



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

January 6, 2026

ADDENDUM # 1

Bid Number: 50-00149254

Bid Opening Date: January 27, 2026

Provide Labor, Materials and Equipment Needed to Supply and Install New Canopies at The Jefferson Performing Arts Center for The Jefferson Parish Department of General Services

Questions and Answers:

- 1) **QUESTION:** The height of the new canopies is to match the underside of the existing front porch ceiling. I measured this, and it is approximately 13'6". Please confirm.

ANSWER: As per section 5.0 – Quantities/Inspections:

Bidders must inspect the site and perform measurements to determine the required quantities of labor, materials, and equipment to complete this project.

- 2) **QUESTION:** The bid documents do not provide overall dimensions. The small canopy should be 10'X10' and the larger one should be 45'X20'X42'X20'. Please confirm.

ANSWER: As per section 5.0 – Quantities/Inspections:

Bidders must inspect the site and perform measurements to determine the required quantities of labor, materials, and equipment to complete this project.

- 3) **QUESTION:** The drawings do not include a lighting requirement, but we believe this is a code requirement. It is state, that if required, the parish would handle this with their in-house staff. Please confirm.

ANSWER: That is correct

- 4) **QUESTION:** The existing paving appears to have a coating on it. In order to construct the canopies, we will need to sawcut and excavate the existing paving and install new concrete footings. Would we be required to recoat the existing paving to match the existing? Please confirm.

ANSWER: Jefferson Parish will recoat the new and existing concrete as needed after the project.

- 5) **QUESTION:** The bid documents have conflicting notes in section 7.2 on sheet 3 of 6. At one point, it states that the canopy is to be "clear anodized," and later on, it says that all aluminum "shall match facility". Please let us know which is correct.

ANSWER: The new canopies shall match the existing building material.

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 - GRETNNA, LA 70053 - PO BOX 9 - GRETNNA - LA 70054
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.GOV

WEBSITE: WWW.JEFFPARISH.GOV



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

6) **QUESTION:** The bid documents indicate that the job is to be completed in 60 days. The materials will take longer than this to order and receive. It was indicated that the Notice to Proceed would be done in 2 phases. 1 to release the contractor to order the submittals and materials and a 2nd actually to perform the work and start the 60 clock. Please confirm.

ANSWER: A notice to order will be issued once an executed contract is in place, and a notice to proceed will be issued once the materials are in, and the sixty days will begin.

7) **QUESTION:** We noticed that the bid documents did not require an OCP or Builder's Risk insurance. Please confirm that this is accurate.

ANSWER: See section 4.0 of the specifications and the Jefferson Parish Public Works bidding instructions.

Revision:

INQUIRY: Sheet 8 does not have the box checked for the "Technology Affidavit" but the Instructions to Bidders, note 17 states that it shall be submitted with the bid. Please let us know which is correct.

REPLY: The ADDITIONAL REQUIREMENTS box has #17 as a requirement. This is being replaced by #16. Therefore, there is no Technical Affidavit required for this bid. Please see the revision below. This does not change the LOUISIANA UNIFORM PUBLIC WORK BID FORM.

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, 7, 10, 11, 13, 14, 16

THE DEADLINE FOR QUESTIONS IS THURSDAY, JANUARY 14TH BY 4:30 P.M.

***PLEASE REMEMBER TO ACKNOWLEDGE THIS ADDENDUM BY NUMBER ON YOUR BID SUBMISSION**

Sincerely,

Shanna Folsom, Purchasing Specialist, III
Jefferson Parish Purchasing Department

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 - GRETNNA, LA 70053 - PO BOX 9 - GRETNNA - LA 70054
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.GOV

WEBSITE: WWW.JEFFPARISH.GOV