

# Request for Legislative Action

Res. #21257  
Sponsor: Jeanie Lauer  
Date: May 1, 2023

## Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21257
Sponsor(s):	Jeanie Lauer	Legislature Meeting Date:	5/1/2023

## Introduction

**Action Items:** ['Authorize']

**Project/Title:**

Authorizing a Twelve (12) Month Term and Supply Contract with Two (2) Twelve (12) Month Option to Extend for the furnishing of Steam HVAC Parts for use by the Facilities Management Division of Public Works to Control Products of Fenton, Missouri as a Sole Source purchase.

## Request Summary

The Downtown Courthouse and the Jackson County Detention Center are heated by a steam system that is supplied by a city provider. The steam is "stepped down" to a usable temperature utilizing high pressure valves and then routed to the individual radiator units. The high-pressure valves, bellows, and pilot valves needed to rebuild and repair the County radiators are manufactured by Control Products of Fenton, Missouri.

Pursuant to Section 1030.1 of the Jackson County Code, the Purchasing Department recommends the purchase of Steam HVAC Parts from Control Products of Fenton, Missouri as a Sole Source purchase. Research done by both the Purchasing Department and the Facilities Management Division of Public Works indicates these parts can only be obtained by the manufacturer of the radiators, high pressure valves, bellows, and pilot valves.

The Facilities Management Division of Public Works estimates an annual usage of \$65,000. The award is made on an "as needed" basis and does not obligate Jackson County, Missouri for any specific amount. The availability of funds for specific purchases is subject to appropriation.

Compliance has been checked and the vendor has a current certificate on file.

## Contact Information

<b>Department:</b>	Public Works	<b>Submitted Date:</b>	4/6/2023
<b>Name:</b>	Keith E. Allen	<b>Email:</b>	keallen@jacksongov.org
<b>Title:</b>	Senior Buyer	<b>Phone:</b>	816-881-3465

## Budget Information

Amount authorized by this legislation this fiscal year:	\$ 0
Amount previously authorized this fiscal year:	\$ 0

## Request for Legislative Action

Total amount authorized after this legislative action:			\$
Is it transferring fund?			No
<b>Single Source Funding:</b>			
Fund:	Department:	Line Item Account:	Amount:
			<b>!Unexpected End of Formula</b>

<b>Prior Legislation</b>	
<b>Prior Ordinances</b>	
Ordinance:	Ordinance date:
<b>Prior Resolution</b>	
Resolution:	Resolution date:
20663	May 3, 2021

<b>Purchasing</b>	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Sole Source
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Not Applicable
Have all required attachments been included in this RLA?	Yes

<b>Compliance</b>	
<b>Certificate of Compliance</b>	
In Compliance	
<b>Minority, Women and Veteran Owned Business Program</b>	
Goals Not Applicable for following reason: Sole Source	
MBE:	.00%
WBE:	.00%
VBE:	.00%
<b>Prevailing Wage</b>	
Not Applicable	

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

## Request for Legislative Action

--

### History

Submitted by Public Works requestor: Keith E. Allen on 4/6/2023. Comments:

Approved by Department Approver Kristina J. Miller on 4/10/2023 4:03:16 PM. Comments:

Returned for more information by Purchasing Office Approver Barbara J. Casamento on 4/11/2023 8:35:32 AM. Comments: Need estimated annual amount in summary

Submitted by Requestor Keith E. Allen on 4/11/2023 8:40:21 AM. Comments:

Approved by Department Approver Kristina J. Miller on 4/18/2023 2:14:46 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 4/18/2023 2:28:48 PM. Comments:

Approved by Compliance Office Approver Jaime Guillen on 4/18/2023 4:17:56 PM. Comments:

Approved by Budget Office Approver David B. Moyer on 4/19/2023 8:36:08 AM. Comments:

Approved by Executive Office Approver Sylvya Stevenson on 4/19/2023 1:41:07 PM. Comments:

Approved by Counselor's Office Approver Jamesia Manning on 4/27/2023 9:35:03 AM. Comments:



## **PURCHASING DEPARTMENT**

415 East 12<sup>th</sup> Street  
Kansas City, Missouri 64106

816-881-3465  
Fax 816-881-3268

### **DISPOSITION OF TERM & SUPPLY CONTRACT MEMORANDUM**

TO: Rick Gerla, Facilities  
FROM: Keith Allen, Senior Buyer, Purchasing  
DATE: April 3, 2023  
RE: Term & Supply Contract: SS20663 (Steam HVAC Parts)

The above referenced Term & Supply Contract will expire on **May 2, 2023**. There is no extensions remaining.

Please review the specifications and advise me of the following:

- ~~A. Extend Contract for 12 months. Department needs service.~~
- B. Rebid with attached changes.
- C. Rebid with specifications as they stand.
- D. Department does not require services of this bid.

Department: Facilities Management Div. Estimated annual usage: \$ 65,000.00

Please return a copy of this memorandum and any requested changes to my attention **AS SOON AS POSSIBLE**, so that appropriate action can be taken.

If you have any questions, please feel free to call me at 881-3465. Thank you.



## **JACKSON COUNTY Facilities Management Division**

---

Jackson County Courthouse  
415 East 12th Street, Third Floor Mezzanine  
Kansas City, Missouri 64106  
jacksongov.org

(816) 881-3258  
Fax: (816) 881-3583

### **MEMORANDUM**

From: Rick Gerla Facilities Management Administrator

To: Keith Allen, Senior Buyer, Purchasing Department

Date: 4/3/2023

Subject: Control Products Inc. (Spence Engineering) Sole Source

Keith,

This memorandum is being prepared and submitted to request the use of Control Products of Fenton, MO as a sole source vendor for HVAC parts relative to the Facilities Management Division's needs.

The Downtown Courthouse and The Jackson County Detention Center are provided heat via a steam system that is supplied to these buildings by a city provider. This steam is "stepped down" to a usable temperature utilizing high pressure valves that then route this steam to the individual radiator units in the respective complexes. These specific, high pressure valves are manufactured by Spence Engineering. Spence is also the manufacturer of a majority of the valves, bellows, and pilot valves that correspond to radiators throughout the county.

With the ongoing maintenance of these facilities, the Facilities Management Division has identified Control Products as the solitary regional distributor and manufacturer of these Spence types of equipment and are willing and able to ship them for next-day installation.

I am requesting Control Products be designated as a sole source Term and Supply distributor for HVAC material and equipment.

Your consideration in this matter is greatly appreciated.

Thank you,

Rick Gerla  
Facilities Management Administrator

*Frank White, Jr., County Executive*