

Request for Legislative Action

Res. #21350
Sponsor: Megan L. Marshall
Date: July 31, 2023

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21350
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	7/31/2023

Introduction

Action Items: ['Award']

Project/Title:

Awarding a Twenty-Four (24) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Trailer Maintenance & Repair Services for use by various County Departments to Reign Enterprises LLC of Raymore, MO under the terms and conditions of Invitation to Bid No. 23-043.

Request Summary

Various County Departments require a Term and Supply Contract for the furnishing of Trailer Maintenance & Repair Services. The Purchasing Department issued Invitation to Bid No. 043 in response to those requirements. A total of 1,502 notifications were distributed, fifteen (15) document takers and One (1) response were received and evaluated. In order to attract better pricing and promote increased competition, the Purchasing Department is increasing its contract term length to a Twenty-Four (24) Month contract with a Twelve (12) Month Option to Extend.

An Executive Summary of the Invitation to Bid, including the Contractor's Quotation Sheet and the using County Departments Recommendation Memos are attached.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using Departments recommend the award of a Twenty-Four (24) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Trailer Maintenance & Repair Services for use by Various County Departments to Reign Enterprises of Raymore, MO as the lowest and best bid under the terms and conditions of Invitation to Bid No. 043.

Annual Estimated Usage: \$30,000

This award is made on a "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchase(s) is subject to annual appropriations.

Current Certificate of Compliance on file.

Contact Information

Department:	Finance	Submitted Date:	7/20/2023
Name:	Keith E. Allen	Email:	keallen@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3465

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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

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:

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	
Goals Not Applicable for following reason: Less than \$50000	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	

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Not Applicable	
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Fiscal Information

- 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.

History

Submitted by Finance requestor: Keith E. Allen on 7/20/2023. Comments:

Approved by Department Approver Bob Crutsinger on 7/20/2023 12:19:24 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 7/20/2023 3:44:36 PM. Comments:

Approved by Compliance Office Approver Jaime Guillen on 7/20/2023 4:17:25 PM. Comments:

Approved by Budget Office Approver Mark Lang on 7/20/2023 4:45:28 PM. Comments:

Approved by Executive Office Approver Sylva Stevenson on 7/21/2023 10:16:52 AM. Comments:

Approved by Counselor's Office Approver Jamesia Manning on 7/26/2023 10:48:53 AM. Comments:



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: Keith Allen, Finance and Purchasing Department

FROM: Caroline Deihl, Administrative Supervisor

DATE: July 3, 2023

SUBJECT: Recommendation for Vendor: Reign Enterprises

Please consider Reign Enterprises be awarded term and supply vendor for bid No. 23-043 Trailer Maintenance & Repair Services to County Road and Bridge division. Reign Enterprises was the only vendor that submitted a bid for bid No. 23-043 Trailer Maintenance & Repair Services. In addition, besides meeting all the bid requirements. Reign Enterprises has been around for a number of years, and they have competitive pricing and experience.

It is estimated that the County Road and Bridge division could spend approximately \$5,000.00 annually with Reign Enterprises.

For the reasons above, it has been requested that Reign Enterprises be awarded the term and supply contract for bid No. 23-043 Trailer Maintenance & Repair Services.

Thank you for your consideration.

Thank you,

Caroline Deihl, Administrative Supervisor



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: Keith Allen, Senior Buyer

FROM: John Johnson, Superintendent of Park Operations

DATE: July 3, 2023

SUBJECT: Term & Supply Contract No. 23-043 Trailer Maint. & Repair

The Parks + Rec Department's recommendation is to award Reign Enterprises for trailer maintenance and repair services. Reign provided separate pricing for on-site repairs, to include a service truck as well as in-shop repair pricing.

Parks + Rec projected usage during the next twelve months is \$25,000, subject budget approval/availability.



Frank White, Jr., County Executive



Office of the JACKSON COUNTY SHERIFF

Sheriff Darryl Forté

INTER-OFFICE MEMO

TO: Keith Allen, Purchasing
FROM: Beth Money, Office Administrator
CC: Sgt. John Payne
RE: Recommendation Memo 23-043 – Trailer Maintenance & Repair Services
Date: July 11, 2023

The Sheriff's Office has an occasional need for vendors to provide trailer maintenance and repair services. We have reviewed the bid submitted by Reign Enterprises, LLC. We recommend awarding a contract to Reign Enterprises, LLC as they offer acceptable pricing and services will meet our needs.

The Sheriff's Office will spend approximately \$1,000 annually using this contract.

**ATTACHMENT 1
BIDDER'S QUOTATION SHEET**

NO.	DESCRIPTION	COST
1.0	Labor Rate, in-shop, regular work hours	\$ 100.00
2.0	Labor Rate, in-shop, over time work hours	\$ 125.00
3.0	Labor Rate, on-site (any County location) with service truck, regular work hours	\$ 125.00
4.0	Labor Rate, on-site (any County location) with service truck, over time work hours	\$ 150.00
5.0	Parts, New, Percentage Mark-Up over MSRP	10 %
6.0	Parts, Remanufactured, Rebuilt, or After Market, Percentage Mark-Up over MSRP	10 %
7.0	Fee for Repair Estimate, if applicable	\$ 0.00
8.0	Delivery Fee for Parts, if applicable	\$ 25.00

Indicate days and hours for REGULAR TIME service:

Mon - Fri. 8am - 4pm

Indicate days and hours for OVER TIME service:

All other

SIGNATURE: <u>Reese Harter</u>	DATE: <u>5-26-23</u>
NAME (PRINT): <u>Reese Harter</u>	PHONE: <u>(716) 255-8921</u>
TITLE (PRINT): <u>Owner</u>	CELL:
COMPANY NAME (PRINT) <u>Reign Enterprises</u>	FAX:
E-MAIL ADDRESS (PRINT) <u>reignenterprises8921@gmail.com</u>	
E-MAIL ADDRESS FOR PO'S (PRINT) <u>Same</u>	
URL (PRINT):	