

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a twelve-month term and supply contract, with a thirty-six month option to extend, for the furnishing of concessions meats and cheeses for use by the Parks + Rec Department to U.S. Foods of Lenexa, KS, under the terms and conditions of Invitation to Bid No. 13-13.

**RESOLUTION NO. 18134**, March 25, 2013

**INTRODUCED BY** Fred Arbanas, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited formal written bids on Invitation to Bid No. 13-13 for the furnishing of concessions meats and cheeses for use by the Parks + Rec Department; and,

WHEREAS, a total of nineteen notifications were distributed and two responses were received and evaluated, as follows:

**VENDOR**  
U.S. Foods  
Lenexa, KS

St. Joseph Tobacco Company  
d/b/a Saint Joe Distributing  
St. Joseph, MO

and,

WHEREAS, the Director recommends the award of a twelve-month contract, with one 36-month option to extend, for the furnishing of meats and cheeses for use by the Parks + Rec Department to U.S. Foods of Lenexa, KS, as the lowest and best bidder as set forth in the attached recapitulation and analysis; and,

WHEREAS, this award is made on an as needed basis and does not obligate Jackson

County to pay any amount, with the availability of funds for specific purchases remaining subject to annual appropriation; 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 hereby is 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 is authorized to make all payments, including final payment on the contract, to the extent sufficient appropriations to the using spending agency 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:

*John D. Hedden*  
Chief Deputy County Counselor

*W. Stephen Miller*  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 18134 of March 25, 2013, was duly passed on April 1, 2013 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

4-1-13

Date

*Mary Jo Spino*  
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 is subject to annual appropriations.

March 20, 2013  
Date

*D. ...*  
Director of Finance and Purchasing

**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/Ord No.: 18134

Sponsor(s): Fred Arbanas

Date: March 25, 2013

SUBJECT	<p>Action Requested</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract, with a Thirty-Six Month Option to Extend, for the furnishing of Meats &amp; Cheeses for Resale at the Parks + Rec Department's Concession Operations to U.S. Foods of Lenexa, Kansas under the terms and conditions of Invitations to Bid No. 13-13.</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>\$25,000.00</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>\$25,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$25,000.00</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)</p> <p><input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Parks + Rec Estimated Use: \$25,000.00*</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>*Additional funds are required because the County will begin operating the Frank White, Adair Park and 140<sup>th</sup> &amp; Holmes concessions</p> <p>Prior Year Budget (if applicable): \$20,000.00 Prior Year Actual Amount Spent (if applicable): \$17,050.85</p>	Amount authorized by this legislation this fiscal year:	\$25,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$25,000.00	Amount budgeted for this item * (including transfers):	\$25,000.00	Source of funding (name of fund) and account code number;																											
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>																																				
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Cassandra Cheek, Senior Buyer, 881-3265</p>																																				
REQUEST SUMMARY	<p>The Parks + Rec Department requires a Term and Supply Contract for the furnishing of Meats &amp; Cheeses for Resale at its' Concession Operations. Purchasing issued Invitation to Bid No. 13-13 in response to those requirements.</p> <p>A total of 19 notifications were distributed with two responses received and evaluated as follows.</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Description</th> <th>St. Joseph Tobacco</th> <th>US Foods</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Polish Sausage</td> <td>\$ 41.07</td> <td>\$ 23.65</td> </tr> <tr> <td>2</td> <td>Bratwurst 5/1</td> <td>\$ 41.69</td> <td>\$ 32.70</td> </tr> <tr> <td>3</td> <td>Bratwurst 4/1</td> <td>\$ 36.33</td> <td>\$ 33.60</td> </tr> <tr> <td>4</td> <td>Beef Patties</td> <td>\$ 40.08</td> <td>\$ 28.60</td> </tr> <tr> <td>5</td> <td>Ham, Precooked, Unsliced</td> <td>\$ 3.336</td> <td>\$ 1.95</td> </tr> <tr> <td>6</td> <td>Turkey Breast, Precooked, Unsliced</td> <td>\$ 4.964</td> <td>\$ 2.43</td> </tr> <tr> <td>7</td> <td>Hot Dogs, All Beef 4/1</td> <td>\$ 32.07</td> <td>\$ 27.00</td> </tr> <tr> <td>8</td> <td>American Cheese</td> <td>\$ 53.31</td> <td>\$ 43.50</td> </tr> </tbody> </table>	No.	Description	St. Joseph Tobacco	US Foods	1	Polish Sausage	\$ 41.07	\$ 23.65	2	Bratwurst 5/1	\$ 41.69	\$ 32.70	3	Bratwurst 4/1	\$ 36.33	\$ 33.60	4	Beef Patties	\$ 40.08	\$ 28.60	5	Ham, Precooked, Unsliced	\$ 3.336	\$ 1.95	6	Turkey Breast, Precooked, Unsliced	\$ 4.964	\$ 2.43	7	Hot Dogs, All Beef 4/1	\$ 32.07	\$ 27.00	8	American Cheese	\$ 53.31	\$ 43.50
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	<p>Pursuant to Section 1054.6 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a Twelve Month Term and Supply contract for the furnishing of Meats &amp; Cheeses for Resale at the Parks + Rec Department's Concession Operations to U.S. Foods of Lenexa, Kansas as the lowest and best bid received.</p> <p>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.</p>	
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)	
ATTACHMENTS	Award Recommendation memorandum from Mr. Bob McMillin & Jim Bracciano of the Parks + Rec Department.	
REVIEW	Department Director:	Date: 3-15-13
	Finance (Budget Approval): If applicable	Date: 3/15/13
	Division Manager:	Date: 3/18/13
	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.



## PURCHASING DEPARTMENT

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

816-881-3267  
Fax 816-881-3268

### MEMO

**DATE:** February 27, 2013  
**TO:** Bob McMillin, Golf Course <sup>Supt.</sup> ~~Supervisor~~ + *MARINA'S*  
Jim Bracciano, Superintendent of Leisure Services  
**FROM:** Cassandra Cheek, Senior Buyer  
**SUBJECT:** Invitation to Bid No. 13-13 "Concessions: Meats & Cheeses"

The above-referenced Invitation to Bid opened February 20th. Attached are copies of the Recap of Bids Received and the pertinent pages of each response for your review and evaluation.

Please review this information and return a copy of this Memo with your evaluations and comments to me as soon as possible.

If you have any questions, please feel free to call me at 881-3265. Thank you.

Attachments

2/27/2013

CASSANDRA,  
GOLF COURSE + MARINA'S RECOMMENDS US FOODS  
AS THE LOWEST + BEST BID FOR RESALE MEATS +  
CHEESES.

THANKS  
BOB  
Supt. GOLF + MARINA'S



## **PURCHASING DEPARTMENT**

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

816-881-3267  
Fax 816-881-3268

### **M E M O**

**DATE:** February 28, 2013

**TO:** Bob McMillin, Golf Course Supervisor  
Jim Bracciano, Superintendent of ~~Leisure Services~~ <sup>RECREATION</sup> *JB*

**FROM:** Cassandra Cheek, Senior Buyer

**SUBJECT:** Invitation to Bid No. 13-13 "Concessions: Meats & Cheeses"

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If you have any questions, please feel free to call me at 881-3265. Thank you.

Attachments

*CASSANDRA,  
RECREATION RECOMMENDS U.S. FOODS. AS THE BEST BID  
FOR MEATS AND CHEESES.*

*Jim Bracciano  
Supt. of Recreation  
2/28/13*