

**THE CITY OF GRETNA  
MAYOR AND CITY COUNCIL SPECIAL MEETING**



**Gretna City Hall  
740 2nd Street, Gretna, LA 70053  
2nd Floor Council Chambers  
April 24, 2017 - 12:00 PM  
AGENDA**

- 1. Call to Order / Roll Call**
- 2. Opening Prayer / Pledge of Allegiance**
- 3. Bid(s) received:**
  - A. Renovations to Gretna Police Headquarters - Mr. David Boyd, Burk-Kleinpeter, Inc.
- 4. Other Matters.**
  - A. Special Event Permit request:  
**Live Entertainment "Cinco de Mayo" celebration.  
El Mesquite Grill & Restaurant (516 Gretna Blvd.), Applicant  
Friday, May 5, 2017 (District 4)**
- 5. Adjourn.**

## **INVITATION TO BID**

### **RENOVATIONS TO GRETNA POLICE HEADQUARTERS FOR THE GRETNA POLICE DEPARTMENT CITY OF GRETNA, LOUISIANA**

Sealed Bids will be received by the City of Gretna in the Mayor's Office, Gretna City Hall, 740 2nd Street, Gretna, LA 70053 or electronically through the website [www.publicpurchase.com](http://www.publicpurchase.com) on **Tuesday, April 18, 2017** until **1:45 PM** local time for:

### **RENOVATIONS TO GRETNA POLICE HEADQUARTERS**

At **2:00 PM** local time on the same day, in the Mayor's Office, Gretna City Hall, Gretna, Louisiana, all Bids that have been duly received will be publicly opened and read aloud.

Without limiting the scope of work described herein, the proposed bid provides for exterior and interior renovations to existing single story building with associated civil, architectural, structural, mechanical and electrical work as detailed within the Contract Documents.

All Bids must be in accordance with the Contract Documents on file with the City of Gretna's Director of Public Works, 100 5th Street, Gretna, Louisiana, 70053, and at the office of Burgdahl & Graves, AIA Architects, 2550 Belle Chasse Highway, Suite 130, Gretna, Louisiana 70053.

Copies of the Bidding Documents and Contract Documents, consisting of drawings and specifications for use in preparing Bids may be secured from the office of BURGDahl & GRAVES, AIA ARCHITECTS, 2550 Belle Chasse Highway, Suite 130, Gretna, LA 70053, (504) 366-4433 by licensed contractors upon payment of **\$125.00** per set (paper copy) or through the website [www.publicpurchase.com](http://www.publicpurchase.com) at no cost. Deposit on the first set of documents furnished bona fide prime bidders will be fully refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. On other sets of documents furnished to bidders, the deposit less **\$ 62.50** will be refunded upon return of the documents in good condition no later than ten calendar days after receipt of bids. Good condition is defined as free of all pencil, pen and other marks. Partial sets will not be issued. Request for mailing Contract Documents will be handled by either Federal Express or UPS, provided the addressee supplies his courier's account number and "street" address (no P. O. Box addresses).

Each Bidder must obtain a contractor's license from the State of Louisiana prior to submitting his bid.

The work for this project is classified as **Building Construction**. **ONLY** Contractors with this classification may submit bids for this project.

Bids will be received on a **lump sum** basis as described in the Contract Documents.

All work is to commence within **30** days after the Date of Contract. Completion of the work is required within **240** calendar days. All time limits commencing upon the date of issuance by registered mail of the Owner's "Notice to Proceed."

Bid security in the amount of 5 percent (5%) of the total Bid must accompany each Bid.

The successful Bidder will be required to furnish a Performance and Payment Bond guaranteeing faithful performance and the payment of all bills and obligations arising from the performance of the contract.

Sureties will be required to meet qualifications set forth in the Contract Documents.

Bidders are required to attend a prebid conference to discuss the project. Prebid conference details are set forth in the Bidding Documents. **The Prebid Conference is MANDATORY**, and shall be held at **200 5<sup>th</sup> Street, Gretna, LA 70053** the project site on **Thursday, April 6, 2017**, at **10:00 AM**. **All bidders must attend the MANDATORY prebid conference and will be required to sign in and out as evidence of attendance. In accordance with LA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY prebid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.**

No Bid may be withdrawn within a period of 45 days after the date fixed for opening Bids (LA R.S. 38:2215) except as allowed by provisions within LA R.S. 38:2214(C).

The City of Gretna reserves the right to reject any and all Bids for just cause as allowed by LA R.S. 38:2214.

**/S/ BELINDA C. CONSTANT**  
**MAYOR**  
**CITY OF GRETNA**  
**STATE OF LOUISIANA**

Publish: March 22, March 29 and April 5, 2017

# APPLICATION FOR LIVE ENTERTAINMENT/SPECIAL EVENT PERMIT

## CITY OF GRETNA

740 2<sup>nd</sup> Street, Gretna, LA 70053-5829



For the Calendar Year Ending May 31, 2017

### FOR OFFICE USE ONLY

Code # LA or LS

Lic. # 0000042

Date Paid

Amount

By

Date: 4/20/17

El Mesquite Grill  
(Business Name)

Cesar Lemos  
(Owner, Manager's Name)

504-367-1022  
Telephone Number

Mailing Address: 516 Gretna Blvd  
Street

Gretna  
City

LA  
State

70053  
Zip Code

Location of business: 516 Gretna Blvd  
Street

Gretna  
City

LA  
State

70053  
Zip Code

Type of Permit: ☐ Quarterly Entertainment (\$100.00) ☒ Special Event Entertainment (Date 05/05/17 Time 11:00 am of event) (\$100.00)

Type of Entertainment ☒ Band ☐ Disc Jockey

Briefly explain event: Cinco de Mayo Celebration Party with start 6pm

Type of Ownership: Mexican Restaurant Individual  
(Individual, Partnership, Corporation)

If agents, employees, representatives or servant of this business have obtained an Alcoholic Beverage Card from the City of Gretna, Chief of Police ☒ Yes ☐ No

Nicholas Ort: 2 516 Gretna Blvd Gretna LA 70053  
(Name, address, social security number and date of birth of all partners or principal officers, if a corporation)

### PERMIT WILL NOT BE ISSUED IF APPLICATION IS INCOMPLETE

Applications are due on January 1. A penalty of (25%) twenty-five percent will be charged, if not paid by January 1, this permit may be denied without notice.

Make checks payable to City of Gretna, P. O. Box 404, Gretna, LA 70054-0404

I affirm that the information given in this application is true and correct and will abide by all applicable City of Gretna Ordinances.

[Signature]  
(Name)

Manager  
(Title)

Approved

CITY OF GRETNA

### PERMIT WILL NOT BE ISSUED IF APPLICATION IS INCOMPLETE.