



Bid Number 50-00147291

Furnish Labor, Materials and Equipment Necessary to Install Track and Field Lighting and Security Lighting Upgrade at Kings Grant Playgroud and Johnny Jacobs Playground for the Jefferson Parish Department of Parks and Recreation

Bid Due: March 25, 2025 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 by the bid due date and time.

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053**

Purchasing Specialist Name: Donna M Evans, Purchasing Specialist II

Purchasing Specialist Email: donna.evans@jeffparish.gov

Purchasing Specialist Phone: 504-364-2691

DATE: 2/26/2025
BID NO.: 50-00147291

INVITATION TO BID
THIS IS NOT AN ORDER

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

PURCHASING SPECIALIST:
DMEVANS@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 3/25/2025 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 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).

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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 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.

3, 4, 5, 6, 8, 9, 10, 11, 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(l), 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.

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BID FORM
Non Public Works

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.: 50-00147291

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			FURNISH LABOR, MATERIALS AND EQUIPMENT NECESSARY TO INSTALL TRACK AND FIELD LIGHTING AND SECURITY LIGHTING UPGRADE AT KINGS GRANT PLAYGROUND AND JOHNNY JACOBS PLAYGROUND- PARKS AND RECREATION		
1	46.00	EA	0010 To Provide Track and Field LED Sports Lighting Upgrade "as described in the attached specifications" For: Johnny Jacobs Playground 5851 5th Avenue Marrero, LA 70072 "If you are not bidding on the requested brand for the items in this bid, a detailed description of the items you are providing must be submitted with your bid"	\$ _____	\$ _____
2	16.00	EA	0020 To Provide Walkway Security Lighting "as described in the attached specifications" For: Johnny Jacobs Playground	\$ _____	\$ _____
3	1.00	JOB	0030 Installation Cost For: Johnny Jacobs Playground	\$ _____	\$ _____
4	37.00	EA	0040 To Provide Track and Field LED Sports Lighting Upgrade "as described in the attached specifications" For: Kings Grant Playground 3805 15th Street Harvey, LA 70058	\$ _____	\$ _____
5	10.00	EA	0050 To Provide Walkway Security Lighting "as described in the attached specifications" For: Kings Grant Playground	\$ _____	\$ _____
6	1.00	JOB	0060 Installation Cost For: Kings Grant Playground	\$ _____	\$ _____

**TO SUPPLY ALL EQUIPMENT, MATERIALS, AND LABOR NECESSARY TO INSTALL
TRACK AND FIELD LIGHTING AND SECURITY LIGHTING UPGRADE AT
KINGS GRANT PLAYGROUND, 3805 15TH STREET, HARVEY, LA 70058 AND
JOHNNY JACOBS PLAYGROUND, 5851 5TH AVENUE, MARRERO, LA 70072**

BID #

Section 1.0 – Pre-Bid Conference:

There will be no pre-bid meeting for this project. The bidder will be responsible for all measurements, etc. All site visits should be arranged through Ethan Landry at (504) 349-5000 x87217 or email Ethan at elandry@jeffparish.net.

Section 2.0 – Scope

Bid to supply all equipment, materials, and labor necessary to install field lights and security lights as described in the aim drawing included.

Job Sites: Kings Grant Playground, 3805 15th St., Harvey, LA 70058
Johnny Jacobs Playground, 5851 5th Ave., Marrero, LA 70072

Section 3.0 – License Requirements

Louisiana Commercial License - Electrical

Section 4.0 – Bond Requirements

Payment Bond – 50%

Performance Bond – 50%

Bid Bond – 5%

Bid Bond to be submitted with bid.

Payment and Performance Bonds are to be submitted at contract execution.

Section 5.0 – Quantities/Inspection:

Bidders must inspect the site and perform their own measurements in order to determine the proper quantity of materials and equipment required to complete this project. All measurements given in these specifications are informational only.

Section 6.0 – Bid Specifications:

Johnny Jacobs – Track & Field LED Lighting Upgrade

Provide an ECO-OKIA-ASP03-1250W-57K-48V-St. Atlas Scorpius Sports Light or equal. 180,000+Lumens. 200-480V Sosen 1-10V Dimmable Driver. 15+320+25+60 & 80 Degree Optics. Includes All New Cabling & Remote Driver Box Enclosure. Trunnion Bracket & S.S. Mounting Hardware included.

Johnny Jacobs – Security Lighting

Provide an ECO-MFD-08-200W-48V-50K Beta Luma Flood Fixtures or equal 347-480V Driver. 26200 Lumens. Bronze. Trunnion Bracket.

New electrical service, trenching, new underground wiring if needed, are not included in this proposal.

Recycling of Fixtures by others.

Installation costs include applicable lifts and materials to remove and replace existing sports lights with new EcoSport fixtures.

Kings Grant – Track & Field LED Lighting Upgrade

Provide an ECO-OKIA-ASP03-1250W-57K-48V-St. Atlas Scorpius Sports Light or equal. 180,000+Lumens. 200-480V Sosen 1-10V Dimmable Driver. 15+320+25+60 & 80 Degree Optics. Includes All New Cabling & Remote Driver Box Enclosure. Trunnion Bracket & S.S. Mounting Hardware included.

Kings Grant – Security Lighting

Provide an ECO-MFD-08-200W-48V-50K Beta Luma Flood Fixtures or equal 347-480V Driver. 26200 Lumens. Bronze. Trunnion Bracket.

New electrical service, trenching, new underground wiring if needed, are not included in this proposal.

Recycling of Fixtures by others.

Installation costs include applicable lifts and materials to remove and replace existing sports lights with new EcoSport fixtures.

Section 7.0 - Hours of Work:

Work shall be performed during normal working hours. All work must be scheduled with owner representative 5 days in advance. The successful bidder shall work normal building working hours (7:00am – 5:00pm) to provide a safe work environment at no extra charge to Jefferson Parish.

Section 8.0 – Cleaning Area and Safety:

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. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

Section 9.0 – Existing Structure

Should any cutting, patching, alteration, addition, or repairs to existing structure or fence be required of this project, the successful bidder shall restore the alteration to its original condition, with the same type materials, finish, and workmanship.

Section 10.0 – Warranty:

Ten (10) Year Non-Prorated Product Warranty
Two (2) Year Workmanship Warranty

Section 11.0 – SDS:

The bidder shall notify the Jefferson Parish Parks and Recreation contact person of any hazardous substances that will be brought to and/or used at the workplace. The bidder shall provide SDS as per this requirement to the Director of Jefferson Parish Parks and Recreation.

Section 12.0 – Permits:

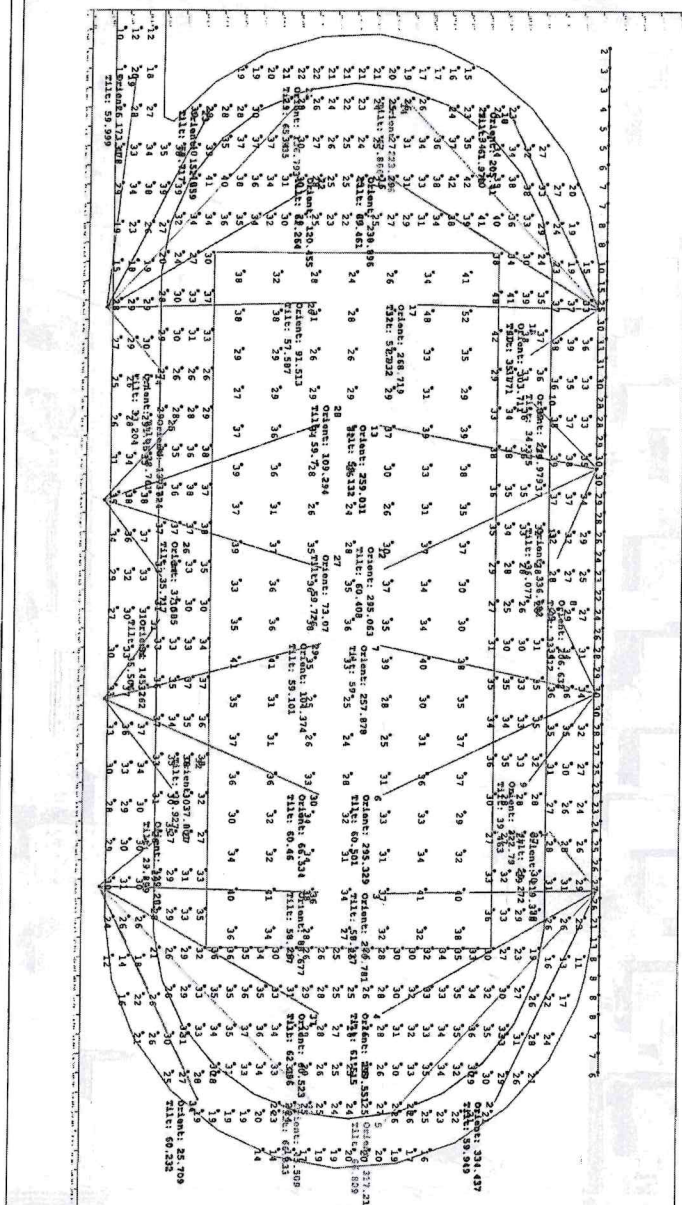
The successful bidder shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement and/or the City of Gretna. The successful bidder shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Section 13.0 – Pre-Construction Conference and Notice to Proceed:

A Pre-Construction Conference shall be held between the successful bidder and the owner before any work commences. No work shall be performed until the successful bidder receives a written "Notice to Proceed" to begin work, from the Department of Parks and Recreation.

(37)

Label	Unit	Avg	Max	Min	AvgLen	LengthMin	CV
Intermittent	Cal/100g	11.19	33	8.0	16.50	N/A	
Food Available 0-24	g	1.19	4.0	0.0	2.57	0.15	
Food Intake 0-24	g	3.58	13.0	1.0	7.07	0.15	
Food Intake 0-24	g	3.58	13.0	1.0	7.07	0.15	
Track 0-24	g	2.14	4.0	0.0	2.71	0.15	
Elimination	g	2.14	4.0	0.0	2.71	0.15	



Drawn By: Michael Lafosse
Checked By:
Date: 5/9/2024
Scale:

#	Date	Comments




WKA LIGHTING
Wells Known Associates, Inc.

UPD Area Summary			
Label	Area	Total Watts	UPD

Kings Grant
Track & Field

Drawn By: Michael Lafosse
 Checked By:
 Date: 5/9/2024
 Scale:

#	Date	Comments



WKALIGHTING
Wells Kown Associates, Inc.

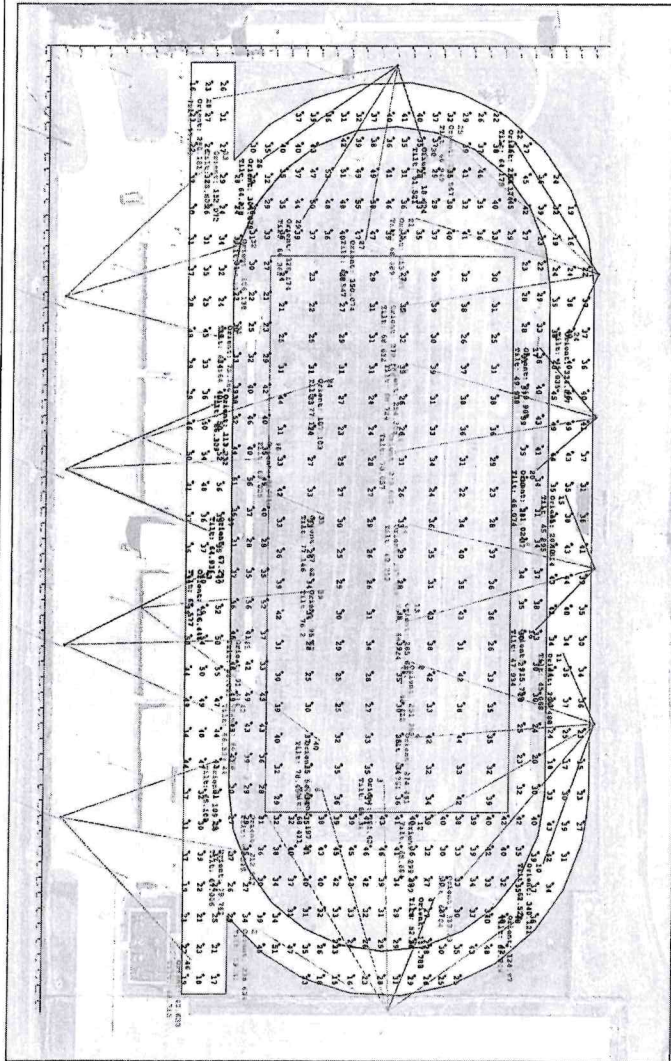
Luminaire Location Summary									
LumNo	Label	Insertion Point		Z	Offset	Tilt			
		X	Y						
1	80d 1250w	455.056	258.376	70	219.376	29.272			
2	20d 1250w	455.056	258.376	70	334.437	59.949			
3	25d 1250w	455.056	258.376	70	270.781	58.237			
4	20d 1250w	455.056	258.376	70	299.551	61.515			
5	15d 1250w	455.056	258.376	70	317.215	66.809			
6	20d 1250w	352.758	257.158	70	295.329	60.501			
7	25d 1250w	352.758	257.158	70	257.878	59			
8	80d 1250w	352.758	257.158	70	206.632	33.512			
9	60d 1250w	352.758	257.158	70	322.79	39.463			
10	60d 1250w	236.343	256.155	70	224.979	34.375			
11	60d 1250w	236.343	256.155	70	336.682	36.077			
12	25d 1250w	236.343	256.155	70	295.063	60.408			
13	20d 1250w	236.343	256.155	70	259.031	59.132			
14	15d 1250w	153.646	256.197	60	223.846	67.866			
15	80d 1250w	153.646	256.197	60	303.711	35.771			
16	20d 1250w	153.646	256.197	60	238.896	65.461			
17	25d 1250w	153.646	256.197	60	268.719	57.932			
18	20d 1250w	153.646	256.197	60	205.41	61.978			
19	25d 1250w	153.646	256.197	60	173.478	59.999			
20	25d 1250w	153.646	256.197	60	91.513	57.587			
21	15d 1250w	153.646	256.197	60	136.793	65.935			
22	20d 1250w	153.646	256.197	60	120.455	62.264			
23	20d 1250w	153.646	256.197	60	152.559	58.717			
24	80d 1250w	153.646	256.197	60	41.45	33.204			
25	60d 1250w	253.227	253.227	70	137.824	38.761			
26	60d 1250w	253.227	253.227	70	37.585	35.717			
27	25d 1250w	253.227	253.227	70	73.07	59.726			
28	20d 1250w	253.227	253.227	70	109.294	59.7			
29	25d 1250w	356.503	257.158	70	104.374	59.101			
30	20d 1250w	356.503	257.158	70	66.534	60.46			
31	80d 1250w	356.503	257.158	70	145.262	35.506			
32	60d 1250w	356.503	257.158	70	37.801	39.927			
33	15d 1250w	453.526	257.158	70	45.509	66.333			
34	20d 1250w	453.526	257.158	70	25.709	60.232			
35	80d 1250w	453.526	257.158	70	129.283	29.899			
36	25d 1250w	453.526	257.158	70	88.677	58.717			
37	20d 1250w	453.526	257.158	70	60.523	62.286			

Kings Grant
Track & Field

Drawn By: Michael Lafosse
Checked By:
Date: 5/9/2024
Scale:

#	Date	Comments



[illegible]

LPO Area Summary		
Label	Area	LPO

General Calculations
Fixture Mounting Heights (M_{fh}) are indicated by each fixture symbol
Standard reflectance's of .8/ .5/ .2 (Interior) and .2 (exterior) are used unless noted otherwise.
Quantities reflected on the AGR32 Luminaires Schedule reflect luminaires included in the photometric study only. These are NOT final counts.
Calculations results may differ due to variances in field conditions not represented in this simulation.
The LLF used in the calculation is indicated in the fixture schedule and is not a guarantee of future human maintenance. This is dependent on many factors in the installed environment.
The owner assumes all responsibility for compliance with all federal, state, and/or local code regulations.
All light levels are measured at the task plane respective to each room or area type.

Emergency Calculations
Emergency egress calculations represent fixtures derated to match the output of their designated EM power source. See schedule above for fixture derating.
Emergency calculations are simulated based on information provided and do not ensure compliance with federal, state, and/or local regulations for egress.
Emergency layouts performed with no defined path of egress provided will be projected by entire floor area.

Luminaire Location Summary									
LumNo	Label	Insertion Point		Z	Orient	Tilt	Aiming Point		Z
		X	Y				X	Y	
1	15d 1250w	615.593	135.935	60	212.917	68.348	498.716	53.801	0
2	15d 1250w	615.593	135.935	60	238.639	59.31	562.981	49.611	0
3	15d 1250w	615.593	135.935	60	181.63	68.31	464.804	131.644	0
4	80d 1250w	615.593	135.935	60	157.788	52.94	542.039	165.97	0
5	15d 1250w	615.593	135.935	60	124.97	60.909	553.787	224.303	0
6	15d 1250w	429.153	289.764	50	197.38	68.411	470.887	90.643	0
7	15d 1250w	429.153	289.764	50	319.29	68.04	528.087	184.629	0
8	15d 1250w	429.153	289.764	50	251.985	68.612	389.671	146.362	0
9	15d 1250w	429.153	289.764	50	274.481	67.761	438.707	147.852	0
10	25d 1250w	429.153	289.764	50	340.121	62.522	519.564	237.073	0
11	80d 1250w	429.153	289.764	50	204.488	45.068	383.542	248.989	0
12	15d 1250w	429.153	289.764	50	289.809	68.684	492.852	158.578	0
13	15d 1250w	328.527	269.253	50	285.695	68.724	363.261	145.641	0
14	15d 1250w	328.527	269.253	50	257.008	68.299	300.282	148.83	0
15	60d 1250w	328.527	269.253	50	202.514	45.895	280.872	249.5	0
16	60d 1250w	328.527	269.253	50	318.759	47.934	368.218	230.6	0
17	60d 1250w	230.453	269.253	50	219.904	49.938	184.842	231.111	0
18	15d 1250w	230.453	269.253	50	279.602	70.057	253.44	133.381	0
19	15d 1250w	230.453	269.253	50	254.305	68.724	195.719	145.641	0
20	60d 1250w	137.489	269.764	50	311.024	46.074	264.526	230.09	0
21	15d 1250w	137.489	269.764	50	253.389	68.489	101.222	148.195	0
22	25d 1250w	137.489	269.764	50	213.174	64.175	57.014	213.233	0
23	15d 1250w	137.489	269.764	50	279.108	68.682	157.77	143.254	0
24	60d 1250w	137.489	269.764	50	334.837	45.035	182.799	248.478	0
25	15d 1250w	137.489	269.764	50	228.567	68.949	51.525	172.37	0
26	25d 1250w	2.129	135.935	50	304.478	64.818	62.329	48.271	0
27	15d 1250w	2.129	135.935	50	350.074	66.547	115.654	116.069	0
28	15d 1250w	2.129	135.935	50	280.181	66.013	24.019	14.048	0
29	15d 1250w	2.129	135.935	50	328.174	66.963	102.032	73.929	0
30	80d 1250w	2.129	135.935	50	18.624	51.521	67.741	156.024	0
31	15d 1250w	152.301	-82.685	50	75.766	68.164	178.864	22.028	0
32	15d 1250w	152.301	-82.685	50	106.138	68.192	117.568	37.352	0
33	15d 1250w	152.301	-82.685	50	132.072	68.805	85.904	13.027	0
34	15d 1250w	244.245	-30.073	30	107.103	77.196	205.425	96.093	0
35	15d 1250w	244.245	-30.073	30	92.918	69.025	257.526	49.1	0
36	15d 1250w	284.166	-81.152	50	67.233	64.936	305.54	17.481	0
37	20d 1250w	284.166	-81.152	50	113.232	66.309	219.216	23.581	0
38	15d 1250w	354.577	-30.073	30	95.52	76.2	342.829	91.496	0
39	15d 1250w	354.577	-30.073	30	94.162	78.499	440.301	89.453	0
40	15d 1250w	318.584	-81.152	60	91.414	68.065	375.52	42.971	0
41	15d 1250w	318.584	-81.152	60	66.768	66.309	423.534	23.581	0
42	20d 1250w	318.584	-81.152	60	116.446	65.577	329.548	17.431	0
43	15d 1250w	490.449	-82.685	50	79.762	67.008	454.893	18.983	0
44	15d 1250w	490.449	-82.685	50	43.633	68.715	583.34	5.875	0
45	15d 1250w	490.449	-82.685	50					
46	15d 1250w	490.449	-82.685	50					

Johnny Jacobs
Track & Field


Drawn By: Michael Lafosse
Checked By:
Date:5/9/2024
Scale:

#

Date

Comments

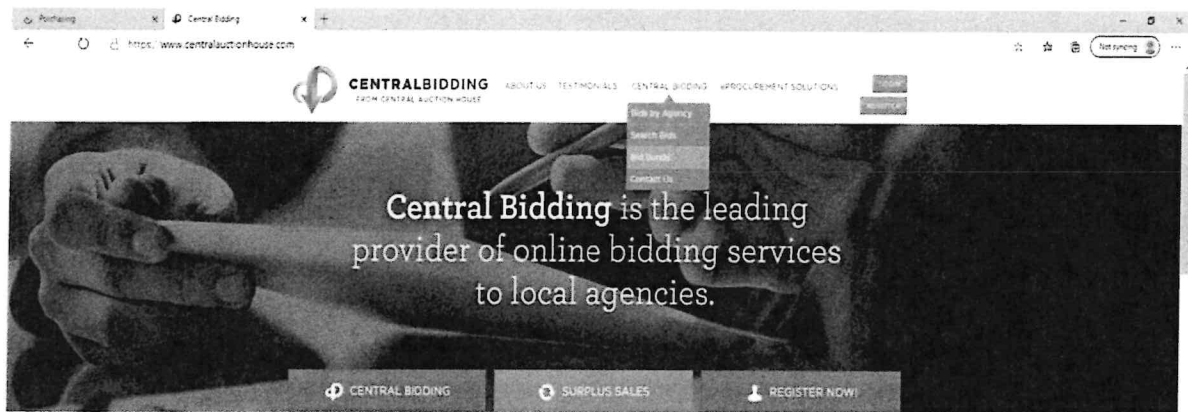
Revisions


Wells Keown Associates, Inc.

Bid Bond

An Electronic Bid Bond must be submitted with this bid, through one of the respective clearing houses at www.jeffparish.net or www.centralbidding.com. To access the bonding companies on Central Bidding, hover over the "Central Bidding" link at the top of the page and select the "Bid Bonds" link.

The electronic bid bond number is to be placed in the required section listed on the standard envelope. Scanned copies of bid bonds will not be accepted with your submission.



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CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

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

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

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

SECRETARY-TREASURER

DATE

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 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.

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.

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.

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 _____.