

June 3, 2010

[Name of Contact Person]
[Company Name]
[Company Address]
[Company Address]

RE: PUBLISHING THE OFFICIAL JOURNAL OF THE SOUTHEAST LOUISIANA
FLOOD PROTECTION AUTHORITY – WEST

Dear Sir/Madam:

The Southeast Louisiana Flood Protection Authority – West, on behalf of its member Districts, West Jefferson Levee District and Algiers Levee District, is seeking bids for its Official Journal. The period shall be for one year beginning July 1, 2010 and ending June 30, 2011.

Bids will be opened and read aloud at the meeting to be held on June 28, 2010 at 5:00 P.M. at Our Lady of Holy Cross College – Moreau Center, 4123 Woodland Drive, New Orleans, LA 70131.

Bid Specifications and additional information may be obtained by calling Janis Rogers at (504) 340-0318.

Yours truly,



Giuseppe R. Miserendino
Regional Director

GRM/jmr

Attachment

BID NUMBER 218

**SPECIFICATIONS FOR OFFICIAL JOURNAL
SOUTHEAST LOUISIANA FLOOD AUTHORITY – WEST
(AND MEMBER DISTRICTS)
WEST JEFFERSON LEVEE DISTRICT
ALGIERS LEVEE DISTRICT**

1. Bid may be mailed or delivered to the Southeast Louisiana Flood Authority – West, 7001 River Road, Marrero, Louisiana, or on the day of the bid will be opened to Southeast Louisiana Flood Authority – West at Our Lady of Holy Cross College – Moreau Center, 4123 Woodland Drive, New Orleans, Louisiana 70131 by 5:00 P.M. on June 28, 2010. Any bid received after that time shall be returned unopened.
2. The bid form, furnished as part of the specifications, must be used for filing bid and must be signed by bidder. Bid must be received in a sealed envelope and marked “Bid Number 218”.
3. The Southeast Louisiana Flood Authority – West is exempt from paying sales tax. Bid MUST NOT include tax.
4. Bid shall be valid for 30 days.
5. Publication shall cover the entire west bank of Jefferson and Orleans Parish.
6. The newspaper shall have been published in an office physically located in Jefferson Parish for a period of five (5) years preceding its selection; shall not have missed during that period as many as three (3) consecutive issues, unless caused by fire, flood, strike, or natural disaster; must have maintained a general paid circulation in Jefferson Parish for a period of five (5) years; and shall have been entered in a U.S. Post Office in Jefferson Parish under a Second Class mailing permit for a period of its selection.
7. The newspaper shall furnish a rate per column inch for all Southeast Louisiana Flood Authority – West minutes and other legal notices required to be published.
8. With a minimum thirty (30) day notice prior to the end of the first year agreement and by mutual agreement by both parties, this contract may be extended for an additional year, the cost to be negotiated.

**SOUTHEAST LOUISIANA FLOOD AUTHORITY – WEST
BANK
BID NUMBER 218
BID FORM**

VENDOR NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT
PERSON: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

RATE PER COLUMN INCH: \$ _____