



BID #50-00130725

**TWO (2) YEAR LANDSCAPE & CHEMICAL MAINTENANCE CONTRACT
FOR THE JEFFERSON PARISH DEPARTMENT OF PARKWAYS**

June 9, 2020 @ 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-Suite 4400
Gretna, LA 70053
Buyer II Name: SHANNA FOLSE
Buyer Email: SFOLSE@JEFFPARISH.NET
Buyer Phone: 504-364-2680**



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

January 2020

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

Probable Construction Cost: Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

Insurance Requirement: All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET



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RENNY SIMNO
DIRECTOR

PURCHASING DEPARTMENT ANNOUNCEMENT

Due to Covid-19 safety precautions, all public bid openings have been suspended. The bid opening will continue and be made available via phone conference. Advertised bids will be accepted through Central Bidding or manual submission.

Manually-submitted bids will only be accepted from 1:30 – 1:59 p.m. on the day of the bid opening or by appointment. If submitting on the day of the bid opening, bidders must submit at the General Government Building. The Purchasing Department will have a table set up to receive sealed bids at the entrance inside of the building.

The bid opening will be made available by calling the following:

Dial-in Number: (504) 323-1800

Meeting ID: 181357

The bid opening will begin at 2:30 p.m.

While the Purchasing Department is closed to the public, if you have any questions, please contact the department at (504) 364-2678 or e-mail purchasing@jeffparish.net for assistance.

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**TWO (2) YEAR LANDSCAPE & CHEMICAL
MAINTENANCE CONTRACT FOR THE JEFFERSON
PARISH DEPARTMENT OF PARKWAYS**

BID #50-00130725

**Specifications
For
Landscape and Chemical Maintenance
Of the Veterans Boulevard CPZ Improvements from the
City of Kenner Line to the 17th Street Canal**

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Section 1.0

Information for Bidders

BID REQUIREMENTS

SITE VISITS

Site Visits are being offered for this bid. Please email Bryan Parks @ bparks@jeffparish.net or Heta Babin @ hmbabin@jeffparish.net to set up a time for a site visit.

SURETY BOND

A SURETY BOND IS REQUIRED WITH BID SUBMISSION IN THE AMOUNT OF 5% OF THE TOTAL BID.

PERFORMANCE BOND

A PERFORMANCE BOND IN THE AMOUNT OF 50% OF THE CONTRACT AMOUNT WILL BE REQUIRED AT THE SIGNING OF THE FORMAL CONTRACT

PAYMENT BOND

A PAYMENT BOND IN THE AMOUNT OF 50% OF THE CONTRACT AMOUNT WILL BE REQUIRED

REQUIRED LICENSES

The Contractor and/or subcontractor(s) must be licensed in the State of Louisiana including the proper State classification for the work anticipated to be performed. The Contractor shall have a Louisiana Contractor's License with a sub-classification in **Landscaping, Grading and Beautification**. Place the contractor's license number on the outside of the envelope when submitting the bid.

The contractor and/or subcontractor(s) shall have a Landscape Horticulturist License, Certified Chemical Applicator's License, Irrigation Contractors License, Category 6 Right of Way License and Category 3 Turf and Ornamental License. Failure to comply will result in bid rejection as non-responsive. (Copies of both front and back of cards as appropriate)

The Contractor and/or subcontractor must obtain a Jefferson Parish License, this can be found on www.jeffparish.net under Parkways Department.

1.1 SPECIAL CONDITIONS

1.1.1 Definitions

1.1.1.1 Debris - Only debris such as grass clippings, dirt, or any other natural rubbish created, as a direct result the Contractor's performance will be considered to be debris. Under no circumstances shall the debris from the maintenance work be allowed to remain overnight in any one area.

1.1.1.2 Trash – Any non-organic or manmade debris that is not part of or obstructs the area to be maintained by the Contractor, is considered to be trash and will be removed prior to the start of any maintenance work. Trash considered too large to be removed by hand or which requires specialized equipment to remove, shall be reported to Ronald Johnson with the Jefferson Parish Parkways Department as soon as possible so that the obstruction can be removed. The Contractor shall be responsible for establishing the most efficient method of trash removal. Shredding of trash by mowers will not be permitted.

1.1.1.3 Improved Location – Improved location shall refer to various locations along the Site containing a combination of landscape planting beds, irrigation systems, sculptures, landscape walls and other decorative features. Improved locations shall require a more intense maintenance program than unimproved locations (1.1.1.4). The additional maintenance shall include, but not be limited to, weed pulling, shrub pruning, annual color change outs, in depth chemical and fertilization programs and additional monitoring. The attached landscape and chemical application specifications shall define the work required. The improved locations shall be as follows:

- Veterans Boulevard from the Kenner city limits line to the open canal located just to the east of Club Drive. Approximately 1.7 miles in length.
- Veterans Boulevard intersection with Clearview Parkway beginning approximately 450 linear feet west of the intersection and extending approximately 400 linear feet east of the intersection.
- Veterans Boulevard intersection with Houma Boulevard.
- Veterans Boulevard intersection with Independence Street and extending approximately 450 linear feet to the east.
- Veterans Boulevard intersection with Cleary Avenue.

1.1.1.8 Incidental Work – In addition to the items specified, a common incidental material list (bid form) is attached to these specifications. All bidders shall price each line item on the form for the possibility of providing and installing the items during the life of the contract. There is no minimum or maximum quantity of each item that may be required during the contract. Each item, if required during the contract, will be invoiced in addition to the regular monthly invoice. All items will require prior approval from the Jefferson Parish Parkways Department before being purchased and/or installed.

With regard to chemical maintenance items, the incidental bid form includes a price per 1,000 SF for both granular and liquid applications (labor), as well as pricing for the actual products. Rates are listed in per acre amounts. The Contractor will be responsible for calculating the 1,000 SF rate for incidental pricing. If any applications from the incidental list are required, the application price (labor) and the product price will be added together to get the total cost of the application. If more than one product will be applied at the same time, of the same constancy, only one application (labor) cost will be included in the total cost. Incidental bid item pricing will be the basis for any changes to the chemical application program. All incidental item pricing shall include freight, taxes, tools and supplies required to properly install each item.

Any additional repair and/or replacement not included on the incidental line items sheet, including all associated labor, delivery charges and taxes, shall be approved by the Director of the Jefferson Parish Parkways Department prior to the work taking place. The Contractor shall provide a written proposal including a description of the proposed work and an itemized cost breakdown for approval prior to performing the work.

1.1.3 Equipment Requirements – The Contractor shall determine the equipment that is to be used. The bid shall include equipment, operators, fuel, maintenance and transportation. All equipment shall be in a good state of operation and shall be maintained to work and perform the tasks it was designed for in an expedient time frame. Continual breakdown, repairs or work stoppage due to equipment failure will not be permitted. Any damage that occurs to the Site related to faulty equipment shall be repaired immediately at the Contractor's expense. All equipment required to complete the associated tasks shall be furnished upon request. The following information shall be included: type, make, model, manufacturer and quantity.

1.1.4 Work Compliance – The proposed work must comply with OSHA, DOT, Jefferson Parish and any other applicable agency requirements and regulations regarding this variety of work. The Contractor will present Jefferson Parish with all licenses and permits required to perform the work upon request.

1.1.5 Associated Costs – It is the Contractor's responsibility to maintain the Site to the highest standard. However, the Contractor is not responsible for any replacement costs, or labor that exceeds the work outlined in this document.

1.1.6 Maintenance Reports – A monthly maintenance report may be required by the Jefferson Parish Parkways Department to be kept and submitted with monthly invoices. These reports, if required, are records used for tracking and quality assurance purposes. The Contractor is required

to notify Jefferson Parish within 24 hours of any problems and/or restrictions that would prevent him from performing his duties. The Contractor shall provide his own form.

1.1.7 Inspections – Frequent inspections of area of work performed shall be made by Jefferson Parish personnel to determine the acceptance of the work performed. In the event the work is considered unacceptable, the Contractor will be directed to immediately employ any and all methods or means to bring the area up to an acceptable level within three (3) calendar days of notice, without any extra cost to Jefferson Parish. The discovery of any fraudulent activities associated with this contract during the inspection process will be grounds for immediate contract termination without further compensation. In addition, such circumstances may initiate possible legal ramifications for the Contractor.

1.1.8 Traffic Control and Signs – The Contractor shall provide all necessary barricades, signs, lights and warning devices or any other item necessary in order to properly move traffic around or through his operations. Set up, removal and maintenance of all traffic control equipment shall be by the Contractor. Slow moving vehicle signs and flashing lights shall be installed on all moving equipment that will use the public rights-of-way for movement of equipment. In the event that a lane of traffic will need to be closed, the Contractor shall provide sufficient notification to the Jefferson Parish Traffic Engineer of necessity to close any portion of the roadway carrying vehicles or pedestrians. The Contractor will request final approval of such closings from the Department of Public Works, Traffic Engineering Division, at least ten (10) working days in advance.

- **1.1.8.1** The Contractor shall be responsible for providing safe and expedient movement of traffic through the work Site. The Contractor must have in place prior to work, a method of recording, responding and repairing legitimately broken glass, windshields or any other kind of damage experienced due to the work being performed.
- **1.1.8.2** The Louisiana State Manual for Uniform Traffic Control shall be strictly enforced.

1.1.9 Work Periods – No work shall be done between 6:00 p.m. and 7:00 a.m., or on Saturdays, Sundays, or legal holidays without permission from Jefferson Parish. However, emergency work may be done without prior permission. In the event that the Contractor wishes to work weekends, holidays or outside the allowed times of the local governing bodies, he must secure permission from Jefferson Parish, and provide at least 72 hours notification of his intentions. Contractor must also be aware of any local event that may affect his scheduled maintenance operation.

1.1.10 Utility Service Interrupt – In the event of interruption of public or private utility service or general damage to public or private properties as a result of accidental breakage or any other actions by the Contractor, he shall immediately notify the proper authority and/or property owner and shall fully cooperate with said authority or owner until the service is restored to its previous capacity. All costs associated with the notification and repair shall be paid for by the Contractor.

1.1.11 Ongoing Contracts – It is possible that other Contractors may be working within close proximity to the Site. The Contractor shall coordinate his work with any other Contractors working in or around the locations. Should a conflict occur, a Parish representative will make all final decisions.

1.1.12 Nuisance Control – The Contractor shall include in his bid the control of dust, noise and odors created by his operations. All controls shall be completed in order that nuisances are minimized and occur within the standards of all governing bodies.

1.1.13 Transferring Contracts – Transfer of this contract shall not be allowed under any circumstances unless an amendment is passed by the Jefferson Parish council.

1.1.14 Safety Precautions – The Contractor shall strictly follow approved and normal safety practices during all operations. The Contractor shall follow the guidelines as noted in the OSHA requirements.

1.1.15 Contract Time and Bid Amount – The bid date and time shall be as specified on the cover sheet of this bid as directed by the Jefferson Parish Purchasing Department. Any deviation from the bid date and or bid time shall be by written addendum.

Section 2.0 Technical Specifications

2.1 SUMMARY OF WORK

2.1.1 General Scope - Jefferson Parish is soliciting bids from qualified Contractors for the turnkey landscape and chemical maintenance operations to include, but not limited to grass cutting, weed control, weed eating, edging, blowing, trash and debris removal, mulch placement, changing of annuals, sweeping, automatic irrigation maintenance, chemical applications and associated maintenance of the Site located along Veterans Boulevard in Jefferson Parish, Louisiana. The expression turnkey shall include but may not be limited to all labor, material, equipment, transportation, insurances, licenses, qualifications, experience, removal and disposal, to accomplish the scope of work as defined in Sections 2.2 and 2.3. Jefferson Parish will contract with a qualified Contractor capable of providing turnkey planning, management, implementation and the coordination of these efforts with Parish officials.

2.1.2 General - The scope of work shall include all items as listed within Section 2.0 of these specifications. This shall include turnkey landscape maintenance of the designated Site to include all aspects of lawn, garden, beds, walks, and irrigation pertaining to the listed maintenance for Jefferson Parish.

2.1.2.1 Questions – All questions must be submitted in writing to the Jefferson Parish Purchasing Department (***The Buyer II on the Bid***) a minimum of five (5) working days prior to the bid opening. All questions will be answered in writing, and submitted to all Contractors involved in the bidding process.

2.1.3 Bid Amount – The bid price includes all insurance, products, equipment, labor, operators, fuel and transportation to and from the work Site. The Contractor shall be aware and shall be held responsible under this contract to the requirements prescribed by the following resolution and all the amendments. Contractor shall refer to resolution **113646** “Providing a uniform set of General Specifications and Conditions for all vendors/contractors engaged in performing work or providing materials, supplies or services to the Parish of Jefferson”.

2.2 SCOPE OF WORK LANDSCAPE MAINTENANCE

2.2.1 Grass Cutting (Mowing) - The Site (improved and unimproved areas) shall have the grass cut a minimum number of times. The frequency shall be: a minimum of one (1) cut per every seven

(7) days or once every week during the period of March 1 through October 31, and one (1) time per every two (2) weeks or fourteen (14) calendar days during the period of November 1 through February 28 (29) for the entire contract period. The grass shall be cut to a height of between a minimum of 1" (one inch) and a maximum of 2" (two inches) exposure. It is the Contractor's responsibility to visit each location to determine the quantity of turf to be cut. A total of forty three (43) is required in calendar year.

Cutting shall be performed to such a manner to leave the Site with a smooth, level cut on the grass, conforming to the existing grade. No gouging, scalping or similar actions shall be permitted. All trash and debris must be removed from the Site prior to grass cutting.

Grass cutting may be accomplished utilizing push mowing units or ride on mowing units depending on the areas to be cut and the proximity of objects to the cutting areas. In constricted areas where a push type mower can be used, the cutting of grass by use of a weed eater will be prohibited.

This contract will require the Contractor to mow in close proximity to existing drainage canals. The Contractor will not be required to mow the sloped portions of the drainage canal, but shall be required to cut up to the point of transition of the canal slope. It shall be acceptable for the Contractor to use a mechanical weed eater to maintain this transition area. It shall also be permissible for the Contractor to use a tractor (75 hp or less) and an implement to mow this area.

Each mowing cycle shall be completed in no more than two consecutive days. Weather related and unforeseen circumstances preventing the Contractor from completing a mowing cycle within this time frame shall be immediately reported to Jefferson Parish. Failure to complete mowing operations within this time period may result in a penalty (see Section 1.1.1.7).

2.2.2 Weed Eating – The Site (improved and unimproved areas) shall have the grass areas around any and all existing fixed features including, but not limited to, signs, mow curbs (concrete bed edging), walls, light poles, fire hydrants, drains, manholes and utilities shall be cut using a mechanical trimmer. Spraying will not be allowed around any hard surface. These areas shall be cut to a 1" height and in a 24" diameter around all objects. Weed eating will not be allowed around any trees or plant material where damage may occur to the bark or the trunk of the plant or tree. Spraying shall only be allowed within a 12" diameter around properly mulched trees for the purpose of weed control (see Section 2.2.3).

2.2.3 As-Needed Weed Control – This contract includes a detailed pre-emergent chemical application program (improved and unimproved areas) to limit visible weed growth (see Section 2.3). However, as needed whereas no weeds are visible within the designated improved areas (see Section 1.1.1.3 these specifications for boundaries), as-needed post emerge weed control will also be the responsibility of the Contractor. Weed control is to include eradication of grassy weeds such as torpedo grass, broad leaves, and nutsedge. Products such as Round-Up, Fusilade II, Image and Certainty may be used in post-emergent applications. Weed control and spraying shall be

performed by a licensed and qualified applicator in such a manner as to leave clean lines around all areas that will be affected. Spraying around trees will be a 12” diameter from trunk of tree and be covered by mulch. Spraying around other obstructions such as signs, fire hydrants, light poles and the like will not be allowed. Precautions should be taken to avoid chemical drift by not spraying when wind is in excess of 5 mph. Weeds in all cracks and joints in all paved surfaces including streets, curbs/gutters, parking areas, paver areas and walkways shall only be removed by spraying. Spraying will not be allowed where a hard surface meets the edge of lawn. Spot spraying of weeds inside of beds areas will be allowed as long as proper precaution is taken when applying the non-selective herbicide. Any damage to the plant material as a result of spot spraying may lead to disallowance of future applications by the Contractor.

2.2.4 As-Needed Hand Weed Removal – For improved areas, this activity will be limited primarily to garden and planted bed areas. Garden beds are to be weed free at all times. Hand weeding shall not be required in turf areas.

2.2.5 Edging – The Site (improved and unimproved areas) shall be edged with a mechanical (stick) edger where grass areas meet surface paving whether it be concrete, asphalt, brick or some other paving type. The grass shall be edged and not sprayed. Herbicides may not be used to control grass growth where grass and a paved surface meet. The frequency of edging shall be the same as mowing to ensure that no part of the grass growth shall extend over the hard surface. Edging equipment shall be such that a clean, sharp line along the hard surface/grass interface shall remain upon completion of edging. A minimum depth of 1" (one inch) shall remain along and below the top of hard surface paving upon completion of edging in order to retard the continued growth of the grass. Edging needs to be done with stick edger or walk behind edger with a metal or equivalent blade only. Mechanical weed eaters shall not be used for edging.

2.2.6 Sweeping - The Site (improved and unimproved areas) shall be swept in order to keep grass, leaves, smoking paraphernalia butts and other debris and trash from collecting and building up. The Contractor will be required to sweep the areas affected by the work, and all areas included within the boundaries of the Site (see Section 1.1.1.3 of these specifications for locations and boundaries) conducted under the maintenance contract including all turf, bed, concrete curbs/gutters, pavers areas and mow curbs. The sweeping shall be performed immediately after each edging and cutting operation. The Contractor shall not be allowed to blow grass clippings, dirt and debris into the street or drain inlets.

Sweeping shall only take place within the center median areas of the Veterans Boulevard. This includes any concrete islands located within intersections and turning lanes. These areas must be swept at the same frequency as edging and grass cutting. The Contractor shall not be allowed to blow any clippings into the roadway. However, it shall still be the responsibility of the Contractor to sweep any grass clippings or debris located within the roadway’s travel lanes.

The Contractor shall determine the best method for sweeping. A mechanical sweeper truck is encouraged but is not required.

- All collected clippings and debris shall be bagged and removed from the site. Blowing debris back onto the maintained median shall not be allowed.

2.2.7 Mulch Placement – The Site (improved and unimproved areas) shall receive baled pine straw mulch in order to keep a minimum 4” thick layer in all garden beds (except for annual color beds) and around all trees and shall be refreshed every six (6) months. It is the Contractor’s responsibility to visit each location to determine the quantity of mulch required. The first mulch application will be the first week of November once the maintenance contract starts. The second application shall be the first week of May. Only mulch free of debris and trash shall be permitted. The Contractor must remove any rope or ties from the baled straw mulch and dispose of off site. Whole bale pine straw shall be placed around each tree at a minimum 4” thick, and with a 36” diameter from the trunk of the tree. The pine straw shall be set down level and not in a pyramidal fashion around base of tree. This pine straw shall be refreshed every six (6) months throughout the year at the same time as the cut pine straw mulch in the landscape beds.

The Contractor shall complete each mulch application in no more than seven (7) consecutive days. Failure to complete mulch installation within this time period may result in a penalty (see Section 1.1.1.7).

2.2.8 Annual Color Replacement – Annual color has been incorporated in improved areas within the project Site (planting size: 6” pots). It is the Contractor’s responsibility to visit each location to determine how many annuals are required per location (a total quantity of annuals is located in Section 2.5 of these specifications). The Contractor shall be required to take a soil sample up to one (1) time per year (locations shall be determined by Jefferson Parish). Soil amendments, if required, will be specified by the Jefferson Parish horticulturalist, and furnished and installed by the Contractor. The costs associated with the soil amendments, not included on the incidental items chart, will be billed under associated costs (See Section 1.1.1.8).

The existing annuals shall be removed and replaced during the first week of the following months: April, July, and December. The soil amendments must be in place prior to the December annual color replacement. As part of this contract, it will be the Contractor’s responsibility to locate, deliver, and install the annuals in the correct locations. Jefferson Parish will select the type of annual and flower color(s) prior to the order being placed. The Contractor is responsible for all insect control, disease control and fertilization of annuals. The programs for each of these should be approved by the Horticulturist prior to planning. The Contractor shall be responsible for the turn-key planting of annuals. The Contractor is responsible for the proper watering of the annuals from the planting stage until they are changed out.

The Contractor shall complete the annual color replacement in no more than three (3) consecutive days. Failure to complete annual color installation within this time period may result in a penalty (see Section 1.1.1.7). In the event that soil amendments are required, this timeline may be extended. The Contractor shall be responsible for ensuring that the irrigation system is operating properly before, at the time of and after annual color installation. The Contractor shall be required to replace any annual color harmed as a result of faults in the irrigation system or from a lack of disease, fungus or insect control.

- Cut pine straw (bag) mulch shall be installed at a minimum depth of 4” immediately after annual color installation. Mulching shall be completed within the three (3) consecutive day planting time as the annual planting.

2.2.9 Dead Plant Replacement – Improved locations shall require periodic replacement of plants, not including trees, located within the maintenance Site and is required to be performed by the Contractor. The timely replacement is critical to the overall look of the improvement Site. The Contractor must replace any plant discovered to be dead, or nearly dead, during the following grass cutting/maintenance visit. The prolonged existence of dead plant material will not be allowed. The replacement plants size shall match surrounding plant material of the same species. Do not discard the dead shrub/shrubs without contacting Ronald Johnson with the Parkways Department for a site inspection. Any dead, or dying, trees shall be reported via e-mail to Bernie Wisnowski with the Parkways Department. All shrub replacement costs will be as per the incidental list provided by the contractor. Plant replacement costs shall be submitted with the monthly invoice. The Contractor must receive approval from Jefferson Parish prior to replacement.

When pricing the incidental cost of dead plant replacement, the Contractor shall include all material, freight, labor, soil, mulch and incidentals into the unit price.

2.2.10 Concrete Pavers (Material Only) – Some improved areas contain decorative concrete pavers. Concrete Paver unit pricing shall include individual concrete paver units, freight to the site (Veterans Boulevard CPZ limits of work) and taxes. No labor for installation shall be included in the unit price. Concrete Pavers shall only be required if broken existing pavers are discovered during Concrete Paver Repair/Leveling (see Section 2.2.11).

Concrete Paver Specifications:

- Manufacturer: Pavestone
29095 Krentel Road
Lacombe, Louisiana 70445
(985) 882-9111
- Product: Holland Stone (Heritage Series)
- Paver Thickness: 60mm
- Paver Color: Old Town Blend

2.2.11 Concrete Paver Repair/Leveling – Some improved areas contain decorative concrete pavers. All concrete paver repairs shall occur at the Owner’s request. Repair shall be considered on areas that have settled naturally, or due to damage. When an area is determined to be in need of repair, the Owner and the Contractor shall meet at the requested location to determine the quantity of paver repaired required. Once this quantity is agreed upon, and the Contractor receives a written request from the Owner, the repairs may begin. All paver work shall be by an Interlocking Concrete Paving Institute (ICPI) certified installer. The Contractor shall submit his installer’s qualifications to the Owner for approval prior to any repair work taking place.

All paver repairs shall occur during a continuous site visit by the Contractor. There shall be no stockpiling of pavers, equipment or materials on site unless the Contractor is present. No incomplete portion of the paver median shall be left unattended by the Contractor at any time. The Contractor shall implement proper lane closures, as required, when working on the median. To properly repair damaged concrete paver areas, the Contractor shall remove the existing paver units and salvage them for re-use. The Contractor shall then remove as much leveling sand (mason sand) as required to expose the existing compacted #610 limestone base. The #610 limestone base shall be a minimum 8” in thickness and be installed over a geotextile fabric. The Contractor shall compact this layer of #610 limestone to raise the damaged area(s) to the proper grade. The proper grade shall be flush with the surrounding existing pavers and promote positive drainage toward the roadway. Once the #610 limestone is installed, and compacted, the Contractor shall install an approximately 1” thick layer of mason sand. The mason sand shall be free of any debris. The mason sand shall be compacted and the salvaged brick pavers shall be reinstalled in the same pattern in which they were removed. Finally, the Contractor shall install polymeric joint sand (color: tan) into the joints. Polymeric joint sand shall be installed as per the manufacturer’s specifications.

All Pavers are 60mm Holland Stone (Heritage Series) pavers manufactured by Pavestone. The pavers are laid in a herringbone pattern with soldier course borders running along the existing roadway curbs. In the event damage has occur to the concrete pavers, and they are unable to be salvaged, the Contractor provide matching concrete pavers as per the unit pricing provided on the Incidental Material list.

2.2.12 Tree Stakes and Ties – Where applicable along the entire Site, the Contractor shall monitor all tree stakes and ties for the duration of the contract. Stakes found to be loose shall be adjusted so as to make them secure. Tree ties shall be secure and well-fitting without binding. Removal of existing tree stakes and ties may be required at the discretion of Jefferson Parish.

2.2.13 Automatic Irrigation – As an integral part of the improvements within most improved areas, and for the long term success and survivability of the planted areas, automatic irrigation systems have been installed in most garden bed and turf areas. Monitoring of the systems and performing the necessary repairs to the systems is required by the Contractor. These tasks include, but may not be limited to, replacement of heads, broken water lines and valves; adjustment of the controller, heads, valves and zone water durations and frequencies. All irrigation repair costs will be as per the incidental list provided by the contractor and shall be performed within two (2) workings days of the issue being discovered by the Contractor and/or the Owner. In the event of

minor repairs that can take place at the same time of the inspection, the Contractor may contact Ronald Johnson with the Parkways Department for immediate approval via e-mail. Irrigation repair costs shall be submitted with the monthly invoice. The Contractor must receive approval from Jefferson Parish prior to any repairs.

- The Contractor shall be responsible for making a complete walk-through/test of each irrigation system a minimum of twelve (12) times per year. These tests will usually occur one time per month, but the exact schedule shall be determined by Jefferson Parish. The Contractor shall create a report of the system for each site detailing the following information:
 - Date/Time of test;
 - Irrigation technician performing the test;
 - Weather conditions;
 - Note the controller settings for that day;
 - As needed, or requested by Jefferson Parish, adjust controller settings for each site;
 - Note any malfunctioning components of the system;
 - Recommend repairs for any discovered malfunctions.

In addition to the monthly test of the irrigation systems, the Contractor shall include twelve (12) additional site visits for controller adjustment and backflow preventer shutoff as directed by Jefferson Parish. When requested by Jefferson Parish, the Contractor shall have an irrigation technician adjust the irrigation controllers at each site to account for weather changes. This may include, but not be limited to, watering frequencies and durations.

Irrigation system inspection and operation adjustment at the time of annual installation (see Section 2.2.8) is separate from the required site inspections and controller adjustment described in the above paragraphs.

Sprinkler head adjustment (aiming) is not considered incidental work or part of the required site inspections and controller adjustments, and shall not be charged as such. Head adjustments shall be made, when noticed by Jefferson Parish or the Contractor, at each site(s) visit.

2.2.14 Settlement – Monitor the Site (improved and unimproved areas) under this contract for settlement. Areas that require fill due to settling and erosion must be filled with a fill material that supports the weed free growth of grass and supports positive drainage. The fill material will be free of debris and must be graded to a smooth and level surface conforming to the surrounding grade. The fill materials shall be put in place within 72 hours of notification. All fill costs will be as per the incidental list provided by the Contractor. Fill costs shall be submitted with the monthly invoice. The Contractor must receive approval from Jefferson Parish prior to any fill work.

2.2.15 Drainage – Monitor all aspects of the landscape drainage system (improved sites only) located within the maintenance sites including French drains pipe, solid drain pipe, catch basins, grates and swales. Clean and discard any blockages as necessary. Clogged or broken drain lines, or defects in catch basins are to be reported to the Jefferson Parish Parkways Department as soon as they are discovered.

There three (3) locations with pervious catch basins that are tied into the irrigation main line as a means to pump water from the catch basins. These catch basins shall be monitored by the Contractor at each site visit for clogs and improper function such as being stuck in the on or off position. These catch basins are controlled by the irrigation main line, thus the irrigation controller operates the main line and these pumps. The catch basins are scheduled to pump water for a few hours around midnight at selected days of the week. If the Contractor notices the catch basins pumping water during the day light hours, a malfunction is taking place and the water shall be shut off at the irrigation backflow until further diagnosis can be made.

Locations: Veterans Boulevard near Massachusetts Avenue, Veterans Boulevard near Lisa Drive and Veterans Boulevard near Downs Boulevard.

2.2.16 Tree Trimming - Trees within the improved areas of the Site shall be properly trimmed in accordance with standard practices. Trim trees with low hanging branches that obstruct the area in which maintenance work is performed to a minimum height of five feet (5') above ground level, where applicable. The Contractor shall monitor and trim any trees or shrubs obstructing any traffic signals or signage. All seed pods are to be removed from the palm trees before they fall to the ground (usually around May each year). All tools used for pruning palms should be sterilized between the pruning's of each tree, to prevent the spread of Texas Phoenix Palm Decline. Use recommended sterilization practices from LSU Plant Diagnostic Center. All dead or broken branches and fronds from all trees shall be trimmed as soon as it is noticed or when the Contractor is notified by Jefferson Parish. This includes damage caused by wind and or cold (excludes named storms). All crape myrtle trees are to be cut back in February of each year to allow for new, healthy growth, and to maintain an "umbrella" shaped tree. No topping of crape myrtles will be allowed. Any growth extending six inches (6") beyond the main trunk of the tree, and within five feet (5') of the ground level, is considered to be sucker growth that must be removed. Tree trimming shall occur on an as needed basis, but no less than two (2) times per year. Should the Contractor observe a heavily damaged or dead tree, by no fault of his performance, he shall immediately report the tree to Jefferson Parish Parkways Department. Field input from the Jefferson Parish arborist and horticulturist will assist with any questions the Contractor may have regarding tree trimming. Emergency tree trimming may be required due to named storm damage. Emergency trimming due to named storm damage shall be considered an additional service not included in this contract. The Contractor shall assess all damage and prepare a proposal for removal to Jefferson Parish for approval. Work shall not be performed without prior approval from Jefferson Parish.

2.2.17 Shrub Pruning – Shrubs within the improved areas of the Site shall be properly pruned in accordance with standard practices. It is the intent of the design for the shrubs to have a massing effect. This shall be achieved by regular pruning and shaping of the shrubs so that they are natural in shape, but with no “stray” branches. Shrubs shall be pruned after blooming each season to promote new growth. This may entail removing an entire limb, branch or frond, and may require removal of a part of a limb, branch or frond. Shrub pruning due to excessive wind and or cold (excluding named storms) may be required, and is considered part of this contract. Shrub pruning around decorative lights shall be monitored on a weekly basis. The Contractor shall keep all decorative lighting fully exposed from plant growth for service and aiming. Field input from the Jefferson Parish horticulturist will assist with any questions the Contractor may have regarding shrub pruning. Pruning shall occur on an as-needed basis, but no less than six (6) times per year. Emergency shrub pruning may be required due to named storm damage. Emergency pruning due to named storm damage shall be considered an additional service not included in this contract. The Contractor shall assess all damage and prepare a proposal for removal to Jefferson Parish for approval. Work shall not be performed without prior approval from Jefferson Parish.

2.2.18 Incidental Sculpture Cleaning – Sculptures have been incorporated into some of the improved areas of Site. The Contractor shall provide an incidental unit price to perform a cleaning cycle of all of the sculptures. The Contractor is responsible for visiting the Site to become familiar with all of the sculptures prior to submitting a bid. Sculptures shall be cleaned with a mild car washing soap and water. The Contractor may utilize the existing irrigation systems as a water source. No pressure washing machines will be allowed for cleaning of the sculptures. The Contractor may implore the use of ladders and or a bucket truck to clean the sculptures. If a bucket truck is used, it must stay on the roadway at all times. The Contractor shall contact the Jefferson Parish Department of Traffic Engineering to properly block traffic, as required. Ladders being used in the cleaning process cannot touch any part of the sculpture.

2.2.19 Incidental Block Wall Cleaning – Decorative concrete block landscape walls have been incorporated into some of the improved areas of the Site. The Contractor shall provide an incidental unit price to perform a cleaning cycle of all block walls. The Contractor is responsible for visiting the Site to become familiar with all of the block walls prior to submitting a bid. The walls shall be cleaned utilizing a 50/50 mixture of bleach and water and a pressure washer. The Contractor shall take precautions when using the pressure washer not to damage any plant material in the process. The Contractor may utilize the existing irrigation systems as a water source.

2.2.20 Incidental Decorative Light Cube Cleaning – Decorative acrylic panel light cubes have been incorporated into the improved area of the Site located at Veterans Boulevard near Independence Street. The Contractor shall provide and incidental unit price to perform a cleaning cycle of all decorative light cubes. The Contractor is responsible for visiting the Site to become familiar with all of the light cubes prior to submitting a bid. The blocks shall be cleaned with a mild car washing soap and water. The Contractor may utilize the existing irrigation system as a water source. No pressure washing machines will be allowed for cleaning of the cubes.

2.2.21 Incidental Sod Repair - Incidental sod repair shall include straight line cutting out of existing turf areas, grubbing all non-native materials, and adding pump sand , as needed, to bring newly installed sod to the same elevation as surround turf area. Feather pump sand in joints of new turf to create a smooth transition. Additional excavation may be required in order for new turf to meet the elevation of existing turf. All existing drainage slopes shall be maintained.

2.2.22 General – At the discretion of the Jefferson Parish horticulturalist, products, methods and application rates may be adjusted due to cultural changes or plant needs. Any changes in these specifications will not create additional financial obligations for the Contractor.

2.3 SCOPE OF WORK CHEMICAL MAINTENANCE (IMPROVED AREAS)

2.3.1 Soil Sample (Golf Course Sample) – As requested by Jefferson Parish, the Contractor shall take periodical soil samples from various locations along the project Site. These samples will be taken from turf areas. Samples shall be submitted to Spectrum Analytic (or equivalent private lab). Turf soil samples shall be advanced samples (also known as golf course sample) to include micronutrients and Ph buffer.

Soil sample pricing shall be priced as an incidental item. Pricing shall include all required testing and standard shipping.

2.3.2 Plant Tissue Sample – As requested by Jefferson Parish, the Contractor shall take periodic plant tissue/plant soil samples from various locations along the project Site. These samples will be taken from the landscape beds. Samples shall be submitted to Spectrum Analytic (or equivalent private lab).

Plant tissue sample pricing shall be priced as an incidental item. Pricing shall include all required testing and second day air shipping.

2.3.3 Plant Bed Weed Control - All planting beds and tree wells shall be kept free of weeds and /or undesirable grasses at all times. Chemical weed removal shall include:

1. Baracade 4 FL Pre Emerge @ 48oz/acre (3 applications per year @ 16 oz. Per Application)
2. Gallery 75 Dry Flowable @ 1.0 lb/acre per application (2 applications per Year)
3. Tower Herbicide @ Follow manufacture rate (1 application per year) (Follow Chart for all applications)

2.3.4 Tree Fertilization - All trees shall be fertilized once per year in February or March. The fertilizer shall include 8-12 month slow release fertilizer at a ratio to be determined by the Jefferson Parish horticulturalist.

2.3.5 Ornamental Fertilization – All shrubs and ground cover shall be fertilized once per year in February or March. Applications shall be made before the shrub and ground cover are fully leafed out with new foliage. The fertilizer shall include 8-12 month slow release bed fertilizer at a ratio to be determined by the Jefferson Parish horticulturalist.

2.3.6 Palm Tree Program

2.3.6.1 A-Two (2) fertilization applications are required; one (I) to be completed in the spring and the second (II) application to be completed in the summer with Regal Palm Program with in the landscape, follow the manufactures recommendations.

2.3.6.1 B-Four (4) Banrot fungicide soil drench applications @ 8oz. Product/ 100 gals H2O (water) @ 100 gals mix/800 sq ft.

2.3.6.1 C-Four (4) Foliar fungicide applications with Bannor Max @ recommended label rates; (2) Avid 0.15 Ex Insecticide applications @ follow the manufactures recommendations in April and July; (1) Talstar Insecticide Miticide application @ the manufactures recommendations in October.

2.3.7 Insects and Diseases - Consistent inspection of plant materials is required in order to detect insect and disease problems before they cause serious damage. The contractor will handle the insect and disease controls by a scheduled preventative spray program. Periodic inspection, diagnosis and spot spray treatment of insects and diseases will also be required. In addition, a full application of the following products will be required for use, as per manufacturer’s label, according to the attached maintenance chart:

- Regal Consyst Fungicide
- Paegent Intrinsic Fungicide
- Talstar Insecticide/Miticide (FMC)
- Acephate Sprayable
- Merit 0.5G – treat entire bed area including mulch
- Avid 0.15 EC (Syngenta)
- Horticultural Oil
- Top Choice Insecticide (Bayer)
- Award Ant Bait (Syngenta)
- Advion Ant Bait (DuPont)

(ant bait applications may be alternated as per Jefferson Parish horticulturist)

2.3.5 Centipede Turf Applications (Fertilizer) – All centipede lawns shall be fertilized two (2) times per year to maintain a healthy, dense, green turf. All applications to be made using liquid distribution methods. Care should be taken to apply complete, even applications of fertilization. Chemicals that shall be used are as followed:

- Liquid Regal Harness Fertilizer 30-0-0 NDS
- Liquid Regal Ensemble Fertilizer 0-20-20
- Liquid Regal Harness Fertilizer 30-0-0 Application Rate: 1 lb. of nitrogen per application per 1,000 SF. The first application shall be in April/May and the second application shall be in July. 1 lb. of nitrogen per 1,000 SF = 44 oz. of product per 1,000 SF per application.
- Liquid Regal Ensemble Fertilizer 0-20-20 (or equal) Application Rate: Achieve 1 lb. of potassium per 1,000 SF per application. The first application shall be in April/May and the second application shall be in July. 1 lb. of potassium per 1,000 SF = 55 oz. of product per 1,000 SF per application.

Products will be tank mixed together for each application.

Important: These products are to be applied with a (2) to (1) ratio. (2) Parts water and (1) part product or more.

2.3.6 Bermuda Turf Applications (Fertilizer) – All Bermuda lawns shall be fertilized two (2) times per year to maintain a healthy, dense, green turf. Care should be taken to apply complete, even applications of fertilization. Chemicals that shall be used are as followed:

- Liquid Regal Harness Fertilizer 30-0-0 NDS
- Liquid Regal Ensemble Fertilizer 0-20-20
- Liquid Regal Harness Fertilizer 30-0-0 Application Rate: 2 lbs. of nitrogen per application per 1,000 SF. The first application shall be in April/May and the second application shall be in July. 2 lbs. of nitrogen per 1,000 SF = 88 oz. of product per 1,000 SF per application.

Note: It is suggested to split the Harness Fertilizer into two (2) applications to meet the water requirements for most equipment. (44 oz. /acre per application)

Liquid Regal Ensemble Fertilizer 0-20-20 (or equal) Application Rate: Achieve 1 lb of potassium per 1,000 SF per application. The first application shall be in April/May and the second application shall be in July. 1 lb of potassium per 1,000 SF = 55 oz of product per 1,000 SF per application.

Products will be tank mixed together for each application.

Important: These products are to be applied with a (2) to (1) ratio. (2) parts water and (1) part product or more.

2.3.7 Pest Control – Turf - A weekly inspection of lawns for disease and insect problems must occur throughout the contract. If symptoms are found, they must be diagnosed and treated without delay. Follow up applications will be made as necessary to remedy the problem.

Application of Pillar G Fungicide will be required in the months of March and November. Apply 3 lbs. per 1,000 SF of turf.

Mole cricket application to be completed in May with Topchoice insecticide at 86 lbs. /acre to all turf areas.

Apply 2 applications per year of talstar liquid insecticide to all turf areas timing will be determined by Jefferson Parish Parkway Department follow manufactures recommendations.

See attached maintenance chart.

2.3.8 Centipede Turf Weed Control – All centipede lawns shall be treated with pre-emergent and post-emergent herbicides five (5) times per year. Chemicals to be used are as follows:

- Barricade 65 WG – 2 applications per year.

Plus

- Broadleaf herbicide (Eliminate – D or Trimec) – 2 applications with Barricade or Esplanade.

Apply in January or February at a rate of 1.0 lbs. of Barricade 65 WG product per acre.

Apply in September at a rate of 1.3 lbs. of Barricade 65 WG per acre or Esplanade at 3 oz. of product per acre.

Celsius Herbicide and Outrider Herbicide (tank mixed per application) – 2 applications per year.

Apply both applications between May and September (tank mixed) as per the manufacturers' label.

See attached maintenance chart. Non ionic wetting agent shall be used on all herbicide applications.

2.3.9 Bermuda Turf Weed Control – All Bermuda lawns shall be treated with pre-emergent and post-emergent herbicides seven (7) times per year. Chemicals to be used are as follows:

- Barricade 65 WG – 2 applications per year.
- Plus
- Broadleaf herbicide (Eliminate – D or Trimec) – 2 applications with Barricade or Esplanade.
 - Apply in January or February at a rate of 1.0 lbs. of Barricade 65 WG product per acre.
 - Apply in September at a rate of 1.3 lbs. of Barricade 65 WG per acre or Esplanade at 3 oz. product per acre.

Tribute Total Herbicide and Outrider Herbicide (tank mixed per application)

Apply both applications between May and September (tank mixed) as per the manufacturers' label.

- Drive XLR8 (apply at 21 day intervals)

Plus

- Monument 75WG Herbicide

Apply in late summer for torpedo grass. Applications according to manufacturer's label.

See attached maintenance chart. Non-ionic wetting agent shall be used on all herbicide applications.

2.3.10 Non-Ionic Wetting Agent – As needed, the Contractor shall add a non-ionic wetting agent to applications.

2.3.11 General – At the discretion of the Jefferson Parish horticulturalist products, methods and application rates may be adjusted due to cultural changes or plant needs. Any changes in these specifications will not create additional financial obligations for the Contractor.

2.4 SCOPE OF WORK CHEMICAL MAINTENANCE (UNIMPROVED AREAS)

2.4.1 January (pre-emergent program)

- Barricade 65WG at a rate of 1.0 lbs. per acre with a wetting coverage of 40 gallons of water per acre

Plus

- Weedestroy AM 40 at a rate of 32 oz. per acre

Plus

- Overdrive at a rate of 3 oz. per acre

2.4.2 April (post-emergent program)

Plateau at a rate of 3 oz. per acre

Plus

Derigo at a rate of 3 oz. per acre

2.4.3 July (post-emergent program)

Plateau at a rate of 4 oz. per acre

Plus

Derigo at a rate of 3 oz. per acre

Plus

Outrider at a rate of 1 oz. per acre

2.4.4 September (pre-emergent program)

- Esplanade 200 SC at a rate of 3 oz. per acre

Plus

- Plateau at a rate of 4 oz. per acre

Plus

- Outrider at a rate of 1 oz. per acre

2.4.5 Non-Ionic Wetting Agent – As needed, the Contractor shall add a non-ionic wetting agent to applications.

2.4.6 General – At the discretion of the Jefferson Parish horticulturalist products, methods and application rates may be adjusted due to cultural changes or plant needs. Any changes in these specifications will not create additional financial obligations for the Contractor.

2.5 QUANTITIES (APPROXIMATE)

2.5.3 Improved Area Turf Area (Centipede) – 256,725 SF

2.5.4 Improved Area Turf Area (Bermuda) – 140,000 SF

2.5.5 Improved Area Landscape Beds – 139,725 SF

2.5.6 Improved Area 6” Annuals (Per Change Out) – 2,610

Note: The Contractor is responsible for determining the acreage and quantities of all unimproved areas of the Site.

Chemical Maintenance Chart

TASK	MONTH	JAN.	FEB.	MAR.	APR.	MAY	JUN.	JUL.	AUG.	SEPT.	OCT.	NOV.	DEC.
PLANT BED WEED CONTROL													
Tower herbicide						X							
Baracade 4 FL Pre Emerge 16 oz/acre per app.		X					X						
Gallely 75 Dry Flowable @ 1.0 lb/acre per app.		X										X	
FERTILIZATION-ORNAMENTALS AND TREES													
Deep root injection			X										
PALM TREE PROGRAM													
Fertilization applications					X			X					
Banrot fungicide soil drench		X			X			X				X	
Foliar fungicide		X			X			X				X	
Avid 0.15 EX Insecticide					X			X					
Talstar insecticide / miticide												X	
INSECTS AND DISEASES													
Horticultural oil spray				X							X		X
Talstar insecticide / miticide						X		X					
Acephate							X						
Mert 0.5G *			X		X								
Paegent Intrinsic Fungicide			X									X	
Regal Syntec Fungicide													X
Avid 0.15 EX								X					
Top Choice @ 86lb / acre						X							
TURF APPLICATIONS													
30-0-0 Liquid Slow Release					X		X		X		X		
0-20-20						X		X		X			
Baracade 65 WG Pre Emerge			X							X			
Post emergent herbicide		X	X				X	X		X			
Pillar G Fungicide				X									
Simazine princep Liquid Herbicide			X									X	
Talstar Liquid Insecticide **													
Mole cricket application Top Choice @ 86lb / acre						X							
WEED AND PEST CONTROL-TURF													
Weekly Inspection		X	X	X	X	X	X	X	X	X	X	X	X

* Apply (1) application of high rate between the months of February and April.

** Apply (2) applications per year

BID NO.: 50-00130725

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

BUYER: SFOLSE@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 UNTIL 2:00 PM, 6/09/2020 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also 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

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

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.

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. 113646 and/or Resolution No. 113647.

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 buyer'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.

All formal Addenda require written acknowledgement on the bid form by the bidder. 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.

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 Parish 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).

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.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online.

This is a secure site and authorized personnel have limited read access only. Bidders are encouraged 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 to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

3,4,5,6,8,9,10,11,12,13,15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), 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 Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. 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 envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then 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. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

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. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies) 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.
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.
15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission 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 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 owned 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 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

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

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) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: () _____ FAX: () _____

EMAIL ADDRESS: _____

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 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: \$ _____

AUTHORIZED

SIGNATURE: _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	24.00	MO	<p>TWO (2) YEAR LANDSCAPE & CHEMICAL MAINTENANCE CONTRACT FOR THE JEFFERSON DEPARTMENT OF PARKWAYS</p> <p>0010 PROVIDE A MONTHLY COST FOR THE TWENTY FOUR (24) MONTHS FOR THE LANDSCAPE AND CHEMICAL MAINTENANCE CONTRACT FOR VETERANS BOULEVARD CPZ IMPROVEMENTS FROM THE CITY OF KENNER LINE TO THE 17TH STREET</p>		
2	1.00	EA	0020 1 Gallon Shrub		
3	1.00	EA	0030 3 Gallon Shrub		
4	1.00	EA	0040 7 Gallon Shrub		
5	1.00	EA	0050 15 Gallon Shrub		
6	1.00	CUYD	0060 Garden Soil		
7	1.00	SQYD	0070 Class A Centipede Sod		
8	1.00	SQYD	0080 419 Bermuda Sod		
9	1.00	LB	0090 Improved Hulled Bermuda Seed (Sunstar or similar)		
10	1.00	CUYD	0100 Metro 380 Soil Amendment (Bag)		
11	1.00	CUYD	0110 Fill Dirt (Pump Sand)		
12	1.00	EA	0120 1" Irrigation Valve		
13	1.00	EA	0130 1.5" Irrigation Valve		
14	1.00	EA	0140 2" Irrigation Valve		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
15	1.00	EA	0150 12" Irrigation Pop-up		
16	1.00	EA	0160 4" Irrigation Pop-Up		
17	1.00	EA	0170 Irrigation Nozzle		
18	1.00	EA	0180 Irrigation Turf Rotor		
19	1.00	LF	0190 Irrigation Main Line Repair		
20	1.00	LF	0200 Irrigation Lateral Line Repair		
21	1.00	EA	0210 Irrigation Controller (Rainbird ESP-LX or Similar)		
22	1.00	EA	0220 Irrigation Controller Module (4 Zone)		
23	1.00	EA	0230 Irrigation Controller Module (8 Zone)		
24	1.00	EA	0240 Irrigation Controller Module (12 Zone)		
25	1.00	EA	0250 Irrigation 2" RPA Backflow Preventer		
26	1.00	EA	0260 2" Backflow Brass Ball Valve		
27	1.00	EA	0270 2" Backflow Brass Ball Valve with Test Cock		
28	1.00	EA	0280 2" Backflow Rubber Parts Repair Kit		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
29	1.00	EA	0290 2" Backflow Check Repair Kit		
30	1.00	EA	0300 2" Backflow Relief Valve Repair Kit		
31	1.00	EA	0310 Class II 2" RPA Backflow Cover (No Base)		
32	1.00	EA	0320 Class II 2" RPA Backflow Base (No Cover)		
33	1.00	EA	0330 Class II 2" RPA Backflow Cover Concrete Foundation Aprox. 18"X 48" X 4" Thick		
34	1.00	EA	0340 6" Round Irrigation Valve Box with Lid		
35	1.00	EA	0350 6" Round Irrigation Valve Box Lid (Only)		
36	1.00	EA	0360 10" Round Irrigation Valve Box with Lid		
37	1.00	EA	0370 10" Round Irrigation Valve Box Lid (Only)		
38	1.00	EA	0380 14" X 19" Irrigation Valve Box with Lid		
39	1.00	EA	0390 14" X 19" Irrigation Valve Box Lid (Only)		
40	1.00	EA	0400 13" X 20" Irrigation Valve Box with Lid		
41	1.00	EA	0410 13" X 20" Irrigation Valve Box Lid (Only)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
42	1.00	EA	0420 13" X 24" Irrigation Valve Box with Lid		
43	1.00	EA	0430 13" X 24" Irrigation Valve Box Lid (Only)		
44	1.00	HR	0440 Irrigation Wire Tracking		
45	1.00	LF	0450 Irrigation Wire Repair or Replacement with Trenching		
46	1.00	LF	0460 Irrigation Wire Repair or Replacement without Trenching		
47	1.00	EA	0470 Waterproof Irrigation Splice (3M DBR/Y-6)		
48	1.00	LF	0480 Irrigation Line Tunneling (Under 5' per)		
49	1.00	EA	0490 Nipple Risers 1/2" X 3" (for Pop Ups)		
50	1.00	EA	0500 Nipple Risers 3/4" X 3"(for Rotors)		
51	1.00	EA	0510 Solenoid - (RainBird)		
52	1.00	EA	0520 Solenoid - (Hunter)		
53	1.00	EA	0530 Rain Bird 1800 6" Extensions Risers		
54	1.00	EA	0540 Diaphragm - 1" Valve (Rain Bird)		
55	1.00	EA	0550 Diaphragm - 1.5" Valve (Rain Bird)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
56	1.00	EA	0560 Diaphragm - 1" (Hunter)		
57	1.00	EA	0570 Diaphragm - 1.5" Valve (Hunter)		
58	1.00	EA	0580 Diaphragm - 2" Valve (Rain Bird)		
59	1.00	EA	0590 Diaphragm - 2" Valve (Hunter)		
60	1.00	EA	0600 Hunter M.P. Rotator Nozzles		
61	1.00	EA	0610 Rainbird (or similar) Battery Controller 4-Zone		
62	1.00	EA	0620 Rainbird (or similar) Battery Controller 6-Zone		
63	1.00	EA	0630 Aquasorb (50lbs. Bag)		
64	1.00	EA	0640 Annual Color Replacement 6 inch		
65	1.00	CUYD	0650 Emergency Tree Trimming		
66	1.00	CUYD	0660 Emergency Shrub Pruning		
67	1.00	EA	0670 Concrete Pavers (Paver Bricks Only)		
68	1.00	SQYD	0680 Concrete Paver Repair/Leveling (No Pavers Supplied)		
69	1.00	EA	0690 Tree Stake and Ties		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
70	1.00	CYCL	0700 Sculpture Cleaning		
71	1.00	CYCL	0710 Block Wall Cleaning		
72	1.00	CYCL	0720 Decorative Light Cube Cleaning		
73	1,000.00	SQFT	0730 Granular Application Only (Bed Area)		
74	1,000.00	SQFT	0740 Granular Application Only (Lawn Area)		
75	1,000.00	SQFT	0750 Liquid Application Only (Bed Area)		
76	1,000.00	SQFT	0760 Liquid Application Only (Lawn Area)		
77	1,000.00	SQFT	0770 Granular Fertilizer 15-5-15 40% - 50% S.C.U> Application: 200 lbs per Acre		
78	1,000.00	SQFT	0780 Milorganite 6-2-0 Classic Granular (Product Only) Application: 400 lbs per Acre		
79	1,000.00	SQFT	0790 Regal Bridle Liquid 30-0-0 (Product Only) Application: 1.25 gal per 1,000 SF		
80	1,000.00	SQFT	0800 Regal Harness Liquid 30-0-0 (Product Only) Application: 66 oz per 1,000 SF		
81	1,000.00	SQFT	0810 Regal Ensemble with Shamrock 0-20-20 Liquid (Product Only) Application: 66 oz per 1,000 SF		
82	1,000.00	SQFT	0820 Regal Ensemble with Shamrock 0-20-20 Liquid (Product Only)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
83	1,000.00	SQFT	Application: 1.25 Gal per 1,000 SF 0830 Regal Muscle Liquid (Product Only) Application: 8 oz per 1,000 SF		
84	1,000.00	SQFT	0840 Regal Sterling *Gene Responder* Liquid) Product Only Application: 1.25 gal per 1,000 SF		
85	1,000.00	SQFT	0850 Regal Crown Liquid (Product Only) Application: 2 oz per 1,000 SF		
86	1,000.00	SQFT	0860 Monsanto Certainty Liquid (Product Only) Application: 1.25 oz per Acre		
87	1,000.00	SQFT	0870 PBI Gordon Trimec Bentgrass Liquid (Product Only) Application: 1 oz per Acre		
88	1,000.00	SQFT	0880 Dolomitic Lime Granular (Product Only) Application: 2,000 lbs. per Acre		
89	1,000.00	SQFT	0890 Granular Gypsum (Product Only) Application: 2,000 lbs per Acre		
90	1,000.00	SQFT	0900 Elemental Sulfur Granular (Product Only) Application: 4 lbs per 1,000 SF		
91	1,000.00	SQFT	0910 Pillar G Granular Fungicide (Product Only) Application: 3 lbs per 1,000 SF		
92	1,000.00	SQFT	0920 Granular Talstar (Product Only) Application: 1 lbs per 1,000 SF		
93	1,000.00	SQFT	0930 Liquid Talstar (Product Only) Application: 1 oz per 1,000 SF		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
94	1,000.00	SQFT	0940 Granular 32-3-12 Slow Release Fertilizer 40% - 50% XCU (Product Only) Application: 150 lbs per Acre		
95	1,000.00	SQFT	0950 Fusilade II Application: 24 oz per Acre		
96	1,000.00	SQFT	0960 Image 70 DG Application: 11 oz per Acre		
97	1,000.00	EA	0970 Round-Up Pro Application: Rate per Manufacturer		
98	1,000.00	SQFT	0980 Subdue Maxx Fungicide for Drench (Product Only) Application: Rate per Manufacturer		
99	800.00	SQFT	0990 Regal Seasonal Color Bed Fertilizer Program Bridal Pak 800 Application: Rate per Manufacturer		
100	1,000.00	SQFT	1000 Esplanade 200 (SC) Herbicide (Product Only) Application: .5 oz per Acre of Turf		
101	1,000.00	SQFT	1010 Regal Consyst Fungicide Application: Manufacturer rate for Lawn Turf		
102	1,000.00	SQFT	1020 Regal Consyst Fungicide Application: Manufacturer Rate for Ornamental Plant		
103	1,000.00	SQFT	1030 Regal Multigreen Liquid Fertilizer (Product Only) Application: Manufacturer High Rate for Turf Ornamental		
104	1,000.00	SQFT	1040 Regal Capitol *Gene Responder* (Product Only)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
105	1,000.00	SQFT	Application: .55 oz per 1,000 SF 1050 Regal Capitol *Gene Responder* n (Product Only)		
106	1,000.00	SQFT	Application: .41 oz per 1,000 SF 1060 Regal Ensemble Micro-w-Regal Crown (Product Only)		
107	1,000.00	SQFT	Applicaton: 16 oz per 1,000 SF 1070 Bayer Escort XP (Product Only) Application: .25 oz per Acre		
108	1,000.00	SQFT	1080 Drexel MSMA (Product Only) Application: 1 oz Per Acre		
109	1,000.00	SQFT	1090 Valent Outrider Herbicide (Product Only) Application: .25 oz per Acre		
110	1,000.00	SQFT	2000 BASF Plateau Herbicide (Product Only) Application: .5 oz per Acre		
111	1,000.00	SQFT	2010 Syngenta Barricade 65WG Herbicide (Product Only) Application: 1/3 lb per Acre		
112	1,000.00	SQFT	2020 Bayer Derigo Herbicide (Product Only) Application: .5 oz per Acre		
113	1,000.00	SQFT	2030 BASF Overdrive Herbicide Application: .5 oz per Acre		
114	1,000.00	SQFT	2040 Syngenta Princep Liquid (Simazine) (Product Only) Application: 1 oz per Acre		
115	1,000.00	SQFT	2050 LESCO Eliminate D Herbicide (Product Only)		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
116	1,000.00	SQFT	Application: 1 oz per Acre 2060 PBI Gordon Speedzone Southern Herbicide (Product Only)		
117	1,000.00	SQFT	Application: 1 oz per Acre 2070 Bayer Celsius WB Herbicide (Product Only)		
118	1,000.00	SQFT	Application: .5 oz per Acre 2080 Bayer Tribute Total Herbicide (Product Only)		
119	1,000.00	SQFT	Application: .5 oz per Acre 2090 Paegent Intrinsic Fungicide Application: Rate per Manufacturer		
120	1,000.00	SQFT	Application: Rate per Manufacturer 3000 Merit 0.5G Application: Rate per Manufacturer		
121	1,000.00	SQFT	Application: Rate per Manufacturer 3010 Bayer Top Choice Insecticide Application: Rate per Manufacturer		
122	1.00	EA	3020 Soil Sample (Golf Course Sample)		
123	1.00	EA	3030 Plant Tissue Sample		
124	1.00	EA	3040 Director Approved Incidental up to \$5,000.		
			****Non-Biddable Line Item**** No Price is Entered for this item. This item is here for use during the contract term for any additional repair and or replacement not included on the incidental line items sheet. This item will not be used in determining the low bidder and will not be included in the overall contract price.		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00130725

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			PLEASE SEE ATTACHED SPECIFICATIONS		

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 _____

PARISH/COUNTY OF _____

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

Signature of Affiant

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE _____ DAY OF _____, 20__.

Notary Public

Printed Name of Notary

Notary/Bar Roll Number

My commission expires _____.

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

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 unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

2) **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.