

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a twenty-four month term and supply contract for the furnishing of surplus liquidation and/or auction service and related services for use by the Sheriff's Office to Property Room.com, of Mission Viejo, CA, under the terms and conditions of the National Joint Powers Alliance (NJPA) Contract No. 042911-PRC, an existing government contract.

**RESOLUTION NO. 18195**, June 17, 2013

**INTRODUCED BY** James D. Tindall, County Legislator

WHEREAS, the Sheriff's Office has a continuing need for surplus asset liquidation and/or auction services to dispose of items seized or recovered in the course of its business; and,

WHEREAS, by law these items need to be disposed of via sale or auction and this contract will allow for the items to be picked up from the Sheriff's Office and sold on a website in lots or individually; and,

WHEREAS, the recommended vendor would sell the items, deduct its processing fee, and the Sheriff's Office will receive the remaining funds, resulting in no cost to the County; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a twenty-four month term and supply contract for the furnishing of surplus liquidation and/or auction service and related services for use by the Sheriff's Office to Property Room.com, of Mission Viejo, CA, under the terms and conditions of National Joint Powers Alliance (NJPA) Contract No. 042911-PRC, an existing government contract; and,

WHEREAS, the Director recommends award under section 1030.4, Jackson County Code, 1984, for the reason that this will allow the County to take advantage of discounts offered to large entities; and,

WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any amount, with the availability of funds for specific purchases remaining subject to annual appropriation; now therefore,

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

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

APPROVED AS TO FORM:

*[Signature]*  
Chief Deputy County Counselor

*[Signature]*  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 18195 of June 17, 2013, was duly passed on June 24, 2013 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

6/24/13  
Date

*[Signature]*  
Mary Jo Spino, Clerk of Legislature

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.

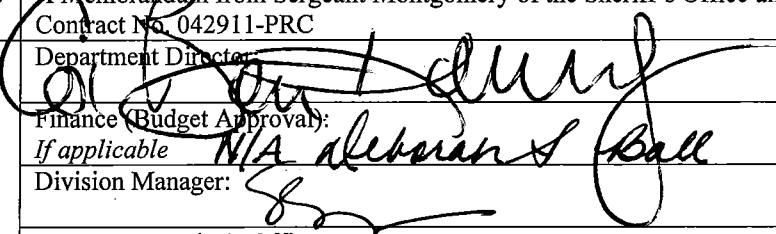
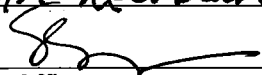
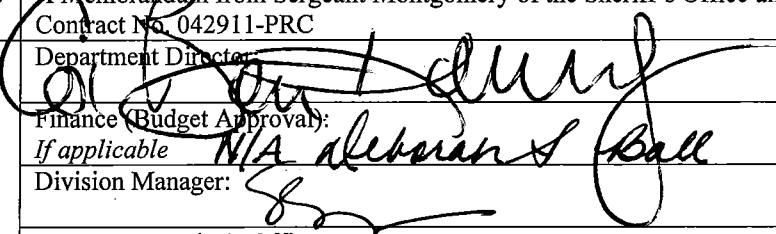
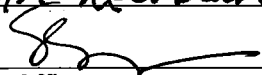
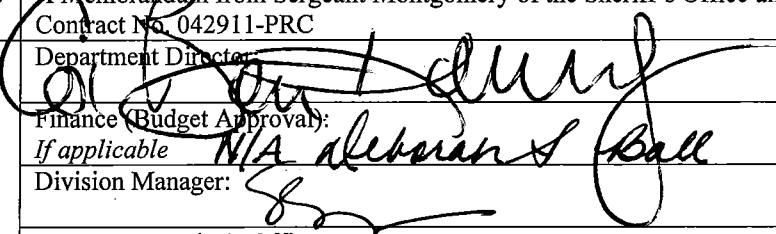
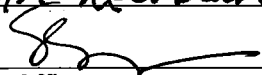
June 11, 2013  
Date

*[Signature]*  
Director of Finance and Purchasing

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 18195  
 Sponsor(s): James D. Tindall  
 Date: June 17, 2013

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Awarding a Twenty-four Month Term and Supply Contract for an Surplus Asset Liquidation and/or Auction Service with Related Services for use by the Sheriff's Office to Property Room.Com of Mission Veijo, California under the terms and conditions of the National Joint Powers Alliance (NJPA) Contract Number 042911-PRC, an existing government contract.</u>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</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> OTHER FINANCIAL INFORMATION:  <input checked="" type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: \$ _____  Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____	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:	
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:											
PRIOR LEGISLATION	Prior ordinances and (date): _____ Prior resolutions and (date): _____										
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253										
REQUEST SUMMARY	<p>The Sheriff's Office is in need of Surplus Asset Liquidation and/or Auction Services to dispose of an inventory of seized and/or recovered items that have accumulated. Pursuant to Missouri State Law and subsequent Court Orders, the inventory of items needs to be disposed of via sale or auction. This Contract allows for the items to be picked up from the Sheriff's Office and sold on a website, in lots or individually. There would be no cost to the County for these services; the recommended vendor would sell the items, deduct their processing fee and the Sheriff's Office would receive any remaining funds as revenue.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twenty-four Month Term and Supply Contract for the furnishing of Surplus Asset Liquidation and/or Auction Services with Related Services for use by the Sheriff's Office to Property Room. Com of Mission Veijo, California under the terms and conditions of NJPA Contract Number 042911-PRC, an existing government contract.</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	A Memorandum from Sergeant Montgomery of the Sheriff's Office and the pertinent pages of the NJPA Contract No. 042911-PRC										
REVIEW	<table border="1"> <tr> <td>Department Director: </td> <td>Date: 6-6-2013</td> </tr> <tr> <td>Finance (Budget Approval): If applicable: N/A Deborah S Ball</td> <td>Date: 6-6-2013</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 6/10/13</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director: 	Date: 6-6-2013	Finance (Budget Approval): If applicable: N/A Deborah S Ball	Date: 6-6-2013	Division Manager: 	Date: 6/10/13	County Counselor's Office:	Date:		
Department Director: 	Date: 6-6-2013										
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Division Manager: 	Date: 6/10/13										
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.



OFFICE OF THE  
JACKSON COUNTY  
SHERIFF

SHERIFF  
**MIKE SHARP**  
COLONEL  
**HUGH L. MILLS**  
COLONEL  
**BEN C. KENNEY**

Mrs. Barbara Casamento  
Director of Purchasing  
Jackson County, Missouri  
415 E. 12<sup>th</sup> Street; Suite  
Kansas City, MO 64106

May 29, 2013

Mrs. Casamento,

The Sheriff's Office's Property and Evidence Unit is in need of disposing of a plethora of items seized and/or recovered over the years. Pursuant to Missouri Law and subsequent court orders, these items shall be disposed of via sale.

After researching the best option for the disposal of such items and reviewing their contract(s), we are requesting to utilize the services of Propertyroom.com for such needs.

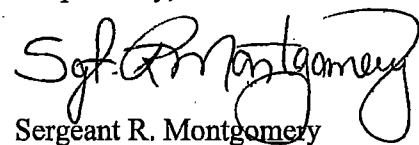
When entering into contract, they will come to the Sheriff's Office, pick up all the requested items, and sell them for us. We will not have to prepare items for sale, and/or handle the sale itself – saving the Sheriff's Office time and manpower. The items are then sold on a web site, some individually and some lot style.

Once the sale of the items is complete, Propertyroom.com would retain their processing fee based upon each sale, and the Sheriff's Office would receive remaining funds as revenue. Then, pursuant to Missouri Law, all revenue received from such sale would be forwarded to the State of Missouri.

There are thousands of items that need to be sold. Therefore, there is no way to accurately determine the fee and/or revenue of these items until such time as they are sold. However, the sales for the items would far outnumber any processing fees that may be applied. In addition, as we are not allowed to retain any of the revenue, this would alleviate wasting time and/or money on a sale of our own.

Should you have any further questions or need further information, please let me know.

Respectfully,

  
Sergeant R. Montgomery

Proposal Offering  
And Acceptance and Award  
RFP #042911

**FORM D**

**SURPLUS ASSET LIQUIDATION AND/OR AUCTION SERVICES WITH RELATED SOLUTIONS**

Proposal Offering (To be Completed Only by Proposer)

In compliance with the Request for proposal (RFP) for SURPLUS ASSET LIQUIDATION AND/OR AUCTION SERVICES WITH RELATED SOLUTIONS, the undersigned warrants that I/we have examined the RFP and, being familiar with all the instructions, terms and conditions, general specifications, expectations, technical specifications, service expectations and any special terms, do hereby offer and agree to furnish the defined services/products in compliance with all terms, conditions of the RFP, any applicable amendments of RFP, and all Proposer's response documentation. Proposer further understands they are the sole offeror herein and that the performance of any sub-contractors employed by the Proposer in fulfillment of this offer is the sole responsibility of the Proposer.

Company Name: PropertyRoom.com Date: April 11<sup>th</sup>, 2011  
Company Address: 26421 Crown Valley Parkway, Ste 200  
City: Mission Viejo State: CA Zip: 92691  
Contact Person: Joe Lane Title: Regional Director  
Authorized Signature (ink only): [Signature] (Name printed or typed)

Contract Acceptance and Award (To be completed only by NJPA)

Your proposal offering is hereby accepted and awarded. As the awarded Proposer, you are now bound to provide the defined goods and services contained in your proposal offering according to all terms, conditions, and pricing set forth in the RFP, any amendments to the RFP, and the Proposer's Response. The effective date of this Contract shall be June 21, 2011 and continue for four years AND which is subject to annual renewal at the option of both parties.

**National Joint Powers Alliance® (NJPA)**

NJPA Authorized signature: [Signature] TODD LYSCIO  
Title: EXECUTIVE DIRECTOR EXECUTIVE DIRECTOR  
(Name printed or typed)

Awarded this 21<sup>st</sup> day of JUNE Contract Number # 042911-PRC

NJPA Authorized signature: [Signature]  
Title: Board Clerk  
(Name printed or typed)

Executed this 21<sup>st</sup> day of June 2011 Contract Number # 042911-PRC

# NJPA AWARDED CONTRACT



## NJPA VENDOR CONTRACT SUMMARY – PropertyRoom.com.

<b>DATE</b> 21 Jun 2011	<b>RFP #</b> 042911
<b>AWARDED CONTRACT NUMBER</b>  <b>042911-PRC</b>	<b>NJPA RFP TITLE &amp; CATEGORY</b> Surplus Asset Liquidation and/or Action Services with Related Solutions
<b>CONTRACT PERIOD</b> 22 Jun 2011 through 21 Jun 2015	<b>PRICING MODEL</b> Pricing level is determined on which of the 4 models of auction services is selected for needs.
<b>DESCRIPTION</b> Online Auction Service including pick-up, photography, cataloging and auctioning.	
<b>VENDOR NAME AND ADDRESS</b> PropertyRoom.com 5257 Buckeystown Pike, Suite 475 Frederick, MD 21704 240.741.9123	<b>VENDOR CONTACT</b> Joseph F. Lane, Vice President National Sales Email: <a href="mailto:joelane@propertyroom.com">joelane@propertyroom.com</a> Telephone: 425.829.6844

<b>NJPA CONTRACTS CONSIST OF THE FOLLOWING DOCUMENTS</b> Section 2.7 “Contract” as used herein shall mean cumulative documentation consisting of the RFP, and entire Bidder’s Response, and fully executed “Acceptance and Award”. <ul style="list-style-type: none"><li>• <u>Request for Proposal (RFP)</u></li><li>• <u>Bid Acceptance &amp; Award</u></li><li>• Bidder’s Response and Pricing - Available upon request from the NJPA Contract Manager</li></ul>	<b>RELATED CONTRACT DOCUMENTATION</b> <ul style="list-style-type: none"><li>• <u>AFFIDAVIT OF ADVERTISEMENT</u></li><li>• <u>BID OPENING WITNESS PAGE</u></li><li>• <u>BID EVALUATION</u></li><li>• <u>BID COMMENT &amp; REVIEW</u></li><li>• <u>BOARD MINUTES 6-21-11</u></li></ul>
<b>DOCUMENTATION OF CONTRACT MAINTENANCE</b> <ul style="list-style-type: none"><li>• <u>Renewal Extension 6-21-12</u></li></ul>	<b>ADDITIONAL INFORMATION:</b> <u>PropertyRoom Contract Award Announcement</u>

### NJPA INFORMATION

<b>NJPA CONTACT</b> Kelly McAllister	<b>TITLE</b> NJPA Contract Manager
<b>PHONE</b> 218-894-5493	<b>EMAIL</b> <a href="mailto:Kelly.mcallister@njpacoop.org">Kelly.mcallister@njpacoop.org</a>
<b>ADDRESS</b> 202 12th Street NE, P.O. Box 219, Staples, MN 56479	<b>WEBSITE</b> <a href="http://www.njpacoop.org">www.njpacoop.org</a>

National Joint Powers Alliance®

Contract Purchasing Department



**ANNUAL RENEWAL OF AGREEMENT**

made by and between

**PropertyRoom.com (Vendor)**  
**26421 Crown Valley Parkway, Suite 200**  
**Mission Viejo, CA 92691**  
and

**National Joint Powers Alliance® (NJPA)**  
**200 First Street NE**  
**Staples, Minnesota 56479**  
**Phone: (218) 894-5482**

Whereas:

"Vendor" and "NJPA" have entered into 1) an "Acceptance of Bid and IFB Award #042911-PRC" for Surplus Asset Liquidation and/or Auction Services with Related Solutions, and 2) a maturity date of June 21, 2015, and which are subject to annual renewals at the option of both parties.

Now therefore:

"Vendor" and "NJPA" hereby desire and agree to extend and renew the above defined contracts for the period of June 21, 2012 through June 21, 2013.

National Joint Powers Alliance®(NJPA)

By: *Todd Lyson*, Its: EXECUTIVE DIRECTOR

Name printed or typed: TODD LYSON

Date 6/13/12

PropertyRoom.com

By: *PJ Bellomo*, Its: PRESIDENT, COO & CEO

Name printed or typed: PJ Bellomo

Date 5/24/12

.....

If you do not want to extend contract, please sign below and return this agreement.  
**Discontinue: We desire to discontinue the contract.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_