

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a twenty-four month term and supply contract with three twelve-month options to extend for the furnishing of body transfer services for use by the Medical Examiner's Office to Metro Removal, LLC, of Kansas City, MO, under the terms and conditions of Invitation to Bid No. 33-12.

RESOLUTION #17891, May 14, 2012

INTRODUCED BY Theresa Garza Ruiz, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited formal written bids on Invitation to Bid No. 33-12 for the furnishing of body transfer services for use by the Medical Examiner's Office to provide for departmental needs for the upcoming twenty-four month period; and,

WHEREAS, a total of eighteen notifications were distributed and two responses were received as follows:

<u>PICK-UP LOCATION</u>	<u>METRO REMOVAL, LLC</u>	<u>CRIME SCENE CLEANERS</u>
	Kansas City, MO (Jackson County)	d/b/a FIRST CALL, INC. Kansas City, KS
Jackson County, MO	\$105.00	\$100.00
Platte County, MO	\$105.00	\$125.00
Clay County, MO	\$105.00	\$100.00
Cass County, MO	\$105.00	\$125.00

and,

WHEREAS, after reviewing the bids and the exceptions listed by Crime Scene Cleaners d/b/a First Call, Inc., the Director of Finance and Purchasing recommends that award be made to Metro Removal, LLC, of Kansas City, MO, for the reason that it has submitted the lowest and best bid meeting specifications; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be and hereby is authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to the using spending agency are contained in the then current Jackson County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

Jan D. Harkin
Chief Deputy County Counselor

W. Stephen Nixey
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17891 of May 14, 2012, was duly passed on May 21, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

5/21/12
Date

Mary Jo Spino
Mary Jo Spino, Clerk of the Legislature

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 is subject to annual appropriation.

May 9, 2012
Date

D. Craig Thomas
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 17891
 Sponsor(s): Theresa Garza Ruiz
 Date: May 14, 2012

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding of a Twenty-Four Month Term and Supply Contract, with Three Twelve Month Options to Extend, for the furnishing of Body Transfer Services for the Medical Examiner's Office to Metro Removal of Kansas City, Missouri under the Terms and Conditions of Invitation to Bid No. 33-12.</u></p>															
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$100,000.00</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>\$100,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$100,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:002-2001-56790</td> <td>\$100,000.00</td> </tr> <tr> <td>Health Fund, Medical Examiner's Office, Other Contractual Services</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: Department: Medical Examiner Estimated Use: \$100,000.00</p> <p>The RLA only approves the Term and Supply Contract; the funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes only.</p> <p>Prior Year Budget (if applicable): \$110,000.00 Prior Year Actual Amount Spent (if applicable): \$97,000.00</p>	Amount authorized by this legislation this fiscal year:	\$100,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$100,000.00	Amount budgeted for this item * (including transfers):	\$100,000.00	Source of funding (name of fund) and account code number:002-2001-56790	\$100,000.00	Health Fund, Medical Examiner's Office, Other Contractual Services				
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date): 16635, May 12, 2009</p>															
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>															
<p>REQUEST SUMMARY</p>	<p>The County Medical Examiner's Office requires a Term and Supply Contract for the furnishing of Body Transfer Services. The Purchasing Department issued Invitation to Bid No. 33-12 in response to those requirements.</p> <p>A total of Eighteen notifications were distributed and two responses were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Metro Removal Kansas City, MO</th> <th>First Call Kansas City, KS</th> </tr> </thead> <tbody> <tr> <td>Pick-up in Jackson County, MO</td> <td>\$105.00</td> <td>\$100.00</td> </tr> <tr> <td>Pick-up in Platte County, MO</td> <td>\$105.00</td> <td>\$125.00</td> </tr> <tr> <td>Pick-up in Clay County, MO</td> <td>\$105.00</td> <td>\$100.00</td> </tr> <tr> <td>Pick-up in Cass County, MO</td> <td>\$105.00</td> <td>\$125.00</td> </tr> </tbody> </table> <p>Although it appears that First Call may have the lowest pricing on some areas, they added exceptions to their bid that would allow them to raise their pricing along with the fluctuation of gas prices and they took other exceptions to the Specifications that the Medical Examiner's Office found unacceptable. For those reasons, Metro Removal is considered to be the lowest and best bid received.</p>		Metro Removal Kansas City, MO	First Call Kansas City, KS	Pick-up in Jackson County, MO	\$105.00	\$100.00	Pick-up in Platte County, MO	\$105.00	\$125.00	Pick-up in Clay County, MO	\$105.00	\$100.00	Pick-up in Cass County, MO	\$105.00	\$125.00
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	<p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of the furnishing of Body Transfer Services to Metro Removal of Kansas City, Missouri under the Terms and Conditions of Invitation to Bid No. 33-12 as the lowest and best bid received.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases are subject to annual appropriations.</p>	
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	The Abstract of Bids, an Award Recommendation Memorandum from the Medical Examiner's Office and the pertinent pages of Metro Removal's bid documents.	
REVIEW	Department Director: <i>Mary H Dudley MD</i>	Date: <i>5/2/12</i>
	Finance (Budget Approval): <i>If applicable Deborah A Ball N/A</i>	Date: <i>5/7/12</i>
	Division Manager: <i>[Signature]</i>	Date: <i>5/7/12</i>
	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.

MEMO

To: Barbara Casamento – Purchasing

From: Denise Dobbins, Administrative Supervisor

Date: April 17, 2012

Re: Vendor recommendation

After reviewing the bids to supply transport services for the Jackson County Medical Examiner's Office (JCMEO), we have chosen to accept the bid from Metro Removal, our current contract provider. The bid from Crime Scene Cleaners, while originally appears to be lower, includes many exceptions. These exceptions include: possible increase in fees with increased gasoline prices. With the unknown future of fuel costs this increase is unknown. Crime Scene Cleaners has also added adjustments in arrival time for scenes. As JCMEO serves 4 counties (Platte, Cass, Clay and Jackson) Crime Scene Cleaners would be adding additional charges for two of these counties. We believe we would still be saving money continuing with Metro Removal.

Also, we anticipate the use about \$100,000 in the 2012 budget for this service.

Thank you,

Denise Dobbins
Administrative Supervisor
Jackson County Medical Examiner's Office

QUESTIONS

All questions regarding this Invitation to Bid must be in writing or emailed as detailed under General Conditions, Item Number Five on Page Ten of this Invitation to Bid by 5:00 PM CDT on February 21, 2012. Point of Contact for the Purchasing Department is Barbara Casamento, email address is bcasamento@jacksongov.org. All questions will be answered in the form of Addenda. Failure to follow this procedure may result in the REJECTION OF YOUR BID.

QUOTATIONS

No.	Description	Amount
01	Body Pickup within Jackson County, MO	\$ 105. ⁰⁰
02	Body Pickup within Platte County, MO	\$ 105. ⁰⁰
03	Body Pickup within Clay County, MO	\$ 105. ⁰⁰
04	Body Pickup within Cass County, MO	\$ 105. ⁰⁰
05	Number of Body Transport Vehicles Owned/Leased	5
06	Number of Full Time Transport Staff Employed	7

SIGNATURE: <i>Heather Dukes</i>	DATE: 2-27-12
NAME: <i>Heather Dukes</i>	PHONE: 816 860 9118
TITLE: <i>OWNER</i>	CELL: 816 728 1069
COMPANY NAME: <i>METRO REMOVAL LLC</i>	FAX:
EMAIL ADDRESS: <i>dukesheather@hotmail</i>	
WEB ADDRESS:	