

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding an twelve-month term and supply contract with one twelve-month option to extend for the furnishing of fleet fuel cards for use by various County departments to Wright Express Financial of Midvale, UT, under the terms and conditions of State of Missouri Contract No. C109272001, an existing government contract.

RESOLUTION #17960, August 20, 2012

INTRODUCED BY Scott Burnett, County Legislator

WHEREAS, the County has a continuing need for fuel in various departments; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a term and supply contract for the furnishing of fleet fuel cards for use by various County departments to Wright Express Financial of Midvale, UT, under the terms and conditions of State of Missouri Contract No. C109272001, an existing government contract; and,

WHEREAS, the Director recommends award under section 1030.4, Jackson County Code, 1984, for the reason that this will allow the County to take advantage of discounts offered to large entities; and,

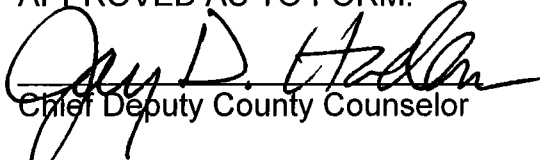
WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount, with availability of funds for specific purchases subject to annual appropriation; now therefore,

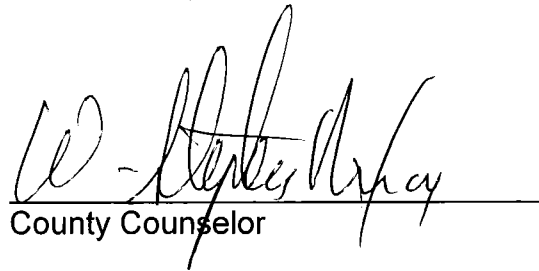
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made under the existing government contract as recommended by the Director of Finance and Purchasing and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment 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 contracts, to the extent that sufficient appropriations to the using spending agencies 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:


Chief Deputy County Counselor


County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17960 of August 20, 2012, was duly passed on August 27, 2012 by the Jackson County Legislature. The votes thereon were as follows:

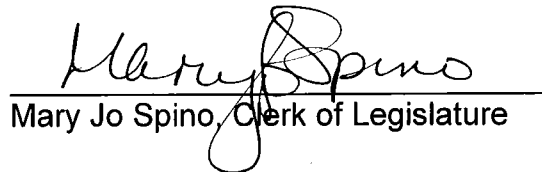
Yeas 9

Nays 0

Abstaining 0

Absent 0

8/27/12
Date


Mary Jo Spino, Clerk of Legislature

This award is made on an as needed basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

August 15, 2012
Date


Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION

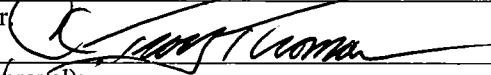
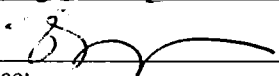
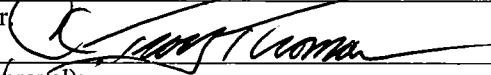
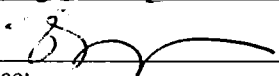
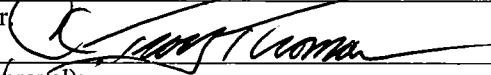
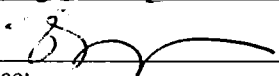
Completed by County Counselor's Office:

Res/~~Ord~~ No.: 17960

Sponsor(s): Scott Burnett

Date: August 20, 2012

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve-Month Term and Supply Contract with One Twelve-Month extension option for the furnishing of Fleet Fuel Cards for use by the Various County Departments to Wright Express Financial of Midvale, UT; under the terms and conditions of the State of Missouri Contract No. C109272001, existing government contract.</u></p>										
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$214,000.00</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>\$214,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$214,000.00</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) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Facilities Management Estimated Use: \$ 7,000.00 Department: Corrections Estimated Use: \$ 22,000.00 Department: Drug Task Force Estimated Use: \$ 65,000.00 Department: Sheriff's Office Estimated Use: \$120,000.00</p> <p style="text-align: right;">TOTAL: \$214,000.00</p> <p>The RLA only approves the Term and Supply Contract; the funds were already appropriated through the annual budget adoption. Figures includes in the background section are for informational purposes to provide an estimate of contract value.</p> <p>Prior Year Budget (if applicable): \$383,500.00 Prior Year Actual Amount Spent (if applicable): \$209,000.00</p> <p>NOTE: Due to high fuel costs, estimated usage was higher than actual spent.</p>	Amount authorized by this legislation this fiscal year:	\$214,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$214,000.00	Amount budgeted for this item * (including transfers):	\$214,000.00	Source of funding (name of fund) and account code number;	
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): N/A Prior resolutions and (date): 17906, 12/01/09</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Teddy Ballard, Senior Buyer, 881-3465</p>										
<p>REQUEST SUMMARY</p>	<p>Various County Departments require a term and supply contract to purchase fuel on an "as needed" basis when they are out of the area and away from our fueling locations.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twelve-Month Term and Supply Contract with One Twelve-Month extension option for the furnishing of Fleet Fuel Cards for use by the Various County Departments to Wright Express Financial of Midvale, UT; under the terms and conditions of the State of Missouri Contract No. C109272001, a competitively bid government contract.</p>										

	<p>Recommended Vendor: Wright Express Financial, Midvale, UT</p> <p>Contract Number: State of Missouri C109272001</p> <p>The Director of Finance and Purchasing recommends the approval of these contracts due to the higher volume discounts offered to larger entities and/or purchasing groups.</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 funds 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	<p>Pertinent pages of the State of Missouri Contract with Wright Express Financial; and memos from the Sheriff's Office, Corrections, Drug Task Force and Facilities Management</p>								
REVIEW	<table border="1"> <tr> <td data-bbox="308 556 1234 619">Department Director: </td> <td data-bbox="1234 556 1531 619">Date: 8/7/12</td> </tr> <tr> <td data-bbox="308 619 1234 682">Finance (Budget Approval): If applicable <i>Abraham S. Ball</i></td> <td data-bbox="1234 619 1531 682">Date: 8-13-12</td> </tr> <tr> <td data-bbox="308 682 1234 745">Division Manager: </td> <td data-bbox="1234 682 1531 745">Date: 8/13/12</td> </tr> <tr> <td data-bbox="308 745 1234 804">County Counselor's Office:</td> <td data-bbox="1234 745 1531 804">Date:</td> </tr> </table>	Department Director: 	Date: 8/7/12	Finance (Budget Approval): If applicable <i>Abraham S. Ball</i>	Date: 8-13-12	Division Manager: 	Date: 8/13/12	County Counselor's Office:	Date:
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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.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

NOTIFICATION OF STATEWIDE CONTRACT

July 1, 2012

CONTRACT TITLE: FLEET FUEL CARD

CURRENT CONTRACT PERIOD: AUGUST 1, 2012 THROUGH JULY 31, 2013

BUYER INFORMATION:

Name: Laurie Borchelt
Phone: (573) 751-1702
Email address: laurie.borchelt@oa.mo.gov

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	August 1, 2009 through July 31, 2012	July 31, 2014

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.
PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.

Local Purchase Authority shall not be used to acquire any other fuel credit card. State agencies are advised that the Office of Administration Division of Accounting does not allow state agencies to establish multiple credit card accounts with multiple credit card vendors. In addition, if the state agency has special fueling or vehicle service needs that Wright Express cannot meet, then the state agency may use local purchasing authority but only after first contacting the State Fleet Manager and the Division of Purchasing and Materials Management.

The entire contract document may be viewed and printed from the Division of Purchasing & Materials Management's **Public Record Search and Retrieval System** located on the Internet at <http://www.oa.mo.gov/purch>.

~ Instructions for use of the contract, specifications, requirements, features are attached ~.

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C109272001	8414256160 1	<p>Wright Express Financial Services Corporation 7090 South Union Park Center, Suite 350 Midvale, UT 84047</p> <p>Contact: Denise Baumgart, Account Rep Phone No.: (913) 393-3208 Fax No.: (207) 791-1687 Email: denise_baumgart@wrightexpress.com</p> <p>Martin Howgate, Account Manager Phone No.: (207) 523-6018 Toll Free: (877) WEX-CARD (939-2273) Martin_howgate@wrightexpress.com</p>	Yes	Yes



OFFICE OF THE
JACKSON COUNTY
SHERIFF

SHERIFF
MIKE SHARP
COLONEL
HUGH L. MILLS
COLONEL
BEN C. KENNEY

Teddy Ballard
Finance Department (Purchasing)
Jackson County (MO)

Dear Ms. Ballard

In responds to your request for information for disposition of Term & Supply Contract with the State of Missouri Contract No. C109272001 "Fleet Fuel Card." The Sheriff's Office will use the account codes of 004-4201-57110 when utilizing the issuing of purchase orders. The Sheriff's Office avg. monthly amt. is \$9,379.92 and the yearly rate is \$112,559.04 with an est. for next twelve (12) months at approx. \$120.000.00.

If I can help further do not haste to contact this Captain.

Respectfully Submitted,


Captain Royce A. Richberg #6
Commander Staff Services Division



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT

TO: Captain Royce Richberg, Sheriff's Office
Laura Scott, Corrections *LQ Scott*
Marvin Walker, Corrections
Dan Cummings, DTF
Craig Mosher, Facilities Management
Marilyn Scothorne, Facilities Management

FROM: Teddy Ballard, Senior Buyer, Purchasing *TB*

DATE: July 13, 2012

RE: State of Missouri Contract No. C109272001 "Fleet Fuel Card"

The above referenced Term & Supply Contract expires on **July 31, 2012**. Attached are the extension contract documents from the State of Missouri.

Please review these specifications and inform me of the following:

- A. Rebid with attached changes.
- B. Rebid with specifications as they stand.
- C. Extend Bid. Department needs service.
- D. Department does not require services of this bid - **DO NOT BID.**

Total estimated amount needed for departmental use \$ 22,000 - Account 001-2701-57110

Please return a copy of this memorandum to my attention by **July 20th**, so that appropriate action can be taken.

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

Attachments

- In 2011 the Department of Corrections spent \$18,519.65 with Wright Express Financial Services.



PURCHASING DEPARTMENT

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- D. Department does not require services of this bid - **DO NOT BID**.

Total estimated amount needed for departmental use \$ 65,000.⁰⁰

Please return a copy of this memorandum to my attention by **July 20th**, so that appropriate action can be taken.

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

Attachments



PURCHASING DEPARTMENT

415 East 12th Street
Kansas City, Missouri 64106

816-881-3267
Fax 816-881-3268

DISPOSITION OF TERM & SUPPLY CONTRACT

TO: **Post-it® Fax Note** 7671

To <i>Teddy B.</i>	Date	# of pages
Co./Dept.	From <i>MARILYN</i>	
Phone #	Co.	
Fax # <i>3268</i>	Phone # <i>3258</i>	
	Fax # <i>4525</i>	

FROM: Teddy Ballard, Senior Buyer, Purchasing *JA*

DATE: July 13, 2012

RE: State of Missouri Contract No. C109272001 "Fleet Fuel Card"

The above referenced Term & Supply Contract expires on **July 31, 2012**. Attached are the extension contract documents from the State of Missouri.

Please review these specifications and inform me of the following:

- A. Rebid with attached changes.
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- C. Extend Bid. Department needs service.
- D. Department does not require services of this bid - **DO NOT BID.**

Marilyn Featherstone

Total estimated amount needed for departmental use \$ 7,000.⁰⁰

Please return a copy of this memorandum to my attention by **July 20th**, so that appropriate action can be taken.

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

Attachments