

Request for Legislative Action

Res. #21264

Sponsor: Megan L. Marshall

Date: May 9, 2023

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21264
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	5/9/2023

Introduction

Action Items: ['Award']

Project/Title:

Awarding a Twenty-Four Month Term and Supply Contract with Two Twelve-Month Options to Extend for the furnishing of Janitorial Supplies for Various Departments to RJ Kool, dba Controlled Environmental Products, of North Kansas City, MO under the Terms and Conditions of Invitation to Bid No. 23-017.

Request Summary

Various Jackson County Departments require a Term and Supply Contract for the furnishing of Janitorial Supplies. The Purchasing Department issued Invitation to Bid No. 23-017 in response to those requirements. A total of 65 notifications were distributed, 67 vendors downloaded the Bid Documents, and eight responses were received, with two responses being rejected due to not completing mandatory submissions.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department recommends the award of a Twenty-Four Month Term and Supply Contract with Two Twelve-Month Options to Extend, for the furnishing of Janitorial Supplies to RJ Kool, dba Controlled Environmental Products, of North Kansas City, MO. The anticipated spend for this contract is \$300,000. This award is made on an "As Needed" basis and does not obligate the County to pay any specific amount.

Contact Information

Department:	Finance	Submitted Date:	4/25/2023
Name:	Craig Reich	Email:	creich@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3265

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

Request for Legislative Action

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
20540	October 26, 2020
18796	April 13, 2015
17541	March 14, 2011

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:	Yes
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Reviewed for Goals:	
MBE:	9.50%
WBE:	.00% no goal set
VBE:	.00% no goal set
Prevailing Wage	
Not Applicable	

Fiscal Information
<ul style="list-style-type: none"> 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.

Request for Legislative Action

History

Submitted by Finance requestor: Craig Reich on 4/25/2023. Comments:

Approved by Department Approver Bob Crutsinger on 4/25/2023 3:53:22 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 4/25/2023 4:03:47 PM. Comments:

Approved by Compliance Office Approver Ikeela Alford on 4/25/2023 4:25:02 PM. Comments:

Approved by Budget Office Approver David B. Moyer on 4/26/2023 8:33:16 AM. Comments:

Approved by Executive Office Approver Sylvania Stevenson on 4/27/2023 1:46:35 PM. Comments:

Approved by Counselor's Office Approver Theresa E. Bullington on 5/3/2023 2:37:21 PM. Comments:



Jackson County Detention Center

Office of the Jackson County Sheriff
Sheriff Darryl Forté



TO: Barbara Casamento, Purchasing Administrator
FROM: Deloris Wells, Deputy Director of Administration JCDC
Deloris Wells
SUBJECT: Recommendation Memo- 23-017 Janitorial Supplies
DATE: 4/6/2023

Ms. Casamento,

I have completed reviewing the proposals for (23-017) Janitorial Supplies and I recommend Controlled Environment Products (CEP) as the lowest and best bidder.

CEP offers a wide variety of janitorial supplies that will meet the needs of the Detention Center. They can provide large quantities of products timely.

The anticipated annual spend for the Detention Center is \$450,000.00.

Thanks, D. Wells.



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: Barbara Casamento, Purchasing Administrator, Purchasing Department

Date: 4/6/2023

Subject: Bid 23-017 - Janitorial Supplies, Term and Supply Contract Recommendation

Barbara,

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

The Facilities Management Division would like to recommend Controlled Environment Products (CEP) moving forward as the vendor who applied for this contract. CEP will provide a wide section of Janitorial Supplies to cover the Facilities Management Division's needs. Their competitive pricing and experience with both municipal and private customers around Jackson County led me to recommend them. Annual spending for Facilities will be around \$130,000.00.

Thank you,

A handwritten signature in blue ink that reads "R Gerla".

Rick Gerla
Facilities Management Administrator



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: Craig Reich, Senior Buyer

FROM: John Johnson, Superintendent of Park Operations

DATE: April 3, 2023

SUBJECT: Term & Supply Contract No. 23-017, Janitorial Supplies

The Parks + Rec Department's recommendation is to split award to Controlled Environmental Products as primary and Interboro Packaging, as secondary supplier. Interboro would be used as a second source for items that may be out of stock at CEP, or if items cost less than CEP for a selected product, e.g. trash can liners.

CEP, as the previous T&S vendor, has provided good service and quality products in the past.

Parks + Rec projected usage during the next twelve months is \$55,000.



Frank White, Jr., County Executive



23-017 - Janitorial Supplies

Scoring Summary

Active Submissions

Supplier	Total / 100 pts	A - Responsiveness / 0 pts	A-1 - Pass/Fail	B - Pricing and Discounts / 80 pts	B-1 - / 80 pts
Controlled Environment Products, LLC	92.5	0	Pass	73.75	73.75
Interboro Packaging	74.5	0	Pass	62.5	62.5
Pacific Star Corporation	69.75	0	Pass	56	56
Malor & Company Inc. / Garly Benoit	66	0	Fail	58.25	58.25
Unipak Corp.	64	0	Pass	52.5	52.5



GOODMAN MAXWELL, LLC	56.75	0	Pass	51.25	51.25
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Eliminated Submissions

	A - Responsiveness	A-1 -	B - Pricing and Discounts	B-1 -	C - Catalog or Internet Site
Supplier	/ 0 pts	Pass/Fail	/ 80 pts	/ 80 pts	/ 20 pts
Clearwater Distriubution Inc dba Gulfstar Supply	-	-	-	-	-
Central Poly-Bag Corp.	-	-	-	-	-



C - Catalog or Internet Site / 20 pts	C-1 - / 20 pts
18.75	18.75
12	12
13.75	13.75
7.75	7.75
11.5	11.5



5.5	5.5
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C-1 -
/ 20 pts
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