



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Diana Smith, Recorder of Deeds
Steve Hancock, Parks + Rec
Karisa Falkner, Corrections
Josh Carpenter, Parks + Rec
Kristen Robinson, Collections ✓
Rhett Frego, Parks + Rec
Stephanie Thompson, Parks + Rec
Jill Furedy, Parks + Rec
Jessica Cogan, Public Works
Julie Corbett, Parks + Rec

FROM: John Konon, Buyer

DATE: September 11, 2025

RE: Fixed Price Contract: **OG 240040-18 Ice Machine Rental**

The above referenced Contract expired on **April 30, 2025**. Circuit Court of Jackson County has awarded Easy Ice as the supplier for **Ice Machine Rental Services** under **Bid No. 10002261** as a Three (3) year term with Three (3) One (1) year renewals. Please let me know your departments yearly spend and fund account numbers and I will submit the RLA.

Please review the specifications and advise me of the following:

- ☐ ~~A. Extend Contract for 12 months. Department needs service.~~
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

Department: Collections Estimated annual usage: \$ 1500.00

Fund Account No(s): 1.) 001 2.) 1403 3.) 56670

3-digit fund no. 4-digit cost center 5-digit spend category

Signature: 

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Diana Smith, Recorder of Deeds
Steve Hancock, Parks + Rec
Karisa Falkner, Corrections ✓
Josh Carpenter, Parks + Rec
Kristen Robinson, Collections
Rhett Frego, Parks + Rec
Stephanie Thompson, Parks + Rec
Jill Furedy, Parks + Rec
Jessica Cogan, Public Works
Julie Corbett, Parks + Rec

FROM: John Konon, Buyer

DATE: September 11, 2025

RE: Fixed Price Contract: **OG 240040-18 Ice Machine Rental**

The above referenced Contract expired on **April 30, 2025**. Circuit Court of Jackson County has awarded Easy Ice as the supplier for **Ice Machine Rental Services** under **Bid No. 10002261** as a Three (3) year term with Three (3) One (1) year renewals. Please let me know your departments yearly spend and fund account numbers and I will submit the RLA.

Please review the specifications and advise me of the following:

- ☐ ~~A. Extend Contract for 12 months. Department needs service.~~
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

Department: Corrections Estimated annual usage: \$ 12,000

Fund Account No(s): 1.) 001 2.) 002701 3.) 516670

3-digit fund no. (4-digit cost center) (5-digit spend category)

Signature: Karisa Falkner

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Diana Smith, Recorder of Deeds ✓
Steve Hancock, Parks + Rec
Karisa Falkner, Corrections
Josh Carpenter, Parks + Rec
Kristen Robinson, Collections
Rhett Frego, Parks + Rec
Stephanie Thompson, Parks + Rec
Jill Furedy, Parks + Rec
Jessica Cogan, Public Works
Julie Corbett, Parks + Rec

FROM: John Konon, Buyer

DATE: September 11, 2025

RE: Fixed Price Contract: **OG 240040-18 Ice Machine Rental**

The above referenced Contract expired on **April 30, 2025**. Circuit Court of Jackson County has awarded **Easy Ice** as the supplier for **Ice Machine Rental Services** under **Bid No. 10002261** as a Three (3) year term with Three (3) One (1) year renewals. Please let me know your departments yearly spend and fund account numbers and I will submit the RLA.

Please review the specifications and advise me of the following:

- ☐ ~~A. Extend Contract for 12 months. Department needs service.~~
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

Department: Recorder of Deeds Estimated annual usage: \$ 5,000.00

Fund Account No(s): 1.) 1801-001-56670 2.) 3.)
3-digit fund no. | 4-digit cost center | 5-digit spend category

Signature: Diana Smith

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Diana Smith, Recorder of Deeds
Steve Hancock, Parks + Rec ✓
Karisa Falkner, Corrections
Josh Carpenter, Parks + Rec ✓
Kristen Robinson, Collections
Rhett Frego, Parks + Rec ✓
Stephanie Thompson, Parks + Rec ✓
Jill Furedy, Parks + Rec ✓
Jessica Cogan, Public Works
Julie Corbett, Parks + Rec ✓

FROM: John Konon, Buyer

DATE: September 11, 2025

RE: Fixed Price Contract: **OG 240040-18 Ice Machine Rental**

The above referenced Contract expired on **April 30, 2025**. Circuit Court of Jackson County has awarded Easy Ice as the supplier for **Ice Machine Rental Services** under **Bid No. 10002261** as a Three (3) year term with Three (3) One (1) year renewals. Please let me know your departments yearly spend and fund account numbers and I will submit the RLA.

Please review the specifications and advise me of the following:

- ☐ ~~A. Extend Contract for 12 months. Department needs service.~~
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

Department: Parks + Rec Estimated annual usage: \$ 15,000 ✓

Fund Account No(s): 1.) _____ 2.) _____ 3.) _____

3-digit fund no. 4-digit cost center 5-digit spend category

Signature: [Signature]

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM

TO: Diana Smith, Recorder of Deeds
Steve Hancock, Parks + Rec
Karisa Falkner, Corrections
Josh Carpenter, Parks + Rec
Kristen Robinson, Collections
Rhett Frego, Parks + Rec
Stephanie Thompson, Parks + Rec
Jill Furedy, Parks + Rec
Jessica Cogan, Public Works ✓
Julie Corbett, Parks + Rec

FROM: John Konon, Buyer

DATE: September 11, 2025

RE: Fixed Price Contract: **OG 240040-18 Ice Machine Rental**

The above referenced Contract expired on **April 30, 2025**. Circuit Court of Jackson County has awarded Easy Ice as the supplier for **Ice Machine Rental Services** under **Bid No. 10002261** as a Three (3) year term with Three (3) One (1) year renewals. Please let me know your departments yearly spend and fund account numbers and I will submit the RLA.

Please review the specifications and advise me of the following:

- ☐ ~~A. Extend Contract for 12 months. Department needs service.~~
- ☐ ~~B. Rebid with attached changes.~~
- ☐ ~~C. Rebid with specifications as they stand.~~
- ☐ D. Department does not require services of this bid.

**Waiting on "piggy-back"
Contract #10002261 to
go through per John Konon*

Department: 1506-Public Works - Road & Bridge Estimated annual usage: \$ 2000-

Fund Account No(s): 1.) _____ 2.) _____ 3.) _____
3-digit fund no. 4-digit cost center 5-digit spend category

Signature: J. Cogan

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3292. Thank you.