

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19436

Sponsor(s): Tony Miller

Date: March 27, 2017

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four (24) Month Term and Supply Contract, with Three Twelve (12) Month Options to Extend for the furnishing of Portable Toilet Rental for Various County Departments to ORI Outdoor Restrooms of Blue Springs, Missouri under the terms and conditions of Invitation to Bid No. 6-17.</u></p>																																																																	
<b>BUDGET INFORMATION</b> <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;">\$</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> <p><b>OTHER FINANCIAL INFORMATION:</b></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: _____ Estimated Use: _____</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Department</th> <th>Estimated Annual Usage:</th> </tr> </thead> <tbody> <tr> <td>Parks + Rec Department</td> <td style="text-align: right;">\$53,500.00</td> </tr> <tr> <td>Public Works Department</td> <td style="text-align: right;">\$ 1,000.00</td> </tr> <tr> <td>Sheriff's Office</td> <td style="text-align: right;">\$ 1,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$55,500.00</b></td> </tr> </tbody> </table> <p>Prior Year Budget (if applicable):          Prior Year Actual Amount Spent (if applicable):</p>	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:		Department	Estimated Annual Usage:	Parks + Rec Department	\$53,500.00	Public Works Department	\$ 1,000.00	Sheriff's Office	\$ 1,000.00	<b>Total</b>	<b>\$55,500.00</b>																																													
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<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):          Prior resolutions and (date): 17839, March 5, 2012</p>																																																																	
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																																																																	
<b>REQUEST SUMMARY</b>	<p>Various County Departments require a term and supply contract to provide Rental Portable Toilets on an "as needed" basis. The Purchasing Department issued Invitation to Bid No. 6-17 to meet those requirements.</p> <p>A total of 10 notifications were distributed and three responses were received and evaluated as follows:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>No</th> <th>Description</th> <th>Deffenbaugh</th> <th>Gerken</th> <th>ORI</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>Standard Rental, Monthly 1 Service</td> <td style="text-align: right;">\$70.00</td> <td style="text-align: right;">\$75.00</td> <td style="text-align: right;">\$50.00</td> </tr> <tr> <td>02</td> <td>Standard Rental, Monthly, 2 Services</td> <td style="text-align: right;">\$130.00</td> <td style="text-align: right;">\$85.00</td> <td style="text-align: right;">\$95.00</td> </tr> <tr> <td>03</td> <td>Standard One Day Rental</td> <td style="text-align: right;">\$55.00</td> <td style="text-align: right;">\$65.00</td> <td style="text-align: right;">\$50.00</td> </tr> <tr> <td>04</td> <td>Standard Two Day Rental</td> <td style="text-align: right;">\$70.00</td> <td style="text-align: right;">\$75.00</td> <td style="text-align: right;">\$65.00</td> </tr> <tr> <td>05</td> <td>Standard Three Day Rental</td> <td style="text-align: right;">\$85.00</td> <td style="text-align: right;">\$80.00</td> <td style="text-align: right;">\$80.00</td> </tr> <tr> <td>06</td> <td>Standard Four Day Rental</td> <td style="text-align: right;">\$100.00</td> <td style="text-align: right;">\$85.00</td> <td style="text-align: right;">\$95.00</td> </tr> <tr> <td>07</td> <td>Standard Move Charge</td> <td style="text-align: right;">\$35.00</td> <td style="text-align: right;">\$10.00</td> <td style="text-align: right;">\$15.00</td> </tr> <tr> <td>08</td> <td>Standard Unscheduled Service Charge</td> <td style="text-align: right;">\$30.00</td> <td style="text-align: right;">\$10.00</td> <td style="text-align: right;">\$15.00</td> </tr> <tr> <td>09</td> <td>Handicapped Unit Monthly, 1 Service</td> <td style="text-align: right;">\$130.00</td> <td style="text-align: right;">\$100.00</td> <td style="text-align: right;">\$95.00</td> </tr> <tr> <td>10</td> <td>Handicapped Unit Monthly, 2 Services</td> <td style="text-align: right;">\$190.00</td> <td style="text-align: right;">\$115.00</td> <td style="text-align: right;">\$140.00</td> </tr> <tr> <td>11</td> <td>Handicapped Unit One Day Rental</td> <td style="text-align: right;">\$115.00</td> <td style="text-align: right;">\$90.00</td> <td style="text-align: right;">\$95.00</td> </tr> <tr> <td>12</td> <td>Handicapped Unit Two Day Rental</td> <td style="text-align: right;">\$130.00</td> <td style="text-align: right;">\$95.00</td> <td style="text-align: right;">\$95.00</td> </tr> </tbody> </table>	No	Description	Deffenbaugh	Gerken	ORI	01	Standard Rental, Monthly 1 Service	\$70.00	\$75.00	\$50.00	02	Standard Rental, Monthly, 2 Services	\$130.00	\$85.00	\$95.00	03	Standard One Day Rental	\$55.00	\$65.00	\$50.00	04	Standard Two Day Rental	\$70.00	\$75.00	\$65.00	05	Standard Three Day Rental	\$85.00	\$80.00	\$80.00	06	Standard Four Day Rental	\$100.00	\$85.00	\$95.00	07	Standard Move Charge	\$35.00	\$10.00	\$15.00	08	Standard Unscheduled Service Charge	\$30.00	\$10.00	\$15.00	09	Handicapped Unit Monthly, 1 Service	\$130.00	\$100.00	\$95.00	10	Handicapped Unit Monthly, 2 Services	\$190.00	\$115.00	\$140.00	11	Handicapped Unit One Day Rental	\$115.00	\$90.00	\$95.00	12	Handicapped Unit Two Day Rental	\$130.00	\$95.00	\$95.00
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13	Handicapped Unit Three Day Rental	\$145.00	\$105.00	\$105.00
14	Handicapped Unit Four Day Rental	\$160.00	\$120.00	\$135.00
15	Handicapped Unit Move Charge	\$35.00	\$10.00	\$20.00
16	Handicapped Unit Unscheduled Service Charge	\$30.00	\$10.00	\$15.00
17	Sink One Day Rental	\$70.00	\$70.00	\$95.00
18	Sink Unscheduled Service Charge	\$30.00	\$10.00	\$120.00

Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for the furnishing of Portable Toilet Rentals for Various County Departments to ORI Outdoor Restrooms of Blue Springs, Missouri as the overall lowest and best bid. ORI had the lowest prices on the units (Item 01 and Item 09) that are the most utilized by the departments.

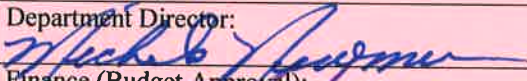
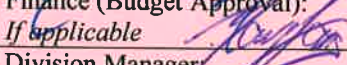
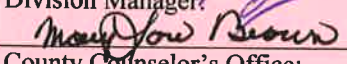
**CLEARANCE**

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

**ATTACHMENTS**

The Abstract of Bids, Memorandums from Using Departments and the pertinent pages of ORI's bid documents.

**REVIEW**

Department Director:		Date:	3/20/17
Finance (Budget Approval): If applicable		Date:	3/21/17
Division Manager:		Date:	3/22/17
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.

ABSTRACT OF BIDS

Invitation to Bid No. 6-17 Portable Toilet Rental Opens: 2:00 PM, CST on 2/21/17		Outdoor Restroom	Gerkin Rent-All	Deffenbaugh	AMOUNT	AMOUNT	AMOUNT
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1	total of Items 01-18			1,380.00	See bid	1,610.00	

ABSTRACT OF BIDS

NO	DESCRIPTION	UNIT	QTY	Outdoor Restroom	Gerkin Rent-All	Deffenbaugh	AMOUNT	AMOUNT	AMOUNT	
				AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	
<p>Invitation to Bid No. 6-17                      Portable Toilet Rental                      Opens: 2:00 PM, CST on 2/21/17</p>										
<p>CERTIFICATION OF BID OPENING                      BIDS WERE PUBLICLY                      OPENED AND RECORDED                      ON: <u>February 21, 2017</u>, BY                        CLERK OF THE LEGISLATURE  <u>Darbara Lagamenda</u>                      PURCHASING</p>										

**Barbara J. Casamento**

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**From:** John L. Johnson  
**Sent:** Monday, March 13, 2017 8:39 AM  
**To:** Barbara J. Casamento  
**Cc:** Kay D. Norris; Wayne Shipley; Earnest E. Jones  
**Subject:** RE: Jackson County, Missouri Bid No. 6-17 Portable Toilet Rental - Parks+Rec Response  
**Attachments:** Bid 12-12 Portable Toilet Rental to Purchasing 3-13-2017.doc

Barb,

Please see the attached memo. I took the monthly rental for standard and ADA rates and did the math between the two vendors. ORI pricing saves the county a minimum of \$2,100 each month on 80 standard and 18 ADA units. In the essence of time, I only calculated what Park Ops pays for, so the monthly savings would be greater by factoring in Historic, Registration and Recreation.

Plus, ORI has provided outstanding service, responding within hours on weekends and holidays, to emergencies.

Please let us know if you need anything else from us, thanks.

John

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**From:** Barbara J. Casamento  
**Sent:** Thursday, March 09, 2017 12:01 PM  
**To:** Joseph Tomlinson <JTomlinson@jacksongov.org>; Kimberly J. Byers <KByers@jacksongov.org>; James F. Evans <JEvans@jacksongov.org>; Caroline Deihl <CDeihl@jacksongov.org>; Michele Newman <MNewman@jacksongov.org>; John L. Johnson <jljohnson@jacksongov.org>; Earnest E. Jones <EJones@jacksongov.org>; David D. Epperson <DEpperson@jacksongov.org>; Devyn J. Horsley <DJHorsley@jacksongov.org>  
**Subject:** Jackson County, Missouri Bid No. 6-17 Portable Toilet Rental

Good Morning:

I have opened the above referenced bid; we had three bidders, Deffenbaugh, Gerken and OBI. The pricing is very close between Gerken and OBI. I am sending a packet via inter office mail with a Recap of Prices and information on both Gerken and OBI.

The packets will go to Joe Tomlinson, Jim Evans, John Johnson and Capt. Epperson. Please share with the appropriate personnel and send your departments written recommendation back to me with your estimated annual budget for this contract.

If you have any questions, please let me know.

Thanks

BJC



**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:** Barbara J. Casamento, Purchasing Supervisor  
**FROM:** John Johnson, Superintendent Park Operations  
**DATE:** March 13, 2017  
**SUBJECT:** Term and Supply Contract No 12-12 Portable Toilet Rental

The Parks Department will utilize this contract. We recommend award to Outdoor Restrooms (ORI). For the specific units Parks+Rec rents on a regular basis, Outdoor is approximately \$2,100 less per month than the second low bidder.

Our **projected usage** during the next twelve months is \$53,500

- 003 – 1602 – 56670 - \$27,000
- 300 – 1603 – 56670 - \$1,500
- 300 – 1652 – 56670 - \$5,000
- 300 – 1654 – 56670 - \$20,000



*Frank White Jr., County Executive*

**OFFICE OF JACKSON COUNTY, MISSOURI**  
***SHERIFF***  
**INTER-OFFICE MEMORANDUM**

**TO:** Barbara Casamento

**FROM:** Captain David Epperson

**DATE:** 03/10/2017

**SUBJECT:** Portable Toilets

Ms. Casamento,

I am submitting this memorandum to inform you that the Sheriff's Office does not typically utilize portable toilets, however there could be certain circumstances where we may have that need.

Upon reviewing the documentation, reference the recap, due to our infrequent use of this service, I defer to the other users of this service and the Sheriff's Office will be satisfied with their recommendations.

Respectfully submitted,





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: Barbara Casamento, Purchasing Supervisor  
FROM: Caroline Deihl, Public Works – Road Maintenance  
DATE: March 13, 2017  
SUBJECT: Bid No. 6-17, Portable Toilet Rental

Barbara, we have evaluated the above referenced bid and we recommend it be awarded ORI. They are the lowest bid on the handicapped, monthly rate, 1 service/week for our yardwaste facility @ Ketterman.

We will spend approximately \$1,000.00.

**ATTACHMENT 1**  
**RESPONDENT'S QUOTATION for**  
**JACKSON COUNTY, MISSOURI INVITATION TO BID NO. 6-17**

NO	DESCRIPTION	UNIT PRICE
1.	Standard, monthly rate with service once per week	\$ 50. <sup>00</sup>
2.	Standard, monthly rate with service twice per week	\$ 95. <sup>00</sup>
3.	Standard, one day rate	\$ 50. <sup>00</sup>
4.	Standard, 2-day rate with service after day 1	\$ 65. <sup>00</sup>
5.	Standard, 3-day rate with service after day 1 and day 2	\$ 80. <sup>00</sup>
6.	Standard 4-day rate with service after day 1, day 2 and day 3	\$ 95. <sup>00</sup>
7.	Standard, move charge	\$ 15. <sup>00</sup>
8.	Standard, unscheduled service charge	\$ 15. <sup>00</sup>
9.	Handicapped Accessible (ADA), monthly rate with service once per week	\$ 95. <sup>00</sup>
10.	Handicapped Accessible (ADA), monthly rate with service twice per week	\$ 140. <sup>00</sup>
11.	Handicapped Accessible (ADA), 1-day rate	\$ 95. <sup>00</sup>
12.	Handicapped Accessible (ADA), 2-day rate with service after day 1	\$ 95. <sup>00</sup>
13.	Handicapped Accessible (ADA), 3-day rate with service after day 1 and day 2	\$ 105. <sup>00</sup>
14.	Handicapped Accessible (ADA), 4-day rate with service after day 1, day 2 and day 3	\$ 135. <sup>00</sup>
15.	Handicapped Accessible (ADA), move charge	\$ 20. <sup>00</sup>
16.	Handicapped Accessible (ADA), unscheduled service charge	\$ 15. <sup>00</sup>
17.	Sink, 1-day rate	\$ 95. <sup>00</sup>
18.	Sink, unscheduled service charge	\$ 120. <sup>00</sup>
<b>TOTAL UNIT PRICES, Items 1 - 18</b>		<b>\$ 1380.<sup>00</sup></b>


Purchase Order Email Address(s): Bethseori@restrooms.com

Weekend Emergency Phone Number: 816-838-3497 / 816-898-9151 / 816-985-1075

Delivery Time after Receipt of Order: Less Than 24 Hours - IF Emergency ASAP

\* Bid Prices ARE The Same As 2012 Contract \*

**CERTIFICATION**

SIGNATURE: 	DATE: <u>1-23-17</u>
NAME: <u>GARY R SPINK JR</u> (Print or Type)	PHONE: <u>816-229-4468</u>
TITLE: <u>PRESIDENT / MANAGING MEMBER</u> (Print or Type)	MOBILE: <u>816-985-1075</u>
COMPANY NAME: <u>OUTDOOR RESTROOMS LLC</u> (Print or Type)	FAX: <u>816-220-2809</u>
EMAIL ADDRESS: <u>GARYSEORI@RESTROOMS.COM</u> (Print or Type)	