

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a twenty-four month term and supply contract, with two twelve-month options to extend for the furnishing of janitorial services for use by the Public Works Department, the Jackson County Board of Election Commissioners, and the MyARTS facility to Woodley Building Maintenance of Kansas City, MO, under the terms and conditions of Invitation to Bid No. 15-13.

RESOLUTION NO. 18172, May 20, 2013

INTRODUCED BY Bob Spence, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited formal written bids on Invitation to Bid No. 15-13 for the furnishing of janitorial services for use by the Public Works Department, the Jackson County Board of Election Commissioners, and the MyARTS building, located at the County's Independence facilities; and,

WHEREAS, a total of thirty notifications were distributed and two responses were received from the following with one additional response having been rejected as non-responsive:

Woodley Building Maintenance
Kansas City (Jackson County), MO

Resource Service Solutions
Lenexa, KS

WHEREAS, following evaluation of the bids submitted, the Director of Finance and Purchasing recommends the award of a twenty-four month term and supply contract with two twelve-month options to extend to Woodley Building Maintenance of Kansas City, MO as the lowest and best bidder; now therefore,


BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that 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 to the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing by and hereby is authorized to make all payments, including final payment on the contracts, to the extent sufficient appropriations to the using spending agencies are contained in the then current Jackson County budget.

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

APPROVED AS TO FORM:


Chief Deputy County Counselor
Certificate of Passage


County Counselor

I hereby certify that the attached resolution, Resolution No. 18172 of May 20, 2013, was duly passed on June 3, 2013 by the Jackson County Legislature. The votes thereon were as follows:

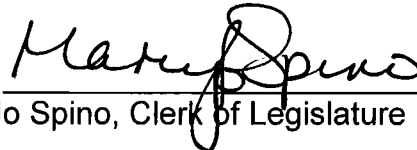
Yeas 8

Nays 0

Abstaining 0

Absent 1

6.3.13
Date


Mary Jo Spino, Clerk of Legislature

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.

5/15/13
Date


Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18172

Sponsor(s): Bob Spence

Date: May 20, 2013

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty Four Month Term and Supply Contract with two Twelve Month Options to Extend for the furnishing of Janitorial Services for use by the Public Works and Facilities Management Department, Election Board and the MyARTS building to Woodley Building Maintenance of Kansas City, Missouri under the Terms and Conditions of Invitation to Bid No. 15-13.</u></p>																					
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;">\$35,000.00</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;">\$35,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$35,000.00</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> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Public Works & Facilities Estimated Use: \$35,000.00</p> <p>This RLA only approves the term and supply contract; the funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide estimate of contract value</p> <p>Prior Year Budget (if applicable): \$35,200.00 Prior Year Actual Amount Spent (if applicable): \$34,015.12</p>	Amount authorized by this legislation this fiscal year:	\$35,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$35,000.00	Amount budgeted for this item * (including transfers):	\$35,000.00	Source of funding (name of fund) and account code number;												
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date): 16691, August, 18, 2008</p>																					
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Cassandra Cheek, Senior Buyer, 881-3265</p>																					
REQUEST SUMMARY	<p>The Public Works and Facilities Department requires a Term and Supply Contract for the furnishing of Janitorial Services for its Buildings in Independence. Purchasing issued Invitation to Bid No. 15-13 in response to those requirements.</p> <p>A total of 30 notifications were distributed with three responses received and evaluated as follows, one response was rejected as "non-responsive" to specifications.</p> <table style="width: 100%; text-align: center;"> <tr> <td></td> <td>Resource Service Solutions Lenexa, KS</td> <td>Woodley Building Maintenance Raytown, MO</td> </tr> <tr> <td>Examiner Building</td> <td></td> <td></td> </tr> <tr> <td>With Supplies</td> <td>\$ 3,316.28</td> <td>\$ 750.00</td> </tr> <tr> <td>Cost Per Square Ft</td> <td>\$ 0.48</td> <td>\$ 0.108554</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Without Supplies</td> <td>\$ 3,178.14</td> <td>\$ 650.00</td> </tr> <tr> <td>Cost Per Square Ft</td> <td>\$ 0.46</td> <td>\$ 0.09408</td> </tr> </table>		Resource Service Solutions Lenexa, KS	Woodley Building Maintenance Raytown, MO	Examiner Building			With Supplies	\$ 3,316.28	\$ 750.00	Cost Per Square Ft	\$ 0.48	\$ 0.108554				Without Supplies	\$ 3,178.14	\$ 650.00	Cost Per Square Ft	\$ 0.46	\$ 0.09408
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Election Board Building

With Supplies	\$	652.62	\$	350.00
Cost Per Square Ft	\$	0.06	\$	0.03218
Without Supplies	\$	543.85	\$	300.00
Cost Per Square Ft	\$	0.05	\$	0.027581

Public Works Tech Center

With Supplies	\$	2,341.18	\$	650.00
Cost Per Square Ft	\$	0.38	\$	0.105502
Without Supplies	\$	2,279.57	\$	525.00
Cost Per Square Ft	\$	0.37	\$	0.085213

My Arts Building

With Supplies	\$	811.86	\$	597.00
Cost Per Square Ft	\$	0.06	\$	0.03587
Without Supplies	\$	676.55	\$	525.00
Cost Per Square Ft	\$	0.05	\$	0.03154

*Cost is per Month

Pursuant to Section 1054.6 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a Twenty-Four Month Term and Supply contract for the furnishing of Janitorial Services to Woodley Building Maintenance of Kansas City as the lowest and best bid received.


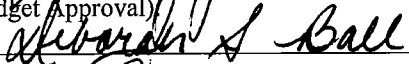
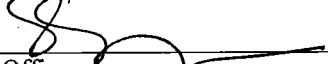
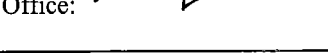
This award is made on an "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of fund for specific purchases is subject to annual appropriations.

CLEARANCE

- Tax Clearance Completed (Purchasing & Department)
- Business License Verified (Purchasing & Department)
- Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)

ATTACHMENTS
REVIEW

Recommendations of Public Works and Facilities Management

Department Director:		Date:	5-6-13
Finance (Budget Approval) If applicable		Date:	5-9-13
Division Manager:		Date:	5/9/13
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.



JACKSON COUNTY

Public Works and Facilities Management Departments

303 West Walnut Street
Independence, Missouri 64050
www.jacksongov.org

Administration Offices
303 W. Walnut
Independence, MO
64050
(816) 881-4530
Fax: (816) 881-4448

*Planning and
Environmental Health*
303 W. Walnut
Independence, MO
64050
(816) 881-4634
Fax: (816) 881-1650

Road Maintenance
34900 E. Old U.S. 40 Hwy.
P.O. Box 160
Grain Valley, MO
64029
(816) 847-7050
Fax: (816) 847-7051

May 2, 2013

Cassandra Cheek
Senior Buyer & Office Services Coordinator
Jackson County Courthouse
Finance & Purchasing Department

This is to advise that Public Works located in Independence, Technical Center recommends Woodley Building Maintenance to receive the bid for cleaning as the lowest and best bid. Their staff cleaning the building are very responsible and do a remarkable job.

Thank you,

Gwendolyn Cogshell
Operations Administrator