

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a contract for the furnishing of market research services for the purpose of conducting a survey of Jackson County citizens regarding yard waste and recycling to ETC Institute of Olathe, KS, under the terms and conditions of Request for Proposals No. 27-12, at a cost to the County not to exceed \$15,000.00.

RESOLUTION #17861, March 19, 2012

INTRODUCED BY Theresa Garza Ruiz, County Legislator

WHEREAS, by Ordinance 4386, dated January 9, 2012, the Legislature did appropriate grant funds in the amount of \$15,000.00 received from the Mid-America Regional Council's Solid Waste Management District to be used to conduct a survey of citizens living in unincorporated Jackson County, Blue Springs, Buckner, Grain Valley, Lake Lotawana, Lake Tapawingo, Lone Jack, and Oak Grove to gauge the interest and need for a yard waste facility to serve those areas; and,

WHEREAS, the Director of Finance and Purchasing solicited formal written bids on Request for Proposals No. 27-12 for a market research agency to conduct the needed survey; and,

WHEREAS, a total of five notifications were distributed and five responses were received and evaluated as follows:

<u>BIDDER</u>	<u>COST</u>	<u>EVALUATION POINTS</u>
ETC Institute Olathe, KS	\$15,000.00	100
Touch Focus Blue Springs, MO	\$15,000.00	80
Discovery Research Salt Lake City, UT	\$23,200.00	60
Applied Marketing Kansas City (Jackson County), MO	\$42,895.00	60
Profile Marketing Lake Worth, FL	\$12,350.00	60

and,

WHEREAS, an evaluation committee reviewed the proposals and evaluated each bidder on the basis of qualifications, experience, services, and pricing; and,

WHEREAS, the Director of Finance and Purchasing recommends that the contract be awarded to ETC Institute of Olathe, KS, under the terms and conditions of Request for Proposals No. 27-12, for the reason that it is the lowest and best bidder meeting specifications; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri that the award be made 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; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment, on the contract.

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

APPROVED AS TO FORM:

Ken D. Hallen
Chief Deputy County Counselor

W. Stephen Ripka
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17861 of March 19, 2012, was duly passed on March 26, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

3/26/12
Date

Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

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.

ACCOUNT NUMBER: 010 1002 56790
ACCOUNT TITLE: Grant Fund
Yard Waste Survey
Other Contractual Services
NOT TO EXCEED: \$15,000.00

March 14, 2012
Date

D. Tracy Thomas
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 17861

Sponsor(s): Theresa Garza Ruiz

Date: March 19, 2012

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Award of a Contract to provide Market Research Services for a Yard Waste/Recycling Survey to ETC Institute of Olathe, Kansas under the Terms and Conditions of Request for Proposal No. 27-12.</u></p>																		
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="326 558 1425 743"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$15,000.00</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>\$15,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 010-1002-56790 Grant Fund, Yard Waste Survey, Other Contractual Services</td> <td>\$15,000.00</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 type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$15,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$15,000.00	Source of funding (name of fund) and account code number: 010-1002-56790 Grant Fund, Yard Waste Survey, Other Contractual Services	\$15,000.00								
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): N/A <i>0#1386</i> Prior resolutions and (date): N/A</p>																		
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																		
<p>REQUEST SUMMARY</p>	<p>Jackson County, Missouri would like to have a survey conducted of Eastern Jackson County residents asking them about their interest in a Yard Waste/Recycling Facility. Request for Proposal No. 27-12 was issued; five notices were distributed and five responses were received and evaluated as follows:</p> <table data-bbox="313 1325 1442 1507"> <thead> <tr> <th></th> <th>Cost</th> <th>Evaluation Points</th> </tr> </thead> <tbody> <tr> <td>ETC Institute of Olathe, KS</td> <td>\$15,000.00</td> <td>100</td> </tr> <tr> <td>Touch Focus of Blue Springs, MO</td> <td>\$15,000.00</td> <td>80</td> </tr> <tr> <td>Discovery Research of Salt Lake City, UT</td> <td>\$23,200.00</td> <td>60</td> </tr> <tr> <td>Applied Marketing of Kansas City, MO</td> <td>\$42,895.00</td> <td>60</td> </tr> <tr> <td>Profile Marketing of Lake Worth, FL</td> <td>\$12,350.00*</td> <td>60</td> </tr> </tbody> </table> <p>*pricing was incomplete, did not include travel or shipping expenses.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of the Contract to provide Market Research Services for a Yard Waster/Recycling Survey to ETC Institute of Olathe, Kansas as the lowest and best proposal meeting specifications under the Terms and Conditions of Request for Proposal No. 27-12. ETC Institute's proposal far exceeded all others in their qualifications, experience and services offered in their proposal and the County feels it will get an meaningful survey of residents in this process.</p>		Cost	Evaluation Points	ETC Institute of Olathe, KS	\$15,000.00	100	Touch Focus of Blue Springs, MO	\$15,000.00	80	Discovery Research of Salt Lake City, UT	\$23,200.00	60	Applied Marketing of Kansas City, MO	\$42,895.00	60	Profile Marketing of Lake Worth, FL	\$12,350.00*	60
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<p>CLEARANCE</p>	<p><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)</p>																		