

# REQUEST FOR LEGISLATIVE ACTION

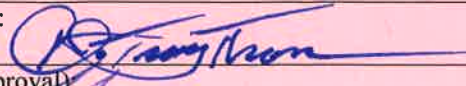
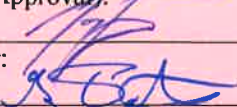
Completed by County Counselor's Office:

Res/Ord No.: 19357

Sponsor(s): Dennis Waits

Date: January 23, 2017

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four (24) Month Term and Supply Contract with Three Twelve Month Options to Extend for the furnishing of HVAC Parts for Various County Departments to Charles D. Jones Co., Inc of North Kansas City, MO; under the terms and conditions of Invitation to Bid No. 42-16.</u></p>																				
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="316 541 1421 735"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</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 style="text-align: right;">\$</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><b>OTHER FINANCIAL INFORMATION:</b></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> <table data-bbox="357 882 812 1039"> <tr> <td>Department:</td> <td>Estimated Use:</td> </tr> <tr> <td>Facilities Management</td> <td>\$17,000</td> </tr> <tr> <td>Parks + Rec Department</td> <td>\$15,000</td> </tr> <tr> <td>Department of Corrections</td> <td>\$ 5,000</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$37,000</b></td> </tr> </table> <p>Requesting approval by the Legislature of the term and supply contract; the funds were already appropriated through the annual budget adoption. Estimated usage figures are for informational purposes only.</p> <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:	Facilities Management	\$17,000	Parks + Rec Department	\$15,000	Department of Corrections	\$ 5,000	<b>TOTAL</b>	<b>\$37,000</b>
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>																				
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Jessica Johnson, Senior Buyer, 881-3465</p>																				
<p><b>REQUEST SUMMARY</b></p>	<p>Various County Departments require a term and supply contract for the furnishing of HVAC Parts. The Purchasing Department issued Invitation to Bid No. 42-16 in response to those requirements.</p> <p>A total of Twenty-Four (24) notifications were distributed with one response received and evaluated. Charles D. Jones Co., Inc is recommended for award as the lowest and best bidder meeting specifications.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twenty-Four Month Term and Supply Contract with Three Twelve Month Options to Extend for the furnishing of HVAC Parts for Various County Departments to Charles D. Jones Co., Inc of North Kansas City, MO under the terms and conditions of Invitation to Bid No. 42-16 as the lowest and best bidder meeting specifications.</p> <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 appropriations.</p>																				
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																				
<p><b>ATTACHMENTS</b></p>	<p>Abstract of Bids; Recap of Bids Received; Memorandum from Joseph Tomlinson, Facilities Management;</p>																				

	Memorandum from Craig Mosher, Department of Corrections; Memorandum from Wayne Shipley, Parks + Rec Department	
REVIEW	Department Director: 	Date: 1/12/17
	Finance (Budget Approval). <i>If applicable</i>	Date: 1/12/17
	Division Manager: 	Date: 1/17/17
	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.

ITB: 42-16 DATE: 07/12/16 COMMODITY: HVAC Parts		CD Jones		AMOUNT	AMOUNT	AMOUNT	AMOUNT
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT

GRAND TOTAL ITEMS 1-17

18 Belimo Acuator Parts

19 Armstrong Stem Traps Parts

20 Misc. Catalog Ordes

Ø

20%

20%

20%

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: July 12, 2016, BY  
Klaus Spino

CLERK OF THE LEGISLATURE

*[Signature]*  
PURCHASING

Bid No: 42-16

Commodity: HVAC Parts

Vendor: CD Jones

Bid Recap		Quote			
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	UOM	Quote
Signed Contract	<del>NO</del>	1	Honeywell Fire Eye	ea	no bid
Affidavit	YES	2	Testing Manifold Gauge	ea	no bid
Compliance Review Form or Certificate	YES	3	Con Coil Condenser	ea	no bid
Contractor's Qualifications	YES	4	White Rogers Thermostat	ea	no bid
Acknowledgement of Addenda	YES	5	White Rogers Thermostat	ea	no bid
Quotation	YES	6	Sporlan Cater All Filter Dryer	ea	no bid
Exceptions	YES	7	Spence Bleed ports	ea	no bid
		8	High Pressure Switch	ea	no bid
		9	Yellow Jacket Manifold Gauge	ea	no bid
		10	Recon Kit V-6028	ea	no bid
		11	Recon Kit V-6027	ea	no bid
		12	KMC Control	ea	no bid
		13	Honeywell Air vent	ea	no bid
		14	Fisher Positioners	ea	no bid
		15	Open Tank Float Switches	ea	no bid
		16	Submersible Utility Pump	ea	no bid
		17	Hoffman Vacuum	ea	no bid
		18	Belimo Acuator Parts	%	20%
		19	Armstrong Stem Traps Parts	%	20%
		20	Misc Catalog Orders	%	20%

**COMMENTS:**

Contract not signed. Requested original signatures by 7/14/16 @ 1600. JMJ Received 7/14/16 @ 11:55. JMJ

42-16 PRICING SUMMARY

		CD Jones		
Item #	Item Name	Price	Price	Price
1	Honeywell Fire Eye	no bid		
2	Testing Manifold Gauge	no bid		
3	Con Coil Condenser	no bid		
4	White Rogers Thermostat	no bid		
5	White Rogers Thermostat	no bid		
6	Sporlan Cater All Filter Dryer	no bid		
7	Spence Bleed ports	no bid		
8	High Pressure Switch	no bid		
9	Yellow Jacket Manifold Gauge	no bid		
10	Recon Kit V-6028	no bid		
11	Recon Kit V-6027	no bid		
12	KMC Control	no bid		
13	Honeywell Air vent	no bid		
14	Fisher Positioners	no bid		
15	Open Tank Float Switches	no bid		
16	Submersible Utility Pump	no bid		
17	Hoffman Vacuum	no bid		
18	Belimo Acuator Parts	20%		
19	Armstrong Stem Traps Parts	20%		
20	Misc Catalog Orders	20%		



**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:** Joseph Tomlinson, Facilities Management Administrator

**To:** Jessica Johnson, Senior Buyer, Purchasing Department

**Date:** 01/10/2017

**Subject:** CD Jones

Jessica,

This memorandum is being prepared and submitted in response to your request for clarification feedback regarding the above vendor and the Facilities Management Division's use.

After considering the amount of funds dedicated to this vendor in the previous budget cycle, it would be beneficial to FMD to raise the anticipated expenditure to \$17,000.00 for 2017.

Thank you,

A handwritten signature in black ink, appearing to read "Joseph Tomlinson".

Joseph Tomlinson  
Facilities Management Administrator  
816.881.3748 (desk)  
816.217.9310 (mobile)

*Frank White, Jr., County Executive*



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**JACKSON COUNTY DEPT. OF CORRECTIONS  
1300 CHERRY  
KANSAS CITY, MISSOURI 64106**

**TO:** Jessica Johnson  
**FROM:** Craig Mosher, Facility Administrator  
**DATE:** January 10<sup>th</sup>, 2017  
**RE:** HVAC Parts

Department of Corrections estimates spending \$5,000 with CD Jones for the purchase of HVAC parts and supplies for the 2017 budget year.



# 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:** Jessica M. Johnson, Senior Buyer, Purchasing

**FROM:** Wayne Shipley, Park Supervisor

**DATE:** January 12, 2017

**SUBJECT:** C D Jones Account

The Parks + Recreation Department will utilize this contract.

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

*Frank White Jr., County Executive*