



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

**September 30, 2025**

### **ADDENDUM # 2**

**Bid Number: 50-00148330**

**Bid Opening Date: September 23 2025 at 2:30 p.m cst**  
**Bid Opening Date Postponed to: October 09, 2025 at 2:30 p.m.**

**Furnish Labor, Materials and Equipment to Provide and Install Fencing at Belle Terre, Kings Grant. Oakdale, Pard and Waggaman Playgrounds for the streets for the Jefferson Parish Recreation Department**

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### **NOTIFICATION:**

Bid Specs have been revised-Please see attached.

Please discard the previous bid packet and use the Revised per Addendum 2 Bid Packet.

Sincerely,

*Donna Evans*

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Donna M. Evans  
Purchasing Specialist II

**Bidders must acknowledge all addenda on the bid form. Bidder acknowledges receipt of this addendum on the bid form by indicating the addendum number listed above. Failure to list each addenda number on the bid form will result in bid rejection.**

**This addendum is a part of the contract documents and modifies the original bidding documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.**

JOSEPH S. YENNI BUILDING - 1221 ELMWOOD PARK BLVD - SUITE 404 - JEFFERSON, LA 70123 - PO BOX 10242 JEFFERSON, LA 70181-0242  
OFFICE 504.364-2678

GENERAL GOVERNMENT BUILDING - 200 DERBIGNY ST - SUITE 4400 - GRETNA, LA 70053 - PO BOX 9 - GRETNA - LA 70054  
OFFICE 504.364.2678

EMAIL: [PURCHASING@JEFFPARISH.NET](mailto:PURCHASING@JEFFPARISH.NET)

WEBSITE: [WWW.JEFFPARISH.NET](http://WWW.JEFFPARISH.NET)

**LABOR, MATERIALS & EQUIPMENT  
TO INSTALL FENCING AT  
BELLE TERRE PLAYGROUND, KINGS GRANT PLAYGROUND,  
OAKDALE PLAYGROUND, PARD PLAYGROUND AND  
WAGGAMAN PLAYGROUND FOR THE  
JEFFERSON PARISH RECREATION DEPARTMENT**

**BID # 50-00148330**

**Section 1.0 – PRE-BID CONFERENCE**

There will be no pre-bid conference for this project. The successful bidder will be responsible for all measurements, etc. All site visits should be arranged through Jarette Carmouche, by calling the office at (504)349-5000 or email at [jarette.carmouche@jeffparish.gov](mailto:jarette.carmouche@jeffparish.gov)

**Section 2.0 – JOB SITE LOCATIONS**

Job Site 1:     **Belle Terre Playground – 5600 Belle Terre Rd., Marrero, LA 70072**  
Job Site 2:     **Kings Grant Playground – 3805 15<sup>th</sup> Street, Harvey, LA 70056**  
Job Site 3:     **Oakdale Playground – 650 Wall Blvd., Gretna, LA 70056**  
Job Site 4:     **Pard Playground – 5185 Eighty Arpent Rd., Marrero, LA 70072**  
Job Site 5:     **Waggaman Playground – 533 Dandelion Dr., Waggaman, LA 70094**

**Section 3.0 – SCOPE**

We extend this bid to cover all labor, materials and necessary essentials to install ten (10) foot and greater fencing and miscellaneous fencing at Belle Terre Playground, Kings Grant Playground, Oakdale Playground, Pard Playground and Waggaman Playground.

**Section 4.0 –LICENSE REQUIREMENTS**

The following Louisiana State license shall be required for this project:

Vendor shall hold a Specialty in Fencing license.

## Section 5.0 – QUANTITIES/INSPECTION

Bidders must inspect the site and perform their own measurements 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

The successful bidder shall supply all labor, materials, equipment and necessary essentials to install and/or remove the following fencing at the following locations:

### 6.1 BELLE TERRE PLAYGROUND - 5600 Belle Terre Rd., Marrero, LA 70072

- a. **Maintenance Yard** – Install 210 LF of 10' high #9-gauge galvanized chain link fence.
  - 3" schedule 40 steel end and corner post
  - 2 1/2" schedule 40 steel line post
  - 1 5/8" schedule 40 top, middle and bottom rail
  - All post set in 3000# psi concrete
  - Remove 210' of existing fence with barb wire and haul away all debris.
- b. **Maintenance Yard** – Install 122 LF of 10' high #9-gauge galvanized chain link fence.
  - 3" schedule 40 steel end and corner post
  - 2 1/2" schedule 40 steel line post
  - 1 5/8" schedule 40 top, middle and bottom rail
  - All post set in 3000# psi concrete
  - Remove 122' of existing fence with barb wire and haul away all debris.
- c. **Maintenance Yard**- Install (1)- 15' wide double swing chain link gate. 4" schedule 40 gate hinge posts, bull dog hinges, commercial drop rod.
- d. Six (6) post total will need to be core drilled in an existing concrete slab at Belle Terre Playground so the double gate, section of chain link fence and one (1) post that's leaning can be replaced and installed. All core drilled holes will be 6" diameter X 6" to 8" deep. Fourteen (14) of existing post will need to be cut flush with the slab and the new post are to be installed outside of concrete slab. Two (2) existing post that's connected to the cage around the cell tower will need to be modified so they line up flush with the new fence. One foot (1') of chain link fencing and two (2) post will need to be added, both added post will need some old chain link fencing detached before installing and then reattached after installing.

## **6.2 KINGS GRANT PLAYGROUND - 3805 15<sup>th</sup> Street, Harvey, LA 70056**

- a. **Field 3 (3<sup>rd</sup> base side perimeter fence)** – Install 90 LF of 30' high #11 1/2-gauge galvanized chain link fence.
  - 4" schedule 40 steel end and corner post
  - 1 5/8" schedule 40 rail, 5 rails
  - All post set in 3000# psi concrete, 18" diameter x 48" deep post holes
  - Remove existing 90' of damaged fence and haul away debris.
- b. **Field 1 (1<sup>st</sup> base side perimeter fence)** – Install 200' of 26' high chain link fence
  - 4" schedule 40 steel end and corner post
  - 1 5/8" schedule 40 rail, 4 rails, all rails to be welded in place
  - All post set in 3000# psi concrete, 18" diameter x 48" deep post holes
  - Remove all existing fence and haul away debris.
  - Install 2 – 4' wide x 7' high single swing gates, bulldog hinges, fork latches

## **6.3 PARD PLAYGROUND – 5185 Eighty Arpent Road, Marrero, LA 70072**

- a. **Field 4 (backstop)** – Install new backstop (backstop to match existing backstop). 20' high #9-gauge commercial grade chain link fence at the backstop.
  - 4" schedule 40 steel end and corner post
  - 3" schedule 40-line post – (8) total line post to be installed, 3 on each wing and 2 across the back
  - All post set in 3000# psi concrete, 16" diameter x 48" deep post holes
  - 1 5/8" schedule 40 rail, 3 rails on wings, 5 rails across back of backstop, 5 interior rails going across roof
  - Install backstop roof to match the existing backstop roof. Outer roof bracing and all bracing going from post to roof will be 2" schedule 40 pipe.
  - All rails and bracing on backstop to be welded, all welds will be cleaned and painted using commercial grade cold galvanizing paint.
  - Remove all existing fence and haul away debris.
  - Supply man lift as needed.

## **6.4 OAKDALE PLAYGROUND – 650 Wall Blvd., Gretna, LA 70056**

- a. **Field 2** – Install 190 LF of 20' high #9-gauge galvanized chain link fence.
  - 1 5/8" schedule 40 rails (4 rails)
  - 4" schedule 40 steel end and corner post

- All post set in 3000# psi concrete
- Remove existing fence and haul away all debris.
- b. **Parking Lot** – Install 160 LF of 20' high #9-gauge galvanized chain link fence.
  - 1 5/8" schedule 40 rails (4 rails)
  - 4" schedule 40 steel end and corner post
  - All post set in 3000# psi concrete
  - Remove existing fence and haul away all debris.

## 6.5 WAGGAMAN PLAYGROUND – 533 Dandelion Dr., Waggaman, LA 70094

- a. **Tennis Courts** – Install 120 LF of 10' high #9-gauge chain link fence 1 ¾ mesh. Stretch new fabric and tie off to posts and rails.
  - Dig around 27 existing poles, straighten post and add concrete as needed.
- b. **Tennis Courts** – Install 683 LF of 10' high #9-gauge chain link fence 1 ¾ chain link fabric and 170 LF of new 6' high #9-gauge chain link fence fabric
  - Use all existing poles
  - Install 1946' of new 1 5/8" schedule 40 middle and bottom rail on all 10' high and 6' high chain link fence
  - Rework all existing chain link single gates, 7 total. Use existing gate frames, remove old fabric, Parish will paint gate frames. After the frames are painted, the contractor is to install new chain link fabric, supply and install all new bulldog hinges and fork latches.
  - Dig around and straighten 7 existing posts, add concrete as needed.
  - Supply and install 1 new 3" schedule 40 gate post, post set in 3000# psi concrete
  - Painting of existing post and rails to be done by Parish.
  - Remove existing fence and haul away all debris.
- c. **Field 2** – Straighten 3 existing post, dig around post, add concrete as needed.
- d. **Field 3** - Install 72 LF of 10' high #9-gauge chain link fence and 104 LF of new 6' high #9 gauge chain link fence fabric.
  - Reuse all existing poles and rails as able.
  - Install 142' of new 1 5/8" schedule 40 rail in various locations as needed.
  - Rework all existing chain link single gates, 3 total. Use existing gate frames, remove old fabric, Parish will paint gate frames. After the frames are painted, the contractor is to install new chain link fabric, supply and install all new bulldog hinges and fork latches.

- Install 60' of 16' high #9-gauge chain link fabric on backstop sides and 140' of #9 gage chain link fabric on backstop top.
  - Supply and install 15' of 2" schedule 40 pipe to replace backstop brace.
  - Rail to be welded in place
  - Reuse all other post and rail on backstop.
  - Supply man lift as needed.
  - Remove existing fence and haul away all debris.
- e. **Field 3** - Install 90 LF of 10' high #9-gauge chain link fence
- Use all existing post and rails.
  - Remove existing fence and haul away all debris.
- f. **Field 3** - Dig around and straighten 4 existing posts, add concrete as needed.

## **Section 7.0 – HOURS OF WORK**

Work shall be performed during normal working hours. All work must be scheduled with the owner's representative 5 days in advance. The successful bidder shall work normal building working hours (8:00am – 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 – PERMITS**

The successful bidder shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement. The successful bidder shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project. Certificate of Final Inspection must be submitted to and approved by the Recreation Department before final payment is rendered.

## **Section 10.0 – 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.

## **Section 11.0 – Construction Term**

Upon receiving a Notice to Proceed, the successful bidder agrees that all work to be substantially completed within **90 CONSECUTIVE CALENDAR DAYS** from the date of notice to proceed.

## **Section 12.0 – Contract Provisions**

Contract Provisions for Non-Federal Entity Contracts Under Federal Awards (FEMA Contract Provisions) The ensuing contract for this bid solicitation may be eligible for federal award reimbursement. As such Appendix A will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed and signed prior to award.

**INVITATION TO BID  
THIS IS NOT AN ORDER**

REVISED PER ADDENDUM  
Page: 1

DATE: 9/30/2025

BID NO: 50-00148330

**JEFFERSON PARISH**

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

PURCHASING SPECIALIST:  
@jeffparish.gov

**BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 10/09/2025 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053. At no charge, bidders are to submit their bid via Jefferson Parish's electronic procurement page. 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 FOR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN La. R.S. 9:2602(8) ARE ACCEPTABLE. IN ACCORDANCE WITH La. R.S. 9:2602(8), JEFFERSON PARISH REQUIRES A SECURED DIGITAL SIGNATURE AND BIDDERS MUST PROVIDE PROOF OF THE SECURED SIGNATURE WITH BID SUBMISSION.**

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

- A. All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, and in the terms and conditions of Resolution No. 136353 and/or Resolution No. 141125, all of which are made part of this bid proposal and ensuing contract by 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 ("JPCO"), Louisiana Code of Ethics, and applicable Jefferson Parish ethical standards.
- B. The General Conditions for construction projects (141125) and the General Conditions for the purchase of materials, services and/or supplies (136353) are those adopted by the Jefferson Parish Council by Resolution No. 136353 and Resolution No. 141125, respectively. The General Conditions adopted by these resolutions shall be considered as much a part of this document and the ensuing contract or P.O. as if they were written wholly herein. A copy of each may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretn, LA 70053. You may also obtain a copy of each by visiting the Purchasing Department webpage at <http://www.jeffparish.gov/464/Purchasing> and clicking on Online Forms.
- C. Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in La. 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.
- D. 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.
- E. All quotations shall be based on F.O.B. Agency warehouse or job site (see Additional Requirements section), anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to Public Works projects.
- F. 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 on the bid form with bid submission. Supporting documentation may be required upon request.

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



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- G. 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 must 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. 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.
- H. 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.
- I. 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.
- J. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. 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.
- K. Written evidence of the authority of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. Acceptable written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer or a manager. 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. 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.
- L. 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.
  - a. 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 day increments.
  - b. 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.)
  - c. 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"
- M. 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.
- N. 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 any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.
  - a. 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.
- O. PRICES: Jefferson Parish is exempt from paying sales tax under La. 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 no more than four (4) decimal points. In the event there is a difference in unit prices and totals, the unit price shall prevail.
  - a. Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

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BID NO: 50-00148330

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

- P. **ANTI- DISCRIMINATION:** 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).
- a. In accordance with La. R.S. 38:2216.1, Jefferson Parish is prohibited from entering into a contract with a value of \$100,000 or more with a company for the purchase of goods or services unless the contract contains a written verification from the company of both of the following: 1) The company does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association based solely on the entity's or association's status as a firearm entity or firearm trade association. 2) The company will not discriminate against a firearm entity or firearm trade association during the term of the contract based solely on the entity's or association's status as a firearm entity or firearm trade association. As a result, the awarded bidder will be required to verify the above in the ensuing contract.
- Q. **INSPECTOR GENERAL:** 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.
- R. Proof of Cyber Security Training may be required for the successful bidder. Pursuant to La. R.S. 42:1267, any contractor who has access to state or local government information technology assets is required to complete cybersecurity training during the term of the contract and during any renewal period. As a Parish contractor, you are responsible for taking the cyber training, whether from the State or another source. After completion of said training please forward proof to your contract monitor/Parish contact.

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.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder after nine (9) working days.

DATE: 9/30/2025

BID NO: 50-00148330

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

### 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>.

## 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, 10, 13, 14, 15**

1. **MANDATORY PRE-BID** - 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 LA.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. **NON-MANDATORY PRE-BID** - 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. **JP LICENSE** - Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of 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/or State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. **LSCB LICENSE** - A LA State Contractor's License will be required in accordance with LA.R.S. 37:2150 et. seq. and such 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. **SITE VISIT** - It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. **JOB SITE CLEANLINESS** - Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

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

DATE: 9/30/2025

BID NO: 50-00148330

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

7. **PUBLIC WORKS BIDS** - All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS** - A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
- 9.. **NON-PUBLIC WORKS BIDS** - A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. **INSURANCE** - 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. Proof of coverage will be required prior to award. Failure to comply with this instruction will result in bid rejection.
11. **BID BOND** - 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. 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. **AS-NEEDED WORK** - This is a requirements-based 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** - 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. **AFFIDAVIT** - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations in conformity with the provisions contained in LA.R.S. 38:2212.9, LA.R.S. 38:2212.10, LA.R.S. 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 GENERIC BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. **FEDERAL FUNDING** - 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 and ensuing contract. All applicable certifications must be duly completed, signed and submitted as per the appendix instructions. Failure to submit applicable certifications per the appendix instruction will result in bid rejection.
16. **TAX EXEMPT** - 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.
17. **TECH AFFIDAVIT** - The Technology Affidavit is required for this solicitation and shall be submitted with the bid submission. Failure to do so will result in your bid being rejected. Pursuant to La. R.S. 38:2237.1, prior to the procurement of telecommunications or video surveillance equipment or services, the vendor shall provide documentation by affidavit that the equipment or services to be procured are not prohibited telecommunications or video surveillance equipment or services as defined in R.S. 39:1753.1(A). This affidavit is supplied as a courtesy to Affiant. It is the responsibility of the affiant to insure the affidavit submitted to Jefferson Parish complies, in both form and content, with federal, state and parish laws. No procurement shall be made from a vendor or other entity who fails to provide the documentation; any procurement in contravention to this requirement shall be null and void by law.

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

DATE: 9/30/2025

BID NO: 50-00148330

**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 throughout the entirety of the contract. However, bidders may request that an escalation provision be added to their contract by selecting "yes" below. The escalation provision in the contract will state that only one escalation will be allowed during the term of the contract, and the escalation shall take effect only after the initial 12 month period of the contract. A vendor with an escalation provision in their contract must submit a request in writing to activate the provision, but should not do so any sooner than the first day of the 13th month of their contract. The escalation percentage shall be limited to the most recently published CPI figure issued at the time an adjustment is requested by bidder based on the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure.

Are you requesting an escalation provision?

YES \_\_\_\_\_ NO \_\_\_\_\_

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: (     ) \_\_\_\_\_

E-MAIL: \_\_\_\_\_

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.: 50-00148330

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			FURNISH LABOR, MATERIALS AND EQUIPMENT TO INSTALL FENCING AT BELLE TERRE, KINGS GRANT, OAKDALE, PARD AND WAGGAMAN PLAY- GROUNDS FOR THE JEFFERSON PARISH RECREATION DEPARTMENT		
1	1.00	JOB	0001 BELLE TERRE PLAYGROUND-LABOR, MATERIALS AND EQUIPMENT TO INSTALL  FENCING AT BELLE TERRE PLAYGROUND 5600 BELLE TERRE ROAD MARRERO, LA 70072 CONTACT: JARETTE CARMOUCHE 504-349-5000 OFFICE 504-296-0039 CELL ***IDA DAMAGE***	\$ _____	\$ _____
2	1.00	JOB	0002 KINGS GRANT- LABOR, MATERIALS & EQUIPMENT TO INSTALL FENCING AT  KINGS GRANT PLAYGROUND 3805 15TH STREET HARVEY, LA 70058 ***IDA DAMAGE***	\$ _____	\$ _____
3	1.00	JOB	0003 OAKDALE PLAYGROUND- LABOR, MATERIAL EQUIPMENT TO INSTALL FENCING AT  OAKDLAE PLAYGROUND 650 WALL BLVD GRETN, LA 70056 *** IDA DAMAGE***	\$ _____	\$ _____
4	1.00	JOB	0004 PARD PLAYGROUND-LABOR, MATERIALS & EQUIPMENT TO INSTALL FENCING AT  PARD PLAYGROUND 5185 EIGHTY ARPENT ROAD MARRERO, LA 70072 ***IDA DAMAE***	\$ _____	\$ _____
5	1.00	JOB	0005-WAGGAMAN PLAYGROUND-LABOR, MATERIALS & EQUIPMENT TO INSTALL FENCING AT WAGGAMAN PLAYGROUND 533 DANDELION DRIVE WAGGAMAN, LA 70094 ***IDA DAMAGE***	\$ _____	\$ _____