



**Bid Number 50-00146647**

**Labor, Materials, and Equipment Needed to Provide a Three (3) Year Contract for Smooth and Rough Median/Roadside Herbicide Spraying for the Jefferson Parish Department of Parkways**

**BID DUE: December 19, 2024 AT 2:00 PM**

**ATTENTION VENDORS!!!**

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

**Jefferson Parish Purchasing Department  
200 Derbigny Street  
General Government Building, Suite 4400  
Gretna, LA 70053  
Purchasing Specialist: Ruby Tran  
Email: [ruby.tran@jeffparish.gov](mailto:ruby.tran@jeffparish.gov)  
Phone: 504-364-2687**

**BID # 50-00146647**

**LABOR, MATERIALS, AND EQUIPMENT NEEDED TO PROVIDE A THREE (3) YEAR CONTRACT FOR SMOOTH AND ROUGH MEDIAN/ROADSIDE HERBICIDE SPRAYING FOR THE JEFFERSON PARISH DEPARTMENT OF PARKWAYS**

The Jefferson Parish Department of Public Works – Parkways Department is soliciting qualified Contractors for a three (3) year contract to apply herbicide along rough cut and smooth cut medians and roadsides throughout unincorporated Jefferson Parish. This contract shall include, but not be limited to, the supply of all products, labor and equipment to perform the work in accordance with these specifications.

**MANDATORY PRE-BID CONFERENCE:**

**A MANDATORY Pre-Bid Conference will be held at 9:00 am on December 2, 2024 in the Purchasing Department, 200 Derbigny St., Suite 4400, Gretna, LA 70053.** 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.

**BID SUBMISSION:**

As directed within these specifications, Bidders shall include all applicable requested information with their bid submission. Failure to submit the requested information shall deem the bid non-responsive.

**TERM OF CONTRACT:**

The contract shall be for three (3) years.

**LICENSE REQUIREMENTS:**

All Bidders shall possess the licenses listed below. The bid submission must include a current copy of the front and back of each required license. The required licenses must be valid throughout the term of the contract.

- Louisiana Contractor's License - Subclass: Landscaping, Grading and Beautification. This license number shall be placed on the outside of the envelope of the bid submission.
- Louisiana Department of Agriculture & Forestry Pesticide License: Ground Owner Operator License.
- Louisiana Department of Agriculture & Forestry Commercial Pesticide Applicator License for Category 6: Right-of-Way & Industrial Pest and General Standards.

**REGULATIONS:**

The Contractor is solely responsible to adhere to any and all regulations and guidelines set forth by all local, state and federal agencies.

**LIQUIDATED DAMAGES:**

The Parkways Department shall have the ability to charge the Contractor for Liquidated Damages for incomplete/late applications. Each scheduled rough cut and drainage ditch application shall provide the Contractor with ten (10) consecutive calendar days to complete the work. Each scheduled smooth cut application shall provide the Contractor with fourteen (14) consecutive calendar days to complete the work. The Parkways Department may assess liquidated damages in the amount of \$500.00 per calendar day past the allowed calendar days for each application that the work is incomplete. Agreed upon weather delays shall not count against the time allotment.

**IDENTIFICATION:**

The Contractor shall ensure that all vehicles and equipment have the company name and/or logo clearly displayed. All field employees shall wear high visibility clothing that clearly displays the company name and/or logo.

**EXPERIENCE:**

Contractor must have the resources and capabilities to meet the expectations of this contract. The contractor shall not put an undue hardship on Jefferson Parish Staff due to lack of experience. An undue hardship is defined as to avoid an unreasonable or disproportionate burden or obstacle.

**SAFETY:**

The contractor shall be responsible for ensuring that his operations are performed in a safe manner. This includes, but is not limited to, pedestrian and vehicular access, equipment operation and employee and site safety. All work shall conform to the latest guidelines of OSHA, Louisiana DOTD, Jefferson Parish and any other applicable agency.

The Contractor shall maintain a professional work zone at all times. The use of drugs or alcohol is prohibited while working on parish property. Confrontation with citizens and/or Jefferson Parish personnel will not be tolerated. Soliciting and performing private work while working for Jefferson Parish is prohibited. Failure to maintain a professional work zone, or fraudulent activities, may result in the termination of the contract and possible legal ramifications.

**WORK LOCATION:**

This contract will encompass the rights-of-way of unincorporated Jefferson Parish. No work shall be required within the city limits of Grand Isle, the Town of Jean Lafitte, the City of Kenner, the City of Harahan, the City of Gretna or the City of Westwego.

**SCOPE OF WORK:**

The Contractor shall furnish all chemicals, equipment, personnel, qualified supervision and insurance to provide the vegetation management services outlined in these specifications. The specified spraying programs are intended to prevent and eliminate undesirable vegetation from growing in designated areas. The majority desirable turf grass within Jefferson Parish is Bermuda grass, but areas of Centipede and St Augustine grass are also considered desirable.

Rough cut, smooth cut and drainage ditch spraying programs are included within these specifications:

- See Attachment (C) Rough Cut Spraying Program
- See Attachment (D) Smooth Cut Spraying Program
- See Attachment (E) Drainage Ditch Spraying Program

**INSPECTION OF WORK AREAS:**

The Contractor shall be required to inspect each area prior to application for the presence of any livestock, vegetable gardens, ornamental plantings, landscaped lawns or tree orchards adjacent to the area(s) to be treated. The Contractor shall control his operations in order to avoid harm to these areas and shall be responsible for any and all damages. On an as-needed basis, and prior to each scheduled application, the Contractor shall provide the Parkways Department with a list of locations to be skipped including the address and reason(s) for skipping the particular location.

In a given area, the application is considered successful with at least 95% control of the undesirable vegetation. After ten (10) calendar days, but no later than thirty (30) calendar days, of completion of an application, a joint inspection by representatives of the Contractor and the Parkways Department shall be made to determine the effectiveness of herbicide treatment. Inspection findings shall be recorded and signed by both representatives and will be utilized as document support for payment applications. In all cases where the treatment is not totally effective (less than 95%), follow-up treatments shall be applied by

the Contractor, as required, at no expense to the Parkways Department. A subsequent inspection of areas which receive follow-up treatments shall be conducted to determine effectiveness of the treatment for further payment.

If 95% effectiveness is not reached after the follow-up application, the Parkways Department may require a third application or may choose to reduce the payment by the percentage amount of unsuccessful treatment.

**FREQUENCY OF WORK:**

The Contractor will be required to treat all turf areas as per the specified Programs (see Attachment C, Attachment D and Attachment E). However, the Parkways Department may change the schedule(s), product(s), rate(s) and frequency of application at any time during this contract. The Contractor shall be compensated for any work that is in addition to the contract's bid prices.

Herbicide application will not be performed when weather, wind and/or temperature would be adverse to safe, effective herbicide application.

**QUANTITY OF WORK:**

All herbicide application pricing shall be provided by the Contractor as a per acre price based on the requirements of each Program (see Attachment C, Attachment D and Attachment E). No estimated quantities of spraying are included within these specifications. All acreage estimates shall be performed by the Contractor utilizing the attached location maps (see LOCATION MAPS and Attachment F).

**LOCATION MAPS:**

These specifications include maps showing the required application locations throughout Jefferson Parish (see Attachment F). The maps are color coded to show rough cut, smooth cut, drainage ditch and State routes. For bidding purposes, the Contractor shall utilize these maps for any application area calculations and or estimates. For contract invoicing, the exact acreage covered shall be recorded through the spray equipment's GPS system and shall be presented with each daily spray log and each invoice (see SPRAY LOGS, MINIMUM EQUIPMENT and PAYMENT).

**SPRAY LOGS:**

The Contractor shall create, maintain and furnish the Parkways Department with daily treatment records, to be turned into the Parkways Department on daily basis, that include, at a minimum, the following information:

- Date of application;
- Designate whether a rough cut, smooth cut or drainage ditch cycle;
- Provide geographical maps indicating the areas treated;
- List all products, rates and volumes (gallons per acre and total applied gallons for the day) and total area treated (acres);
- Location(s) (designate Eastbank, Westbank and State route locations);
- Weather conditions including temperature, humidity and wind speed;
- Name and license number of the supervisor(s) overseeing the work;
- Name of applicator(s) (if different from the licensed supervisor);
- Equipment utilized.

**Note: Each daily report shall include a dated image or printed report from the GPS system and/or the GPS navigated boom to validate all provided quantities.**

**RESPONSIBILITY FOR PROPERTY DAMAGE:**

The contractor shall be responsible for any damage caused by his operations. This includes, but is not limited to, turf damage from the application, ruts and holes within the application area(s), damage to roads, curbs, sidewalks and utilities, or damage to vehicles or equipment.

The Contractor must have in place prior to work, a method of recording, responding to and repairing any kind of damage experienced due to the work being performed. Jefferson Parish will direct any damage claims directly to the Contractor for investigation and remediation.

**PRE-BID INSPECTION OF THE SITES:**

All site locations included in this bid are easily accessible, at any time, for any bidder. However, bidders may schedule a meeting with Jefferson Parish Parkways Department personnel to tour some of the required application locations. This meeting shall be scheduled after the pre-bid meeting but a minimum of 96 hours prior to the bid opening. This meeting will allow prospective bidders to view different locations by riding with a representative from the Parkways Department. Meeting time, duration and location will be determined upon the availability of the Parkways Department personnel. Depending on the meeting schedule, it is possible that more than one prospective bidder will be in attendance.

Prospective bidders may ask questions during the inspection, but must also submit their questions, in writing, to the Jefferson Parish Purchasing Department so that they may be formally recorded and answered via addendum.

**MINIMUM EQUIPMENT:**

The Contractor shall be responsible for determining the type and quantities of equipment necessary to fulfill this contract based on the requirements below:

1. Each required rough cut and drainage ditch application shall be complete within ten (10) consecutive calendar days. Each required smooth cut application shall be complete within fourteen (14) consecutive calendar days. Failure to complete the application within the time allowed may result in liquidated damages (see LIQUIDATED DAMAGES). Agreed upon weather delays shall not count against the time allotment.
2. Allowable spray equipment may include, but not be limited to, UTV buggies, tractors and roadside truck type vehicles.
3. No on-road vehicles shall be used on the medians or other turf application areas. No equipment weighing over 5,000 lbs shall be allowed to operate within any turf application areas.
4. All spray applications must be supported with GPS based record keeping to document where product has been applied. The minimum record keeping requirements shall include, but not be limited to:
  - A. On-screen field / road view to show coverage areas, overlaps, gaps and purposely skipped areas;
  - B. Upload / download capable job application data;
  - C. Data export via .shp files, PDF reports and / or .kml compatible Google Earth satellite view files;
  - D. Calculated application area (acreage) shall be quantified by distance traveled multiplied by the sprayed swath width;
  - E. The calculated application area shall be the basis for payment (see PAYMENT). The Contractor shall submit dated copies of the GPS reports with his invoice;
  - F. The GPS map must be viewable using Google Earth.
5. All spray rigs must be equipped with GPS navigated boomless sprayers, computer controlled overlap / skip prevention, computer controlled flow rate and hand held spraying capabilities. Roadside trucks are not required to have hand held spraying capabilities.
6. Truck type roadside spray rigs must be equipped with computer injection capabilities.
7. All equipment used for this contract must have the capability of providing a minimum wetting coverage of twenty (20) gallons of water per acre.
8. All equipment used for this contract must be furnished with DOTD approved safety/warning lights to notify motorists of the equipment's presence.

9. For nighttime applications, the Contractor shall ensure that his equipment provides enough illumination to work without endangering other motorists.

**All bidders must submit a copy of their proposed equipment list with their bid.** The submitted equipment list must include the minimum equipment anticipated to be used for this contract. The information provided shall include, but not be limited to, the following:

1. Vehicle type and quantity (UTV, tractor, roadside truck, etc.);
2. Manufacturer and model number of GPS guidance unit(s). Each vehicle shall be equipped with a GPS system;
3. Manufacturer and model number of the computer controlled overlap / skip prevention system(s). Each vehicle shall be equipped with a computer controlled overlap / skip prevention system;
4. Manufacturer and model number of the computer controlled flow rate system(s). Each vehicle shall

Failure to submit a list of proposed equipment will be grounds for bid rejection. Failure to supply and operate the equipment proposed with the bid may be grounds for termination of the contract.

**APPLICATION PARAMETERS:**

The Contractor shall be allowed to spray rough cut areas at any time. Typically, the Contractor shall only be allowed to spray smooth cut areas between the hours of 10:00 pm and 6:00 am. However, this schedule may change as determined by the Parkways Department. The Contractor shall avoid overspray onto roadways, sidewalks, benches, trash cans and all other non-turf areas within the proposed application sites.

The Contractor shall avoid spraying all bare dirt areas, tree rings and under the dripline of existing oak trees.

At the request of the Parkways Department, the Contractor may be asked to avoid upcoming and or recently installed planting areas. Any requested areas to be skipped shall be shown on a map created by the Parkways Department and given to the Contractor prior to the application.

**EQUIPMENT STORAGE AND WATER ACCESS:**

During a scheduled spray cycle, the Contractor shall be allowed to store his equipment inside of the Parkways Department's westbank equipment yard located at 1901 Ames Boulevard, Marrero, LA 70072. The Contractor will be given 24 hour access to the yard. This is a gated and fenced property; however, Jefferson Parish is not responsible for any of the Contractor's equipment or materials stored at this location. The Contractor will be required to sign a Hold Harmless agreement with Jefferson Parish prior to storing any equipment at the yard.

The Contractor may use the designated existing 1.5" water source at the Ames Boulevard equipment yard. The Contractor must provide and use his own hose and atmospheric backflow preventer to access the water source. When the water source is not in use, the Contractor must disconnect and store his hose away from the water source.

Aside from the Parkways Department's westbank equipment yard water source, the Contractor shall be responsible to secure a water source. It is recommended that the Contractor contact the Jefferson Parish Water Department to secure a "floating meter" for use on fire hydrants.

**PAYMENT:**

The rough, smooth and drainage ditch program applications and options are defined within these specifications (see Attachment C, Attachment D and Attachment E). Each program application and options shall be priced per acre on the included bid form. Each per acre bid price shall include all product(s), labor and incidentals required for application. The provided per acre bid pricing shall be the basis for payment for each application.

As needed rate adjustments request by the Parkways Department, in accordance with the incidental product pricing sheet (see Attachment B), will be added or subtracted to/from the per acre application price.

After each complete application (cycle), the Contractor shall submit an invoice for his work. The total per acre price of the application will be made in accordance with the actual number of treated acres as recorded by each of the Contractor's GPS systems.

When recording acreage, the Contractor shall create a separate invoice for the eastbank and for the westbank. Additionally, the Contractor shall separate the acreage of the State routes (see Attachment F) for the eastbank and for the westbank.

ATTACHMENT A

**Herbicide Products**

1. Valent Outrider®		
Active ingredient:		
Sulfosulfuron		75%
Other Ingredients		25%
2. BASF Overdrive®		
Active Ingredients:		
Sodium salt of diflufenzopyr: 2-(1-[[3,5-difluorophenylamino] carbonyl)-hydrazono]ethyl)-3-pyridinecarboxylic acid, sodium salt*		21.3%
Sodium salt of 3,6-dichloro- <u>o</u> -anisic acid**		55.0%
Other Ingredients		23.7%
Total:		100.0%
*This product contains 20% 2-(1-[[3,5-difluorophenylamino] carbonyl)-hydrazono]ethyl)-3-pyridinecarboxylic acid (diflufenzopyr) or 0.20 pound acid equivalent per pound of product.		
**This product contains 50% 3,6-dichloro- <u>o</u> -anisic acid equivalent per pound of product.		
3. BASF Plateau®		
Active Ingredient:		
Ammonium salt of imazapic (±)-2-[4,5-dihydro-4-methyl-4-(1-methylethyl)-5-oxo-1H-imidazol-2-yl]-5-methyl-3-pyridinecarboxylic acid*		23.6%
Other Ingredients:		76.4%
Total:		100.0%
4. Syngenta Barricade® 65WG		
Active Ingredient:		
Prodiamine*		65%
Other Ingredients:		35%
Total:		100%
*(CAS No. 29091-21-2)		
5. Bayer Pastora®		
Active Ingredients:		
Nicosulfuron		
2-(4,6-dimethoxypyrimidin-2-yl) aminocarbonyl)aminosulfonyl)		
N-dimethy-3-pyridinecarboxamide		56.2%
Metsulfuron Methyl		
Methyl 2-[[[(4-methoxy-6-methyl-1,3,5-triazin-2yl)amino]carbonyl] Amino]sulfonyl]benzoate		15.0%
Other Ingredients:		28.8%
Total:		100.0%



6. Corteva Opensight®		
Active Ingredients:		
Potassium salt of 2-pyridine carboxylic acid, 4-amino-3,6-dichloro-		62.13%
Metsulfuron methyl (Methyl 2 -[[[(4-methoxy-6-methyl-1,3,5-triazin-2-yl) -amino]carbonyl]amino]sulfonyl]benzoate)		9.45%
Other Ingredients:		28.42%
Total:		100.00%

Acid Equivalent: aminopyralid (2-pyridine carboxylic acid, 4-amino-3, 6-dichloro-) – 52.5%  
 Contains 0.62 pound potassium salt of aminopyralid active ingredient (0.525 pound acid equivalent) and 0.0945 pound metsulfuron methyl per pound of product.

7. Bayer Esplanade® 200 SC		
Active Ingredient:		
Indaziflam (CAS No: 730979-19-8)		19.05%
Other Ingredients:		80.95%
Total:		100.00%

8. Nufarm Weedestroy AM-40		
Active Ingredient:		
Dimethylamine Salt of 2,4-Dichlorophenoxyacetic Acid*		47.30%
Other Ingredients:		52.70%
Total:		100.00%

Isomer Specific AOAC Method, Equivalent to:  
 \*2,4-Dichlorophenoxyacetic Acid 39.3%, 3.8 lbs/gal

9. Corteva Accord® XRT II		
Active Ingredient:		
Glyphosate: N-(phosphonomethyl)glycine, dimethylamine salt-		50.2%
Other Ingredients:		49.8%
Total:		100.0%

Contains 5.07 lb per gallon glyphosate, dimethylamine salt (4 lb per Gallon glyphosate acid).

10. Bayer Derigo®		
Active Ingredients:		
Foramsulfuron (CAS Number 173159-57-4)		24.0%
Iodosulfuron-methyl (CAS Number 144550-36-7)		2.4%
Thiencarbazone-methyl (CAS Number 317815-83-1)		10.0%
Other Ingredients:		63.6%
Total:		100.0%

Derigo® Herbicide is formulated as a 36.4% water dispersible granule.

11. Bayer Escort® XP

Active Ingredient:

Metsulfuron methyl

Methyl 2-[[[(4-methoxy-6-methyl-1,3,5-triazin-2-yl)amino]  
-carbonyl]amino]sulfonyl]benzoate

60%

Other Ingredients:

40%

Total:

100%

12. Bayer Roundup Custom™

Active Ingredient:

\*Glyphosate, N-(phosphonomethyl)glycine,  
In the form of its isopropylamine salt

53.8%

Other Ingredients:

46.2%

Total:

100.0%

\*Contains 648 grams per liter or 5.4 pounds per US gallon of active ingredient  
Glyphosate, in the form of its isopropylamine salt. Equivalent to 480 grams per  
Liter or 4.0 pounds per US gallon of the acid, glyphosate.

**Note: As-equal products must be submitted to the Parkways Department for review and approval prior to usage.**

ATTACHMENT B

**Incidental Herbicide Products**

The below listed products are to be priced for incidental use only. These products and rates shall be used to increase or decrease the application rate (and price) of any Base Bid program. There is no minimum or maximum quantity of incidental items associated with this contract. All pricing shall be provided for the given product and per acre measurement. No labor shall be considered in the pricing as the labor rate is included with the Base Bid program application price.

<b>Product</b>	<b>Rate</b>
1. Valent Outrider®	1/4 ounce per acre
2. BASF Overdrive®	1/2 ounce per acre
3. BASF Plateau®	1/2 ounce per acre
4. Syngenta Barricade® 65WG	1/4 pound per acre
5. Bayer Pastora®	1/4 ounce per acre
6. Corteva Opensight®	1/2 ounce per acre
7. Bayer Esplanade® 200 SC	1/4 ounce per acre
8. Nufarm Weedestroy AM-40	1 ounce per acre
9. Corteva Accord® XRT II	1 ounce per acre
10. Bayer Derigo®	1 ounce per acre
11. Bayer Escort® XP	1/4 ounce per acre
12. Bayer Roundup Custom™	1 ounce per acre

**Note: As-equal products must be submitted to the Parkways Department for review and approval prior to usage.**

ATTACHMENT C

**Rough Cut  
Spraying Program**

Rough Cut

**Schedule for rough cut turf areas (flat and sloped):**

**March - April**

1. BASF Plateau® – at a rate of 3 ounces per acre.  
+
2. Corteva Accord® XRT II - at a rate of 3 ounces per acre.  
+
3. BASF Pastora® – at a rate of 1-1/4 ounces per acre.

**June - July**

1. BASF Plateau® – at a rate of 4 ounces per acre.  
+
2. Corteva Accord® XRT II - at a rate of 3 ounces per acre.  
+
3. BASF Pastora® – at a rate of 1-1/4 ounces per acre.

**September**

Option 1

1. Corteva Opensight® – at a rate of 3.3 ounces per acre.  
+
2. Bayer Esplanade 200 SC – at a rate of 3 ounces per acre.

Option 2

1. BASF Overdrive® – at a rate of 4 ounces per acre.  
+
2. Corteva Accord® XRT II – at a rate of 3 ounces per acre.  
+
3. Syngenta Barricade® 65WG – at a rate of 2 lbs. per acre.

**\*\*A non-ionic wetting agent will be required for this contract\*\***

**\*\*All applications shall have a minimum wetting coverage of twenty (20) gallons of water per acre\*\***

**Note: As-equal products must be submitted to the Parkways Department for review and approval prior to usage.**

ATTACHMENT D

**Smooth Cut  
Spraying Program**

Smooth Cut

**Schedule for smooth cut turf areas (manicured):**

**January - February**

Option 1

1. Syngenta Barricade® 65WG – at a rate of 1.0 lbs per acre.  
+
2. BASF Overdrive® – at a rate of 4 ounces per acre.

Option 2

1. Syngenta Barricade® 65WG – at a rate of 1.0 lbs per acre.  
+
2. Nufarm Weedestroy® AM-40 – at a rate of 32 ounces per acre.  
+
3. BASF Overdrive® – at a rate of 3 ounces per acre.

Option 3

1. Nufarm Weedestroy® AM-40 – at a rate of 32 ounces per acre.  
+
2. BASF Overdrive® – at a rate of 3 ounces per acre.

**April**

1. BASF Plateau® – at a rate of 3 ounces per acre.  
+
2. Bayer Derigo® – at a rate of 3 ounces per acre.

**July**

Option 1

1. BASF Plateau® – at a rate of 4 ounces per acre.  
+
2. Bayer Pastora® – at a rate of 1-1/4 ounces per acre.  
+
3. Valent Outrider® – at a rate of 1 ounce per acre.

Option 2

1. BASF Plateau® – at a rate of 4 ounces per acre.  
+
2. Bayer Derigo® – at a rate of 3 ounces per acre.  
+
3. Valent Outrider® – at a rate of 1 ounce per acre.

**September**

Option 1

1. Syngenta Barricade® 65WG – at a rate of 1.3 lbs per acre.  
+
2. BASF Plateau® – at a rate of 3 ounces per acre.  
+
3. Valent Outrider® – at a rate of 1 ounce per acre.

Option 2

1. Bayer Esplanade 200 SC – at a rate of 3 ounces per acre.  
+
2. BASF Plateau® – at a rate of 3 ounces per acre.  
+
3. Valent Outrider® – at a rate of 1 ounce per acre.

**\*\*A non-ionic wetting agent will be required for this contract\*\***

**\*\*All applications shall have a minimum wetting coverage of twenty (20) gallons of water per acre\*\***

**Note: As-equal products must be submitted to the Parkways Department for review and approval prior to usage.**

ATTACHMENT E

**Drainage Ditch  
Spraying Program**

Drainage Ditch

**Schedule for drainage ditch areas:**

**As-Requested by the Parkways Department**

Option 1

1. Bayer Roundup Custom™ – at a rate of 6 ounces per acre.

Option 2

1. Bayer Roundup Custom™ – at a rate of 6 ounces per acre.  
+
2. Nufarm Weedestroy® AM-40 – at a rate of 42 ounces per acre.

**\*\*A non-ionic wetting agent will be required for this contract\*\***

**\*\*All applications shall have a minimum wetting coverage of twenty (20) gallons of water per acre\*\***

**Note: As-equal products must be submitted to the Parkways Department for review and approval prior to usage.**

DATE: 11/13/2024  
BID NO.: 50-00146647

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

**JEFFERSON PARISH**

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

PURCHASING SPECIALIST:  
RUBY.TRAN@jeffparish.gov

**BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 12/19/2024 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053. At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.**

**LATE BIDS WILL NOT BE ACCEPTED**

**NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE AND MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

**THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS**

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 136353 and/or Resolution No. 141125 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://www.jeffparish.gov/464/Purchasing> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the Purchasing Specialist's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

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

Visit our website at [HTTP://WWW.JEFFPARISH.GOV/464/PURCHASING](http://WWW.JEFFPARISH.GOV/464/PURCHASING)



All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge any Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://www.jeffparish.gov/464/Purchasing> or you may provide your own document.

### INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"

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

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

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

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

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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.

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 to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.**

**Please visit our E-Procurement Page at [www.jeffparishbids.net](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://www.jeffparish.gov/464/Purchasing> .**

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. 136353 or 141125 as amended. 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://www.jeffparish.gov/464/Purchasing> and clicking on Online Forms.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW. IF THE NUMBER IS NOT SPECIFIED IN THIS BOX, IT IS NOT APPLICABLE FOR THIS BID.

**1, 3, 4, 5, 6, 10, 12, 13, 15**

**PRE-BID CONFERENCE TO BE HELD AT: GENERAL GOVERNMENT BLDG- 200 DERBIGNY ST  
SUITE 4400, GRETN LA 70053 @ 9:00 AM  
ON12/02/2024**

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 Building Permits. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Building Permits. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable municipality, 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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.
7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Any deviation from the Standard Insurance Requirements must be requested in writing prior to bid opening. Written approval for any deviation, must be submitted with your bid submission. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is 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.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

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 as per the appendix instructions. Failure to submit applicable certifications per the appendix instructions will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

**It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to 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 by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

TOTAL PRICE OF ALL BID ITEMS: \$ \_\_\_\_\_

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.: 50-00146647

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
LABOR, MATERIALS, AND EQUIPMENT NEEDED TO PROVIDE A THREE (3) YEAR CONTRACT FOR SMOOTH AND ROUGH MEDIAN/ROADSIDE HERBICIDE SPRAYING FOR THE JEFFERSON PARISH DEPARTMENT OF PARKWAYS					
1	400.00	AC	0010 ROUGH CUT MARCH - APRIL PROGRAM	\$	\$
2	775.00	AC	0020 ROUGH CUT JUNE - JULY PROGRAM	\$	\$
3	550.00	AC	0030 ROUGH CUT SEPTEMBER PROGRAM OPTION 1	\$	\$
4	550.00	AC	0040 ROUGH CUT SEPTEMBER PROGRAM OPTION 2	\$	\$
5	550.00	AC	0050 SMOOTH CUT JANUARY - FEBRUARY PROGRAM - OPTION 1	\$	\$
6	800.00	AC	0060 SMOOTH CUT JANUARY - FEBRUARY PROGRAM - OPTION 2	\$	\$
7	800.00	AC	0070 SMOOTH CUT JANUARY - FEBRUARY PROGRAM - OPTION 3	\$	\$
8	850.00	AC	0080 SMOOTH CUT APRIL PROGRAM	\$	\$
9	275.00	AC	0090 SMOOTH CUT JULY PROGRAM OPTION 1	\$	\$
10	275.00	AC	0100 SMOOTH CUT JULY PROGRAM OPTION 2	\$	\$
11	800.00	AC	0110 SMOOTH CUT SEPTEMBER PROGRAM OPTION 1	\$	\$
12	800.00	AC	0120 SMOOTH CUT SEPTEMBER PROGRAM OPTION 2	\$	\$

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00146647

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
13	300.00	AC	0130 DRAINAGE DITCH PROGRAM OPTION 1	\$	\$
14	300.00	AC	0140 DRAINAGE DITCH PROGRAM OPTION 2	\$	\$
15	2,850.00	AC	0150 INCIDENTAL PRODUCT VALENT OUTRIDER*  APPLICATION RATE:1/4 OUNCE PER ACRE	\$	\$
16	1.00	AC	0160 INCIDENTAL PRODUCT BASF OVERDRIVE*  APPLICATION RATE:1/2 OUNCE PER ACRE	\$	\$
17	1.00	AC	0170 INCIDENTAL PRODUCT BASF PLATEAU*  APPLICATION RATE:1/2 OUNCE PER ACRE	\$	\$
18	1.00	AC	0180 INCIDENTAL PRODUCT SYNGENTA BARRICADE* 65WG  APPLICATION RATE:1/4 POUND PER ACRE	\$	\$
19	1.00	AC	0190 INCIDENTAL PRODUCT BAYER PASTORA*  APPLICATION RATE:1/4 OUNCE PER ACRE	\$	\$
20	1.00	AC	0200 INCIDENTAL PRODUCT CORTEVA OPENSIGHT*  APPLICATION RATE:1/2 OUNCE PER ACRE	\$	\$
21	1.00	AC	0210 INCIDENTAL PRODUCT BAYER ESPLANADE* 200 SC  APPLICATION RATE:1/4 OUNCE PER ACRE	\$	\$
22	1.00	AC	0220 INCIDENTAL PRODUCT NUFARM WEEDESTROY AM-40  APPLICATION RATE: 1 OUNCE PER ACRE	\$	\$
23	1.00	AC	0230 INCIDENTAL PRODUCT CORTEVA ACCORD* XRT II	\$	\$





## CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF  
\_\_\_\_\_  
INCORPORATED.

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

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

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

\_\_\_\_\_  
**SECRETARY-TREASURER**

\_\_\_\_\_  
**DATE**

## **Non-Public Works Bid Affidavit Instructions**

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

*Instruction sheet may be omitted when submitting the affidavit*

**Non-Public Works Bid**

**AFFIDAVIT**

**STATE OF** \_\_\_\_\_

**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 \_\_\_\_\_.

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

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 136353 or No. 141125, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or her designee, with the concurrence of the Director of Risk Management or her designee, may agree on a case-by- case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. **Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date.** Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

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For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. **Failure to comply will cause the bid to be rejected.** The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Parish of Jefferson, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

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

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

As required by Worker's Compensation Law of the State of the Contractor's headquarters. Employer's Liability is included, with minimum limits of \$500,000 per occurrence, except it shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act.

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

**Note: If your company is not required by law to carry workmen's compensation insurance, i.e. sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the**

**bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.**

**COMMERCIAL GENERAL LIABILITY**

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

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

**BUSINESS AUTOMOBILE LIABILITY**

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

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

**Note: This category may be omitted if bidders do not/will not utilize vehicles for the project AS DETERMINED BY Risk Management and Parish Attorney's Office after properly requesting a deviation as discussed above. Bidder must request a deviation prior to bid opening and may be given an automobile insurance declaration affidavit to execute. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.**

**DEDUCTIBLES** - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

**UMBRELLA LIABILITY COVERAGE** - An umbrella policy or excess may be used to meet minimum requirements. Certificate of Insurance must state which coverage the Umbrella sits over.

**FOR CONSTRUCTION AND RENOVATION PROJECTS:**

The following are required if selected below. Such insurance is due upon contract execution.

**OWNER'S PROTECTIVE LIABILITY**

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

**BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.