**LOUISIANA**

**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**MANDATORY**

**JOBSITE VISIT CERTIFICATION**

**DOTD Headquarters Generator Maintenance**

**Jobsite Location:**

Various Locations at DOTD Headquarters

1201 Capitol Access Rd.

Baton Rouge, LA 70802

**DOTD Point of Contact (POC):**

Nathan Lemoine (225)379-1127 or Alan Muse (225)379-1024 or Bryan Collins (225)379-1125

Jobsite visit shall include a visual review of the location(s) where work is to be performed.

Vendor must contact the Department POC listed above to schedule an appointment. Mandatory jobsite visit must be completed prior to bid opening date and time. Current vendor is exempt from this requirement.

The vendor or vendor’s representative and the DOTD representative or their designee should sign this certificate after the jobsite inspection has completed. In lieu of a signed certificate, the DOTD representative may provide a signed letter stating that the vendor did visit the jobsite. Letter must include the date of inspection, company name, and the name of the vendor’s representative present at the inspection.

**NOTE:** Certification or letter from the DOTD representative should be submitted by the bidder with the bid response and must be supplied to the DOTD Procurement Office prior to award. Failure to supply the required documentation will cause the vendor’s bid to be rejected.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(Vendor Representative’s Name – Please Print) (Vendor’s Company Name – Please Print)**

hereby certify that I have inspected the referenced jobsite on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ and I am familiar with all conditions of the location as it pertains to the fulfillment of the specifications associated with the solicitation.

(Vendor Representative’s Signature & Date)

(DOTD Representative’s Signature & Date)

(DOTD Representative’s Name & Title – Please Print)