



JACKSON COUNTY Public Works Department

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: September 26, 2025
RE: ITB# 25-035 County Shredding Services

Keith,

Regarding ITB # 25-035 County Shredding Services, I would like to recommend Midwest Shredding Services LLC to perform these services for the County.

We have been pleased with the prior service of Midwest Shredding. They are familiar with our locations and understand the requirements of gaining access to our courthouses and detention facilities. They provide expert consultation and service in managing this activity. Their response to special or additional service calls has always been timely.

For these reasons, please consider my recommendation to award the County Shredding Services contract to Midwest Shredding Services LLC.

Facilities Management anticipates an annual spend of \$15,000.00 for these services.

Thank you for your consideration of the above recommendation.

Respectfully,

Robert Rives

Frank White, Jr., County Executive



Jackson County Detention Center

Office of the Jackson County Sheriff
Sheriff Darryl Forté



TO: Keith Allen, Sr. Buyer, Purchasing

FROM: Deloris Wells, Deputy Director of Administration

SUBJECT: Recommendation Memo-25-035 Shredding Services

DATE: 10/10/2025

The Jackson County Sheriff's Office, Detention Center, recommends Midwest Shredding be awarded the contract for shredding services. Midwest Shredding has been in business successfully for forty years. They also offer a fair price for shredding services.

The annual spend for the Detention Center for shredding services is approximately \$7,000.00, and we will use Account: 001-2701-56737 for this expense.

D. Wells

Deloris Wells



Office of the JACKSON COUNTY SHERIFF

Sheriff Darryl Forté

INTER-OFFICE MEMO

TO: Purchasing
FROM: Beth Money, Office Administrator
RE: Recommendation Memo 25-035 Shredding Service
Date: September 18, 2025

The Sheriff's Office has an ongoing need for vendors to provide shredding services. We have reviewed the bid submitted by Midwest Shredding Service. We recommend awarding the contract to Midwest Shredding Service as their service and pricing will meet our needs.

The Sheriff's Office will spend approximately \$2,210 annually using this contract via line item 001-4201-56737 (General Fund – Sheriff – Shredding Services).



ASSESSMENT DEPARTMENT
1300 WASHINGTON STREET
KANSAS CITY, MO 64105

www.jacksongov.org
(816) 881-3263

September 26, 2025

TO WHOM IT MAY CONCERN:

I recommend Midwest Shredding. They have a good Background and References. Their previous service has always been on time and very helpful. They were able to add the 1300 Washington location with no problem. The price is lower.

Estimated spend \$10,000.00
Assessment Fund 045
Cost Center 1902
Spend Category 56737

Cynthia Ramos

Assessment Office Administrator
1300 Washington Street
Kansas City, MO 64105
cramos@jacksongov.org
Work Cell (816) 419-0886
Office (816) 881-3263



10/13/2025 & 12:19:16 PM



RECORDER OF DEEDS

JACKSON COUNTY COURTHOUSE

415 EAST 12TH STREET, ROOM 104
KANSAS CITY, MISSOURI 64106-2706

816-881-3191
Fax: 816-881-3719

To: Keith Allen, Senior Buyer
From: Diana Smith, Recorder of Deeds Director
Subject: Midwest Shredding – Shredding Services
Date: 10/13/2025
Re: Bid Number: 25-035

Mr. Allen:

The Recorder of Deeds recommends Midwest Shredding to provide shredding services.

Unlike the previous vendor, Midwest Shredding is NAID AAA Certified, responsive and can handle the volume without subcontracting.

The Recorder of Deeds anticipates an annual spend of \$10,000.00 for shredding services to be paid from 1804-001-56737.

If you need any additional information, please let me know.

Sincerely,

Diana M. Smith

Recorder of Deeds Director





The Jackson County Medical Examiner's Office

950 East 21st Street
Kansas City, MO 64108
816-881-6600
816-881-6641 fax

MEMO

To: Keith Allen, Senior Buyer, Purchasing
From: Kandi Brooke, Office Administrator
Date: September 26, 2025
RE: Recommendation Memo, Shredding Services 25-035

The Medical Examiner's Office (JCMEO) has reviewed the Invitation to Bid, 25-035 Shredding Service. Based on our evaluation, JCMEO recommends Midwest Shredding Service, LLC.

Our department has an estimated annual spending amount not to exceed \$2000.

If you have any questions, please feel free to call me at (816) 881-6595.

Regards,

Kandi Brooke
Office Administrator