



**Bid Number 50-00146808**

**PURCHASE OF SUBMERSIBLE MOTOR PUMPS FOR THE  
JEFFERSON PARISH DEPARTMENT OF SEWERAGE**

**BID DUE: December 12, 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 II: Ruby Tran  
Email: [ruby.tran@jeffparish.gov](mailto:ruby.tran@jeffparish.gov)  
Phone: 504-364-2687**

**BID # 50-00146808 - SPECIFICATIONS**

**PURCHASE OF SUBMERSIBLE MOTOR PUMPS FOR THE JEFFERSON PARISH**

**DEPARTMENT OF SEWERAGE**

**GENERAL:**

Bidder shall quote on supplying two (2) KSB Model KRT, or approved equal, wastewater non-clog submersible motor pumps with discharge elbow 12x12, with a 12" suction and discharge, two (2) upper guide rail brackets, 3" stainless steel rails, two (2) pump lifting chains, and one (1) custom control Technology Duplex Control panel, or approved equal. Any bids submitted other than that as specified, must include in their bid all information needed to fully demonstrate complete compliance with requirements of these specifications and dimensional duplicity of the KSB or Fairbanks Morse pumps. The bid will be awarded to the lowest responsible bidder complying with all provisions of this invitation, providing the bid is reasonable, and in the best interest of Jefferson Parish to accept. Jefferson Parish reserves the right to accept or reject the bid in whole or part, any bids that are incomplete or do not demonstrate that they are equal to the requirements of these specifications. It is the bidder's responsibility to provide adequate information necessary for the complete evaluation of their proposed equipment. Jefferson Parish shall be the sole judge as to the equality of any manufacturer's offering.

The pump shall be designed to successfully operate at a rated duty point of 5600 US GPM and 36.0 ft. and shall be capable of operating within a range from 15.7 ft. to 56.3 ft. continuously.

The shut-off head shall be at minimum 68 ft. The pump's nominal speed shall not exceed 1189 rpm.

The pumped media shall have a maximum temperature of 104 °F, a specific gravity of 61.95 lb/ft<sup>3</sup> and a viscosity of 7E-6 ft<sup>2</sup>/s.

The minimum pump efficiency at the design point shall be not less than 82.1 %.

The pump's submersible dry squirrel cage electric motor shall be capable of operation at three (3) phase, 60 Hz 460 Volt service. The rated motor power shall not exceed 74 hp.

Furnish 1 TESCO, CCT Duplex Control Panel, 75 H.P., 460/3/60 as described below.

Furnish 4 - 3" Stainless Steel guide rails. Each rail shall be 20' long

Furnish 2 – 316 Stainless Steel lifting chains

Operating Conditions – Design: 5600 GPM @ 36 FT TDH @ 82.1% EFFICIENCY

Minimum Shutoff head: 68 FT

Maximum Motor HP: 74 HP

Minimum Hydraulic Efficiency (at design): 82.1%

Maximum Motor RPM: 1189 RPM

Minimum Free Passage Size: 3.9375 Inches

Maximum Pump Discharge Size: 12 inches

## **BID # 50-00146808 - SPECIFICATIONS**

### **QUALITY ASSURANCE - REFERENCED STANDARDS:**

American Iron & Steel Institute (AIS)  
American Society for Testing and Materials (ASTM)  
Factory Mutual (FM)  
Hydraulic Institute Standards for Centrifugal, Submersible Pumps  
National Fire Protection Agency (NFPA)  
National Electric Code (NEC)  
National Electrical Manufacturers Association (NEMA)  
Anti-Friction Bearing Manufacturers Association (AFBMA)  
International Standards Organization (ISO) - ISO9001

### **WARRANTY:**

The pump manufacturer shall warrant the pump, motor and guide system to the Owner against defects in workmanship and materials for a period of 12 months from start-up or 18 months from shipment, whichever occurs first, under normal use and service. Pump manufacturer warranties shall be in published form and shall apply to all similar units. A copy of each warranty shall be provided to the Owner at startup.

### **PRODUCTS:**

Subject to compliance with these specifications, the following are acceptable: KSB, Fairbanks Morse. All products, whether named as "acceptable" or proposed as "equal" must fully comply with these specifications. Standard products must be modified, if required, for compliance.

### **MATERIALS:**

#### **SUBMERSIBLE SEWAGE PUMPS**

Pump Case: Cast Iron, ASTM A48, Class 35B  
Motor Housing: Cast Iron, ASTM A48, Class 35B  
Impeller: Cast Iron, ASTM A48, Class 35B  
Intermediate Housing (Backplate): Cast Iron, ASTM A48, Class 35B  
Discharge Base Elbow: Cast Iron, ASTM A48, Class 35B  
Pump/Motor Shaft: ASTM A276 Type 420 stainless steel Shaft Sleeve: Stainless Steel

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Wear Ring, case: Cast Iron, ASTM A48, Class 35B

O-Rings: Nitrile Rubber (NBR)

Fasteners (including impeller fastener): Stainless Steel, ASTM A276 Type 316Ti.

Lower Seal Faces: Silicon Carbide/Silicon Carbide

Upper Seal Faces: Silicon Carbide stationary/Carbon rotating

Lifting bail: Cast Iron

Lifting Chain: Stainless Steel, ASTM A276 Type 316

Oil-all uses (seal lubrication, etc): Ecologically safe, paraffin or mineral base

Power/Control Cable Jacket: Waterproof synthetic rubber compound with non-wicking fillers

### **FABRICATION:**

#### **GENERAL:**

Provide pumps capable of handling wastewater. Design pumps to allow for removal and reinstallation without the need to enter the wet well and without removal of bolts, nuts or other fasteners. Provide a pump that connects to a permanently mounted discharge connection by simple downward motion, without rotation, guided by at least two non-load-bearing guides. For guide pipe systems, the pipe shall be supplied and warranted by the installation contractor. Final connection shall ensure zero leakage between pump and discharge connection flange. Provide a discharge connection/ guide system so that no part of the pump bears directly on the floor of the wet well. Provide Type 316 stainless steel chain of 15 ft. length to properly and safely lift pumps from the wet well.

#### **PUMP CONSTRUCTION:**

The pump shall be of submersible centrifugal, solids handling, single stage, volute casing, end suction type capable of satisfying the specified performance requirements. The pump shall be suited for continuous operation in a submerged condition driven directly by submersible dry squirrel cage induction motor. The impeller shall be fitted directly to the motor shaft. The head-capacity curve shall have a single flow rate for each pumping head value and have a continuously rising head characteristic from the specified design point to shut-off to ensure stability and control in both individual and/or parallel operation. The operating range of the pump, as specified, is defined by the maximum and minimum operating heads against which the pump will be required to operate. At no point on the pump's power demand curve between shut-off and the minimum operating head shall the pump's power demand exceed the rated power of the motor.

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### **MAJOR COMPONENTS:**

Furnish major components (pump case, impeller, intermediate housing, and motor housing) of cast material as specified with smooth surfaces devoid of blowholes and other irregularities.

### **CASING:**

The pump shall have a volute casing with centerline discharge. The single piece pump casing shall be made of suitable thickness to allow for long pump life and to safely withstand the pressure at shut off head. The discharge nozzle shall be provided with integrally cast flange. Critical mating surfaces where watertight sealing is required shall be machined and fitted with O-rings. Fittings will be the result of controlled compression of rubber O-rings in two planes and O-ring contact of four sides without the requirement of a specific torque limit. Rectangular cross-sectioned gaskets requiring specific torque limits to achieve compression shall not be considered as adequate or equal. No secondary sealing compounds, elliptical O-rings, grease or other devices shall be used. The specified thickness of the casing cover / discharge cover is .236 inch as a minimum.

### **IMPELLER:**

The impeller shall be of a centrifugal, closed, multi-channel, non-clogging design for high efficiency pumping of industrial and municipal wastewater. It shall have vanes and be capable of handling solids of at minimum 3.9375-inch size, long fibers, sludge and other materials as may normally be found in wastewater. Back vanes shall be provided to minimize axial loads and to propel solids away from the seal area. The impellers lateral cavities shall be of ample size to protect against wear and clogging. The impeller shall be a one-piece casting of the material as specified. It shall be smooth, well-finished, free from blowholes and imperfections, and be dynamically balanced. The impeller shall be securely fitted to the pump shaft in such a manner that it does not loosen or become detached if the pump is operated in the wrong direction as may happen by reversed flow or reversed motor connections.

### **SHAFT:**

Provide common pump/motor shaft of sufficient size to transmit full driver output with a maximum deflection of 0.002 inches measured at the lower mechanical seal. Machine the shaft of ASTM A276 420 stainless steel.

### **SHAFT SEAL:**

Each pump shall be provided with two (2) totally independent, mechanical seals, installed in tandem, each with its own independent single spring system acting in a common direction. The sealing shall not depend on the direction of rotation. The primary, impeller-side seal shall operate in a large, flooded chamber formed by cast recesses in the impeller and back plate. Spring type mechanical seal being especially suited for duties with media containing abrasive solids shall protect the impeller-side seal. The

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primary and the secondary seal faces shall operate in a generously proportioned lubricant chamber that hydrodynamically lubricates the seal faces to allow for extended periods of dry-running operation without the need for external seal lubrication or cooling systems. The lubricant chamber liquid shall be environmentally friendly and nontoxic. The seal face material of the primary seal shall be of at minimum Silicon Carbide versus Silicon Carbide (SiC/SiC) for excellent hardness and chemical resistance across the entire "pH" range. The secondary seal shall be Carbon versus Silicon Carbide (Carbon/SiC) for the best emergency running properties. No other seal face materials are acceptable. The seal faces must be of a solid material capable of being re-lapped. The seals shall require neither routine maintenance nor adjustment but are capable of being easily inspected and replaced. Mechanical seal metal parts shall be of CrNiMo-stainless steel. Seals shall be non-proprietary in design and shall be available from another vendor in addition to the pump manufacturer.

Conventional double mechanical seals with a single or multiple springs acting in opposed direction, cartridge-type mechanical seals; seals with materials other than those specified; shall not be considered as adequate for this critical sealing area.

### **BEARINGS:**

Furnish upper and lower bearings, single row (preferred) or double row as needed to provide a B10 life of, at minimum, 100,000 hours at all anticipated axial and radial loadings within the Preferred Operating Range (POR). Provide sealed/shielded (permanently lubricated) bearings. If open-type (non-shielded) bearings are used, provide re-lubrication ports with positive anti-leak plugs for periodic addition of lubrication from external to the pump.

### **MOTOR:**

Provide a motor that is squirrel cage, induction in design, housed in a completely watertight and air-filled chamber, with a min 1.15 service factor. Motor protection shall be at minimum IP 68. The motor shall be adequately sized and rated for continuous operation at a maximum fluid temperature of 104° F (40° C). Allowable maximum submergence shall not be less than 100 ft (30 m). The motor shall be rated for supply voltage of 460 V and frequency of 60 Hz and accept voltage fluctuations as per range A of IEC 60034-1 (Supply voltage +/- 5 % supply frequency +/- 2 %). The motor shall be explosion proof to FM Class I, Div. 1, Gr. C+D hazardous locations as defined by the National Electric Code. The motor shall be designed for a maximum of 10 number of starts per hour.

The motor stator shall be wound using Class H monomer-free polyester resin insulation resulting in an overall motor rating of 311 °F (155 °C), Class H. The stator windings shall be Current-UV-Dip-Impregnated resulting in a winding fill factor of at least 95 %. The rotor bars and short circuit rings shall be made of cast aluminum.

The motor and pump set complete must be designed and manufactured by the same company. Motors containing di-electric oils used for motor cooling and/or bearing lubrication or motors where the pumped media or externally provided fresh water is directed through the motor shell for cooling is not acceptable.

Provide temperature protection, seal leak, and bearing detection as described below.

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### **BOLTS AND NUTS:**

All nuts or bolts exposed to the pumped media shall be of stainless steel as specified.

### **NAMEPLATE:**

Each pump shall be provided with a stainless-steel nameplate firmly attached to the pumping unit. It shall be clearly and durable inscribed with the manufacturer's name, year of manufacture, pump-type, serial number, and principal rating data. For easy identification of the submerged pumping unit, a second equal nameplate shall be supplied along with its documentation for attachment outside the wet well.

### **PROTECTIVE COATING:**

All exterior metal surfaces of the pump shall be subject to the following preparation and coating procedure except nameplates, bright parts and stainless-steel parts. The preparatory treatment of cast and welded components shall be accomplished in accordance with Sa 2 1/2 to SIS 055 900. (Identical to ISO 8501-1 / ISO 12 944-4 and DIN 55928, Part 4). Scale, rust and coatings shall be removed by steel grit blasting to such an extent that that any residues on the surface remain visible only as a light tinge due to shaded pores. Cleaning of the sandblasted surfaces shall be done by vacuum cleaning, blasting or brushing off.

The primer when using Zinc dust or Zinc phosphate base shall have a dry film thickness of not less than 35 microns.

An abrasion and shock-resistant, non-porous 2-component epoxy resin base coating shall be used. It shall be resistant against many diluted acids and brines as well as grease, oil, solvents and seawater and especially suited for use in hydrous media. The solids content shall be not less than 82%. The shop-applied topcoat shall have a dry film thickness of not less than 150 microns. The color shall be Ultramarine Blue (RAL 5002 to DIN 6174).

Nameplates shall be masked or removed prior to surface preparation and coating.

Polished parts and surfaces (shafts, couplings) shall not be painted but preserved against corrosion. The coating of stainless-steel parts is not required but acceptable.

### **POWER CABLE AND CABLE ENTRY:**

All power and control cables shall be suitable for the flexible connection of the submersible pumps, sized in accordance with IEC requirements and shall be Ozone, UV, weather, oil and water resistant.

The conductors shall be made of finely stranded copper to Class 5 of IEC 60228. Each conductor shall be insulated by an ethylene-propylene-rubber (EPR). An inner sheath of rubber shall also be utilized. The

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cable outer sheath shall be water and oil-resistant and made of a special rubber compound on chlorinated rubber (CM) base. Each cable shall be rated for 600/1000 V (S1BN8-F standard cable), a maximum conductor temperature of 90°C (194 °F) and a maximum medium temperature of 40 °C (104 °F).

The power and control cables shall be of (33 ft.) length. Each cable entry seal shall be rated for a submerged depth of 65 ft.

A triple sealed cable entry design along with strain relief and bend protection shall be provided. Firstly, the cable entry seal shall consist of an elastomer grommet compressed by two stainless steel washers, sealing the outside of the cable against the cable entry casing. Secondly, the entire end of the cable shall be sealed inside the cable entry housing with a non-shrink epoxy resin. Thirdly, a monolithic dam formed by either solder on bare stripped section or by an inserted Copper bushing shall seal each individual cable lead making sure that no entry of moisture is possible into the high-voltage motor terminal area even if the cable is damaged or severed below water level. Cable entries not designed as described above will not be accepted.

### **MOTOR THERMAL PROTECTION:**

Temperature monitors shall be embedded in the motor windings for use in conjunction with and supplemental to external motor overload protection. These monitors shall be temperature sensitive PTC thermistors (temperature sensitive semi-conducting resistance devices with positive temperature coefficients) and/or bi-metallic switches. These monitors shall interface with the pump's control and shall shut down the pump should high temperature be detected. The temperature monitors and control shall automatically reset once the motor temperature returns to normal.

### **MOTOR HOUSING MOISTURE PROTECTION:**

A moisture detector shall be mounted in the motor's stator cavity allowing a control panel mounted relay to de-energize the motor should leakage occur.

### **"PumpSafe" MOTOR SENSOR MONITORING RELAY:**

The pump supplier shall furnish all relays required for monitoring all motor sensors. The relays shall be installed by others in the motor control panel and properly wired in accordance with pump manufacturer's instructions. Relays shall mount in standard 12-pin socket bases (provided) and shall operate on available control voltage of 24-240 VAC. If relays require an input voltage that is not available in the motor control panel the pump supplier shall provide an adequate transformer (with fused input). Relays shall have a power consumption of no more than 2.8 watts and shall be UL approved. Relays shall be modular in design, with each relay monitoring no more than two motor sensor functions.



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Each relay module shall include a dual color (red/green) LED to indicate the status of each monitored sensor. Green will indicate "status OK"; red will indicate a failure or alarm condition. A self-corrected fault will allow the relay output contacts to reset and cause the LED to change from a steady alarm indication to a flashing signal. The LED shall continue to flash until locally cleared, providing the operator an indication of a potential intermittent fault. Each relay shall also include a power-on LED and both "test" and "reset" pushbuttons.

An independent fail-safe (switch on power loss) form-C output contact shall be included for each monitored sensor to provide a normally open / normally closed dry contact to initiate a remote alarm device or shut down the motor. Contacts shall be rated for 5 amps at 120 volts.

### **INSTALLATION: (BY OTHERS)**

The pump shall be furnished with a double guide system to permit easy removal and reinstallation of the pump without the need for personnel to enter the wet well. The pump shall have a guide claw used to guide the pump into place on the discharge elbow. The claw shall be bolted to the pump and not form an integral part of the same. The discharge elbow of each pump shall be permanently installed in the wet well along with the discharge piping and be designed to receive the pump without the need to remove any bolts and nuts. Anchor bolts for attachment of the elbow to the wet well floor shall be provided. The discharge elbow shall be size 12-inch x 12-inch flange connection to ASME/ANSI B16.1, CLASS 125. Perfect sealing between the pump and its discharge elbow shall be accomplished by an O-ring seal. The moment created by the entire weight of the pump unit shall be utilized for sealing. No portion of the weight shall bear directly on the sump floor, nor shall any portion of the pump weight be supported by the guides. Simple metal-to-metal sealing and/ or wedge type connection systems shall not be acceptable.

The guide system shall be double guides bars shall be suitable for an installation depth of 11 ft. extending from the top of the pump well to the sump floor. Brackets shall be provided with all accessories and bolts forming the upper support of the guides as well as intermediate supports where required for installation shall be provided. Each pump shall be fitted with a stainless-steel lifting chain of 15 ft. length to permit raising and lowering the pump from the wet well properly and safely.

#### Materials:

Discharge elbow: Grey cast iron (A 48 Class 35B)

Claw: Grey cast iron (A 48 Class 35B)

Bracket: Stainless steel (A 276 Type 316 Ti)

Guide bars: 3 inch 316 S.S., schedule 40.

Lifting chain: Stainless steel (A 276 Type 316 L)

## **BID # 50-00146808 - SPECIFICATIONS**

### **CONTROL PANEL:**

Provide a TESCO, CCT duplex control panel to operate automatically from a submersible level transmitter with two float switches as back up. Circuit breakers to be accessible through cutouts in the inner door. Selector switches, pilot lights and EM's to be mounted on the inner door. Alarm light on top of enclosure. 75 H.P., 460/3/60. Type 4X 304 SS enclosure 60"x36"x12", back panel, aluminum inner door for 60"x36" enclosure, main incoming power block, pump sensor terminal blocks, float terminal blocks, dry contact terminal blocks, HW, Over temp, Seal fail, pump circuit breaker, transformer primary circuit breaker, voltage/phase monitor 3 PH Macromatic, relay socket 8-pin octal 600v, rated Macromatic, surge/lightning arrestor 40 ka, 600y/374 vac, 3 phase, 4 wire, NEMA 4X, soft starter, 75 H.P., @ 460 volt, IEC contactors, 115A, 75 H.P., 480V coil, transformer 250VA 480V primary 120V secondary square D, primary fuse 3A cc, fuse block 2P cc, Fuse 3A, fuse holder, process meter/level/pressure controller, 4 relays precision digital, transducer level submersible 4-20 mA, 50' PE cable Keller America, alternator duplex with SEL SW Macromatic, Relap 4P 120v coil with status indicator, float switch backup, heat sensors, seal failure, timer relay, timer relay socket, H-O-A selector switch 22mm inner door mounted, alarm on-of-test selector switch 22mm inner door mounted, silence switch 22mm oil tight mounted on exterior on side, pump run pilot light 22mm inner door mounted, pump run pilot light 22mm inner door mounted, pump fail pilot light 22mm inner door mounted seal fail pilot light 22mm inner door mounted, selector switch 22mm, push button for float backup reset 22mm inner door mounted, elapsed time meter, 3-hole round trumpeter, alarm light 4X 40w red, Pelco flasher, high water, UL listing wire harness, wire way.

### **SERVICE:**

The pump bidder must be listed as a factory authorized service center for the brand they are bidding on and be capable of completely servicing the proposed pumps. The pump bidder must have a direct factory service center and stocking facility capable of completely servicing and supplying spare parts for the proposed pumps. The bidder's service center must have full-time, factory trained mechanics certified to service the equipment being offered.

DATE: 11/27/2024

INVITATION TO BID  
THIS IS NOT AN ORDER

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BID NO.: 50-00146808

## 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, 12/12/2024 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.

**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 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.: 50-00146808

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	2.00	EA	<p>PURCHASE OF SUBMERSIBLE MOTOR PUMPS FOR THE JEFFERSON PARISH DEPARTMENT OF SEWERAGE</p> <p>0010 - KSB MODEL KRT SUBMERSIBLE PUMPS WITH DISCHARGE ELBOW 12x12, WITH</p> <p>A 12 INCH SUCTION AND DISCHARGE,75 H.P. 1150 RPM, 460/3/60 MOTOR WITH 65 FOOT CORD. RATED FLOW OF 5600 GPM AT 36 TDH, UPPER GUIDE RAIL BRACKETS (2), 3 INCH STAINLESS STEEL RAILS (4), STAINLESS STEEL PUMP CABLES (2)</p>	<p>\$ _____</p>	<p>\$ _____</p>
2	1.00	EA	<p>0020 - CUSTOM CONTROLS TECHNOLOGY DUPLEX CONTROL PANEL, 75 H.P., 460/3/60</p> <p>DELIVER TO: PUBLIC WORKS WAREHOUSE 1500 RIVER PARK ROAD BRIDGE CITY, LA 70094</p>	<p>\$ _____</p>	<p>\$ _____</p>

## 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 \_\_\_\_\_.