

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19111

Sponsor(s): Tony Miller

Date: March 28, 2016

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with Three Twelve Month Options to Extend, for the furnishing of Holiday Lighting for use by Parks + Rec Department to American Lighting of Denver, Colorado under the terms and conditions of Invitation to Bid No. 2-16.</u></p>																				
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget)</p> <table border="1"> <tr> <td>Department</td> <td>Estimated Use</td> </tr> <tr> <td>Parks + Rec</td> <td>\$ 23,000.00</td> </tr> </table> <p>This RLA only approves the Term and Supply Contract; the funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): \$21,000.00 Prior Year Actual Amount Spent (if applicable): \$18,211.52</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		Department	Estimated Use	Parks + Rec	\$ 23,000.00						
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																				
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Jessica Johnson, Senior Buyer, 881-3253</p>																				
<p>REQUEST SUMMARY</p>	<p>The Parks + Rec Department requires a Term and Supply Contract for the furnishing of Holiday Lighting. The Purchasing Department issued Invitation to Bid No. 2-16 in response to this requirement.</p> <p>A total of twenty-nine notifications were distributed and three responses were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>Vendor and Location</th> <th>Price Item 1</th> <th>Total Price of Items 2-15 & 32-35</th> <th>Percentage Catalog Discount Item 31</th> <th>Delivery Time</th> </tr> </thead> <tbody> <tr> <td>American Lighting; Denver, CO</td> <td>\$124.25</td> <td>\$278.52</td> <td>20%</td> <td>2-3 days</td> </tr> <tr> <td>Oklahoma Lighting; Tulsa, OK</td> <td>\$80.00</td> <td>\$115.45</td> <td>15%</td> <td>10 days</td> </tr> <tr> <td>Reinders Inc.; Elm Grove, WI</td> <td>\$134.00</td> <td>\$331.04</td> <td>15%</td> <td>90 days</td> </tr> </tbody> </table> <p>NOTE: Oklahoma Lighting of Tulsa, Oklahoma no bid 8 items.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends Award for Holiday Lighting to American Lighting of Denver, Colorado as the lowest and best bid meeting specifications.</p> <p>This award is made on an "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.</p>	Vendor and Location	Price Item 1	Total Price of Items 2-15 & 32-35	Percentage Catalog Discount Item 31	Delivery Time	American Lighting; Denver, CO	\$124.25	\$278.52	20%	2-3 days	Oklahoma Lighting; Tulsa, OK	\$80.00	\$115.45	15%	10 days	Reinders Inc.; Elm Grove, WI	\$134.00	\$331.04	15%	90 days
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<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A</p>																				

	<input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Memorandum from Wayne Shipley, Utilities & Special Project Coordinator of Parks + Rec Department, Abstract of Bids Received and Recap of Recommended Award Items	
REVIEW	Department Director: <i>[Signature]</i>	Date: 3-14-16
	Finance (Budget Approval): If applicable N/A <i>Mary Rosmus</i>	Date: 3/15/16
	Division Manager: <i>Marylou Brown</i>	Date: 3/23/16
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



**JACKSON COUNTY
Parks + Rec**

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

Res. 19111

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

MEMORANDUM

TO: Jessica M Johnson, Senior Buyer, Purchasing
FROM: Wayne Shipley, Utilities & Special Project Coordinator
DATE: February 29, 2016
SUBJECT: Term and Supply Contract No. ITB 2-16 Holiday Lighting Evaluation

The Parks Department recommendation is to award the contract to American Lighting as the best bid.

Our **projected usage** during the next twelve months is \$ 23,000.

300 – 1670 – 57360 - \$23,000



Frank White Jr., County Executive

Vendor: American Lighting

Bid Recap		Quote			
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	UOM	Unit Price
Signed Contract	Yes	1	3/8", 150' length, horizontal bulbs	ea	\$ 124.25
Affidavit	Yes	2	End Cap for 3/8" rope light	ea	\$ 0.07
Compliance Review Form or Certificate	Yes	3	5' power cord	ea	\$ 5.39
Contractor's Qualifications	Yes	4	invisible splice for 3/8" rope light	ea	\$ 0.76
Acknowledgement of Addenda	Yes	5	Power Connector for 3/8" incandescent rope light	ea	n/a
Quotation	Yes	6	1' cl shrink tube	ea	\$ 0.11
Exceptions	Yes	7	1/2" diameter, 150' length	ea	\$ 124.25
Manufacturer's Specs/Warranty Info	Yes	8	End Cap for 1/2" rope light	ea	\$ 0.07
Samples (1ea LED Rope, 1ea Incandescent Rope)	Yes	9	5' power cord for 1/2" rope light	ea	\$ 5.39
Price Lists/Catalogs	Yes	10	Invisible splice for 1/2" rope light	ea	\$ 0.84
		11	Power connector for 1/2" incandescent rope light	ea	n/a
		12	1' cl shrink tube for sealing 1/2" invisible splice	ea	\$ 0.11
		13	Standard grade LED mini lighting string	case	\$ 5.71
		14	Standard grade LED 5mm conical light string	case	\$ 5.20
		15	Standard grade faceted C-9 bulbs	case	\$ 0.14
		16-30	deleted		
		31	Discounts Offered	ea	20%
		32	LED 3/8" rope light	roll	\$ 124.25
		33	LED 3/8" splice invisible connector; 1000/set	set	\$ 0.84
		34	Power cord LED 3/8"; 50/set	set	n/a
		35	3/8" LED Power Connector; 100/set - See Comments/Quote	set	\$ 5.39
			Delivery Time	Days	2-3 Days

COMMENTS:

NO Exceptions noted
 #35 - Appears to be sold as a set with item #34.
 Offers to add additional 5% discount if ordered before: April 15, 2016; Net 60 Terms
 Requested signed contract and affidavit to be returned by Friday, February 12, 2016 @ 4PM. Received 2/17/16. Vendor cleared delay through Purchasing due to Holiday.

Bid No: 2-16

Commodity: Holiday Lighting

Vendor: Oklahoma Lighting

Bid Recap		Quote			
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	UOM	Unit Price
Signed Contract Affidavit	Yes	1	3/8", 150' length, horizontal bulbs	ea	\$ 80.00
Compliance Review Form or Certificate	Yes	2	End Cap for 3/8" rope light	ea	\$ 0.11
Contractor's Qualifications	Yes	3	5' power cord	ea	\$ 3.22
Acknowledgement of Addenda	Yes	4	invisible splice for 3/8" rope light	ea	\$ 1.05
Quotation	Yes	5	Power Connector for 3/8" incandescent rope light	ea	No quote
Exceptions	Yes	6	1' cl shrink tube	ea	No quote
Manufacturer's Specs/Warranty Info	Yes	7	1/2" diameter, 150' length	ea	\$ 85.00
Samples (1ea LED Rope, 1ea Incandescent Rope)	No	8	End Cap for 1/2" rope light	ea	\$ 0.11
Price Lists/Catalogs	No	9	5' power cord for 1/2" rope light	ea	\$ 3.22
		10	Invisible splice for 1/2" rope light	ea	\$ 1.05
		11	Power connector for 1/2" incandescent rope light	ea	No quote
		12	1' cl shrink tube for sealing 1/2" invisible splice	ea	No quote
		13	Standard grade LED mini lighting string	case	\$ 10.78
		14	Standard grade LED 5mm conical light string	case	\$ 10.78
		15	Standard grade faceted C-9 bulbs	case	\$ 0.13
		16-30	deleted		
		31	Discounts Offered - S4 Lighting 2016 Price Sheet		15%
		32	LED 3/8" rope light	roll	No Bid
		33	LED 3/8" splice invisible connector; 1000/set	set	No Bid
		34	Power cord LED 3/8"; 50/set	set	No Bid
		35	3/8" LED Power Connector; 100/set	set	No Bid
			Delivery Time	Days	10 Days

COMMENTS:

Exceptions requested: for deleted items; manufacturer does not provide a catalog or price sheet; samples are out of stock. Requested missing items to be returned by Friday, February 12, 2016 @ 4PM. Received Friday, February 12, 2016.

Commodity: Holiday Lighting

Vendor: Reinders, Inc.

Quote

REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	UOM	Unit Price
Signed Contract	Yes	1	3/8", 150' length, horizontal bulbs	ea	\$ 134.00
Affidavit	Yes	2	End Cap for 3/8" rope light	ea	\$ 1.25
Compliance Review Form or Certificate	Yes	3	5' power cord	ea	\$ 5.50
Contractor's Qualifications	Yes	4	invisible splice for 3/8" rope light	ea	\$ 1.75
Acknowledgement of Addenda	Yes	5	Power Connector for 3/8" incandescent rope light	ea	\$ 2.50
Quotation	Yes	6	1' cl shrink tube	ea	\$ 2.99
Exceptions	Yes	7	1/2" diameter, 150' length	ea	\$ 119.00
Manufacturer's Specs/Warranty Info	Yes	8	End Cap for 1/2" rope light	ea	\$ 1.25
Samples (1ea LED Rope, 1ea Incandescent Rope)	Yes	9	5' power cord for 1/2" rope light	ea	\$ 5.50
Price Lists/Catalogs	Yes	10	Invisible splice for 1/2" rope light	ea	\$ 1.75
		11	Power connector for 1/2" incandescent rope light	ea	\$ 2.50
		12	1' cl shrink tube for sealing 1/2" invisible splice	ea	\$ 2.99
		13	Standard grade LED mini lighting string - See Comments/quote	case	\$ 8.79
		14	Standard grade LED 5mm conical light string - See Comments/quote	case	\$ 7.99
		15	Standard grade faceted C-9 bulbs -	case	\$ 0.79
		16-30	deleted		
		31	Discounts Offered - Reinders Holiday Lighting Products		15%
		32	LED 3/8" rope light - See Comments/quote	roll	\$ 146.50
		33	LED 3/8" splice invisible connector; 1000/set	set	n/a
		34	Power cord LED 3/8"; 50/set	set	\$ 19.99
		35	3/8" LED Power Connector; 100/set	set	n/a
			Delivery Time	Days	90 Days

COMMENTS:

No Exceptions taken.

#13 - Priced according to color: Blue- \$8.40; Multi - \$8.40; Pure White - \$8.79

#14 - Priced according to color: Blue, Multi, Pure White - \$7.99

#32 - Priced according to color: Red, Orange, Yellow - \$136.50; Blue, Green, Warm/Pure White - \$142.50; Purple, Pink - \$146.50

Requested signed contract to be returned by Friday, February 12, 2016 @ 4PM. Received Friday, February 12, 2016.

BID 2-16 PRICING SUMMARY

Item #	Item Name	American Lighting		Oklahoma Lighting		Reinders Inc.	
		Price	Price	Price	Price	Price	Price
1	3/8", 150' length, horizontal bulbs	\$ 124.25	\$ 80.00	\$ 134.00			
2	End Cap for 3/8" rope light	\$ 0.07	\$ 0.11	\$ 1.25			
3	5' power cord	\$ 5.39	\$ 3.22	\$ 5.50			
4	invisible splice for 3/8" rope light	\$ 0.76	\$ 1.05	\$ 1.75			
5	Power Connector for 3/8" incandescent rope light	n/a	No quote	\$ 2.50			
6	1' cl shrink tube	\$ 0.11	No quote	\$ 2.99			
7	1/2" diameter, 150' length	\$ 124.25	\$ 85.00	\$ 119.00			
8	End Cap for 1/2" rope light	\$ 0.07	\$ 0.11	\$ 1.25			
9	5' power cord for 1/2" rope light	\$ 5.39	\$ 3.22	\$ 5.50			
10	Invisible splice for 1/2" rope light	\$ 0.84	\$ 1.05	\$ 1.75			
11	Power connector for 1/2" incandescent rope light	n/a	No quote	\$ 2.50			
12	1' cl shrink tube for sealing 1/2" invisible splice	\$ 0.11	No quote	\$ 2.99			
13	Standard grade LED mini lighting string	\$ 5.71	\$ 10.78	\$ 8.79			
14	Standard grade LED 5mm conical light string	\$ 5.20	\$ 10.78	\$ 7.99			
15	Standard grade faceted C-9 bulbs	\$ 0.14	\$ 0.13	\$ 0.79			
16-30	deleted						
31	Discounts Offered		20%	15%			
32	LED 3/8" rope light	\$ 124.25	No Bid	\$ 146.50			
33	LED 3/8" splice invisible connector; 1000/set	\$ 0.84	No Bid	n/a			
34	Power cord LED 3/8"; 50/set	n/a	No Bid	\$ 19.99			
35	3/8" LED Power Connector; 100/set	\$ 5.39	No Bid	n/a			
	Delivery Time after receipt of purchase order	2-3 Days	10 Days	90 Days			