

BIDDING DOCUMENTS FOR THE
JEFFERSON DAVIS PARISH POLICE JURY

PROJECT NAME: 2026 INMATE FOOD SERVICES

PROJECT NUMBER: 2026006

August 2026



**OWNER:
JEFFERSON DAVIS PARISH POLICE JURY
304 N. STATE STREET
JENNINGS, LA 70546
337-824-4792**

Bids Due September 22nd, 2026 – 12:00 PM CST

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REQUEST FOR BIDS

Bidders are hereby invited to submit a bid on the subject project.

FOR: JEFFERSON DAVIS PARISH POLICE JURY (JDPPJ) (OWNER)
PROJECT NAME: 2026 INMATE FOOD SERVICES
PROJECT # 2026006

General Scope:

The successful bidder shall provide for all efforts and materials necessary to furnish all food services for the inmates. The successful bidder shall furnish nutritious, wholesome, and palatable food meeting all current nutritional standards and requirements for American Correctional Association and meet all required daily allowances.

BID SCHEDULE

<u>Milestone</u>	<u>Date</u>
Bid Advertisement	August 26 th , 2026
Bid Publications	August 26 th , 28 th , 30 th , 2026
Questions Due for Bid	September 9 th , 2026
Publication of Addenda/Responses	September 13 th , 2026 (if applicable)
Submission Deadline	September 22 nd , 2026 – 12:00 PM CST
<i>(If Applicable, Bids will be opened on this same date and time at 304 N. State Street, Jennings LA)</i>	
Notice of Award (tentative)	October 18 th , 2026
Notice to Proceed	Following Receipt of Executed 10- Day Documents.

BID DOCUMENTS:

Official bid documents can be obtained from the Police Jury’s website: www.jdppj.net or at www.centralbidding.com.

BID SUBMITTALS:

Bids can be mailed or hand delivered to the Jefferson Davis Parish Police Jury in a sealed envelope, located at 304 N. State Street, Jennings LA 70546. Bids can also be electronically submitted through at Central Bidding (www.centralbidding.com). For questions related to the electronic bidding process, please call Central Bidding at 225-810-4814. Bid will be listed by Owner and will include Project Number. Submittals must be submitted by the date and time listed on the BID Schedule. Digital submittals shall be in PDF format. JDPPJ is not responsible for issues with delivery service. All cover letters and subject of all emails shall include project number. Submittals must include all required documents contained in this package, completed in full, particularly those listed under “Documents Required with Submittal” in the Table of Contents.

WRITTEN INQUIRIES:

Formal questions for bid shall be directed to the Parish Administrator in written form and emailed to: ben@jdppj.net. Responses to formal inquiries and/or addenda(s) will be published on JDPPJ's website: www.jdppj.net and on www.centralbidding.com by the date and time listed on the Bid Schedule and will be considered part of the original Bid.

QUALIFIED SUBMITTALS:

Only submittals that meet all the requirements of this Bid and submitted by the date and time listed on the Bid Schedule will be considered valid and thus accepted. This includes signing all necessary documents in the Bid as well as any attachments.

EQUAL OPPORTUNITY:

The JDPPJ encourages Minority-owned Business Enterprises (MBEs), Woman-owned Business Enterprises (WBEs) and Section 3 eligible businesses to submit proposals.

BID OPENING:

Bids shall be opened by the date and time listed on the Bid Schedule and read aloud at the Jefferson Davis Parish Police Jury Office, located at 304 N. State Street, Jennings, LA 70546.

LICENSES:

The successful bidder, its employees, and any approved subcontractors shall possess and maintain throughout the term of the Contract all licenses, permits, registrations, certifications, and other authorizations required by federal, state, and local laws, regulations, and ordinances to perform the services required under this Contract. This includes, but is not limited to, all licenses and certifications required for food service operations, food handling, transportation, sanitation, business operations, and any other activities performed under this Contract.

INSURANCE REQUIREMENTS:

General Liability: \$1,000,000.00 per occurrence with \$2,000,000.00 general aggregate.

Automobile Liability: \$1,000,000.00 per occurrence.

Workers' Compensation: As listed in Title 23 of LA Revised Statutes.

Owner shall be listed as additional insured.

Contractor must maintain all required insurance policies through the completion of the project.

BID BOND:

A bid bond will be required with bid submittal if bid is over \$50,000.

PERMITS:

Contractor is responsible for acquiring permits necessary to complete the project's scope of work.

EMPLOYEE VERIFICATION REQUIREMENTS:

In accordance with Louisiana law (§2212.10), all bidders must be registered with and participate in the federal E-Verify program to verify the employment eligibility of all new employees in Louisiana. Compliance with these requirements must be in place prior to bidding, and an affidavit of compliance shall be required from the selected contractor and subcontractors.

SCOPE OF WORK

The successful bidder shall provide all labor necessary to supervise, coordinate, and train inmates in the specific tasks required to cook, clean, prepare, distribute, and perform all other duties associated with inmate meal services. The successful bidder shall also provide all raw food ingredients, food procurement, meal planning, inventory management, and all labor necessary to deliver such food and supplies to the Jefferson Davis Parish Regional Consolidated Jail.

The successful bidder shall be responsible for maintaining adequate food and supply inventories and for staffing all administrative and operational functions necessary to provide complete inmate food services. Food service operations shall be provided seven (7) days per week, three (3) times per day, including all related services necessary to properly prepare, serve, and support inmate meals for the Jefferson Davis Parish Regional Consolidated Jail.

Services shall include, but not be limited to:

- **Breakfast Meal (Cold):** A complete cold breakfast served at approximately 4:00 a.m. The pay item shall be per each breakfast meal served.
- **Lunch Meal (Hot):** A complete hot lunch served at approximately 12:00 p.m. The pay item shall be per each lunch meal served.
- **Dinner Meal (Hot):** A complete hot dinner served at approximately 4:00 p.m. The pay item shall be per each dinner meal served.
- **Sack Meals:** Nutritionally complete meals provided only for inmates who are unable to receive a regularly scheduled meal due to court appearances, medical appointments, transportation, work details, emergencies, or other operational needs. The pay item shall be per each sack meal provided.
- **Special Diet Meals:** Meals modified to accommodate documented medical, dental, allergy, texture, therapeutic, or approved religious dietary requirements. The pay item shall be an additional per each fee (upcharge) paid in addition to the applicable meal served.
- **Diabetic/Maternity Snack Meal:** A supplemental meal or snack provided outside the regularly scheduled meal times when ordered by authorized medical personnel for diabetic, pregnant, or other medically indicated inmates. The pay item shall be per each diabetic/maternity snack meal provided.
- **Jail-Requested Extra Trays:** Additional meal trays authorized by the Warden or designee for operational needs, emergencies, replacement trays, or other legitimate correctional purposes. The pay item shall be per each and equal to the applicable meal (Breakfast, Lunch, or Dinner) and shall be itemized on the invoice.
- **Trustee Extra Trays:** Additional meal trays authorized for inmate trustees performing work assignments requiring increased caloric intake. The pay item shall be per each and equal to the applicable meal (Breakfast, Lunch, or Dinner) and shall be itemized on the invoice.

During the Lenten season (Ash Wednesday through Easter), a non-shellfish seafood entrée shall be provided in lieu of the standard meat entrée on all Fridays. This substitution shall be considered part of the standard meal plan, shall be provided at no additional cost to the Owner, and shall not be classified or billed as a Special Diet Meal.

Services should also include food options for correction officers and an option of purchasing meals paid separately from subject contract.

Each meal shall include a powdered beverage mix packet sufficient to prepare one (1) serving when mixed with water.

The estimated average inmate population and meal count is approximately 150 inmates per day; however, quantities may fluctuate based upon jail population. No minimum quantity is guaranteed.

MINIMUM REQUIREMENTS:

The successful bidder shall:

- Provide meals meeting all applicable state and federal jail standards and nutritional requirements.
- Provide a rotating menu consisting of a minimum caloric intake of 2,800 calories per inmate per day.
- Provide certification that the proposed menu has been reviewed and approved by a licensed dietitian.
- Provide special diet meals for inmates with medical, religious, or other approved dietary restrictions.
- Provide special diet meals at no additional cost when the cost of such meal is equal to or less than the cost of a standard meal.
- Comply with all applicable federal, state, and local health regulations and food service laws.
- Hire all employees deemed necessary for the performance of the contract, which are subject to all required health examinations, security clearances, and criminal background screenings as required by law or jail policy.
- Provide a minimum one (1) on-site Food Service Manager assigned to the Jefferson Davis Parish Jail Facility.
- Maintain sanitary and clean conditions in all food storage, preparation, and service areas.
- Provide and furnish sanitary gloves, hairnets, aprons, and other necessary food handling protective materials for employees assigned to food service operations.
- Coordinate meal service schedules with jail administration.
- Maintain all required licenses, certifications, and permits.
- Maintain complete and accurate records of meals served and billings for the purpose of providing a monthly report to the Parish. Parish inmates and inmates of the state must be separately designated on all records as well as all invoices.

ADDITIONAL TERMS AND CONDITIONS

GENERAL SPECIFICATIONS

All food used must meet standards of quality, sanitation and safety applying to foods that are processed in a commercially licensed establishment. All foods used in the meals must be from approved sources; comply with applicable state and local laws, ordinances, and regulations; and be clean, wholesome, free from spoilage, free from adulteration and mislabeling, and safe for human consumption. All meat and poultry, fresh or frozen, used in the meals must be inspected by USDA or state officials. Milk may contain no bovine Growth Hormone.

FOOD ROTATION & MENU APPROVAL

The Contractor shall utilize a rotating menu with a minimum fourteen (14) consecutive-day cycle designed to provide sufficient variety and minimize repetitive menu items, unless otherwise approved by the Owner or required to accommodate special dietary or operational needs.

Prior to the commencement of services, the Contractor shall submit the proposed menu cycle to the Parish and the Warden for review and approval. Thereafter, any material change to the approved menu shall require prior approval by the Parish, the Warden, or his designee, except in emergencies or due to product availability, in which case nutritionally equivalent substitutions may be made.

MINIMUM QUALIFICATIONS

Bidder must be organized for the purpose of providing institutional and/or volume food service and must have previous experience with proven effectiveness in administering large scale food service programs including experience and expertise in correctional facilities of similar size and volume.

STAFFING

All employees of the bidder who will work in the jail must be cleared for security by the Sheriff or his designee. All employees must comply with the Sheriff's written policy and procedures relating to facility security. All employees assigned to duty at the jail shall submit to periodic health examinations at least as frequently and as stringently as required by law. Bidder agrees to submit satisfactory evidence of compliance with all health regulations to the parish upon request.

PREBID MEETING/SITE VISIT:

The Owner will make a reasonable effort to accommodate requests for on-site visits by prospective bidders. Each bidder must conduct at least one (1) site visit to the Jefferson Davis Parish Regional Consolidated Jail within ninety (90) days prior to the bid opening.

It is the sole responsibility of each bidder to thoroughly inspect the facility and verify all existing conditions prior to submitting a bid, including, but not limited to, quantities, measurements, available kitchen and food service equipment, storage areas, utilities, security requirements, the Scope of Work, and all other bid requirements. Submission of a bid shall constitute acknowledgment that the bidder has completed the required site visit.

BID PRICING

Bidders shall provide pricing based on the Bid Sheet, and will be based on food quantities for one (1) year.

BID QUANTITIES

Bid quantities are estimated for evaluation purposes only and are based on an average daily inmate population of 150 inmates, requiring three (3) meals per inmate per day for 365 days per year. Quantities for Special Diet Meals, Diabetic/Maternity Snack Meals, Sack Meals, Jail-Requested Extra Trays, and Trustee Extra Trays are estimates only.

The Jefferson Davis Parish Police Jury does not guarantee any minimum or maximum quantity of any bid item. Payment shall be made only for the actual quantities ordered and accepted. Unit prices shall remain firm for the initial one (1) year contract term, regardless of whether actual quantities are greater or less than the estimated quantities shown on the Bid Form.

For each subsequent contract year, including any renewal options, unit prices may be adjusted based on the Consumer Price Index (CPI), if approved by the Parish. Any price adjustment shall be memorialized by a written contract amendment executed by both the Contractor and the Jefferson Davis Parish Police Jury prior to taking effect.

REQUIRED SUBMITTALS

Bidders shall include:

- Company qualifications and experience
- References from correctional facilities currently serviced
- Proposed menu samples
- Dietitian certification and approval documentation
- Proposed staffing plan
- Proof of insurance
- Copies of required licenses and certifications
- Detailed pricing

RESERVATION OF RIGHTS

The Jefferson Davis Parish Police Jury reserves the right to reject any and all bids, waive informalities, and accept the bid deemed to be in the best interest of the Parish.

POST AWARD REQUIREMENTS:

Selected Contractor shall be notified by Notice of Award after which time said contractor will be required to submit/execute the following documents within 10 Days: Non-Collusion Affidavit, Attestations Affidavit, Affidavit of Employee Verification, Contract (with performance bond), Certificates of Insurance, List of any Subcontractor(s), Contractor's License(s), and any other documentation necessary to execute the project Scope of Work. As per La. R.S. 38:2212, JDPPJ can reject any bid not in compliance with these said provisions and requirements.

PRE-SERVICE CONFERENCE

Prior to the commencement of food service operations, the Contractor shall attend a Pre-Service Conference with representatives of the Jefferson Davis Parish Police Jury, the Warden, and/or their designated representatives. The purpose of this conference is to review the scope of services, operational procedures, security requirements, staffing, meal service schedules, communication protocols, and any other matters necessary to ensure a smooth transition and commencement of services.

At a minimum, the Contractor shall be prepared to discuss:

- Staffing and key personnel
- Meal preparation and service procedures
- Delivery schedules and inventory management
- Security protocols and inmate worker supervision
- Communication and emergency procedures

No services shall begin until the Pre-Service Conference has been completed to the satisfaction of the Jefferson Davis Parish Police Jury and the Warden. The conference shall be scheduled promptly following contract execution and prior to the Contractor's first day of service.

REQUIRED DOCUMENTATION:

Submit and post a list of emergency telephone numbers and address for individuals to be contacted in case of emergency.

OTHER:

It shall be the responsibility of the Bidder to request in writing clarification of anything not explicitly stated in this bid.

PAYMENT:

The Contractor shall submit a monthly itemized invoice for services satisfactorily performed. The Jefferson Davis Parish Police Jury shall review each invoice and, upon approval, payment will generally be made within thirty (30) to sixty (60) days after receipt of a complete and accurate invoice, subject to the Parish's normal accounts payable procedures.

The Jefferson Davis Parish Police Jury reserves the right to withhold payment for any disputed charges until the matter is resolved. Payment shall not constitute acceptance of deficient performance or waive any rights under the Contract.

CONTRACT MODIFICATION(S):

Contract modifications, including changes to the scope of services, pricing, or term, shall be made only by written amendment executed by both parties.

OWNER PROVIDED ITEMS:

The Jefferson Davis Parish Police Jury shall provide inmate labor, under the supervision of the Contractor, to assist with the preparation, cooking, serving, and cleanup of meals. The Owner shall also furnish potable water and all existing reusable kitchen equipment, cookware, serving equipment, and utensils necessary for food service operations, including, but not limited to, ovens, stoves, pots, pans, cooking utensils, food trays, reusable sporks, storage racks, sinks, and other permanently installed or reusable kitchen items. In addition, the Owner shall provide all utilities necessary for the operation of the kitchen and food service facilities, including electricity, water, sewer, and natural gas (if applicable). The Contractor shall be responsible for the proper use and reasonable care of all Owner-furnished equipment during the term of the Contract. The Contractor shall immediately notify the Warden of any malfunctioning Owner-furnished equipment.

TERM OF CONTRACT

The initial term shall be three (3) years. The Jefferson Davis Parish Police Jury may renew the contract for up to two (2) additional one-year terms upon mutual agreement of the parties.

TERMINATION

The Jefferson Davis Parish Police Jury, through the Parish Administrator, Sheriff, Warden, or their authorized representative, shall determine the acceptability and quality of performance under this Contract.

If, in the opinion of the Jefferson Davis Parish Police Jury, the Contractor's performance becomes unsatisfactory, the Contractor shall be notified in writing of the specific deficiencies. The Contractor shall have seven (7) calendar days from receipt of such notice to correct the identified deficiencies, unless a shorter time is required due to health, safety, security, or operational concerns of the Jail.

In the event the Contractor fails to satisfactorily correct the deficiencies within the time allowed, the Jefferson Davis Parish Police Jury shall have the right to take whatever actions are reasonably necessary to ensure continued inmate food services, including securing alternate services or performing such services itself, and may deduct any costs incurred from payments due or to become due to the Contractor. Repeated instances of unsatisfactory performance, failure to comply with applicable laws or Jail standards, or failure to maintain adequate staffing, sanitation, or food service operations shall constitute grounds for termination for cause.

The Jefferson Davis Parish Police Jury reserves the right to terminate this Contract, with or without cause, upon sixty (60) days written notice to the Contractor. In the event of such termination, the Contractor shall be compensated only for satisfactory services rendered through the effective date of termination.

Notwithstanding any provision of this Contract to the contrary, the obligations of the Jefferson Davis Parish Police Jury beyond the current fiscal year are contingent upon the annual appropriation and availability of funds by the Police Jury. If sufficient funds are not appropriated or otherwise made available for any subsequent fiscal year, the Jefferson Davis Parish Police Jury may terminate this Contract without penalty, liability, or further obligation upon written notice to the Contractor. In such event, the Contractor shall be entitled only to payment for services satisfactorily performed through the effective date of termination.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: Jefferson Davis Parish Police Jury
304 N. State Street
Jennings, LA 70546

PROJECT: 2026 Inmate Food Services #2026006

The undersigned bidder hereby declares and represents that she/he: a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: THE JEFFERSON DAVIS PARISH POLICE JURY.

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging)

_____ .

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

_____ Dollars (\$ _____)

ALTERNATE 1: _____ Dollars (\$ _____)

NAME OF BIDDER: _____

ADDRESS OF BIDDER: _____

LOUISIANA CONTRACTOR'S LICENSE NUMBER: _____

NAME OF AUTHORIZED SIGNATORY OF BIDDER: _____

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: _____

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: _____

DATE: _____

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** A **CORPORATE RESOLUTION OR WRITTEN EVIDENCE** of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) attached to and made a part of this bid.

LOUISIANA UNIFORM PUBLIC WORK BID FORM-UNIT PRICE FORM

TO: Jefferson Davis Parish Police Jury
304 N. State Street
Jennings, LA 70546

PROJECT: 2026 Inmate Food Services #2026006

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Breakfast Meals (Cold)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
001	54,750	Each	*	*	

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Lunch Meals (warm)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
002	54,750	Each	*	*	

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Dinner Meals (warm)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
003	54,750	Each	*	*	

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Sack Meal		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
004	520	Each	*	*	

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Special Diet Meal (Additional Fee)		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
005	7,665	Each	*	*	

DESCRIPTION:	☐ Base Bid or	Alt.# ____	Diabetic/Maternity Snack Meal		
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	
006	2,000	Each	*	*	

DESCRIPTION:	Base Bid or	Alt.# ____			
REF. NO.	QUANTITY:	UNIT OF MEASURE:	UNIT PRICE	UNIT PRICE EXTENSION (<i>Quantity times Unit Price</i>)	

* **Required**

August 2026

LOUISIANA UNIFORM PUBLIC WORK BID FORM-UNIT PRICE FORM (NOTES)

All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner

All bid item prices shall include all labor, supervision, food, ingredients, preparation, packaging, delivery, equipment, supplies, transportation, overhead, profit, and all other costs necessary to provide the services specified herein, unless explicitly stated otherwise (see Owner Provided Items).

Each unit price submitted shall be considered full compensation for furnishing the applicable meal or service. The Jefferson Davis Parish Police Jury reserves the right to increase, decrease, or omit estimated quantities as operational needs require, and such changes shall not constitute grounds for additional compensation or adjustment of unit prices.

Estimated quantities are provided solely for bid evaluation purposes and do not represent a guarantee of actual quantities to be ordered during the contract term.

Pricing, such as cost plus % markup, will not be accepted.

BID BOND

FOR: **JEFFERSON DAVIS PARISH POLICE JURY**

Date: _____

KNOW ALL MEN BY THESE PRESENTS:

That _____ of _____,
as Principal, and _____, as Surety,
are held and firmly bound unto the Jefferson Davis Parish Police Jury (Obligee), in the full and just sum
of five (5%) percent of the total amount of this proposal, including all alternates, lawful money of the
United States, for payment of which sum, well and truly be made, we bind ourselves, our heirs, executors,
administrators, successors and assigns, jointly and severally firmly by these presents.

Surety represents that it is listed on the current U. S. Department of the Treasury Financial
Management Service list of approved bonding companies as approved for an amount equal to or greater
that the amount for which it obligates itself in this instrument or that it is a Louisiana domiciled insurance
company with at least an A - rating in the latest printing of the A. M. Best's Key Rating Guide. If surety
qualifies by virtue of its Best's listing, the Bond amount may not exceed ten percent of policyholders' surplus
as shown in the latest A. M. Best's Key Rating Guide.

Surety further represents that it is licensed to do business in the State of Louisiana and that this
Bond is signed by surety's agent or attorney-in-fact. This Bid Bond is accompanied by appropriate power
of attorney.

THE CONDITION OF THIS OBLIGATION IS SUCH that, whereas said Principal is herewith
submitting its proposal to the Obligee on a Contract for:

NOW, THEREFORE, if the said Contract be awarded to the Principal and the Principal shall,
within such time as may be specified, enter into the Contract in writing and give a good and sufficient bond
to secure the performance of the terms and conditions of the Contract with surety acceptable to the Obligee,
then this obligation shall be void; otherwise this obligation shall become due and payable.

PRINCIPAL (BIDDER)

SURETY

BY: _____
AUTHORIZED OFFICER-OWNER-PARTNER

BY: _____
AGENT OR ATTORNEY-IN-FACT(SEAL)

NOTICE OF AWARD

DATE: _____

TO: _____

The Owner represented has considered the Bid Proposal submitted by you for the above mentioned project in response to its Request for Bids dated _____.

It appearing to be in the best interest of the Owner, your Bid Proposal is hereby accepted in the amount of \$ _____, based on the Base Bid as modified by the Alternate Item(s) selected by the Owner..

The following Alternative(s) have also been selected _____ and shall be incorporated into the Contract. The value of the selected Alternate Item(s) is \$ _____.

The Total Contract Amount, including all accepted Alternate Item(s), shall be \$ _____.

You are required by the Notice and Instructions to Bidders to execute the formal contract with the undersigned Owner within ten (10) days from the date of the delivery of this notice to you. If you fail to execute said contract and to furnish said bond within ten (10) days from the date of delivery of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of you Proposal as abandoned, retain your bid bond, and to award the work covered by your Proposal to another, or to re-advertise the work or otherwise dispose thereof as the Owner may see fit.

Dated this _____ day of _____ 20_____.

Ben Boudreaux, Administrator
Jefferson Davis Parish Police Jury

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by:

_____, on this the _____ day of _____, 20_____.

Signature: _____

Title: _____

NON-COLLUSION AFFIDAVIT

STATE OF LOUISIANA

PARISH OF JEFFERSON DAVIS

Before me, the undersigned authority, duly commissioned and qualified within and for the State and Parish aforesaid, personally came and appeared _____ representing _____ who, being by me first duly sworn deposed and said that he has read this affidavit and does hereby agree under oath to comply with all provisions herein as follows:

PART I.

Section 2224 of Part II of Chapter 10 of Title 38 of the Louisiana Revised Statutes, as amended.

(1) That affiant employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for affiant; and

(2) That no part of the Contract price received by affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the Contract, other than the payment of their normal compensation to persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for affiant.

PART II.

Section 2190 of Part I of Chapter 10 of Title 38 of the Louisiana Revised Statutes, as amended.

That affiant, if an architect or engineer, or representative thereof, does not own a substantial financial interest, either directly or indirectly, in any corporation, firm, partnership, or other organization which supplies materials for the construction of a public work when the architect or engineer has performed architectural or engineering services, either directly or indirectly, in connection with the public work for which the materials are being supplied.

For the purposes of this Section, a "substantial financial interest" shall exclude any interest in stock being traded on the American Stock Exchange or the New York Stock Exchange.

That affiant, if subject to the provisions of this section, does hereby agree to be subject to the penalties involved for the violation of this section.

AFFIANT

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____ 20____

NOTARY

ATTESTATIONS AFFIDAVIT

STATE OF LOUISIANA

PARISH OF JEFFERSON DAVIS

Before me, the undersigned notary public, duly commissioned and qualified in and for the parish and state aforesaid, personally came and appeared Affiant, who after being duly sworn, attested as follows:

LA. R.S. 38:2227 PAST CRIMINAL CONVICTIONS OF BIDDERS

A. No sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes:

(a) Public bribery (R.S. 14:118)

(c) Extortion (R.S. 14:66)

(b) Corrupt influencing (R.S. 14:120)

(d) Money laundering (R.S. 14:230)

B. Within the past five years from the project bid date, no sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes, during the solicitation or execution of a contract or bid awarded pursuant to the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes:

(a) Theft (R.S. 14:67)

(f) Bank fraud (R.S. 14:71.1)

(b) Identity Theft (R.S. 14:67.16)

(g) Forgery (R.S. 14:72)

(c) Theft of a business record (R.S. 14:67.20)

(h) Contractors; misapplication of payments (R.S. 14:202)

(d) False accounting (R.S. 14:70)

(e) Issuing worthless checks (R.S. 14:71)

(i) Malfeasance in office (R.S. 14:134)

LA. R.S. 38:2212.10 Verification of Employees

- A. At the time of bidding, Appearer is registered and participates in a status verification system to verify that all new hires in the state of Louisiana are legal citizens of the United States or are legal aliens.
- B. If awarded the contract, Appearer shall continue, during the term of the contract, to utilize a status verification system to verify the legal status of all new employees in the state of Louisiana.
- C. If awarded the contract, Appearer shall require all subcontractors to submit to it a sworn affidavit verifying compliance with Paragraphs (A) and (B) of this Subsection.

LA. R.S. 23:1726(B) Certification Regarding Unpaid Workers Compensation Insurance

- A. R.S. 23:1726 prohibits any entity against whom an assessment under Part X of Chapter 11 of Title 23 of the Louisiana Revised Statutes of 1950 (Alternative Collection Procedures & Assessments) is in effect, and whose right to appeal that assessment is exhausted, from submitting a bid or proposal for or obtaining any

ATTESTATIONS AFFIDAVIT (Continued)

contract pursuant to Chapter 10 of Title 38 of the Louisiana Revised Statutes of 1950 and Chapters 16 and 17 of Title 39 of the Louisiana Revised Statutes of 1950.

- B. By signing this bid /proposal, Affiant certifies that no such assessment is in effect against the bidding / proposing entity.

NAME OF BIDDER:

NAME OF AUTHORIZED SIGNATORY:

DATE

TITLE OF AUTHORIZED SIGNATORY:

**SIGNATURE OF AUTHORIZED
SIGNATORY OF BIDDER/AFFIANT**

Sworn to and subscribed before me by Affiant on the ____ day of _____, 20____.

Notary Public

END ATTESTATIONS AFFIDAVIT

AFFIDAVIT OF EMPLOYEE VERIFICATION
(LA RS 38:2212.10)

STATE OF LOUISIANA

PARISH OF JEFFERSON DAVIS

Before me, the undersigned authority, duly commissioned and qualified within and for the State and Parish aforesaid, personally came and appeared _____ representing _____ who, being by me first duly sworn deposed and said that he has read this affidavit and does hereby agree under oath to comply with all provisions herein as follows:

1. The affiant is duly authorized to execute this affidavit on behalf of the above-named company.
2. The company was in full compliance at the time the bid was submitted and is currently registered with and actively participates in the federal E-Verify program, the employment eligibility verification system operated by the United States Department of Homeland Security.
3. The company verifies the employment eligibility of all newly hired employees in the State of Louisiana through the E-Verify program and will continue to do so for the duration of any contract entered into with the Jefferson Davis Parish Police Jury.
4. The company requires all subcontractors performing work under the contract to submit sworn affidavits verifying compliance with the same E-Verify requirements.
5. The company understands that failure to comply with the requirements of La. R.S. §2212.10 may result in termination of the contract and ineligibility to contract with public entities in the State of Louisiana for up to three (3) years.

The foregoing is true and correct to the best of the affiant’s knowledge, information, and belief.

AFFIANT

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____ 20____

NOTARY