

# REQUEST FOR LEGISLATIVE ACTION OFFICE

MAY 16 2019

Completed by County Counselor's Office:

Res/Ord No.: 20174

Sponsor(s): Crystal Williams

Date: June 3, 2019

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract with Three Twelve Month Options to Extend for the furnishing of Sludge Removal Services for use by Various County Departments to K Jett Services LLC of Belton, MO under the terms and conditions of Invitation to Bid 16-19.</u>																				
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <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> OTHER FINANCIAL INFORMATION:  <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: <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:60%;">Department:</th> <th style="width:40%;">Estimated Use:</th> </tr> </thead> <tbody> <tr> <td>Environmental Health Department</td> <td style="text-align: right;">\$15,000.00</td> </tr> <tr> <td>Parks + Rec</td> <td style="text-align: right;">\$14,000.00</td> </tr> <tr> <td>Public Works Department</td> <td style="text-align: right;">\$2,500.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$31,500.00</b></td> </tr> </tbody> </table> <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:		Department:	Estimated Use:	Environmental Health Department	\$15,000.00	Parks + Rec	\$14,000.00	Public Works Department	\$2,500.00	<b>Total</b>	<b>\$31,500.00</b>
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):																				
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Katie Bartle, Senior Buyer, 816-881-3465																				
REQUEST SUMMARY	Various County Departments require a term and supply contract for the furnishing of Sludge Removal Services. The Purchasing Department issued Invitation to Bid 16-19 in response to those requirements.  A total of seven notifications were distributed and one response was received from K Jett Services of Belton, MO and was evaluated as follows: <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:10%;">NO.</th> <th style="width:50%;">DESCRIPTION</th> <th style="width:15%;">U/M</th> <th style="width:25%;">PRICE EACH</th> </tr> </thead> <tbody> <tr> <td>1.0</td> <td>Sludge Removal</td> <td>Gallon</td> <td style="text-align: right;">\$0.18</td> </tr> <tr> <td>2.0</td> <td>Debris Removal</td> <td>Hour</td> <td style="text-align: right;">\$150.00</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department recommends the award of a Twenty-Four Month Term and Supply Contract with Three Twelve Month Options to Extend for the furnishing of Sludge Removal Services for use by Various County Departments to K Jett Services of Belton, MO under the terms and conditions of Invitation to Bid 16-19 as the lowest bid received.</p>	NO.	DESCRIPTION	U/M	PRICE EACH	1.0	Sludge Removal	Gallon	\$0.18	2.0	Debris Removal	Hour	\$150.00								
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CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <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 <input type="checkbox"/> VBE Goals	No Goals Assigned
ATTACHMENTS	Recommendation Memos from Using Departments, Abstract of Bids Received, Pertinent pages of K Jett Services' bid.	
REVIEW	Department Director:	Date: 5-14-2019
	Finance (Budget Approval): If applicable	Date: 5/14/19
	Division Manager:	Date: 5/17/19
	County Counselor's Office:	Date: 5/25/2019

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.



**DEB SEES**

(816) 847-7070  
Fax: (816) 881-1650

**ENVIRONMENTAL HEALTH ADMINISTRATOR**

Jackson County Environmental Health Division  
34900 East Old US 40 Highway  
Grain Valley, Missouri 64029  
jacksongov.org

### Memo for 16-19 Sludge Removal Services

The Environmental Health Department wishes to award the RFP for sludge removal services in a term and supply contract to KJett. This vendor is selected as the only vendor that has submitted a proposal and a proven track record that they are capable of doing the job. Our department plans to spend approximately \$15,000 for sludge removal this year.

*Frank White, Jr., County Executive*



# JACKSON COUNTY

## Parks + Rec

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
www.jacksongov.org

*Administration  
Historic Sites  
Ranger Station  
Leisure Services  
(816) 503-4800  
Fax (816) 795-1234*

*Kemper Outdoor  
Education Center  
(816) 229-8980*

*Fred Arbanas  
Golf Course at  
Longview Lake  
(816) 761-9445*

*Blue Springs Marina  
(816) 795-1112*

*Jacomo Marina  
(816) 795-8888*

*Longview Marina  
(816) 966-0131*

*Special Population  
Services  
(816) 763-5130*

## MEMORANDUM

**TO:** Katie Bartle, Senior Buyer, Purchasing

**FROM:** John Johnson, Superintendent, Park Operations

**DATE:** May 6, 2019

**SUBJECT:** Term & Supply Contract No: 16-19 SLUDGE REMOVAL SERVICE

The Parks Department recommendation is to award the bid to K Jett Services.

Our **projected usage** during the next twelve months is \$14,000.

003 – 1602 – 56790 - \$ 6,000

003 – 1624 – 56790 - \$ 8,000



Jackson County  
Public Works Department

ROAD MAINTENANCE 34900 E. Old US 40 Hwy, P.O. Box 160  
Grain Valley, Missouri 64029  
(816) 847-7050 *phone*  
(816) 847-7051 *fax*

MEMORANDUM

TO: Katie Bartle, Senior Buyer, Finance and Purchasing Department

FROM: Caroline Deihl, Office Coordinator, Public Works Department

DATE: May 13, 2019

SUBJECT: Recommendation for Vendor: K Jett Services

Please consider K Jett Services as a term and supply vendor to provide sludge removal services to County Road and Bridge division. K Jett Services was the only vendor that submitted a bid for bid No. 16-19 Sludge Removal Services.

It is estimated that the County could expend approximately \$2,500 over the course of the year with K Jett Services.

For the reasons above, it has been requested that K Jett Services be awarded the term and supply contract for bid No. 16-19 Sludge Removal Services.

Thank you for your consideration,

Thank you,

Caroline Deihl

ABSTRACT OF BIDS

ITB: 16-19 Date: 4/23/19 COMMODITY: Sludge Removal Services		K Jett Services								
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1.0	Sludge Removal	Gal	1	18¢						
2.0	Debris Removal	Hour	1	150 <sup>00</sup>						

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: 3-23-19, BY  
[Signature]  
CLERK OF THE LEGISLATURE  
[Signature]  
PURCHASING

STATEMENT OF CONTRACTOR'S QUALIFICATIONS

(Complete in full, Use attachments if necessary)

Name of Bidder: K JETT SERVICES LLC

Address with Zip Code: 457 N. SLOTT AVE BLDG A. BELTON MI 48011

Federal Tax I.D. Number: 27-2794038

Check One: Corporation Partnership X Sole Proprietorship

If SOLE PROPRIETORSHIP, state name, address and phone number of owner:

If CORPORATION: Date of Incorporation: Name of State(s) in which incorporated: President's Name: Vice-President's Name: Secretary's Name: Treasurer's Name:

If PARTNERSHIP: Is the Partnership: General Limited Association (Check one)

Date of Organization: 4/11/2010

- Name and addresses of all partners: 1. JOE NOU - 1600 Highland Ave ATCHAFONK KS 2. KEN WATOWA - 18515 STATE RT D 48002 BELTON MO 48012

GENERAL INFORMATION: Percent of work to be done under the proposed contract by your own staff: 100%

No. of Permanent Employees: 12 Geographical Limits of Operation: METRO.

No. of years in business: 9

Have you ever done business under a different name: Yes No (Check one)

If Yes, give Name and Location:

Has contractor ever withdrawn or defaulted on a contractual obligation: Yes No (Check one)

If Yes, state where and why:

STATEMENT OF CONTRACTOR'S QUALIFICATIONS - Continued

Has Contractor ever been sued for breach of any contract? Yes  No  (Check one)

If Yes, Explain:

List Completed Contracts within the Past Three Years, Including Amount of Each:

N/A

List of Current Contracts, Including Amount of Each:

N/A

Customer Reference (state name, address, and phone number):

SMITHFIELD FARMLAND - TROY REESE 810 943 3284

List each subcontractor you plan to use if awarded the contract. If no, so state.

SUBCONTRACTOR'S NAME & PHONE #	ITEM OF WORK	\$ AMOUNT OF CONTRACT	MBE/WBE
NONE			

State any other relevant information concerning Contractor's history, credentials, responsibility and capabilities (If none, so state):

DBE STATUS Indicate status claimed:

- 1. Minority Owned Business (MBE) YES  NO   
 African American  Latino  Native American  Asian  Pacific Islander
- 2. Woman Owned Business (WBE) YES  NO
- 3. Small Business YES  NO

For consideration as an MBE, WBE or Small Business, a copy of any governmental entity or Minority Supplier Council certification must be attached.

Prepared by (print or type): JESSICA BAUER	Title: OFFICE MGR.
Signature: <i>J Bauer</i>	Date: 3/28/19



7.0 QUOTATION

NO.	DESCRIPTION	QTY	U/M	UNIT PRICE
1.0	Sludge Removal	1	Gallon	\$ .18 / GALLON
2.0	Debris Removal	1	Hour	\$ 150 / HR.

7.1 Please list all approved dumping sites/stations.

- 1.) JOHNSON COUNTY WASTEWATER  
OVERLAND PARK, KS.
- 2.) UNIFIED GOV. OF WYANDOTTE CO.  
KANSAS CITY, KS
- 3.) \_\_\_\_\_  
\_\_\_\_\_
- 4.) \_\_\_\_\_  
\_\_\_\_\_
- 5.) \_\_\_\_\_  
\_\_\_\_\_

SIGNATURE: <i>J Baker</i>	DATE: 3/28/19
NAME (PRINT): JESSICA BAKER	PHONE: 816 709 3900
TITLE (PRINT): OFFICE MANAGER	CELL: 816 709 9939
COMPANY NAME (PRINT): K JETT SERVICES LLC	FAX: 816 322 3807
E-MAIL ADDRESS (PRINT): jessica.baker@kjettservices.com	
E-MAIL ADDRESS FOR PO'S (PRINT): " "	
URL (PRINT): WWW.KJETTSERVICES.COM	