Abraham, Purchasing Specialist II**

**504-364-2690**

[Doris.Abraham@jeffparish.gov](mailto:Doris.Abraham@jeffparish.gov)

Or you may visit the Purchasing Department's webpage at <https://www.jeffparish.gov/464/Purchasing>

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242  
OFFICE 504.364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054  
OFFICE 504.364.2678

EMAIL: [PURCHASING@JEFFPARISH.NET](mailto:PURCHASING@JEFFPARISH.NET)

WEBSITE: [WWW.JEFFPARISH.NET](http://WWW.JEFFPARISH.NET)



**CENTRALBIDDING**  
FROM CENTRAL AUCTION HOUSE

**5000146488 Three (3) Month Contract for Pest Control Services at  
Various Parish Buildings for the Department of General Services and  
Parish Wide  
Jefferson Parish Government**

Project documents obtained from [www.CentralBidding.com](http://www.CentralBidding.com)  
27-Sep-2024 03:12:03 PM



**Bid Number 50-00146488**

**Three (3) Month Contract for Pest Control Services at Various Parish Buildings for the Department of General Services and Parish Wide**

**BID DUE: October 3, 2024 at 11:00 A.M.**

**ATTENTION VENDORS!!!**

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

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Doris Abraham  
Buyer Email: [Doris.Abraham@jeffparish.gov](mailto:Doris.Abraham@jeffparish.gov)  
Buyer Phone: 504-364-2690**

## **THREE (3) MONTH CONTRACT TO PERFORM PEST CONTROL SERVICES AT VARIOUS JEFFERSON PARISH BUILDINGS FOR THE DEPARTMENT OF GENERAL SERVICES**

### **Section 1.0 – Site Visit:**

All prospective bidders can schedule a site visit with the Department of General Services between 8:00 a.m. and 3:00 p.m. Monday through Friday at (504)364-2675.

### **Section 2.0 – Scope:**

We extend this proposal to provide all labor, materials, equipment, and other incidentals necessary to provide a three (3) month contract to perform pest control services at various locations for the Jefferson Parish Department of General Services.

### **Section 3.0 – License Requirements:**

A copy of the front and, if applicable, a copy of the back of all licenses and endorsements listed below shall be submitted with bid submission. Failure to submit this information with bid submission will deem the bid non-responsive.

#### **3.1 Licenses issued by the Louisiana State Department of Agriculture and Forestry:**

- Structural pest control operator's license
- General pest control license
- Commercial Vertebrate license

### **Section 4.0 – Quantities:**

Bidders can schedule an inspection of all facilities listed in Section 7.0 of these specifications to perform their measurements, etc. to determine the proper quantities of labor hours, equipment, supplies, materials, etc., needed to perform all work listed in these specifications throughout this contract.

### **Section 5.0 – Regulations:**

The work under this contract shall conform to all pesticide application regulations of Federal, State, and Local governmental agencies, as well as all pesticide governing agencies such as the Louisiana State Department of Agriculture and Forestry, Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), Environmental Protection Agency (EPA), etc.

**Section 6.0 – Bid Specifications:**

- The successful bidder shall combat and control all pest problems (see list of pests in section 8.0) inside each facility and a minimum distance of one hundred feet (100') around the exterior of all buildings listed in Section 7.0 of these specifications.
- The use of sub-contractors will not be permitted under this contract.
- All technicians performing pest control services in and around parish buildings shall carry their Louisiana Department of Agriculture and Forestry commercial pesticide applicator license card on them at all times while on Jefferson Parish property.
- All technicians performing pest control services in parish buildings shall wear a uniform shirt with the company name and logo at all times.
- After the "Notice to Proceed" is issued, the successful bidder has fifteen (15) days to complete pest control services of all buildings listed in section 7.0, excluding the Jefferson Parish Correctional Center.
- Thirty (30) days following the completion of the initial service, a regular monthly service, inspection, and treatment shall be performed on all buildings in Section 7.0, excluding the Jefferson Parish Correctional Center.
- The monthly services shall include the interior of all buildings and a minimum distance of one hundred feet (100') around the exterior of all facilities.
- In addition to regular monthly treatments, areas may require additional treatment due to complaints from building tenants and occupants. These complaints shall be responded to within twenty-four (24) hours (Excluding Saturday, Sunday, and Bidder Holidays) of notification. There shall be no additional charges to Jefferson Parish for these services.
- The successful bidder shall inspect, monitor, and re-bait the existing eighteen (18) rodent bait stations at the General Government Complex. Location of the bait stations will be given to successful bidder at the "Start of Work Conference."

**6.1 – Biweekly (Every Two Weeks) Services and Inspection of Jefferson Parish Correctional Center:**

- After the "Notice to Proceed" is issued, the successful bidder has fifteen (15) days to complete pest control services of the entire Jefferson Parish Correctional Center.
- Fourteen (14) days following the completion of the initial service at the Jefferson Parish Correctional, a regular biweekly (Every Two Weeks) service, inspection, and treatment shall be performed on the entire Jefferson Parish Correctional Center.
- The successful bidder shall inspect, monitor, and re-bait the existing twelve (12) rodent bait stations at the Jefferson Parish Correctional Center each month.

Bid Specifications for Bid No. 50-00146488

**Section 7.0 – Locations:**

The buildings listed below shall be serviced as part of this bid. The square foot listed is an approximate measurement and cannot be used for pricing. Refer to Section 4.0 for clarification.

<b>BUILDING</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>APPROX. SQ. FT.</b>
Central Plant Building	960 1st Street	Gretna	16,837
Children's Advocacy	220 Lavoisier Street	Gretna	1,450
Donelon Building	200 Derbigny Street	Gretna	72,324
District Attorney's Building	100 Derbigny Street	Gretna	72,488
Emergency Operations & Communications Center	910 3rd Street	Gretna	75,000
Evidence Building	1128 4th Street	Gretna	6,768
First Parish Court	920 David Drive	Metairie	32,405
General Government Building	200 Derbigny Street	Gretna	136,200
Health Unit East Bank	111 N. Causeway Boulevard	Metairie	24,647
Health Unit West Bank	1855 Ames Boulevard	Marrero	50,000
Jefferson Parish Correctional Center	100 Dolhonde Street	Gretna	246,000
Jefferson Performing Arts Building	6400 Airline Highway	Metairie	86,000
Juvenile Justice Complex (Includes Rivarde Detention)	1546-B Gretna Boulevard	Harvey	44,000
Juvenile Services Bldg. East Bank	3420 N. Causeway Boulevard	Metairie	32,896
Juvenile Services Warehouse	1651 Manhattan Boulevard	Harvey	31,000
Juvenile Justice Court	1546-A Gretna Boulevard	Harvey	31,000
Liberto Building	200 Huey P. Long Avenue	Gretna	10,691
Local History Museum	519 Huey P. Long Avenue	Gretna	42,000
Odom Building	5001 West Bank Expressway	Gretna	47,750
Parking Garage Office/Restroom	300 Derbigny Street	Gretna	300
Senior Center - Bridge City	1601 Bridge City Avenue	Bridge City	6,200
Senior Center - Marrero	4420 Seventh Street	Marrero	6,241
Senior Center - Jefferson	4518 Jefferson Highway	Jefferson	6,000
Senior Center - Metairie	265 N. Causeway Boulevard	Metairie	8,700
Second Parish Court	100 Huey P. Long Avenue	Gretna	67,155
Surplus Property Building	920 David Drive	Metairie	10,000
Joseph S. Yenni Building	1221 Elmwood Park Boulevard	Harahan	226,560
Traffic Engineering	2100 Dickory Avenue	Harahan	13,500
Information Technology	5700 Belle Terre Road	Marrero	700
Transit Administration	21 Westbank Expressway	Gretna	4000
Avondale Playground	709 S. Jamie	Avondale	16,000
Belle Terre Playground	5600 Belle Terre Road	Marrero	11,000

Bid Specifications for Bid No. 50-00146488

**Section 7.0 – Locations: Continued**

<b>BUILDING</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>APPROX. SQ. FT.</b>
Bright Playground	3401 Cleary Avenue	Metairie	13,000
Cleary Playground	3700 Civic Street	Metairie	12,000
Delta Playground	8301 W. Metairie Avenue	Metairie	15,000
Recreation Eastbank Office	6921 Saints Drive	Metairie	10,000
Eastbank Warehouse	6925 Saints Drive	Metairie	12,000
Estelle Playground	5801 Leo Kerner Lafitte Pkwy	Marrero	15,000
Girard Playground	5300 Irving Street	Metairie	12,000
Harvey Playground	2240 Alamo Street	Harvey	16,000
Jefferson Playground	4100 South Drive	Jefferson	15,200
Jefferson Golden Age	4100 South Drive	Jefferson	3,750
Johnny Jacobs Playground	5851 5 <sup>th</sup> Avenue	Marrero	10,000
Kennedy Heights Playground	248 Mission Court	Avondale	13,000
King's Grant Playground	3805 15 <sup>th</sup> Street	Harvey	13,000
Lakeshore Playground	1125 Rosa Avenue	Metairie	13,400
LaSalle Playground Warehouse	6600 Airline Drive	Metairie	16,020
Lemon Playground	1307 S. Causeway Boulevard	Jefferson	14,000
Little Farms Playground	10301 South Park Street	River Ridge	12,000
M.L.King Playground	2400 Lester Street	Harvey	12,500
Miley Playground	6716 W. Metairie Avenue	Metairie	19,000
Nicholson Playground	7101 11 <sup>th</sup> Street	Marrero	8,340
Oakdale Playground	650 Wall Boulevard	Gretna	13,000
Owens Playground	11101 Newton Street	River Ridge	12,500
PARD Playground	5185 Eighty Arpent Road	Marrero	15,000
Pontiff Playground	1521 Palm Street	Metairie	14,000
Pontiff Golden Age and Pressbox	1521 Palm Street	Metairie	3967, 2592
Rose Thorne Playground	865 Jean Lafitte Boulevard	Lafitte	26,000
Terrytown Playground	641 Heritage Avenue	Terrytown	17,800
Waggaman Playground	516 Dandelion Street	Waggaman	16,000
Recreation Westbank Office & Warehouse	7437 Lapalco Boulevard	Marrero	5,300
Woodmere Playground	4100 Glenmere Drive	Harvey	16,000

**Section 8.0 Pest List:**

The pest that will be covered in this contract:

- Body lice & crabs (On furnishings & fixtures only)
- Millipedes
- Rodents
- Gnats
- Fruit flies
- Beetles
- All species of Rodents
- Wasp
- Ants
- Sliver fish
- Crickets
- Spiders
- Earwigs
- Firebrats
- Fleas
- Paper mites
- Roaches
- Water bugs

**Section 9.0 – Reports:**

A monthly pest control report shall be completed on each building serviced under this contract. (See Attachment “A” Jefferson Parish Monthly Pest Control Report). This monthly report shall be e-mailed to the requesting department representative five (5) days after completing each monthly service. A list of owner’s representatives and their contact information will be given to the successful bidder at the “Start of Work Conference.”

**Section 10.0 – Scheduling of Services:**

The successful bidder and a requesting department representative will schedule the initial treatment and monthly service dates during the “Start of Work Conference.” A representative from the requesting department will escort the pest control technician during their monthly inspections at all Jefferson Parish Buildings.

A list of owner’s representatives and their contact information will be given to the successful bidder at the “Start of Work Conference.”

**Section 11.0 – Hours of Work:**

- Monthly Services, Monday thru Friday, 7:00 a.m. – 2:00 p.m.
- Additional Services, Monday thru Friday, 6:00 a.m. – 6:00 p.m.

**Section 12.0 – Safety Precautions:**

Safety precautions must be exercised to safeguard the welfare and safety of the people while any work is being performed.

**Section 13.0 – Start of Work Conference and Notice to Proceed:**

A “Start of Work Conference” shall be held between the successful bidder and the owner before any work commences.

No work shall be performed until the successful bidder receives a written “Notice to Proceed” to begin work from the Department of General Services.

Attachment "A"

## Jefferson Parish Monthly Pest Control Report

<b>Building Name:</b>	<b>Date and Time of Service:</b>
<b>Technician Name:</b>	<b>Applicator License #:</b>

**List any Infestations Discovered During Inspection and Corrective Actions Taken:**

**List any Improvements Needed to Housekeeping Practices:**

RODENT BAIT STATIONS	
	Yes      No
Proper Operating Condition	SAMPLE
Bait added	SAMPLE

PRODUCTS USED			
Product	EPA Number	Ratio	Amount Used

<b>Print Technician Name who performed Work:</b>	<b>Technician Signature:</b>
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**Print Owner Representative Name:**

DATE: 9/27/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00146488

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
DABRAHAM@jeffparish.net

Bids will be received until 11:00 AM, 10/03/2024 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net).

**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. 9:2602(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE AND MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.**

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 as amended. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://www.jeffparish.gov/464/Purchasing> and clicking on On-line forms.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://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.

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. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail

JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE

PROTESTS: Only those vendors that 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.)

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

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

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

All formal Addenda require written acknowledgment on the bid form by the bidder by the bidder placing the Addendum number in the appropriate section. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected; JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

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

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

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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 A1 17.1-1961).

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

### 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>.**

## 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.

**3, 5, 6, 10, 12, 13**

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(l), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of 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 Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid 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.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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 an as needed basis contract. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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 as 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 Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.**

DATE: 9/27/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 5

BID NO.: 50-00146488

**JEFFERSON PARISH**

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

VENDOR: 27118 BLANK BID COPY VENDOR

PURCHASING SPECIALIST:  
DABRAHAM

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

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

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

<b>DELIVERY: FOB JEFFERSON PARISH</b>	
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES	_____
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	_____
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	_____

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: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) 00011032

<b>*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***</b>	
FIRM NAME:	Bay Pest Control Company, Inc.
SIGNATURE: (Must be signed here)	<i>Bruno Milanese</i> TITLE: President
PRINT OR TYPE NAME:	Bruno Milanese
ADDRESS:	6820 Washington Ave.
CITY, STATE:	Ocean Springs, MS ZIP: 39564
TELEPHONE:	FAX: (228) 875-1627
	(228) 875-8908
EMAIL ADDRESS:	mail@baypestcontrol.net

TOTAL PRICE OF ALL BID ITEMS: \$ 9,294.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			Three (3) Month Contract to Perform Pest Control Services at Various Jefferson Parish Buildings for the Department of General Services		
1	3.00	MO	0010 - GENERAL GOVERNMENT BUILDING PROVIDE A MONTHLY COST FOR  PEST CONTROL SERVICES  PER THE ATTACHED SPECIFICATIONS ***	\$ 101.00	\$ 303.00
2	3.00	MO	0020 - SURPLUS PROPERTY PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 15.00	\$ 45.00
3	3.00	MO	0030 - DONELON BUILDING PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 71.00	\$ 213.00
4	3.00	MO	0040 - CENTRAL PLANT PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 71.00	\$ 213.00
5	3.00	MO	0050 - DISTRICT ATTORNEY'S OFFICE PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 71.00	\$ 213.00
6	3.00	MO	0060 - SECOND PARISH COURT PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 46.00	\$ 138.00
7	3.00	MO	0070 - LIBERTO BUILDING PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 41.00	\$ 123.00
8	3.00	MO	0080 - LOCAL HISTORY MUSEUM PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 36.00	\$ 108.00
9	3.00	MO	0090 - ODOM BUILDING PROVIDE A MONTHLY COST FOR PEST  CONTROL SERVICES.	\$ 41.00	\$ 123.00
10	3.00	MO	0100 - CLERK OF COURT -EVIDENCE BUILDING PROVIDE A MONTHLY COST FOR PEST	\$ 36.00	\$ 108.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			CONTROL SERVICES.		
11	3.00	MO	0110 - MARRERO/HARVEY SENIOR CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
12	3.00	MO	0120 - BRIDGE CITY SENIOR CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
13	3.00	MO	0130 - J.P. CORRECTIONAL CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 136.00	\$ 408.00
14	3.00	MO	0140 - CHILDREN'S ADVOCACY CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 26.00	\$ 78.00
15	3.00	MO	0150 - EMERGENCY OPS & COMMUNICATION CTR PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 56.00	\$ 168.00
16	3.00	MO	0160 - JUVENILE JUSTICE COURT PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
17	3.00	MO	0170 - JUVENILE JUSTICE COMPLEX PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 186.00	\$ 558.00
18	3.00	MO	0180 - JUVENILE SERVICES WAREHOUSE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 36.00	\$ 108.00
19	3.00	MO	0190 - JOSEPH S. YENNI BUILDING PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 236.00	\$ 708.00
20	3.00	MO	0200 - FIRST PARISH COURT PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 71.00	\$ 213.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
21	3.00	MO	0210 - JEFFERSON SENIOR CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
22	3.00	MO	0220 - METAIRIE SENIOR CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
23	3.00	MO	0230 - EASTBANK JUVENILE SERVICES PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 66.00	\$ 198.00
24	3.00	MO	0240 - WESTBANK HEALTH UNIT PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
25	3.00	MO	0250 - EASTBANK HEALTH UNIT PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 46.00	\$ 138.00
26	3.00	MO	0260 - PARKING GARAGE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 51.00	\$ 153.00
27	3.00	MO	0270 - JEFFERSON PERFORMING ARTS CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 161.00	\$ 483.00
28	3.00	MO	0280 - ALARIO CENTER PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 86.00	\$ 258.00
29	3.00	MO	0290 - TRAFFIC ENGINEERING PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 41.00	\$ 123.00
30	3.00	MO	0300 - INFORMATION TECHNOLOGY PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 15.00	\$ 45.00
31	3.00	MO	0310 - TRANSIT ADMINISTRATION PROVIDE A MONTHLY COST FOR PEST	\$ 36.00	\$ 108.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			CONTROL SERVICES.		
32	3.00	MO	0320 - AVONDALE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
33	3.00	MO	0330 - BELLE TERRE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
34	3.00	MO	0340 - BRIDGE CITY PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
35	3.00	MO	0350 - BRIGHT PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
36	3.00	MO	0360 - CLEARY PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
37	3.00	MO	0370 - DELTA PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
38	3.00	MO	0380 - RECREATION EASTBANK OFFICE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
39	3.00	MO	0390 - EASTBANK WAREHOUSE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
40	3.00	MO	0400 - ESTELLE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
41	3.00	MO	0410 - GIRARD PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
42	3.00	MO	0420 - HARVEY PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
43	3.00	MO	0430 - JEFFERSON PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
44	3.00	MO	0440 - JEFFERSON GOLDEN AGE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 20.00	\$ 60.00
45	3.00	MO	0450 - JOHNNY JACOBS PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
46	3.00	MO	0460 - KENNEDY HEIGHTS PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
47	3.00	MO	0470 - KING'S GRANT PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
48	3.00	MO	0480 - LAKESHORE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
49	3.00	MO	0490 - LASALLE PLAYGROUND WAREHOUSE PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
50	3.00	MO	0500 - LEMON PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
51	3.00	MO	0510 - LITTLE FARMS PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
52	3.00	MO	0520 - M.L. KING PLAYGROUND PROVIDE A MONTHLY COST FOR PEST	\$ 30.00	\$ 90.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			CONTROL SERVICES.		
53	3.00	MO	0530 - MILEY PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 40.00	\$ 120.00
54	3.00	MO	0540 - NICHOLSON PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 20.00	\$ 60.00
55	3.00	MO	0550 - OAKDALE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
56	3.00	MO	0560 - OWENS PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 30.00	\$ 90.00
57	3.00	MO	0570 - PARD PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES.	\$ 35.00	\$ 105.00
58	3.00	MO	0580 - PONTIFF PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES	\$ 35.00	\$ 105.00
59	3.00	MO	0590 - PONTIFF GOLDEN AGE & PRESSBOX PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES	\$ 35.00	\$ 105.00
60	3.00	MO	0600 - ROSE THORNE PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES	\$ 45.00	\$ 135.00
61	3.00	MO	0610 - TERRYTOWN PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES	\$ 40.00	\$ 120.00
62	3.00	MO	0620 - WAGGAMAN PLAYGROUND PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES	\$ 40.00	\$ 120.00

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146488

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
63	3.00	MO	0630 - RECREATION WESTBANK OFFICE & WAREHOUSE	\$ 20.00	\$ 60.00
			PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES		
64	3.00	MO	0640 - WOODMERE PLAYGROUND	\$ 40.00	\$ 120.00
			PROVIDE A MONTHLY COST FOR PEST CONTROL SERVICES		

## **STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES**

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 136353 or No. 141125, 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 her designee, with the concurrence of the Director of Risk Management or her 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.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. **Failure to comply will cause the 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 Parish of Jefferson, 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.

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### **JEFFERSON PARISH REQUIRED STANDARD INSURANCE**

#### **WORKER'S COMPENSATION INSURANCE**

As required by Worker's Compensation Law of the State of the Contractor's headquarters. Employer's Liability is included, with minimum limits of \$500,000 per occurrence, except it 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.

With a Waiver of Subrogation in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council, and any other entities who may require waivers by specific contract.

**Note: If your company is not required by law to carry workmen's compensation insurance, i.e. 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**

Limits of not less than the following: \$1,000,000.00 Combined Single Limit Per Occurrence; 2 million General Aggregate for bodily injury and property damage.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

**BUSINESS AUTOMOBILE LIABILITY**

Limits of not less than the following: Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence. Liability coverage to be provided for Any Auto or for ALL Owned Autos and Hired and Non-owned Autos.

With a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

**Note: This category may be omitted if bidders do not/will not utilize vehicles for the project AS DETERMINED BY Risk Management and Parish Attorney's Office after properly requesting a deviation as discussed above. Bidder must request a deviation prior to bid opening and may be given an automobile insurance declaration affidavit to execute. 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. Certificate of Insurance must state which coverage the Umbrella sits over.

**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.



**LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY**

**MIKE STRAIN DVM, COMMISSIONER**

Structural Pest Control Commission, P.O. Box 3596, Baton Rouge, LA 70821-9081, (225) 925-4578, FAX (225) 925-3760

STRUCTURAL PEST CONTROL LICENSE:

BRUNO MILANESE  
3005 HAVARD AVE  
METAIRIE LA 70006

Date: 02/23/2022  
LDAF ID: 00011032  
Phone:

Phase(s): LP1-General Pest Control  
LP2-Commercial Vertebrate Control  
LP3-Termite Control  
LP4-Structural Fumigation

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

**LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY**

**MIKE STRAIN DVM, COMMISSIONER**

Structural Pest Control Commission, P.O. Box 3596, Baton Rouge, LA 70821-9081, (225) 925-4578, FAX (225) 925-3760

Be it known that the individual named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective 12/08/2021 through the date(s) indicated is hereby authorized to engage in **STRUCTURAL PEST CONTROL** in the phases listed.

	<u>Phase(s):</u> <u>Phase</u>	<u>Recertify By</u>
<b>BRUNO MILANESE</b> (00011032)  3005 HAVARD AVE METAIRIE LA 70006 BAY PEST CONTROL COMPANY INC (00016743)	LP1-General Pest Control	12/31/2024
	LP2-Commercial Vertebrate Control	12/31/2024
	LP3-Termite Control	12/31/2024
	LP4-Structural Fumigation	12/31/2024

*Mike Strain*  
Commissioner

DISPLAY IN PLACE OF BUSINESS

2323

LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY

Agricultural & Environmental Sciences  
Post Office Box 3596  
Baton Rouge, LA 70821



IMPORTANT  
OFFICIAL DOCUMENT ENCLOSED

BRUNO MILANESE  
PO BOX 1612  
OCEAN SPRINGS MS 39566



**LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY**

**MIKE STRAIN D V M, COMMISSIONER**

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806, (225) 925-4578 , FAX (225) 925-3760

License No. 001Z9F

Date: 10/01/2024

**BAY PEST CONTROL COMPANY INC**

Permit No: 001Z9F

Phone: (228) 875-8908

**Primary Licensee(s):**

00237B - BRUNO MILANESE

**Phase(s):**

LP1 - General Pest Control, LP2 - Commercial Vertebrate Control, LP3 - Termite Control, LP4 - Structural Fumigation

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

**Louisiana Department of Agriculture & Forestry**

**Mike Strain DVM, Commissioner**

Structural Pest Control Commission, 5825 Florida Blvd., Suite 3003, Baton Rouge, LA 70806

Be it known that the entity named below has complied with all relevant requirements of the Louisiana Revised Statutes and effective Aug 19, 2024 through Jun 30, 2025 is hereby authorized to engage in **STRUCTURAL PEST CONTROL** in the phases listed.

**Primary Licensee(s):**

00237B - BRUNO MILANESE

**Phase(s):**

LP1 - General Pest Control, LP2 - Commercial Vertebrate Control, LP3 - Termite Control, LP4 - Structural Fumigation

**BAY PEST CONTROL COMPANY INC**

PO BOX 1612  
OCEAN SPRINGS MS 39566

Commissioner

DISPLAY IN A PROMINENT PLACE.

Permit No: 001Z9F

2323

**LOUISIANA DEPARTMENT OF AGRICULTURE & FORESTRY**

Agricultural & Environmental Sciences

5825 Florida Blvd., Suite 3003

Baton Rouge, LA 70806



**IMPORTANT  
OFFICIAL DOCUMENT ENCLOSED**

**BAY PEST CONTROL COMPANY INC**

PO BOX 1612  
OCEAN SPRINGS MS 39566







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/27/2024

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

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

<b>PRODUCER</b>  E. G. Warren, Agent State Farm Insurance 1301 Pass Road Gulfport MS 39501-5158	<b>CONTACT NAME:</b> Eric G. Warren <b>PHONE (A/C, No, Ext):</b> 228-864-2060 <b>E-MAIL ADDRESS:</b> eric.warren.lygi@statefarm.com	<b>FAX (A/C, No):</b> 228-863-8732
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Bay Pest Control Company, Inc 6820 Washington Avenue PO Box 1612 Ocean Springs MS 39566-1612	<b>INSURER A :</b> State Farm Mutual Automobile Insurance Company	<b>NAIC #</b> 25178
	<b>INSURER B :</b>	<input type="checkbox"/>
	<b>INSURER C :</b>	<input type="checkbox"/>
	<b>INSURER D :</b>	<input type="checkbox"/>
	<b>INSURER E :</b>	<input type="checkbox"/>
	<b>INSURER F :</b>	<input type="checkbox"/>

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	337 3025-A05-24	01/05/2024	01/05/2025	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Waiver of Subrogation applies to Jefferson Parish, it's District's Departments, Agencies and Employees under the direction of the Parish President and the Parish Council.

Jefferson Parish, it's District's Departments, Agencies and Employees under the direction of the Parish President and the Parish Council are named as additional insured regarding negligence by the contractor for Comprehensive Automobile Liability policies.

Bid Number 50-00146488

<b>CERTIFICATE HOLDER</b> Jefferson Parish Purchasing Department 200 Derbigny Street General Government Building, Suite 4400 Gretna, LA 70053	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--



Providing Quality Service Since 1955

**Jefferson Parish Department of General Services Parish Wide  
Bid #50-00146488**

### References

1. The City of Hammond  
Jana Thurman  
(985) 277-5633  
thurman\_je@hammond.org  
2021 - Present
2. The City of Baton Rouge  
Lori Foreman  
(225) 389-3259  
lforman@brla.gov  
2019 - Present
3. The City of Slidell  
Desiree Etheredge  
(985) 646-4369  
detheredge@cityofslidell.org  
2019 - Present
4. St. Tammany Parish Public Schools  
Dale Roark  
(985) 966-3044  
Dale.roark@stpsb.org  
2019 - Present
5. Tangipahoa Municipalities  
Donna Domiano  
(985) 748-2252  
ddomiano@tangipahoa.org  
2020 - Present



## Executive Summary

Bay Pest Control Company  
3005 Harvard Avenue Ste 100  
Metairie, LA. 70006  
504-272-6095- Office  
[mail@baypestcontrol.net](mailto:mail@baypestcontrol.net)

Bay Pest Control Company, Inc.- Corporate  
6820 Washington Avenue  
Ocean Springs, MS 39564  
1-833-305-4229  
228-875-1627- Fax

Bay Pest Control is licensed in the states of Louisiana, Mississippi, Alabama and Florida. Bay Pest Control has provided pest control services since 1955. (69 + years).

The President of Bay Pest Control, Bruno Milanese, is a **certified Entomologist with over 39 years' experience** in the pest control industry. Bruno Milanese is a veteran, and Bay Pest Control is a **certified Veteran Owned Business**.

Bay Pest Control is a member of the Louisiana Pest Control Association, Mississippi Pest Management Association, Alabama Pest Control Association, Professional Pest Management Association, National Pest Management Association and the Entomological Association of America. Bay Pest Control is certified by the National Pest Management Association to provide Integrated Pest Management to facilities as a Quality Pest Control Professional, a Green Pro Pest Control Professional, a Food Processing and Handling Professional and is, Integrated Pest Management for medical facilities and schools certified.

Bay Pest Control will provide the Jefferson Parish Department of General Services with an ***Integrated Pest Management program***. Bay Pest Control shall adhere to the strictest standards of integrated pest management. All requirements will be met by Bay Pest Control.

Bay Pest Control currently services government buildings, airports, school districts, hospitals, day care facilities, research facilities, universities, power plants and many other very sensitive accounts. Bay Pest Control is well versed in servicing several types of facilities and would be an excellent provider of pest control services for the Jefferson Parish Department of General Services.

Bay Pest Control has over (60) full time employees and the Jefferson Parish Department of General Services will have their own dedicated employee.

The following is a list of key contact personnel and company information:

**Bruno Milanese, President**

[bruno@baypestcontrol.net](mailto:bruno@baypestcontrol.net)

228-875-8908 Office

228-990-2226 Cell

**Marsha Johnson, Business Manager**

[marsha@baypestcontrol.net](mailto:marsha@baypestcontrol.net)

228-875-8908 Office

**Stephen Soldano, LA Region Manager**

[ssoldano@baypestcontrol.net](mailto:ssoldano@baypestcontrol.net)

504-272-6095 Office

504-402-7810 Cell

**J.R. Cleghorn, Service Manager**

[jrcleghorn@baypestcontrol.com](mailto:jrcleghorn@baypestcontrol.com)

504-272-6095 Office

228-382-0239 Cell

**Jimmy Gothard, Service Manager**

[jgothard@baypestcontrol.com](mailto:jgothard@baypestcontrol.com)

504-272-6095 Office

228-327-4642 Cell

**Chris Knear, Quality Control Manager**

[cknear@baypestcontrol.com](mailto:cknear@baypestcontrol.com)

228-327-4576 Cell

Thank you for your consideration.

ENTOMOLOGICAL SOCIETY OF AMERICA



RECOGNIZES

*Bruno V. Milanese*

AS AN

ASSOCIATE CERTIFIED ENTOMOLOGIST

AS RECOGNIZED BY THE ESA CERTIFICATION PROGRAM

CERTIFICATION NUMBER *A0764*

*M. Stephen Johnson*  
\_\_\_\_\_  
DIRECTOR, CERTIFICATION BOARD

CERTIFICATION DATE *10/2/2013*

*October 9, 2013*  
\_\_\_\_\_  
DATE



10460 North Street Fairfax, VA 22030  
703.352.6762 | [qualitypro@pestworld.org](mailto:qualitypro@pestworld.org)  
[www.qualitypro.org](http://www.qualitypro.org)

To Whom It May Concern:

I am writing to notify you that Bay Pest Control Company Inc. is QualityPro accredited and has earned the mark of excellence in pest management. As a QualityPro accredited company, «Company» has placed itself in the top echelon of pest management companies in the nation. QualityPro is the credentialing organization endorsed by the National Pest Management Association to encourage professionalism and recognize excellence in the industry. Less than 3% of pest control companies in the US have earned this prestigious designation.

QualityPro accredited companies voluntarily ascribe to a set of qualifications that go above and beyond government requirements. As a potential customer, qualifications that may interest you include:

- Checking employee references and motor vehicle records
- Doing criminal background checks on all employees where permitted by law
- Employing only highly-trained, credentialed employees
- Holding an up-to-date insurance policy
- Maintaining a drug free in the workplace policy
- Truthful and ethical advertising
- Agreeing to periodic audits ensuring adherence to QualityPro standards

The website, [www.qualitypro.org](http://www.qualitypro.org), contains more information about what QualityPro is and what it means to your partner in pest management. QualityPro accreditation truly sets Bay Pest Control Company Inc. apart from non-QualityPro accredited companies.

If you have any questions, please call me at 703-352-6762 or e-mail me at [qualitypro@pestworld.org](mailto:qualitypro@pestworld.org).

Sincerely,

Allison Allen, BCE  
Executive Director, QualityPro

Expires 1/2025

Endorsed by



QualityPro is administered by the Foundation for Professional Pest Management and endorsed by the National Pest Management Association. QualityPro is an independent organization that develops good business practices and standards for pest management companies in the US and Canada.

# QualityPro



QualityPro is pleased to recognize

## Bay Pest Control Company, Inc.

for

### TEN YEARS

of accreditation with QualityPro.

Thank you for your lasting commitment toward professional excellence in the pest management industry

Endorsed by



National Pest Management Association

[NPMAQualityPro.org](http://NPMAQualityPro.org)

OFFICIAL SIGNATURE



# QualityPro



Presenting this certificate of excellence to

**Bay Pest Control Company, Inc.**

in acknowledgment of your continuing efforts toward professional excellence in the pest management industry by meeting the requirements to be a QualityPro accredited company. You have achieved the mark of excellence in pest management.

Endorsed by



[NPMAQualityPro.org](http://NPMAQualityPro.org)

OFFICIAL SIGNATURE

EXPIRES 1/2025



I am writing to notify you that Bay Pest Control Company Inc. is one of less than 300 companies offering GreenPro certified service. Bay Pest Control Inc. has earned the prestigious GreenPro certification, proving it meets the industry standard for Integrated Pest Management. Only QualityPro accredited companies can offer GreenPro certified service. As a QualityPro accredited company, Bay Pest Control Company Inc. has placed itself in the top echelon of pest management companies in the nation. QualityPro is endorsed by the National Pest Management Association to encourage professionalism and recognize excellence in the industry.

QualityPro accredited companies voluntarily ascribe to a set of qualifications that go above and beyond any state or federal requirements. As a potential consumer of pest management services, qualifications that may interest you include:

- Checking employee references and driving history
- Doing criminal background checks on all employees
- Employing only highly-trained, registered and credentialed employees
- Maintaining a drug-free workplace
- Ensuring that technicians are highly skilled, trained professionals
- Offering a clear, easy-to-understand warranty and termite service agreement
- Maintaining an up-to-date insurance policy
- Truthful and ethical advertising

To offer GreenPro service, a company must take additional steps to prove their professionalism. Every employee performing or selling GreenPro certified service has passed a comprehensive exam dedicated to verifying individual knowledge of Integrated Pest Management.

The website, [www.greenpro.org](http://www.greenpro.org), contains more information about what QualityPro is and what it means to Bay Pest Control Company Inc. The GreenPro certification truly sets them apart from non-QualityPro accredited companies.

If you have any questions, call me at 703-352-6762 or email me at [aallen@pestworld.org](mailto:aallen@pestworld.org).

Sincerely,

Allison Allen, BCE Executive Director, QualityPro

Expires 1/2025

# QualityPro

## GREENPRO SERVICE CERTIFICATION



Presenting this certificate of excellence to

## Bay Pest Control Company, Inc.

in acknowledgment of your continuing efforts toward professional excellence and environmental awareness in the pest management industry by meeting the requirements to provide GreenPro Certified Service.



A handwritten signature in black ink, appearing to read 'Christa', is written above a solid black horizontal line.

OFFICIAL SIGNATURE

EXPIRES 1/2025