

# REQUEST FOR LEGISLATIVE ACTION


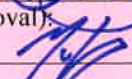

Completed by County Counselor's Office:

Res/Ord No.: 19156

Sponsor(s): Dennis Waits

Date: May 23, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with Three Twelve Month Options to Extend, for the furnishing of Safety Equipment &amp; Supplies for use by Various County Departments to Orr Safety Corporation of Riverside, MO under the terms and conditions of Invitation to Bid No. 27-16.</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 style="width:70%;">Amount authorized by this legislation this fiscal year:</td> <td style="width:30%;"></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)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;">Department</th> <th style="width:50%;">Estimated Use</th> </tr> </thead> <tbody> <tr> <td>Public Works Department</td> <td>\$ 20,000.00</td> </tr> <tr> <td>Department of Corrections</td> <td>\$ 10,000.00</td> </tr> <tr> <td>Parks + Rec Department</td> <td>\$ 5,050.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 35,050.00</b></td> </tr> </tbody> </table> <p>This 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 to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): \$39,000                  Prior Year Actual Amount Spent (if applicable): \$ 16,510.46</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	Public Works Department	\$ 20,000.00	Department of Corrections	\$ 10,000.00	Parks + Rec Department	\$ 5,050.00	<b>Total</b>	<b>\$ 35,050.00</b>												
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date): 17593, May 16, 2011																																
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Jessica Johnson, Senior Buyer, 881-3465																																
REQUEST SUMMARY	Various County Departments require a Term and Supply Contract for the furnishing of Safety Equipment & Supplies. The Purchasing Department issued Invitation to Bid No. 27-16 in response to this requirement.																																
	A total of twenty-eight (28) notifications were distributed and seven (7) responses were received and evaluated as follows:																																
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	<p>***NOTE: Fera Enterprises LLC No Bid 13 items; Travers Tool Co No Bid 24 items.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends Award for Safety Equipment &amp; Supplies, Items 1-29 &amp; 31 to Orr Safety Corporation of Riverside, MO as the lowest and best bid meeting specifications.</p> <p>NOTE: Item 30 will not be awarded as Airgas USA LLC's bid submission for this item does not meet the needs of the County.</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>	
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	Abstract of Bids Received; Recap of Recommended Award Items; Memorandum from Wayne Shipley, Parks + Rec Department, Caroline Deihl, Public Works Department, Laura Scott, Department of Corrections; Email from Caroline Deihl, Public Works Department.	
REVIEW	Department Director: 	Date: 5/11/16
	Finance (Budget Approval):  <i>If applicable</i>	Date: 5/13/16
	Division Manager: 	Date: 5/18/16
	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.



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: Jessica Johnson, Purchasing

FROM: Caroline Deihl, Public Works – Road Maintenance

DATE: May 2, 2016

SUBJECT: Safety Equipment & Supplies – Bid No. 27-16

Jessica, we have evaluated the above referenced bid for Safety Equipment & Supplies, Bid No. 27-16. We recommend the bid be awarded to Orr Safety. The reason being is that Orr Safety has more items that we will use at a lower price & they offer a better discount than the other companies that bided. We will spend approximately \$20,000.00 out of account 004- 1506-57230.

**Jackson County Department of Corrections  
MEMO**



**To:** Jessica Johnson, Senior Buyer  
**CC:** Joseph Piccinini, Director; Craig Mosher, FM Administrator;  
Norman Dennison, Administrator  
**Date:** 5/10/16  
**From:** L.J. Scott, Asst Director of Administration *LJ Scott*  
**Subject:** Bid No. 27-16 Safety Equipment and Supplies

Corrections and Corrections Facilities Management Administrators reviewed the bids for Safety Equipment and Supplies. Both reviewers selected Orr Safety due to having the most products available, high quality products and state that this is the lowest and best bid. Facilities Management expects to spend up to \$5,000 annually for safety supplies, and Corrections expects to spend up to \$5,000 as well.

Thank You

**Jessica M. Johnson**

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**From:** Caroline Deihl  
**Sent:** Monday, May 02, 2016 1:50 PM  
**To:** Jessica M. Johnson  
**Subject:** RE: Attached Image

Jessica,

I looked at Airgas and it doesn't meet with PW needs. If that is the only one that bid then we will just have to tell our employees that they can no longer go to Davis Safety for glasses. It was more like a benefit to them than anything.

Caroline

*Caroline Deihl  
Office Coordinator  
Jackson County Public Works  
Fax# 816-847-7051  
office number 816-847-7072*

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**From:** Jessica M. Johnson  
**Sent:** Monday, May 02, 2016 1:11 PM  
**To:** Caroline Deihl  
**Subject:** RE: Attached Image

Davis Safety did not bid on prescription Safety glasses on this bid. Please note that the only vendor who bid prescription safety glasses is: Airgas.

Please review their bid on this item to see if it meets PW needs and let me know.

Thank you!

v/r  
Jessica M. Johnson  
Senior Buyer  
Jackson County, MO  
Purchasing Department  
816-881-3465

**From:** Caroline Deihl  
**Sent:** Monday, May 02, 2016 11:27 AM  
**To:** Jessica M. Johnson <JMJohnson@jacksongov.org>  
**Subject:** RE: Attached Image

Jessica,

We have been going to Davis Safety for our prescription safety glasses. We have several people that go and get them.

Caroline

*Caroline Deihl  
Office Coordinator*



# JACKSON COUNTY

## Parks + Rec

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
www.jacksongov.org

Res. 19156

*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, Purchasing, Senior Buyer  
**FROM:** Wayne Shipley, Utilities & Special Project Coordinator  
**DATE:** May 2, 2016  
**SUBJECT:** Invitation to Bid No. ITB 27-16 Safety Equipment & Supplies”

The Parks Department recommendation is to award the bid to Orr Safety as the lowest and best bid.

Our **projected usage** during the next twelve months is \$ 5,050.

003 - 1605 - 57230 -	\$500
300 - 1666 - 57230 -	\$500
003 - 1602 - 57230 -	\$2,500
003 - 1614 - 57230 -	\$700
003 - 1624 - 57230 -	\$850