



JACKSON COUNTY Public Works Department

Resolution #21970 - Back up

Jackson County Technical Center
303 West Walnut Street
Independence, Missouri 64050
jacksongov.org

(816) 881-4530
Fax: (816) 881-4448

Memorandum

To: Keith Allen, Senior Buyer
From: Robert Rives, Deputy Director Facilities Management
Date: June 10, 2025
RE: ITB- 25-026 Miscellaneous HVAC Parts

Keith,

As a result of the competitive invitation to bid #25-026 to provide Miscellaneous HVAC Parts for equipment owned by the County, I would like to recommend the bid be awarded to Charles D. Jones Company.

Charles D. Jones Company has previously provided this service to the County, and our experience with this vendor has been positive. They have numerous locations in our area which makes accessing parts quick and easy for our technicians. They also stock a wide range of parts for several brands of equipment. This is important so we can repair the equipment and return it to service in a timely manner.

Facilities Management anticipates an approximate annual spend of \$100,000 annually for these parts.

Thank you for your consideration of the above recommendation.

Respectfully,

A handwritten signature in cursive script, appearing to read "Robert Rives".

Robert Rives

Frank White, Jr., County Executive



JACKSON COUNTY
Parks + Rec

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

TO: KEITH ALLEN, Senior Buyer

FROM: Tina Spallo, Superintendent, Park Operations

SUBJECT: 25-026 HVAC Parts

DATE: June 11, 2025

Pursuant to section 1054.6 of the Jackson County Code, the Parks + Rec Department recommends awarding a Twenty-Four (24) Month Term and Supply Contract with (1) Twelve (12) Month option to extend for the furnishing of HVAC Parts under the terms and conditions of Invitation to Bid No. 25-026 as the best and only qualified bid received.

Parks + Rec utilizes this contract to purchase replacement parts needed to perform general maintenance on HVAC units throughout the Parks Department.

Charles D. Jones has provided outstanding customer service, has a local storefront for purchasing items and carries a wide inventory of parts.

The department's estimated spending is \$5,000 per year.

003-1602-57371



Frank White, Jr., County Executive