



**Bid Number 50-00117928**

**JEFFERSON PARISH WESTBANK CENTRAL WAREHOUSE FACILITY**

**BID DUE DATE, TIME: NOVEMBER 15, 2016, AT 2:00 P.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 in the Purchasing Department by the bid due date and time.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Buyer Name: Daphne Nelson  
Buyer Email: DNelson@jeffparish.net  
Buyer Phone: (504) 364-2650**

## ADVERTISEMENT FOR BIDS

### BID PROPOSAL NO. 50-00117928

**Sealed bids** will be received until the hour of **2:00 P.M.**, local time on **November 15, 2016** in the Purchasing Department, Suite 4400, Jefferson Parish General Government Building, located at 200 Derbigny Street, Gretna, Louisiana, 70053, and publicly opened upon completion of administrative tasks for the following:

**Jefferson Parish Public Works Warehouse: a 50,000 SF pre-engineered metal building with pile supported concrete foundation; 3,500 SF of office area; grading; site work; paving; sewers; water; and diesel generator.**

All bids must be in accordance with the contract documents on file with the Jefferson Parish Purchasing Department, Suite 4400, Jefferson Parish General Government Building, at 200 Derbigny Street, Gretna, Louisiana. All bidders must show the Bid Proposal Number on the outside of their bid envelope and on the bid proposal. **Late bids will not be accepted.**

Each Bid must be accompanied by certified check, cashier's check, or bid bond acceptable to the owner in the amount equal to five percent (5%) of the total amount bid, and payable without condition to the owner. If 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.

The drawings and specifications are on file and open for inspection in the Jefferson Parish Purchasing Department, Suite 4400, Jefferson Parish General Government Building, at 200 Derbigny Street, Gretna, Louisiana. A complete set of Contract Documents may be secured from ECM Consultants, Inc., 4409 Utica Street, Suite 200, Metairie, LA 70006 (PHONE 504-885-4080, FAX 504-885-1439) by licensed contractors upon receipt of **\$90.00 per set**. Deposit on the first set of documents furnished bona fide prime bidders will be fully refunded upon return of documents in good condition no later than ten (10) days after receipts of bids.

The successful bidder will be required to furnish a performance bond guaranteeing faithful performance of the contract. Companies providing the bonds shall comply with the requirements of LRS-R.S. 38:2218 and R.S. 38:2219 as applicable.

The Jefferson Parish Council reserves the right to reject all bids and to reject bids for just cause, pursuant to the law.

A Pre-Bid Conference will be held at 10:00 a.m. on October 31, 2016 in the Jefferson Parish Purchasing Department, located at 200 Derbigny Street, Suite 4400, Gretna, LA 70053. All interested parties are invited to attend.

Brenda J. Campos  
Director  
Purchasing Department

Jenifer Lotz  
Chief Buyer  
Purchasing Department

**ADV: The Times Picayune: October 12, 19 and 26, 2016**

**Bids may also be viewed and submitted online at <http://purchasing.jeffparish.net>**



# JEFFERSON PARISH

## Department of Purchasing

**Michael S. Yenni**  
Parish President

**Brenda J. Campos**  
Director

### CHANGES TO JEFFERSON PARISH BIDDING PROCEDURES

Bidders should carefully read and must respond accordingly per the requirements of the bid packages.

Effective August 1, 2016, please be advised:

- Affidavits (Non-Public Works Affidavit or Public Works Affidavit) – as you are aware, bidders are required to submit affidavits pursuant to LA public bid law and Jefferson Parish Code of Ordinances. Bidders must read each bid package to ensure compliance. Effective August 1<sup>st</sup>, ***affidavits are required with bid submission***. While copies are acceptable to include with bid submission, original affidavits are required upon contract execution. Original affidavits are encouraged with bid submission.
- Current W9 Forms 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, a current W-9 form must be supplied upon contract execution, should you be awarded a contract and/or issued a purchase order.
- Upon contract execution, successful bidder must continue producing final insurance certificates per standard Jefferson Parish insurance requirements. Proof of insurance is required for bidding purposes. Bidders must read the insurance requirements attachment included in each bid package for specific instructions.

These changes are pursuant Louisiana Public Bid Law more specifically, Act 406 of the 2016 Louisiana Legislative Regular Session. For the purposes of this communication, this change applies to Jefferson Parish Government bid solicitations only. For more information, please call Jefferson Parish Purchasing at 504-364-2678.