

REQUEST FOR LEGISLATIVE ACTION
EXECUTIVE OFFICE

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20344

Sponsor(s): Jalen Anderson

Date: January 13, 2020

JAN 02 2020

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract, with one Twelve Month Option to Extend, for the furnishing of Glazing Services for the Facilities Management Division of the Public Works Department to Binswanger Glass of Independence, Missouri under the terms and conditions of Invitation to Bid No. 44-19</u></p>																																																							
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</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 style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">\$</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); estimated value and use of contract: Department: Facilities Management Estimated Use: \$25,000.00</p> <p>This RLA only approves the Term and Supply Contract. The funds will be appropriated through the annual budget adoption. Figures included in the Budget Information section are for informational purposes to provide an estimate of contract value.</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</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:	\$																																													
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):																																																							
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253																																																							
REQUEST SUMMARY	<p>The Facilities Management Division of the Public Works Department requires a Term and Supply Contract for the furnishing of Glazing Services on an "as needed" basis. The Purchasing Department issued Invitation to Bid No. 44-19 in response to those requirements.</p> <p>A total of ten notices were distributed and four bids were received and evaluated as follows:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th>Description</th> <th>Wilson Group</th> <th>Binswanger</th> <th>Southtown</th> <th>AGP</th> </tr> </thead> <tbody> <tr> <td>Group I</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Hourly Rate - Regular</td> <td>\$85.00</td> <td>\$80.00</td> <td>\$95.00</td> <td>\$82.50</td> </tr> <tr> <td>Hourly Rate - Overtime</td> <td>\$125.00</td> <td>\$120.00</td> <td>\$142.00</td> <td>\$123.75</td> </tr> <tr> <td>Group II</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Hourly Rate - Regular</td> <td>\$85.00</td> <td>\$80.00</td> <td>\$95.00</td> <td>\$82.50</td> </tr> <tr> <td>Hourly Rate - Overtime</td> <td>\$125.00</td> <td>\$120.00</td> <td>\$142.00</td> <td>\$123.75</td> </tr> <tr> <td>Group III</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Hourly Rate - Regular</td> <td>\$85.00</td> <td>\$80.00</td> <td>\$95.00</td> <td>\$82.50</td> </tr> <tr> <td>Hourly Rate - Overtime</td> <td>\$125.00</td> <td>\$120.00</td> <td>\$125.00</td> <td>\$123.75</td> </tr> <tr> <td>Discount</td> <td>None</td> <td>25%</td> <td>20%</td> <td>10%</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Facilities Management Division and the Purchasing Department recommend Award of a Twelve Month Term and Supply Contract, with one Twelve Month Option to Extend for the furnishing of Glazing Services for the Facilities Management Division to Binswanger Glass of</p>	Description	Wilson Group	Binswanger	Southtown	AGP	Group I					Hourly Rate - Regular	\$85.00	\$80.00	\$95.00	\$82.50	Hourly Rate - Overtime	\$125.00	\$120.00	\$142.00	\$123.75	Group II					Hourly Rate - Regular	\$85.00	\$80.00	\$95.00	\$82.50	Hourly Rate - Overtime	\$125.00	\$120.00	\$142.00	\$123.75	Group III					Hourly Rate - Regular	\$85.00	\$80.00	\$95.00	\$82.50	Hourly Rate - Overtime	\$125.00	\$120.00	\$125.00	\$123.75	Discount	None	25%	20%	10%
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	Independence, Missouri under the terms and conditions of Invitation to Bid No. 44-19 as the lowest and best bid received.	
	This award is made on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.	
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals There were no goals assigned to this Invitation to Bid <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Abstract of Bids Received, an Award Recommendation Memorandum from Rick Gerla, Facilities Management Administrator and the pertinent pages of Binswanger's bid documents.	
REVIEW	Department Director:	Date: 12.27.19
	Finance (Budget Approval): <i>If applicable</i>	Date: 12/31/19
	Division Manager:	Date: 1/2/2020
	County Counselor's Office:	Date: 1/8/2020

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.

ABSTRACT OF BIDS

Invitation to Bid No. 44-19 Glazing Services Opens: 2:00 PM, CST on 11/26/2019		AGP	Southtown Glass	Binswanger Glass	The Wilson Group
NO	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT
		UNIT	QTY		
1	Group 1 - Hourly Rate Regular Time			82.50	85.00
2	Group 1 - Hourly Rate Overtime			123.75	125.00
3	Group 2 - Hourly Rate Regular Time			82.50	85.00
4	Group 2 - Hourly Rate Regular Time			123.75	125.00
5	Group 3 - Hourly Rate Regular Time			82.50	85.00
6	Group 3 - Hourly Rate Overtime			123.75	125.00

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED
 ON: November 26, 2019, BY
Maureen Spino
 CLERK OF THE LEGISLATURE
Barbara Cajanovich
 PURCHASING



JACKSON COUNTY Facilities Management Division

Jackson County Courthouse
415 East 12th Street, Third Floor Mezzanine
Kansas City, Missouri 64106
jacksongov.org

(816) 881-3258
Fax: (816) 881-3583

MEMORANDUM

From: Rick Gerla, Facilities Management Administrator

To: Barbara Casamento, Purchasing Department

Date: 12/4/2019

Subject: Bid 44-19 Glazing Services Evaluation, Term and Supply Contract Recommendation

Barbara,

This memorandum is being prepared and submitted in response to your request for feedback regarding the above contract being awarded by Jackson County for Glazing Services on a Term and Supply basis.

The Facilities Division would like to recommend moving forward with Binswanger Glass, a vendor who applied for this contract.

Thank you,

Rick Gerla
Facilities Management Administrator
816.881.3748 (desk)
816.217.9310 (mobile)

7.0 QUESTIONS

- 7.1 All questions regarding this Invitation to Bid shall be in writing and emailed as described under General Conditions, Item No. 5 to Barbara Casamento at bcasamento@jacksongov.org .
- 7.2 The Deadline for Questions is November 19, 2019 at 5:00 PM, CST.
- 7.3 All Questions will be answered in the form of Addenda and posted on the County's website.

8.0 QUOTATION SHEET

- 8.1 "As Needed" Services Quotations for an Hourly Rate for Services that begin when the Successful Bidder arrives the County's site to perform the work.

- 8.1.1 Group I – Buildings located in downtown Kansas City, Missouri

Jackson County Courthouse, 415 East 12th Street, KCMO 64106
Community Justice Building, 1305 Locust Street, KCMO 64106
Jackson County Courts and Detention, 1315 Locust Street, KCMO 64106
Jackson County Detention Center, 1300 Cherry Street, KCMO 64106

\$ 80.00 Hourly Rate for Regular Time Hours
\$ 120.00 Hourly Rate for Overtime Hours

- 8.1.2 Group II – Buildings located in Independence, Missouri

Eastern Jackson County Courthouse, 308 W. Kansas, Independence, MO 64050
Truman Courthouse, Middle of Square, Independence, MO 64050
Examiner Building, 321 W. Lexington Avenue, Independence, MO 64050

\$ 80.00 Hourly Rate for Regular Time Hours
\$ 120.00 Hourly Rate for Overtime Hours

- 8.1.3 Group III – Miscellaneous County Buildings located within Jackson County, Missouri

\$ 80.00 Hourly Rate for Regular Time Hours
\$ 120.00 Hourly Rate for Overtime Hours

8.1.4 Percentage discount off manufacturer's list pricing for glass, materials, putty, etc.

Description or Manufacturer	Discount
ALL	25%

8.1.5 Quotation Signature

Bidder's Name	BINSWANGER GLASS
Authorized Representative	TRISH MORRIS
Title	AREA SALES MANAGER
Signature	Trish Morris
Phone Number	816-252-3888
Fax Number	816-252-8487
Cell Number	816-853-0603
Email Address	tmorris@binswangerglass.com
Mailing Address	1530 E. 23RD STREET
	INDEPENDENCE, MO 64055