

Request for Legislative Action**Completed by County Counselor's Office**

Action Requested:	Resolution	Res.Ord No.:	20723
Sponsor(s):	Theresa Galvin	Legislature Meeting Date:	7/19/2021

Introduction**Action Items:** ['Award']**Project/Title:**

Awarding a Twelve Month Term and Supply Contract with One Twelve Month Option to extend for the furnishing of Petroleum Products for use by the Public Works and Parks + Rec Departments to Heathwood Oil Company, Inc of Kansas City, Kansas under the terms and conditions of Invitation to Bid No. 24-21

Request Summary

The Public Works and Parks + Rec Departments require a Term and Supply Contract for the furnishing of Petroleum Products. The Purchasing Department issued Invitation to Bid No. 24-21 in response to this requirement.

A total of thirty-eight notifications were distributed and two responses were received and evaluated. Please see Bid Recap attachment.

Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twelve Month Term and Supply Contract with One Twelve Month Option to extend for the furnishing of Petroleum Products to Heathwood Oil Company, Inc of Kansas City, Kansas as the lowest and best bid meeting specifications.

The annual estimated usage of \$28,000 for the following County Departments:

Public Works - Road & Bridge Division: \$20,000

Parks + Rec: \$8,000

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.

Contact Information

Department:	Finance	Submitted Date:	6/15/2021
Name:	Keith E. Allen	Email:	keallen@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3465

Budget Information

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Amount authorized by this legislation this fiscal year:		\$ 0	
Amount previously authorized this fiscal year:		\$ 0	
Total amount authorized after this legislative action:		\$	
Is it transferring fund?		No	
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
			!Unexpected End of Formula

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Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
19149	May 16, 2016

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Formal Bid
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Not Applicable
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals are waived - insufficient MBE or WBE firms available	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information	
<ul style="list-style-type: none"> 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. 	

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History

Keith E. Allen at 6/15/2021 2:26:48 PM - [Submitted |]
Department Director: Bob Crutsinger at 7/1/2021 10:28:12 AM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 7/1/2021 11:03:05 AM - [Returned for more information
| Need total estimated award amount in summary]
Submitter: Keith E. Allen at 7/2/2021 9:41:31 AM - [Submitted |]
Department Director: Bob Crutsinger at 7/6/2021 8:46:31 AM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 7/6/2021 12:50:02 PM - [Approved |]
Compliance: Jaime Guillen at 7/7/2021 11:11:44 AM - [Approved |]
Finance (Budget): Mark Lang at 7/7/2021 1:22:19 PM - [Approved | No fiscal note needed for a term
and supply contract.]
Executive: Troy Schulte at 7/7/2021 1:47:41 PM - [Approved |]
Legal: Elizabeth Freeland at 7/15/2021 10:49:09 AM - [Approved |]