

# Request for Legislative Action

Res. #21517

Sponsor: Megan L. Marshall

Date: January 29, 2024

## Completed by County Counselor's Office

|                   |                   |                           |           |
|-------------------|-------------------|---------------------------|-----------|
| Action Requested: | Resolution        | Res.Ord No.:              | 21517     |
| Sponsor(s):       | Megan L. Marshall | Legislature Meeting Date: | 1/29/2024 |

## 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 Grading and Earthwork Services for use by various County Departments to SheDigs It, LLC of Blue Springs, Missouri under the terms and conditions of Invitation to Bid No. 23-054.

## Request Summary

Various County Department require a Term and Supply Contract for the furnishing of Grading and Earthwork Services. The Purchasing Department issued Invitation to Bid No. 23-054 in response to those requirements. A total of 364 notifications were distributed, 23 document takers and two (2) responses were received, evaluated and one being eliminated.

- SheDigs It, LLC
- KCon, LLC

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 Grading and Earthwork Services for use by various County Departments to SheDigs It, LLC of Blue Springs, Missouri as the lowest and best bid under the terms and conditions of Invitation to Bid No. 23-054.

Annual Estimated Usage: \$200,000

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.

Compliance has been checked and is current.

## Contact Information

|                    |                |                        |                        |
|--------------------|----------------|------------------------|------------------------|
| <b>Department:</b> | Finance        | <b>Submitted Date:</b> | 1/11/2024              |
| <b>Name:</b>       | Keith E. Allen | <b>Email:</b>          | keallen@jacksongov.org |
| <b>Title:</b>      | Senior Buyer   | <b>Phone:</b>          | 816-881-3465           |

## Request for Legislative Action

| 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:                           |
|   |             |                    | <b>!Unexpected End of Formula</b> |

| Prior Legislation |                   |
|-------------------|-------------------|
| Prior Ordinances  |                   |
| Ordinance:        | Ordinance date:   |
|                   |                   |
| Prior Resolution  |                   |
| Resolution:       | Resolution date:  |
| 20048             | November 19, 2018 |

| 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:  | Yes            |
| Certificate of Foreign Corporation Received:   | Not Applicable |
| 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: 80.00%   | approved by cro |
| VBE: .00%   | no goal set     |
| Prevailing Wage   |                 |
| Approval of a Term and Supply contract which may include construction project(s) over \$75000 |                 |

## Request for Legislative Action

### 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 1/11/2024. Comments:

Approved by Department Approver Lisa Honn on 1/11/2024 2:45:43 PM. Comments: Approving for B. Crutsinger due to technical issue. -LH

Returned for more information by Purchasing Office Approver Craig A. Reich on 1/11/2024 3:23:24 PM. Comments: Needs to complete compliance portal.

Submitted by Requestor Keith E. Allen on 1/16/2024 7:56:36 AM. Comments: Compliance

Approved by Department Approver Lisa Honn on 1/16/2024 1:54:14 PM. Comments: Approving for B Crutsinger due to technical issue. -LH

Approved by Purchasing Office Approver Lisa Honn on 1/18/2024 3:44:38 PM. Comments: Approving for C Reich due to technical issue. -L Honn

Approved by Compliance Office Approver Ikeela Alford on 1/18/2024 4:08:49 PM. Comments:

Approved by Budget Office Approver David B. Moyer on 1/19/2024 7:33:21 AM. Comments:

Approved by Executive Office Approver Lisa Honn on 1/19/2024 11:07:12 AM. Comments: Approving for SS due to technical issue. -L Honn

Approved by Counselor's Office Approver Jamesia Manning on 1/25/2024 10:44:27 AM. Comments:



## **JACKSON COUNTY Public Works Department**

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Jackson County Technology Center  
303 West Walnut Street  
Independence, Missouri 64050  
jacksongov.org

(816) 881-4530  
Fax: (816) 881-4448

### **MEMORANDUM**

**TO:** Keith Allen, Senior Buyer

**FROM:** Earl Newill, Chief Engineer, Public Works Department

**DATE:** 12/11/23

**SUBJECT:** Term & Supply Contract No. 23-054, Grading and Earthwork Services

Public Works Department's recommendation is to award the General Grading and Earthwork Services contract to She Digs It (SDI).

SDI was the low bidder almost all of the unit pricing in the bid, are the current Term and Supply contractor. The quality of their work is great and their ability to complete projects on time and within budget is excellent.

Public Works projected usage during the next twelve months is \$100,000.



**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:** 12/6/23

**SUBJECT:** Term & Supply Contract No. 23-054, Grading and Earthwork Services

The Parks + Rec Department's recommendation is to award the General Grading and Earthwork Services contract to She Digs It (SDI).

SDI was the low bidder for hourly operator cost, hourly use of equipment cost and for hourly dump truck and driver cost. They are the current Term and Supply contractor have performed well. The quality of their work is great and their ability to complete projects on time and within budget is excellent.

Parks + Rec projected usage during the next twelve months is \$100,000, subject budget approval/availability.




*Frank White, Jr., County Executive*

**ATTACHMENT 1  
 BIDDER'S QUOTATION SHEET  
 (Mileage and Mark-Up Percentage)**

| No | Description                            | Regular Work Hours Base Wage Rate | Weekend, Holiday, Overtime Base Wage Rate |
|----|--|-----------------------------------|---|
| 1  | Mile Rate (if applicable)              | \$ N/A                            | \$ N/A                                    |
|    |  |                                   |   |
| 2  | % Mark-Up on Materials (if applicable) | % 15                              | % 15                                      |

**BID CERTIFICATION**

|  |                      |
|--|----------------------|
| Signature:  | Date: 1/11/24        |
| Name: CHERYL GARSTNER  | Phone: 816-295-1100  |
| Title: OPERATING MANAGER   | Mobile: 816-745-1905 |
| Company Name: SHEDIBS IT LLC   |                      |
| Address: 600 SO CENTRAL DR. BEVE SPRINGS MO 64014  |                      |
| Email Address: CGARSTNER@SHEDIBSIT.COM   |                      |

| Item Number          | Item   | Quantity Required | Regular Time Worked (Hourly Rate) | Weekend/Holiday/Overtime (Hourly Rate) |
|----------------------|--|-------------------|-----------------------------------|--|
| Quotation Sheet (12) |  |                   |                                   |  |
| #1-1                 | General Laborer and Vehicle (Heavy Construction) | 1                 | 82                                | 124                                    |
| #1-2                 | Truck Drive and Dump Truck                       | 1                 | 115                               | 155                                    |
| #1-3                 | Equipment Operator and Backhoe/Loader            | 1                 | 135                               | 175                                    |
| #1-4                 | Equipment Operator and Loader                    | 1                 | 140                               | 180                                    |
| #1-5                 | Equipment Operator and Bulldozer                 | 1                 | 125                               | 170                                    |
| #1-6                 | Equipment Operator and Mini Excavator            | 1                 | 125                               | 165                                    |
| #1-7                 | Equipment Operator and Large Excavator           | 1                 | 155                               | 190                                    |
| #1-8                 | Equipment Operator and Track Hoe                 | 1                 | 155                               | 190                                    |
| #1-9                 | Equipment Operator and Scraper                   | 1                 | 175                               | 225                                    |
| #1-10                | Equipment Operator and Road Grader               | 1                 | 160                               | 200                                    |
| #1-11                | Equipment Operator and Skid Steer                | 1                 | 140                               | 180                                    |
| #1-12                | Percentage Mark-Up on Materials (if applicable)  | 1                 | 15                                | 15                                     |