



# JEFFERSON PARISH

## DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG  
PARISH PRESIDENT

RENNY SIMNO  
DIRECTOR

February 02, 2026

### ADDENDUM # 1

**Bid Number: 50-00149283**

**Bid Opening Date: February 19, 2029 at 2:00 p, m, cst**

**Lease of Vacant Jefferson Parish Property- Cell Phone Tower Lease for the Jefferson Parish Attorneys Office**

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### NOTIFICATION

Please see attached- Bid Specification sheet has been revised- corrected bid opening date to 02/19/2026.

Please discard the previous Bid Specification sheet and replaced it with the attached Revised per Addendum 1.

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.**

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## **BID SPECIFICATION**

### **LEASE CONTRACT FOR WIRELESS COMMUNICATIONS FACILITIES**

The Parish of Jefferson is soliciting bids from qualified companies interested in leasing Jefferson Parish property for the purpose of installing wireless communications facilities in accordance with Sec. 2-877.3 of the Code of Ordinances of Jefferson Parish.

**Sealed Bids** will be received electronically through our E-Procurement site at [www.jeffparishbids.net](http://www.jeffparishbids.net) until 2:00 p.m., **February 19, 2026** and publicly opened thereafter. At no charge, bidders may submit via Jefferson Parish's electronic procurement page by visiting [www.jeffparishbids.net](http://www.jeffparishbids.net) to register for this **free** site.

#### **1. BACKGROUND**

On June 2, 1999, the Jefferson Parish Council passed Sec. 2-877.3 of the Code of Ordinances authorizing the Parish of Jefferson, or any sub districts within the Parish, to lease its property for the installation of equipment and/or towers related to the wireless transmission of intelligence. Jefferson Parish is now seeking bids from qualified companies who can comply with requirements of that ordinance and who have an interest in leasing certain Jefferson Parish property for the purposes of installing wireless communications facilities.

#### **2. SCOPE OF LEASED PROPERTY**

The scope of the property to be leased is as follows: (Please see the attached Exhibit "A" for a full legal description of these properties)

**A. Land Space.** A portion of raw, unimproved property on Estelle Playground for construction of a monopole and other appurtenant structures for operating a wireless communications tower.

**B. Access and Utility Right of Way.** Access road to be used to get to the land space where the tower and other structures are to be constructed. Will also provide right of way for utilities.

GPS Coords:                    Lon. 90°05'49.30"W

Lat.  
29°49'05.40"N

#### **3. LEASE CONTRACT**

The successful bidder will be required to execute a lease which is similar in form and requirements to that attached hereto as Exhibit "B." The initial term of the lease shall

be five (5) years with four (4) five-year options to renew. The minimum acceptable bid for the lease of the location specified in paragraph No. 2 shall be, at a minimum, in conformity with the appraisal(s) attached hereto and marked as Exhibit "C." No bid shall be considered unless it meets or exceeds the market value, i.e. the appraised price.

The successful bidder shall provide insurance as required by the general conditions presented in this specification and the form lease attached as Exhibit "B" including workers' compensation, commercial general liability and owner's protective liability and builders risk insurance. Further, the successful bidder shall be responsible for payment of all fees including appraisals, property abstracts, attorney fees and other costs directly associated with preparation of the lease and equipment specifications. Such fees shall be due and payable at the time of execution for the lease agreement. Such fees are estimated to be approximately \$8,000.00 to \$10,000.00

The successful bidder shall be obligated to obtain written approval of the Parish for any and all subleases for co-location purposes with other communications entities and to share proportionate sub-lease revenues with the Parish receiving a minimum of 40% of such revenues. In connection with sub-leases for co-location, the sublessees will be required to execute a lease similar in form to the attached exhibit and to bear any and all costs as specified above.

#### 4. SPECIFICATIONS

Specifications for the leased sites are attached as Exhibit "D" showing the exact location of each antenna, equipment shelter and for other equipment to be installed at each location and the space available for the installation. All construction and/or related installations have been approved by the heads of the departments managing the above property. All constructions and/or related installations must be installed in accordance with the specifications attached as Exhibit "D."

#### 5. EXISTING USE

The subject property is currently vacant land.

#### 6. LOCATOR MAP

A locator map is attached hereto as Exhibit "E."

#### 7. PROPOSAL REQUIREMENTS

The Bidder shall carefully read the general conditions provided by the specifications. The Bidder shall state any exceptions to the general conditions, and the reasons for the exception. Note that the Parish is extremely reluctant to grant exceptions from the general conditions.

The Bidder shall demonstrate that it has the requisite financial ability and technical experience in the wireless communications field, and shall furnish proof of same.