

Request for Legislative Action

Res. #20951
Sponsor: Tony Miller
Date: May 16, 2022

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	20951
Sponsor(s):	Tony Miller	Legislature Meeting Date:	5/16/2022

Introduction

Action Items: ['Award']

Project/Title:

Awarding a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines for use by Various County Departments to Lawn & Leisure of Lee's Summit, MO under the terms and conditions of Invitation to Bid No. 29-22.

Request Summary

Various County Departments require a Term and Supply Contract for the furnishing of Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines. The Purchasing Department issued Invitation to Bid No. 29-22 in response to those requirements.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using departments recommend the award of a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines for use by Various County Departments to Lawn & Leisure of Lee's Summit, MO as the lowest and best bid received under the terms and conditions of Invitation to Bid No. 29-22.

Annual Estimated Usage: \$61,500

Parks + Rec: \$50,000

Public Works: \$10,000

Sheriff's Office: \$1,500

Contact Information

Department:	Finance	Submitted Date:	5/3/2022
Name:	Katelyn W. Edgar	Email:	KEdgar@jacksongov.org
Title:	Buyer	Phone:	816-881-3292

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:	\$

Request for 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:
19823	April 16, 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:	Not Applicable
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	
Goals are waived - insufficient MBE or WBE firms available	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information	
<ul style="list-style-type: none"> 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. 	

Request for Legislative Action

History

Submitted by Finance requestor: Katelyn W. Edgar on 5/3/2022. Comments:

Approved by Department Approver Bob Crutsinger on 5/3/2022 12:31:06 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 5/3/2022 12:42:16 PM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 5/3/2022 4:19:09 PM. Comments:

Approved by Budget Office Approver Mark Lang on 5/4/2022 8:18:53 AM. Comments: No fiscal note required for T&S contracts.

Approved by Executive Office Approver Sylvia Stevenson on 5/4/2022 11:11:54 AM. Comments:

Approved by Counselor's Office Approver Elizabeth Freeland on 5/12/2022 9:11:17 AM. Comments:



**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: Katelyn Edgar, Buyer, Purchasing Department
FROM: John Johnson, Superintendent, Park Operations
DATE: April 27, 2022
SUBJECT: #29-22 Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines

Parks + Rec recommends awarding this contract to Lawn & Leisure of Lee's Summit, Inc.

Parks uses this contract to purchase selected parts for in-house repairs for mowers and to have Lawn & Leisure perform repairs to equipment and mowers used to care for green spaces in the park system.

Lawn & Leisure is the incumbent term and supply vendor, and they are competent in their work.

Parks anticipates spending approximately \$50,000 in a 12-month time frame.

Please advise if you have questions or need additional information.

Thank you.



Frank White, Jr., County Executive



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: Katelyn Edgar, Finance and Purchasing Department

FROM: Matt Willier, Assistant Road and Bridge Administrator, Public Works Department

DATE: April 29, 2022

SUBJECT: Recommendation for Vendor: Lawn & Leisure of Lee's Summit Inc.

Please consider Lawn & Leisure of Lee's Summit Inc. be awarded term and supply vendor for bid No. 29-22 Lawn Maintenance Equipment and Small Engines to County Road and Bridge division. Lawn & Leisure of Lee's Summit Inc. was the only vendor that submitted a bid for bid No. 29-22, Lawn Maintenance Equipment and Small Engines.

It is estimated that the County could spend approximately \$10,000.00 annually with Lawn & Leisure of Lee's Summit Inc

For the reasons above, it has been requested that Lawn & Leisure of Lee's Summit Inc. be awarded the term and supply contract for bid No. 29-22, Lawn Maintenance Equipment and Small Engines.

Thank you for your consideration,

Thank you,

Matt Willier, Assistant Road & Bridge Administrator



Office of the JACKSON COUNTY SHERIFF

Sheriff Darryl Forté

INTER-OFFICE MEMO

TO: Katelyn Edgar, Purchasing
FROM: Beth Money, Office Administrator
CC: Sgt. Eli Postlethwait
RE: Recommendation Memo 29-22 – Lawn & Leisure of Lee's Summit, Inc.
Date: April 21, 2022

The Sheriff's Office has an ongoing need for vendors to repair, replace and provide parts for lawn maintenance equipment. Sgt. Eli Postlethwait has reviewed the bid submitted by Lawn & Leisure of Lee's Summit, Inc. Their products and services will meet our needs; therefore, we recommend awarding the contract to Lawn & Leisure of Lee's Summit, Inc.

The Sheriff's Office will spend approximately \$1,500 annually using this contract.

Lawn & Leisure of Lee's Summit, Inc.
Lee's Summit, MO
\$ 408
3
\$ 408

**Total Cost
Selected #
Selected (\$)**

#	Items	Selected	Lowest	QuantityRequired	UnitPrice	TotalCost
0						
#0-1	Repairs and Service In Shop (Rate per Hour)	\$ 102	\$ 102	1	\$ 102	\$ 102
#0-2	Repairs and Service at County Site (Rate per Hour)	\$ 204	\$ 204	1	\$ 204	\$ 204
#0-3	Pick-up and Delivery Charges	\$ 102	\$ 102	1	\$ 102	\$ 102
#0-4	Any Other/Additional Charges	\$ 0	\$ 0	1	No Bid	No Bid



29-22 - Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines

Project Overview

Project Details	
Reference ID	29-22
Project Name	Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines
Project Owner	Katelyn Edgar
Project Type	ITB
Department	Purchasing
Budget	\$0.00 - \$0.00
Project Description	Jackson County, Missouri is seeking bids for the furnishing of Repair, Replacement and Parts for Lawn Maintenance Equipment and Small Engines for the use by Various County Departments.
Open Date	Mar 18, 2022 2:00 PM CDT
Close Date	Apr 19, 2022 2:00 PM CDT



Seal status

Requested Information	Unsealed on	Unsealed by
Standard Contract	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Affidavit	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Certificate of Compliance	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Statement of Contractor's Qualifications	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Acknowledgement of Receipt of Addenda	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Exhibit F, Bidder's Exceptions	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Greater Kansas City Metropolitan Area Memo, Item 4.1.9	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
List of Manufacturers, Item 4.1.10	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Warranty Information from Manufacturer(s), Item 4.1.11	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Location of Shop and Normal Business Days and Hours, Item 4.1.13	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Discount from List Price, Attachment 1, Page 4, Item 4.1.7	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Price List: Website or Catalog with Pricing, Item 4.1.12	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar
Pricing Sheet for Invitation to Bid No. 29-22 (BT-13DV)	Apr 19, 2022 3:33 PM CDT	Katelyn Edgar



Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
Lawn & Leisure of Lee's Summit, Inc.	Apr 19, 2022 1:52 PM CDT	Steve Kraft	KraftS@LawnandLeisure.com	MjA2MzMz



Project Criteria

Criteria	Points	Description
A - Proposal	0 pts	
A-1 - Greater Kansas City Memo	Pass/Fail	If bidder is not located in the Greater Kansas City Metropolitan Area, bidder must provide detailed information with their bid on how the specifications of this Invitation to Bid will be met. Jackson County, Missouri reserves the right to determine if bidder's information on contract performance is acceptable.
A-2 - List of Manufacturer(s)	Pass/Fail	List of Manufacturer(s) that Bidder can supply parts, replacements and perform services on.
A-3 - Warranty Information	Pass/Fail	Warranty Information from Manufacturer's Bidder supplies and services.
A-4 - Location of Shop and Normal Business Days/Hours	Pass/Fail	
B - Forms	0 pts	
B-1 - Standard Contract	Pass/Fail	
B-2 - Affidavit	Pass/Fail	



B-3 - Certificate of Compliance	Pass/Fail	
B-4 - Statement of Contractor's Qualifications	Pass/Fail	
B-5 - Receipt of Addenda	Pass/Fail	
B-6 - Exhibit F, Bidder's Exceptions	Pass/Fail	
C - Pricing	0 pts	
C-1 - Discount from List Price, Attachment 1	Pass/Fail	
C-2 - Price List: Website or Catalog with Pricing	Pass/Fail	
Total	0 pts	



Scoring Summary

Active Submissions

	Total	A - Proposal	A-1 - Greater Kansas City Memo	A-2 - List of Manufacturer(s)	A-3 - Warranty Information
Supplier	/ 0 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Lawn & Leisure of Lee's Summit, Inc.	0 pts	0 pts	Pass	Pass	Pass

	A-4 - Location of Shop and Normal Business Days/Hours	B - Forms	B-1 - Standard Contract	B-2 - Affidavit	B-3 - Certificate of Compliance
Supplier	Pass/Fail	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Lawn & Leisure of Lee's Summit, Inc.	Pass	0 pts	Pass	Pass	Pass



	B-4 - Statement of Contractor's Qualifications	B-5 - Receipt of Addenda	B-6 - Exhibit F, Bidder's Exceptions	C - Pricing	C-1 - Discount from List Price, Attachment 1
Supplier	Pass/Fail	Pass/Fail	Pass/Fail	/ 0 pts	Pass/Fail
Lawn & Leisure of Lee's Summit, Inc.	Pass	Pass	Pass	0 pts	Pass

	C-2 - Price List: Website or Catalog with Pricing
Supplier	Pass/Fail
Lawn & Leisure of Lee's Summit, Inc.	Pass



Proposal Scores

Lawn & Leisure of Lee's Summit, Inc. - Scoring Summary

Evaluation Group 1 - Purchasing Evaluation

	A - Proposal	A-1 - Greater Kansas City Memo	A-2 - List of Manufacturer(s)	A-3 - Warranty Information	A-4 - Location of Shop and Normal Business Days/Hours
Reviewer	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Katelyn Edgar	0 pts	Pass	Pass	Pass	Pass
Average:	Pass	Pass	Pass	Pass	Pass
		↓	↓	↓	↓
Calculated:	0 pts	Pass	Pass	Pass	Pass



	B - Forms	B-1 - Standard Contract	B-2 - Affidavit	B-3 - Certificate of Compliance	B-4 - Statement of Contractor's Qualifications
Reviewer	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Katelyn Edgar	0 pts	Pass	Pass	Pass	Pass
Average:		Pass	Pass	Pass	Pass
		↓	↓	↓	↓
Calculated:	0 pts	Pass	Pass	Pass	Pass



	B-5 - Receipt of Addenda	B-6 - Exhibit F, Bidder's Exceptions
Reviewer	Pass/Fail	Pass/Fail
Katelyn Edgar	Pass	Pass
	Pass	Pass
	↓	↓
Calculated:	Pass	Pass



Evaluation Group 2 - Department Evaluation

	C - Pricing	C-1 - Discount from List Price, Attachment 1	C-2 - Price List: Website or Catalog with Pricing
Reviewer	/ 0 pts	Pass/Fail	Pass/Fail
Katelyn Edgar	0 pts	Pass	Pass
Eli Postlethwait	0 pts	Pass	Pass
John Johnson	0 pts	Pass	Pass
Kraig Briggs	0 pts	Pass	Pass
Matt Willier	0 pts	Pass	Pass
James Evans	0 pts	Pass	Pass
	Average:	Pass	Pass
		↓	↓
Calculated:	0 pts	Pass	Pass



Proposal Score Comments

Lawn & Leisure of Lee's Summit, Inc. - Scoring Comments

A-1 - Greater Kansas City Memo - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Other	Not applicable

A-2 - List of Manufacturer(s) - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

A-3 - Warranty Information - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass



A-4 - Location of Shop and Normal Business Days/Hours - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

B-1 - Standard Contract - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

B-2 - Affidavit - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass



B-3 - Certificate of Compliance - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

B-4 - Statement of Contractor's Qualifications - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

B-5 - Receipt of Addenda - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass



B-6 - Exhibit F, Bidder's Exceptions - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

C-1 - Discount from List Price, Attachment 1 - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass
Eli Postlethwait	Pass	Meets the requirement(s)	We had no issues with this vendor.
John Johnson	Pass	Meets the requirement(s)	Discounts were noted by manufacturer.
Kraig Briggs	Pass	Meets the requirement(s)	only vender
Matt Willier	Pass	Meets the requirement(s)	Requirements Met
James Evans	Pass	Meets the requirement(s)	We have used these folks for a number of years and had good results



C-2 - Price List: Website or Catalog with Pricing - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass
Eli Postlethwait	Pass	Meets the requirement(s)	We had no issues with this vendor.
John Johnson	Pass	Other	They provided links to online catalogs/inventory.
Kraig Briggs	Pass	Meets the requirement(s)	vender is close by
Matt Willier	Pass	Meets the requirement(s)	Requirements Met
James Evans	Pass	Meets the requirement(s)	my folks in the shop would present a better answer