JEFFERSON PARISH
DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

MEGAN GRANTHAM
DIRECTOR

October 29, 2026

ADDENDUM #1

Bid Event No. 222 **Bid Event Opening: 11/10/2026 @ 2:00 p.m.**

Two Year rental for Portable Toilets, Toilet Trailer Units and Sewerage tanks for Parade Season for the Jefferson Parish Department of Citizen Affairs

QUESTION:

- **Line 7 – Westbank Daily Toilets – Daily Unit Price:** How many days will these units be needed?

- **ANSWER**
  - (5-day rental and in use 3 days)

QUESTION:

- **Line 17 – Tanks Self Contained – 5 Day Servicing:** Is this line item for servicing a parish-owned restroom trailer?

- **ANSWER:** Yes

QUESTION:

- **Line 18 – Tanks Self Contained Servicing – 2 Week Rental/Service:** Is this line item for servicing a parish-owned restroom trailer?

- **ANSWER**: Yes

QUESTION:

- **Quantities and Locations: How many units are required for each of line items 1–9, at which parade or location will those units be placed, and what type of restroom is required—a standard portable toilet or a restroom trailer?**

- **ANSWER:** Specifications and each bid line, locations will be given after award

QUESTION:

- **Pricing Period: Should the unit price be quoted per parade category, per day, or per season?**

- **ANSWER:** Per day and is listed in item description

QUESTION:

- **Daily Servicing: Does "daily" servicing mean every day a unit is onsite, including the week before parades, or only on parade days?**

- **ANSWER:** Day before parade day, Day of Parade, Day after parade.

QUESTION:

Delivery Timing: Does "up to one week prior" mean units may be delivered no earlier than one week before the parade, or must be delivered no later than one week before the parade?

- **ANSWER:** Must be delivered no later than one week before parade

QUESTION:

- **Tank Capacity: The specifications state a tank capacity of "45 pounds." Please confirm whether the intended requirement is 45 gallons. What specific tank will be used**?

- **ANSWER:** This is the tank capacity of the port o let itself. And should be gallons.

QUESTION:

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QUESTION:

- **Urinal and Gender Designation Requirements: One provision states that all units must have a urinal, while another references "male units." Are gender-designated units required, or should all units have a urinal regardless of designation? Gender designated units are not required. And urinal should be in all units**

  Quantity Changes: Regarding "more or less than quantities listed," is there a minimum guaranteed order?

- **ANSWER:** No minimum

QUESTION:

- **May unit prices be adjusted if the quantities change?**

  ANSWER: No adjustments in pricing.

QUESTION:

- **Partial Bids and Award Structure: May bidders submit a bid for only line items 1–9, or must all 21 line items be included? Will awards be made by individual line item or on an all-or-none basis?**

- **ANSWER**: All items must be bid or will be rejected

QUESTION:

- **Bid Bond Calculation: If partial bids are permitted, will the required 5% bid bond be calculated using the total amount of the bidder's partial bid?**

- **ANSWER:** No Partial bid allowed

QUESTION:

- **Logo Requirement: Is a decal acceptable for meeting the logo requirement?**

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- **ANSWER**: Decal is acceptable

QUESTION:

Are some of the units set out for a certain event and then more added to bring them to the total needed for the next event?
i.e. Line Item 1 – Little Rascals Parade 140 Standard and Line Item 3 – Eastbank Carnival 500 Standards.

Would the 140 be in the count of the 500 meaning we would only need to bring out 360 more after Little Rascals for the Eastbank Carnival Parades?

ANSWER: Yes, this is correct

Sincerely,
Donna Evans

Donna M. Evans Purchasing Specialist II
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.