



JEFFERSON PARISH

PURCHASING DEPARTMENT

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR



February 11, 2026

ADDENDUM # 1

Bid Number: 50-00149426

Bid Opening Date: February 19, 2026 at 2:00p.m.

Two Year Contract for the Supply of Vehicle Decals with the associated plans for the streets for the Jefferson Parish Department of Fleet Management

NOTIFICATION:

- 1) Regarding the requirement for delivery within 10 (ten) working days, is this by individual call of orders, or in bulk, does that start from the release of the purchase order and artwork?
You would receive a Purchase order for the items
- 2) Can the bidder state a minimum order dollar value to cover fixed costs? **Refer to the applicable numbers in the additional requirements box**
- 3) What is the value of the lowest value orders in the last one year **You would have to do a Public Records request to see if this information is available**
- 4) Would it be possible to obtain the state and parish registrations (e.g. Louisiana Contractor's License No.) upon contract award? **Not required**
- 5) For the hourly labor rates are the Parish willing to work with the contractor on economically viable timeslots e.g. half day or full day?
Labor is charged by the hour depending upon the work performed. If you are asking if we will work with you as to when an appointment time can be made to pick up and work on the vehicle, then yes we will work with you.
- 6) Will the application be performed on-site at the Parish, or is the vendor required to have a local shop? **Most of the applications will be performed by Jefferson Parish employees in the Fleet Management garage. In certain cases, we may need the vendor to apply the decals. The vendor will need to have a local shop to apply the decals if needed.**
- 7) Please confirm final artwork will be provided in high-resolution vector files (e.g. Adobe Illustrator) with Pantone Matching System (PMS, not CMYK) Color Codes to avoid the need for color-matching? **In the specifications it states:**



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- Decals are printed in accordance to M.C.S. (Match Component system) specifications –Scotchlite screen printing inks series #9800 to be custom color matched – 3 colors. It also states: The bidder will be required to coordinate the paint and body work with the approved and qualified body shop on contract with Jefferson Parish.
8. Is a bond required, if yes please detail-**A bond is not required.**
 9. Can we please double check all bid prices are exclusive of any tax but including shipping **We are tax exempt. You need to include the cost of shipping when quoting fob delivered**
 10. Please confirm all labor will be performed in regular hours. **We do not expect the vendor to work in our garage during off hours.**
 11. For the removal, can the contractor recover extra charges if a heat-gun or blow torch cannot remove the decal, and chemicals must be purchased? **No. It is up to the vendor to have the necessary equipment on hand to remove decals.**
 12. What is the validity of the pricing, is it 12 months with an increase permitted, or fixed for the whole two years? **Refer to the verbiage on top of the signature page. It is fixed for the two years.**
 13. What is the estimated value of the contract over two year, or if not available, approximately how much was spent in the last 12 months, please detail how many orders and visits to site for labor? **You would have to do a Public Records request**
 14. Since we are not fully registered on Central Auction House would you be kind enough to copy us on email with the Q&A response e.g. the Addendum? **You can register for free on Central Bidding on our website www.jeffparish.gov – go to Departments and select Purchasing. On the first page – towards the bottom , there is a link that you can click on to register for Central Bidding**
 15. Instruction #12 states that this is a requirement-based contract to be provided on an as needed basis.
JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities.
 16. Can you tell me the approximate size of some of the wording from the bid specs form.
For example-Wet Fleet, how's my Driving, gross weight, caution wide turns, etc.
They don't have a size listed.



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Please contact Amy Truesdell and she said you can make an appointment to come to the facility.

Amy Truesdell

Executive Superintendent | Fleet Management

504-736-6889

amy.truesdell@jeffparish.gov

17. Also, is this graphics only or does it involve installation?

This is mostly for graphics. 90% of the decals are installed by our department. Most of the decals are applied by Fleet Management, but if we are very busy or it is a big vehicle, we may have the vendor do it. Very rarely do we ask the vendor to apply the decals.

18. The wording in this bid for each line item is a little confusing. Can you elaborate what each line means? For example:

"0003 - OTHER REQUIREMENTS- PER EACH NON-REFLECTIVE 41-50 SQ. IN. PER EACH MIN. 100 THE VENDOR WILL BE BIDDING ON THE AMOUNT OF 10 ROLLS."

This would be line item #3. We do not understand the amount needed to be quoted, and the 10 rolls part confuses us more. Can you help clarify?

10 to a roll and the minimum is 100 it is 10 rolls. We are asking for the amount of each decal on this one.

19. Do you have a climate-controlled facility to do the installation or would the vendor need to provide the facility?

We have a very large garage where our employees do the installations. You would need a facility for installation in the case that we need to send vehicles to you.

20. I would like to clarify the size for the striping on lines 32 and 33 - Is the stripe 4.5 inches x 13 feet (156 inches)? Or 4.5 inches x 13 inches?

If the vendor would like to come to the facility and measure for accuracy, they are more than welcome to make an appointment.



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Donna Evans

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.