



**CITY OF BATON ROUGE - PARISH OF EAST BATON ROUGE  
DEPARTMENT OF BUILDINGS & GROUNDS  
ARCHITECTURAL SERVICES DIVISION**

**PART 1-A**

**STATUTORY AND OTHER FORMS AND ATTACHMENTS THAT  
MUST BE COMPLETED AND SUBMITTED TO THE PURCHASING DIVISION  
PRIOR TO BID OPENING**

**FOR**

**DHDS/BRPD UP1 ROOF REPLACEMENT  
4445 PLANK ROAD, BATON ROUGE, LA 70805**

**CITY PARISH PROJECT NO.: 21-ASC-CP-1521**

Statutory Forms that Must be Submitted to the Purchasing Division by all bidders prior to the opening of all bids related to a contract for public works in accordance with La. R.S. 38:2212 (B)(3)(b):

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS  
ATTESTATION CLAUSE per LA RS 38:2227 (Past Criminal Convictions)  
LEGAL CITIZEN AFFIDAVIT LA RS 38:2212.10  
NON-COLLUSION & NON-SOLICITATION AFFIDAVIT LA RS 38:2224

**PHYSICAL DELIVERY ADDRESS:**

City-Parish Purchasing Division  
City Hall  
222 Saint Louis Street  
8<sup>th</sup> Floor, Room 826  
Baton Rouge, LA 70802

**MAILING ADDRESS:**

City-Parish Purchasing Division  
PO Box 1471  
City Hall  
222 Saint Louis Street  
8<sup>th</sup> Floor, Room 826  
Baton Rouge, LA 70802

CITY OF BATON ROUGE  
PARISH OF EAST BATON ROUGE  
STATE OF LOUISIANA



Department of Buildings & Grounds  
Architectural Services Division

**INSTRUCTIONS FOR CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

1. By signing and submitting this CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS, the certifying party stipulates that the certification is made in strict accordance with these instructions.
2. The inability of a person to provide the certification required will not necessarily result in disqualification. The certifying party shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the determination whether to disqualify the certifying party. However, failure of the certifying party to furnish a certification or an explanation shall disqualify such certifying party from participation in the Project.
3. The certification is a material representation of fact upon which reliance will be placed when this transaction/contract is entered into. If it is later determined that the certifying party knowingly rendered an erroneous certification, in addition to other remedies available, the transaction/contract may be terminated for cause or default and the certifying party shall be liable for all costs, expenses and damages including attorney fees.
4. The certifying party shall provide immediate written notice to the Owner if at any time the certifying party learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The certifying party agrees by submitting this certification that, should the proposed transaction/contract be entered into, the certifying party shall not knowingly enter into any lower tier transaction with a person or entity who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this Project, unless authorized by the Owner in writing.
6. The certifying party further agrees by submitting this certification that it will obtain an identical certification from all lower tier contractors/subcontractors.
7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required. The knowledge and information of the certifying party is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. If the certifying party knowingly enters into a lower tier transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this Project, in addition to other remedies available, the transaction/contract may be terminated for cause or default and the certifying party shall be liable for all costs, expenses and damages including attorney fees.

CITY OF BATON ROUGE  
PARISH OF EAST BATON ROUGE  
STATE OF LOUISIANA



Department of Buildings & Grounds  
Architectural Services Division

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND  
OTHER RESPONSIBILITY MATTERS**

- (1) The party signing below hereby certifies, to the best of his knowledge and belief, that he and the officers, directors, members and/or principals of the represented organization:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from any transactions by any governmental body or entity;
  - (b) have not within a three-year period preceding this certification been found guilty of or had a civil judgment rendered against them for misapplication of funds, fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) are not presently indicted for or otherwise criminally or civilly charged by any governmental entity with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) have not within a three-year period preceding this certification had one or more public transactions (Federal, State or Local) terminated for cause or default.
- (2) Where the party signing below is unable to certify to any of the statements in this certification, such party signing below shall attach an explanation to this proposal.

Supreme Roofing & Construction, LLC

ORGANIZATION NAME

Ray J. Palmer, President / member

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Handwritten signature of Ray J. Palmer in blue ink.

SIGNATURE

MAY 23, 2024

DATE

**DHDS/BRPD UP1 ROOF REPLACEMENT**

NAME OF PROJECT

**21-ASC-CP-1521**

PROJECT NUMBER

05/23/2024

DATE OF BID

**ATTESTATION CLAUSE REQUIRED BY  
LA. R.S. 38:2227 (PAST CRIMINAL CONVICTIONS OF BIDDERS)**

Appearer, as a Bidder on the above-entitled Public Works Project, does hereby attest that:

A. No sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes:

- (a) Public bribery (R.S. 14:118)
- (b) Corrupt influencing (R.S. 14:120)
- (c) Extortion (R.S. 14:66)
- (d) Money laundering (R.S. 14:23)

B. Within the past five years from the project bid date, no sole proprietor or individual partner, Incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes, during the solicitation or execution of a contract or bid awarded pursuant to the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes:

- (a) Theft (R.S. 14:67)
- (b) Identity Theft (R.S. 14:67.16)
- (c) Theft of a business record (R.S.14:67.20)
- (d) False accounting (RS. 14:70)
- (e) Issuing worthless checks (R.S. 14:71)
- (f) Bank fraud (R.S. 14:71.1)
- (g) Forgery (R.S. 14:72)
- (h) Contractors; misapplication of payments (RS. 14:202)
- (i) Malfeasance in office (RS. 14:134)

Supreme Roofing and  
CONSTRUCTION, LLC

NAME OF BIDDER

Ray J. Palmer

NAME OF AUTHORIZED SIGNATORY OF BIDDER

MAY 23, 2024

DATE

President/member

TITLE OF AUTHORIZED SIGNATORY OF BIDDER



SIGNATURE OF AUTHORIZED  
SIGNATORY OF BIDDER

**AFFIDAVIT**

**STATE OF LOUISIANA**

**PARISH OF EAST BATON ROUGE**

**BEFORE ME**, the undersigned authority, personally came and appeared:

Ray J. Palmer

who, being first duly sworn did depose and say:

That he is a duly authorized representative of **Contractor** receiving value for services rendered in connection with:

**DHDS/BRPD UP1 Roof Replacement  
4445 Plank Road, Baton Rouge, LA 70805  
City Parish Project No. 21-ASC-CP-1521**

a public project of the City of Baton Rouge, Parish of East Baton Rouge, Louisiana; that he 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 him 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 him; and that no part of the contract price received by him 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 him whose services in connection with the construction of the public building or project were in the regular course of their duties for him.

This affidavit is executed in compliance with the provisions of LA.R.S. 38:2224.

[Signature]

Affiant's Signature Ray J. Palmer  
President/member

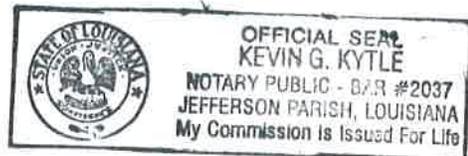
witness: [Signature]

**SWORN TO AND SUBSCRIBED** before me, on this 10th day of May 2024.

Baton Rouge, Louisiana.

[Signature]  
NOTARY PUBLIC

By witness



**La. R.S. 38:2212.10 AFFIDAVIT**

Ray J. Palmer

, as the authorized representative of the Bidder in accordance with La. R.S. 38:2212.10 hereby certify signing below and by bidding on a contract with the City of Baton Rouge, Parish of East Baton Rouge the following:

- (1) The Bidder is registered and participates in a status verification system to verify that all employees in the state of Louisiana are legal citizens of the United States or are legal aliens.
- (2) The Bidder shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the state of Louisiana.
- (3) The Bidder shall require all subcontractors to submit to the employer a sworn affidavit verifying compliance with Paragraphs (1) and (2) above.



Signature of Affiant

Ray J. Palmer

Printed Name of Affiant

President/Member

Title of Affiant

Witness: Jay

SWORN TO AND SUBSCRIBED BEFORE ME this 16th day of May, 2024.



Notary Public

By witness



Printed Name of Notary: Kevin G. Kytlo

Bar Roll No./Notary No. LA Bar # 2037

My Commission Expires: lifetime

CITY - Parish purchasing Division

CITY HALL

222 ST Louis STREET 8TH Floor Room 826

Baton Rouge, LA 70802

PART 1-A Forms