

Request for Legislative Action

Res. #21149

Sponsor: Megan L. Marshall

Date: January 30, 2023

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21149
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	1/30/2023

Introduction

Action Items: ['Award']

Project/Title:

Awarding a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of HVAC Parts for use by Various County Departments to Charles D. Jones Company of North Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 100-22.

Request Summary

Various County Department require a Term and Supply Contract for the furnishing of HVAC Parts. The Purchasing Department issued Invitation to Bid No. 100-22 in response to those requirements. A total of 371 notifications were distributed, 21 document takers and one (1) response was received and evaluated. An Executive Summary of the Invitation to Bid, including the Contractor's Quotation Sheet and the using County Departments Recommendation Memos are attached.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using Departments recommend the award of a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of HVAC Parts for use by Various County Departments to Charles D. Jones of North Kansas City as the lowest and best bid under the terms and conditions of Invitation to Bid No. 100-22.

Annual Estimated Usage:

Facilities Management - \$95,000

Public Works - \$20,000

Parks + Rec - \$15,000

Total - \$130,000

This award is made on a "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchase(s) is subject to annual appropriations.

Contact Information

Department:	Finance	Submitted Date:	1/19/2023
Name:	Keith E. Allen	Email:	keallen@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3465

Request for Legislative Action

Budget Information			
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

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
20515	October 12, 2020

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	

Request for Legislative Action

Fiscal Information

- 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.

History

Submitted by Finance requestor: Keith E. Allen on 1/19/2023. Comments:

Approved by Department Approver Bob Crutsinger on 1/19/2023 4:42:27 PM. Comments: Approved per conversation related to active 2023 Certificate of Compliance for vendor.

Approved by Purchasing Office Approver Barbara J. Casamento on 1/23/2023 11:34:34 AM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 1/23/2023 11:49:09 AM. Comments:

Approved by Budget Office Approver David B. Moyer on 1/23/2023 11:59:37 AM. Comments:

Approved by Executive Office Approver Sylvya Stevenson on 1/23/2023 3:56:59 PM. Comments:

Approved by Counselor's Office Approver Katherine Henry on 1/26/2023 11:06:46 AM. Comments:



JACKSON COUNTY
Parks + Rec

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

TO: Keith Allen, Senior Buyer, Purchasing

FROM: John Johnson, Superintendent, Park Operations

DATE: November 17, 2022

SUBJECT: #100-22, Term and Supply HVAC Parts

The Parks+Rec Department recommends award of this contract to Charles D Jones.

CD Jones is the previous T&S vendor and they have been reliable and responsive in providing the needed parts for many of the HVAC units serving multiple Parks + Rec facilities, e.g. beach houses, marinas, golf course, office buildings.

Our **projected usage** of this contract during the next twelve months is \$15,000.

Please let me know if you have questions or need additional information. Thank you!



Frank White, Jr., County Executive



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: Keith Allen, Senior Buyer, Purchasing Department

Date: 11/17/2022

Subject: Bid 100-22 – HVAC Parts, Term and Supply Contract Recommendation

Keith,

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

The Facilities Management Division would like to recommend moving forward with Charles D. Jones Company, a vendor who applied for this contract. CD Jones been in service for a number of years covering a wide variety of HVAC part, materials and equipment for the Facilities Management Buildings. Their competitive pricing and experience with both municipal and private customers around Jackson County led me to recommended them, along with having the lowest pricing. Annual spend for Facilities will be around \$95,000.00 for HVAC Parts.

Thank you,

Rick Gerla
Facilities Management Administrator



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: Keith Allen, Finance and Purchasing Department

FROM: Matt Willier, Assistant Road and Bridge Administrator, Public Works Department

DATE: January 13, 2023

SUBJECT: Recommendation for Vendor: Charles D. Jones Company

Please consider Charles D. Jones Company be awarded term and supply vendor for bid No. 100-22 HVAC Parts to County Road and Bridge division. Charles D. Jones Company was the only vendor that submitted a bid for bid No. 100-22 HVAC Parts. In addition, besides meeting all the bid requirements, Charles D. Jones Company has been around for a number of years, and they have competitive pricing and experience.

It is estimated that the County Road and Bridge division could spend approximately \$20,000.00 annually with Charles D. Jones Company.

For the reasons above, it has been requested that Charles D. Jones Company be awarded the term and supply contract for bid No. 100-22 HVAC Parts.

Thank you for your consideration,

Thank you,

Matt Willier, Assistant Road & Bridge Administrator



100-22 - HVAC Parts

Project Overview

Project Details	
Reference ID	100-22
Project Name	HVAC Parts
Project Owner	Keith Allen
Project Type	ITB
Department	Purchasing
Budget	\$0.00 - \$0.00
Project Description	Jackson County, Missouri is seeking bids for the furnishing of HVAC Parts for use by Various County Departments
Open Date	Oct 24, 2022 11:00 AM CDT
Intent to Bid Due	Nov 01, 2022 1:30 PM CDT
Close Date	Nov 01, 2022 2:00 PM CDT

Highest Scoring Supplier	Score
Charles D. Jones Company	93 pts



Seal status

Requested Information	Unsealed on	Unsealed by
Addenda	Nov 01, 2022 3:17 PM CDT	Keith Allen
Affidavit	Nov 01, 2022 3:17 PM CDT	Keith Allen
Certificate of Compliance	Nov 01, 2022 3:17 PM CDT	Keith Allen
Exhibit F - Bidder's Exceptions	Nov 01, 2022 3:17 PM CDT	Keith Allen
Statement of Contractor's Qualifications	Nov 01, 2022 3:17 PM CDT	Keith Allen
Term & Supply Contract Page	Nov 01, 2022 3:17 PM CDT	Keith Allen
Attachment 1 - Bidder's Quotation	Nov 01, 2022 3:17 PM CDT	Keith Allen
Greater KC Metro Area Memo	Nov 01, 2022 3:17 PM CDT	Keith Allen



Scoring Summary

Active Submissions

	Total	A - Purchasing Evaluation	A-1 - Addenda	A-2 - Affidavit	A-3 - Attachment 1 - Bidder's Quotation Sheet
Supplier	/ 100 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Charles D. Jones Company	93 pts	0 pts	Pass	Pass	Pass

	A-4 - Certificate of Compliance	A-5 - Exhibit F - Exceptions	A-6 - Greater KC Metro Area Memo	A-7 - Statement of Contractor's Qualifications	A-8 - Term & Supply Contract Page
Supplier	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Charles D. Jones Company	Pass	Pass	Pass	Pass	Pass



	B - Department Evaluation	B-1 - Exhibit F - Exceptions	B-2 - Statement of Contractor's Qualifications	B-3 - Attachment 1 - Bidders Quotation Sheet
Supplier	/ 100 pts	/ 15 pts	/ 35 pts	/ 50 pts
Charles D. Jones Company	93 pts	14.67 pts	33.33 pts	45 pts



100-22 - HVAC Parts

Scoring Summary

Active Submissions

	Total	A - Purchasing Evaluation	A-1 - Addenda	A-2 - Affidavit	A-3 - Attachment 1 - Bidder's Quotation Sheet
Supplier	/ 100 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Charles D. Jones Company	93	0	Pass	Pass	Pass



A-4 - Certificate of Compliance	A-5 - Exhibit F - Exceptions	A-6 - Greater KC Metro Area Memo	A-7 - Statement of Contractor's Qualifications	A-8 - Term & Supply Contract Page
Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass	Pass	Pass



B - Department Evaluation	B-1 - Exhibit F - Exceptions	B-2 - Statement of Contractor's Qualifications	B-3 - Attachment 1 - Bidders Quotation Sheet
/ 100 pts	/ 15 pts	/ 35 pts	/ 50 pts
93	14.67	33.33	45

ATTACHMENT 1 - BIDDER'S QUOTATION
JACKSON COUNTY, MISSOURI INVITATION TO BID NO. 100-22

NO	DESCRIPTION	U/M	BID AS SPECIFIED (CIRCLE ONE)		QUOTE
1.	Honeywell Fire Eye - RA890F1346	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 2,219.00
2.	Testing Manifold Gauge with 5' Hoses	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 191.30
3.	Con Coil Condenser Coil Cleaner	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 15.20
4.	White Rogers Thermostat - IF80261	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 65.43
5.	White Rogers Thermostat - IF78151	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 35.84
6.	Sporlan Cater All Filter Dryer C-052, 1/2" Flare	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 14.67
7.	Spence Bleed Ports for 4" Regulators	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
8.	P70KA-1 High Pressure Switch 50/450 PSIG	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
9.	Yellow Jacket Manifold Gauge 3' Hoses	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
10.	Reconditioning Kit (Johnson Controls) – V-3752-6028	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
11.	Reconditioning Kit (Johnson Controls) – V-3752-6027	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
12.	KMC Control – Van Controller – CSC-2004	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
13.	Honeywell Air Vent 3/4 MNPT – EA79A1004	Each	<input checked="" type="radio"/> YES	<input type="radio"/> NO	\$ 63.47
14.	Fisher Positioners – 3610J-170	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
15.	Open Tank Float Switches 2Pole Single Levers close on rise	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
16.	Submersible Utility Pump Little Giant 5-MSP – 26 Head	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
17.	Hoffman Vacuum Breaker – 3/4" Model 62	Each	<input type="radio"/> YES	<input type="radio"/> NO	\$
GRAND TOTAL					\$ 2,554.91
					Discount Offered
18.	Belimo Actuator Parts				20-50 %
19.	Armstrong Stem Traps Parts				20-50 %
20.	Misc. Catalog Orders – List percentage discount off manufacturer's list pricing for misc. catalog orders. If you are offering more than one discount, include on your letterhead additional sheets as necessary to make your bid complete.				20-50 %

Webpage for Misc. Catalog Items (if applicable): www.cdjones.com

CERTIFICATION

SIGNATURE: <i>Ryan Lowe</i>	DATE: 10/25/22
NAME: <i>Ryan Lowe</i> (Print or Type)	PHONE: 816-564-3761
TITLE: <i>Sales Manager</i> (Print or Type)	MOBILE: 816-400-7749
COMPANY NAME: <i>Charles D. Jones Company</i> (Print or Type)	FAX:
EMAIL ADDRESS: <i>rlowe@cdjones.com</i> (Print or Type)	