

REQUEST FOR LEGISLATIVE ACTION



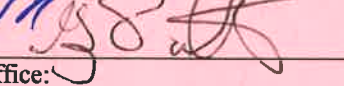

Completed by County Counselor's Office:

Res/Ord No.: 19571

Sponsor(s): Dennis Waits

Date: September 5, 2017

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract, with Four Twelve Month Extension Options for the furnishing of MRO (Maintenance, Repair and Operations) Supplies for Various County Departments to Lowe's Home Centers of Wilkesboro, North Carolina under the Terms and Conditions of the State of Missouri Contract No. CC171287001, an existing government contract.</u></p>																																				
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> <p>OTHER FINANCIAL INFORMATION:</p> <p><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:</p> <p>Department: _____ Estimated Use: \$ _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Department</th> <th>Estimated Use</th> </tr> </thead> <tbody> <tr><td>Parks + Rec Department</td><td>\$ 80,000.00</td></tr> <tr><td>Public Works Department</td><td>\$ 16,000.00</td></tr> <tr><td>Department of Corrections</td><td>\$ 20,000.00</td></tr> <tr><td>Facilities Management</td><td>\$ 10,000.00</td></tr> <tr><td>Sheriff's Office</td><td>\$ 5,500.00</td></tr> <tr><td>Prosecuting Attorney's Office</td><td>\$ 1,000.00</td></tr> <tr><td>Communications</td><td>\$ 1,000.00</td></tr> <tr><td>Assessment/Collections</td><td>\$ 1,000.00</td></tr> <tr><td>Medical Examiner's Office</td><td>\$ 3,500.00</td></tr> <tr><td>Emergency Preparedness</td><td>\$ 1,000.00</td></tr> <tr><td>Drug Task Force</td><td>\$ 600.00</td></tr> <tr><td>Total</td><td>\$139,600.00</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	Parks + Rec Department	\$ 80,000.00	Public Works Department	\$ 16,000.00	Department of Corrections	\$ 20,000.00	Facilities Management	\$ 10,000.00	Sheriff's Office	\$ 5,500.00	Prosecuting Attorney's Office	\$ 1,000.00	Communications	\$ 1,000.00	Assessment/Collections	\$ 1,000.00	Medical Examiner's Office	\$ 3,500.00	Emergency Preparedness	\$ 1,000.00	Drug Task Force	\$ 600.00	Total	\$139,600.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): _____ Prior resolutions and (date): 18144, April 8, 2013</p>																																				
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>																																				
REQUEST SUMMARY	<p>Various County Department require an MRO (Maintenance, Repair and Operations) Supplies Contract. A "walk-in" contract is required so departments can go to store locations to obtain their supplies as needed. There are three Lowe's locations in Jackson County that can be utilized on this contract.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twelve Month Term and Supply Contract, with Four Twelve Month Options to Extend, for the furnishing of MRO (Maintenance, Repair and Operations) Supplies for Various County Departments under the terms and conditions of the State of Missouri Contract No. CC171287001, an existing government contract. The Director of Finance and Purchasing recommends the award be made under this contract due to the higher volume discounts offer to larger government entities.</p>																																				

	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 appropriation.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	State of Missouri Contract No. CC171287001	
REVIEW	Department Director: 	Date: 8/23/17
	Finance (Budget Approval) <i>If applicable</i> 	Date: 8/24/17
	Division Manager: 	Date: 8/29/17
	County Counselor's Office: 	Date:

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.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING

NOTIFICATION OF STATEWIDE CONTRACT

Date: August 1, 2017

CONTRACT TITLE: WALK-IN BUILDING/CARPENTRY/HOME IMPROVEMENT SUPPLIES

CURRENT CONTRACT PERIOD:	AUGUST 1, 2017 THROUGH JULY 31, 2022	
RENEWAL INFORMATION:	Original Contract Period:	August 1, 2017 through July 31, 2022
	Renewal Options Available:	Zero
	Potential Final Expiration:	July 31, 2022
BUYER INFORMATION:	Kristina Cramer (573) 751-1695 kristina.cramer@oa.mo.gov	

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**. PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **NOT MANDATORY**.

This contract has been established for the convenience of state agencies. Local Purchase Authority may be used to purchase supplies/services included in this contract from an alternative source at the discretion of the agency.

The entire contract document may be viewed and printed from the Division of Purchasing's **Awarded Bid & Contract Document Search** located on the Internet at <https://oa.mo.gov/purchasing>.

~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.

CONTRACT NUMBER	SAM II VENDOR NUMBER/ MissouriBUYS SYSTEM ID	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
CC171287001	5607483582 3 MB00045868	Lowe's Home Centers 1605 Curtis Bridge Road Mail Code: A3ECS Wilkesboro, NC 28697 Contact Person: Bridgett Dedmond or Spencer Steedley Phone: (888) 310-7791 Fax: (877) 793-8455 Email: NASPO@lowes.com	NO	YES

Purpose and Use of Contract CC171287001:

Contract CC171287001 is established for Walk-In Building Supplies and Related Material/Walk-In Carpentry Supplies/Walk-In Home Improvement Supplies. Missouri is participating in the NASPO ValuePoint contract which offers Missouri state agencies and cooperative procurement entities deeper discount off MSRP list pricing at Lowe's Home Centers.

Retail Site Purchases: The contract is set-up for retail store purchases. This is not the traditional catalog-order/drop-ship contract. State agency users can "walk-in" to a Lowe's retail site and receive contract pricing for state agency purchases. For large orders, delivery to the state agency site is available, but at an additional cost.

Non-Mandatory Use: The contract is non-mandatory. State agencies are encouraged to use the contract, but also have the ability to use local purchase authority to purchase Building/Carpentry/Home Improvement Supplies and Related Material from other sources so long as the provisions of the Local Purchasing Authority Delegation are followed. The Delegation can be viewed and downloaded from the internet at this site: <https://www.oa.mo.gov/sites/default/files/deptpad.pdf>.

Discounts and Pricing:

Lowe's Home Centers offers a 7% discount at point of sale on all stock products when scanning the contract key FOB barcode.

To receive contract pricing, eligible users will need to request their NASPO ValuePoint contract key FOB by visiting https://www.lowesforpros.com/articles/wsca-naspo_a2157.html.

Freight/Minimum Orders and Other Fees: Minimum order of \$200.00 if issuing a purchase order.

Delivery: A charge of \$20.00 is applied when the order is under \$500.00 and within a 20-mile radius of the Lowe's store where purchase is made. Delivery is free of charge when the order is over \$500.00 and delivery is to a location within a 20-mile radius of the Lowe's store where the purchase is made. A charge of \$1.00 (one way) will be applied to each delivery mile over 20 miles from the Lowe's store where the purchase is made. **The Lowe's cashier must be notified at the time of purchase to activate the delivery discount.**

Warranty Terms: The manufacturer's standard product warranty is provided.

Returns: Lowe's return policy is published at www.lowes.com/returns. An item may be returned within 90 days of purchase to any Lowe's store for a refund or exchange given Lowe's return policy guidelines are followed. For additional assistance, visit your local Lowe's store or call toll-free 1-800-445-6937 or by email at customercare@lowes.com. Please have the invoice ready for the call.

Customer Support/Order Tracking/Billing Contact: For customer support contact 888-310-7791.

Store Locations: Lowe's retail sites in Missouri participate in the contract. To find a local retail site, go to www.lowes.com/Storelocator.