

REQUEST FOR LEGISLATIVE ACTION



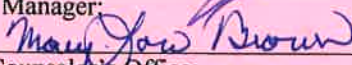
Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19327

Sponsor(s): Greg Grounds

Date: December 5, 2016

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Contract for the Replication and Replacement of the Double Wood Entryway Doors on the Historic Truman Courthouse for the Facilities Management Department to Timekey Enterprises of Belton, Missouri under the Terms and Conditions of Invitation to Bid No. 66-16.</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>\$38,580.00</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>\$38,580.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$38,580.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>015-1510-58020 Public Bldg Corp C/P Fund, Other Road Capital Projects, Buildings & Improvements</td> <td>\$21,736.00</td> </tr> <tr> <td>001-1205-56510 General Fund, Facilities Management, Maint. & Repair Buildings</td> <td>\$ 9,844.00</td> </tr> <tr> <td>001-1205-58020 General Fund, Facilities Management, Buildings & Improvements</td> <td>\$ 7,000.00</td> </tr> <tr> <td>Total</td> <td>\$38,580.00</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:	\$38,580.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$38,580.00	Amount budgeted for this item * (including transfers):	\$38,580.00	Source of funding (name of fund) and account code number:		015-1510-58020 Public Bldg Corp C/P Fund, Other Road Capital Projects, Buildings & Improvements	\$21,736.00	001-1205-56510 General Fund, Facilities Management, Maint. & Repair Buildings	\$ 9,844.00	001-1205-58020 General Fund, Facilities Management, Buildings & Improvements	\$ 7,000.00	Total	\$38,580.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																		
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																		
REQUEST SUMMARY	<p>The Facilities Management Division of the Public Works Department requires the exterior wooden doors for the Historic Truman Courthouse be replicated and replaced. The doors are not securing properly during non-business hours and during wet and cold weather, water comes into the building, freezing and damaging equipment and causing a safety hazard in the hallways. The Purchasing Department issued Invitation to Bid No. 66-16 in response to those requirements.</p> <p>Eleven notifications were distributed and one response was received and evaluated as follows:</p> <p>Timekey Enterprises of Belton, Missouri \$38,580.00</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Contract for the Replication and Replacement of the Double Wooden Entryway Doors on the Historic Truman Courthouse for the Facilities Management Division of the Public Works Department to Timekey Enterprises of Belton, Missouri as the lowest and best bid received.</p>																		
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		

ATTACHMENTS	The Abstract of Bids, a Recommendation Memorandum from Joseph Tomlinson, Facilities Management Administrator and the pertinent pages of Timekey's bid documents.	
REVIEW	Department Director: 	Date: 11.29.2016
	Finance (Budget Approval): <i>If applicable</i> 	Date: 11/29/16
	Division Manager: 	Date: 12/1/16
	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.



**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: Joseph Tomlinson, Facilities Management Administrator

To: Barbara Casamento, Purchasing Department Supervisor

Date: 11/28/2016

Subject: Bid No. 66-16: Historic Truman Courthouse Doors

Barb,

As you are aware, the Historic Truman Courthouse exterior doors have been identified as requiring upgrades due to their original status. A bid package was built to modernize and weather-seal these doors, and the Purchasing Department extended a bid for this task.

Upon the bid session's closing, the Purchasing Department received one bid, from Timekey Enterprises of Belton, MO. The Facilities Management Division has reviewed this bid, and would like to recommend for this contract to be awarded to Timekey Enterprises.

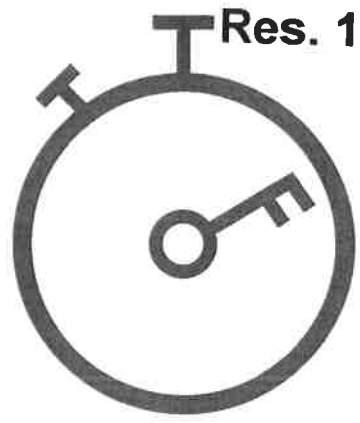
Your time and consideration is greatly appreciated.

Thank you,

A handwritten signature in black ink, appearing to read "Joseph Tomlinson".

Joseph Tomlinson
Facilities Management Administrator

TIMEKEY ENTERPRISE



November 1, 2016

Jackson County Purchasing Dept.
415 E. 12th Street
Kansas City, MO 64106

ATTENTION: Barbara Casamento
REFERENCE: Bid No. 66-16: Historic Truman Courthouse Doors

To Whom It May Concern:

This quote is hereby submitted for the solicitation noted above for the replacement of entryway doors at the Truman Historic Courthouse, and as outlined in the project documents. This fixed price includes all shipping, material and installation costs.

\$ 38,580.⁰⁰ total lump sum

Our company is well versed as a prime contractor working for various agencies within the US Federal Government, and with working in secure facilities. We will utilize this experience, along with personnel specifically experienced in this scope of work to perform the work required.

For payment and performance bonds, add 2%. Priced as non-prevailing wage, and tax exempt.

Respectfully,
TIMEKEY ENT.

Jordan Wilson
President