

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:
 Res/~~Ord~~ No.: 20634
 Sponsor(s): Tony Miller
 Date: March 8, 2021

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Awarding a Contract for the purchase and installation of Bleachers for the Frank White Jr. Softball Complex to Heartland Seating of Shawnee, KS under the terms and conditions of Request for Proposal No. 6-21.</u>																				
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$59,138.00</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 style="text-align: right;">\$59,138.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 003-1608-58060 Parks Fund, Capital Projects, Other Improvements</td> <td style="text-align: right; vertical-align: bottom;">\$59,138.00</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): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$59,138.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$59,138.00	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number: 003-1608-58060 Parks Fund, Capital Projects, Other Improvements	\$59,138.00										
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PRIOR LEGISLATION	Prior ordinances and (date): _____ Prior resolutions and (date): _____																				
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Katelyn Edgar, Buyer, 816-881-3292																				
REQUEST SUMMARY	Parks + Rec requires the purchase and installation of Bleachers for the Frank White Jr. Softball Complex. The Purchasing Department issued Request for Proposal No. 6-21 in response to those requirements. A total of nineteen notifications were distributed and one response was received and evaluated as follows: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Project Description</th> <th style="text-align: left;">Heartland Seating of Shawnee, KS</th> </tr> </thead> <tbody> <tr> <td>(10) 5 Row 21'-0" Bleachers</td> <td style="text-align: right;">\$43,338.00</td> </tr> <tr> <td>Receipt of Delivery and Inventory of Materials</td> <td style="text-align: right;">\$1,000.00</td> </tr> <tr> <td>Installation and Delivery to site</td> <td style="text-align: right;">\$14,800.00</td> </tr> <tr> <td>Total Bid Submission</td> <td style="text-align: right;">\$59,138.00</td> </tr> </tbody> </table> <p>Evaluation Points were based on the following:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td>Responsiveness to Request for Proposal (10 maximum points)</td> <td style="text-align: right;">10</td> </tr> <tr> <td>Respondent's Experience and Qualifications (35 maximum points)</td> <td style="text-align: right;">35</td> </tr> <tr> <td>Respondent's References (25 maximum points)</td> <td style="text-align: right;">25</td> </tr> <tr> <td>Pricing (30 maximum points)</td> <td style="text-align: right;">30</td> </tr> <tr> <td>Total (100 maximum points)</td> <td style="text-align: right;">100</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, Parks + Rec and the Purchasing Department recommends the award of a Contract for the Purchase and Installation of Bleachers for the Frank White Jr. Softball Complex to Heartland Seating of Shawnee, KS as the best proposal received in response to Request for Proposal No. 6-21.</p>	Project Description	Heartland Seating of Shawnee, KS	(10) 5 Row 21'-0" Bleachers	\$43,338.00	Receipt of Delivery and Inventory of Materials	\$1,000.00	Installation and Delivery to site	\$14,800.00	Total Bid Submission	\$59,138.00	Responsiveness to Request for Proposal (10 maximum points)	10	Respondent's Experience and Qualifications (35 maximum points)	35	Respondent's References (25 maximum points)	25	Pricing (30 maximum points)	30	Total (100 maximum points)	100
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CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input checked="" type="checkbox"/> MBE Goals 0% <input checked="" type="checkbox"/> WBE Goals 11.7% <input checked="" type="checkbox"/> VBE Goals 0% Contractor's Utilization Plan has been accepted by Compliance Review Office; Goals are being met as stated.	
ATTACHMENTS	Abstract of Bids received, Recommendation Memo from Tina Spallo, Recreation Superintendent Parks + Rec Department, Evaluation Scoring Sheet, Pricing comparison and the pertinent pages of Heartland Seating's proposal.	
REVIEW	Department Director: <i>Michelle Newman</i>	Date: 2/26/2021
	Finance (Budget Approval): <i>Mark Lang</i> If applicable Division Manager:	APPROVED By Mark Lang at 9:15 am, Mar 02, 2021
	<i>Mark Lang</i>	Date: 3/4/21
	County Counselor's Office: <i>Bryan Canish</i>	Date: 3/4/2021

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.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# _____

Date: March 2, 2021

RES # 20634

<u>Org Code/Description</u>	<u>Object Code/Description</u>	<u>Not to Exceed</u>
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003 Park Fund		
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1608 Construction Services	58060 Other Improvements	\$ 59,138
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		<u>\$ 59,138</u>
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APPROVED
By Mark Lang at 9:16 am, Mar 02, 2021

Budget Office



**JACKSON COUNTY
Parks + Rec**

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

To: Katelyn Edgar, Senior Buyer Purchasing Department

From: Tina Spallo, Recreation Superintendent Parks + Rec Department 

Date: February 24, 2021

RE: Recommendation - Request for Proposal 6-21 Bleachers

Parks + Rec recommends award of the proposal for the purchase of bleachers for the Frank White Jr. Softball Complex to the only bidder, Heartland Seating of Shawnee, KS.

Funding for this project in the amount of \$59,138.00 has been included in the 2021 Parks + Rec Budget, 003-1608-58060

Thank you for your assistance, and please do not hesitate to contact us if you should have any questions regarding this recommendation.



Frank White, Jr., County Executive



RFP Number: 6-21

RFP Name: Bleachers

Dept. Name: Parks + Rec

Respondents

Evaluation Criteria: Heartland Seating	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	10	10	10	10
Respondent's Experience and Qualifications	35	35	35	35
Respondent's References	25	25	25	25
Pricing	30	30	30	30
Total	100	100	100	100

9.0 QUOTATION

Project	Respondent's Quote
(10) 5 Row 21' - 0" Bleachers	\$ 43,338.00
Receipt of Delivery and Inventory of Materials	\$ 1,000.00
Installation and Delivery to site	\$ 14,800.00
Total Bid Submission	\$ 59,138.00

The Undersigned Respondent hereby proposes to provide all labor, materials and all other services need for the furnishing of spectator bleachers at the Frank White, Jr. Softball Complex. By Signature below Respondent states he/she is authorized to submit this proposal to Jackson County, Missouri.

Respondent's Name	Kathy Peterson
Title	Secretary/Treasurer
Signature	
Phone Number	913-268-0069
Fax Number	913-962-0803
Cell Number	913-558-5811 (Brad Peterson cell)
Email Address	sales@heartlandseating.com
Company's Name	Heartland Seating Inc.
Web Address	www.heartlandseating.com



Heartland Seating Inc
spectator seating specialists

www.heartlandseating.com

REQUEST FOR PROPOSAL NO. 6-21

11222 Johnson Drive, Shawnee, KS 66203
Phone: (913)268-0069 Fax: (913) 962-0803
sales@heartlandseating.com

February 22, 2021

From: Brad Peterson

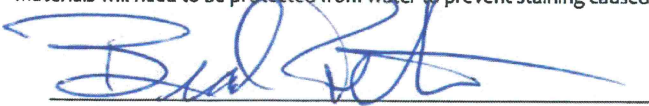
RE: Frank White Jr. Baseball Complex Bleachers
Request for Proposal No. 6-21

Heartland Seating, Inc. is pleased to provide you with the following quote for the above project.

By: AMERICAN ALUMINUM	
DESCRIPTION	PRICE
TEN (10) ALUMINUM NON-ELEVATED WELDED ANGLE FRAME BLEACHERS – 5 ROWS X 21'-0" <ul style="list-style-type: none"> • 8" RISE AND 24" SPAN • 2X10 ANODIZED SEATS AND DOUBLE MILL FINISH FOOTBOARDS • 1X6 MILL FINISH RISERS ROWS 2-4 AND 2X10 MILL FINISH RISER LAST ROW ONLY • ONE (1) 4'-0" VERTICAL AISLE WITH CENTER HANDRAILS • GUARDRAIL SYSTEM CONSISTS OF RAILS AND CHAIN LINK FENCE ON BACK AND SIDES • THERE ARE NO PROVISIONS FOR HANDICAP ACCESSIBILITY (PER OWNER REQUEST) • ANCHORAGE TO EXISTING FLAT AND LEVEL CONCRETE PAD <p style="text-align: right;">MATERIALS DELIVERED ONLY - OWNER TO INSTALL</p> <p style="text-align: right;">ADD FOR HEARTLAND TO TAKE RECEIPT OF DELIVERY AND INVENTORY MATERIALS</p> <p style="text-align: right;">ADD FOR HEARTLAND TO INSTALL</p> <p style="text-align: right;">TOTAL</p>	\$43,338 +\$1,000 +\$14,800 \$59,138
ALTERNATE FOR QUICKER SHIPPING: OUTDOOR ALUMINUM IN LIEU OF AMERICAN ALUMINUM CAN SHIP IN 4 TO 6 WEEKS AFTER RECEIPT OF APPROVALS RATHER THAN 8 TO 10 WEEKS:	+ \$2,292
INSTALLATION: Installers will provide cleanup of debris to a central location for removal by others.	
NOTES <ul style="list-style-type: none"> • Unless otherwise stated above, this quote does NOT include engineered drawings. If engineered drawings are required, this will increase the lead time and there will be additional costs. • Bleacher is designed per manufacturer's standard interpretation of the ICC 300 of the IBC 2018 building code. Any additional local or state requirements may result in additional charges, all to be borne by the owner. Bleachers are designed to rest on a firm, flat & level surface. • Delivery varies from 8 to 10 weeks upon receipt of order and approvals. Drawings submitted with bid. 	
TERMS <ul style="list-style-type: none"> • NET 30 DAYS, INVOICED AT ARRIVAL. 1.5% PER MONTH TO BE CHARGED ON PAST DUE AMOUNTS. 	
TO ORDER SEND THIS SIGNED QUOTE, PURCHASE ORDER AND APPLICABLE TAX EXEMPTION DOCUMENTATION PAYABLE TO HEARTLAND SEATING, INC. 11222 JOHNSON DRIVE, SHAWNEE, KS 66203	

Prices are good for 21 days and do not include applicable taxes, prevailing or union wages, licenses, bonds, permit fees, including state approval fees, or dumpster. Unless specifically included above, price does not include removal, demolition, site work, concrete, inspections, consequential or liquidated damages. If you wish to have additional items included, please call for a revised quote.

For installations by Heartland Seating, Inc., site shall be ready to install bleachers upon receipt to avoid extra handling or storage charges. Mill finish materials will need to be protected from water to prevent staining caused by accelerated oxidation. If stained, stains will naturally go away with time.



Brad Peterson

Acceptance by: _____

Date: _____

Title: _____

PO #: _____

Delivery Address: _____

PO Total \$ _____

Heartland Seating, Inc. is an Equal Opportunity Employer – OSHA 10 Certified – Employment Eligibility Verification Participant

A CONTRACT for the purchase of Bleachers for Frank White Jr. Softball Complex for use by the Parks + Rec Department.

A Contract between Jackson County Missouri ("County") and the undersigned ("Contractor"), collectively referred to as the "parties". The term "offer" as used herein refers to Contractor's offer made in response to this Bid Number. The parties agree as follows in consideration of the mutual covenants contained herein.

This Contract shall be binding when it is signed by the County's Purchasing Officer and/or Accounting Officer as required by SEC. 50.660 RSMo., and shall run from such date until all parties are satisfied unless it is sooner terminated as provided elsewhere herein

This Contract consists of: (1) This Contract; (2) Contractor's proposal, including those papers which Contractor submitted with or expressly incorporated in its offer as a part thereof, to the extent the terms of such papers were expressly or impliedly accepted by the County, or were modified in writing with the express or implied consent of the parties; (3) The County's Request for Proposal No. 6-21. In the event of a conflict among the terms of any of these documents, the terms of the document listed first in the order above shall prevail. These documents represent the entire agreement between the parties in regard to this RFP. This Contract represents the entire agreement between the parties in regard to this Bid Number. All modifications to this Contract must be in writing signed by the County's Purchasing Officer.

The laws of the State of Missouri and Jackson County, Missouri govern this Contract. This Contract shall be binding upon and to the benefit of the successor and assignees of the parties. The Contractor shall not assign this Contract or any monies payable hereunder without the prior written consent of the County. Contractor is an independent contractor of the County and shall indemnify the County for loss, damage or liability which the County incurs to the extent that such results proximately from the negligence or violation of Contractor or its employees, agents or subcontractors.

In regard to any goods which are included in the sale hereunder, Contractor makes to the County the warranties provided in Article Two of the Uniform Commercial Code of the State of Missouri to the extent that they apply by the terms thereof.

The County gives each of its employees an employee identification card having thereon a photograph of the employee. The County will not pay for any goods and/or services delivered by Contractor to any persons who did not present to Contractor at the time of delivery their County Identification Cards and who were not in fact authorized to receive delivery.

The County will pay to Contractor the applicable pricing quoted by Contractor in its offer for any goods and/or services whose purchase was ordered by the County's Purchasing Officer in consequence of the County's acceptance of Contractor's offer. The County will make good faith effort to make payment within thirty (30) days after the latest of: (1) the date of proper delivery to the County; (2) the date of acceptance by the County; (3) the date when the receiving department has received from the Contractor a correct and complete invoice showing the pertinent County Purchase Order Number(s). Payment may be withheld by the County to protect itself from actual or potential loss which has resulted or may result from the Contractor's non-performance of any of its duties required hereunder.

Contractor warrants that no officer or employee of the County, whether elected or appointed, shall in any manner whatsoever be interested in or receive any benefit from the profits or emoluments of this contract.

If the County awarded this Contract, would the Contractor sell under the prices and terms of this Contract to any Municipal, County, Public Utility, Hospital, or Educational Institution having membership in the Mid-America Council of Public Purchasing and located within the greater Kansas City Metropolitan Trade Area? (All deliveries are to be F.O.B. Destination and there shall be no obligation on the part of any member of such Council to utilize this Contract).

(Check one) Yes No Initials KJP Minimum order, if applicable \$ NA

ALL PAGES OF THIS REQUEST FOR PROPOSAL ARE EXPRESSLY MADE A PART OF THIS CONTRACT. The format of this Contract has been approved by the County Counselor's Office. Signature of vendor as indicated below MUST BE COMPLETED before contract can be awarded:

CONTRACTOR'S NAME: Heartland Seating Inc. PHONE NO: 913-268-0069
ADDRESS: 11222 Johnson Drive, Shawnee KS 66203 FAX NO: 913-962-0803
NAME OF AUTHORIZED AGENT (print or type): Kathy Peterson DATE: February 25, 2021
SIGNATURE OF AUTHORIZED AGENT: Kathy Peterson TITLE: Secretary/Treasurer
EMAIL ADDRESS OF AUTHORIZED AGENT: kathy@heartlandseating.com
FEDERAL ID NO: 27-0942027 and/or SOCIAL SECURITY NO: _____

SPECIFY: MINORITY OWNED (MBE): _____ WOMAN OWNED (WBE): _____ (Check If Applicable)

JACKSON COUNTY MISSOURI BY BOB CRUTSINGER, DIRECTOR OF FINANCE AND PURCHASING

SIGNATURE OF BOB CRUTSINGER: _____ DATE: _____