

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

**A RESOLUTION** awarding a twenty-four month term and supply contract, with one twelve-month option to extend, for the furnishing of used vehicles for use by various County departments to Cable Dahmer Chevrolet of Independence, MO, under the terms and conditions of Invitation to Bid No. 45-12.

**RESOLUTION #17881**, April 23, 2012

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, pursuant to Invitation to Bid No. 45-12, the Director of Finance and Purchasing has solicited formal written bids for the furnishing of used vehicles for use by various County departments; and,

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

<u>VENDOR</u>	<u>PRICE ABOVE OR BELOW NADA AVERAGE TRADE-IN</u>
Cable Dahmer Chevrolet Independence, MO	\$25.00 below trade-in value
Dick Smith Ford Raytown, MO	\$2,500 above trade-in value

and,

WHEREAS, the Director of Financing and Purchasing recommends that award be made to Cable Dahmer Chevrolet of Independence, MO, under the terms and conditions of Invitation to Bid No. 45-12 as the lowest and best bidder; 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 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:

*Jim A. Soper*  
Senior County Counselor

*W. [Signature]*  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17881 of April 23, 2012, was duly passed on April 30, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

4/30/12  
Date

*Mary Jo Spino*  
Mary Jo Spino, Clerk of the 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 appropriation.

April 17, 2012  
Date

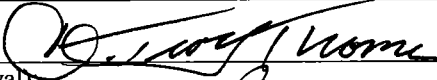

*[Signature]*  
Director of Finance and Purchasing

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 17881  
 Sponsor(s): Scott Burnett  
 Date: April 23, 2012

<b>SUBJECT</b>	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract with One Twelve Month Option to Extend for the furnishing of Used Vehicles for use by Various County Departments to Cable Dahmer Chevrolet of Independence, Missouri under the Terms and Conditions of Invitation to Bid No. 45-12.</u>										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <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; FROM / TO</td> <td>FROM ACCT  TO ACCT</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> <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: Various                      Estimated Use: \$40,000.00  The 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 an estimate of the contract value.  Prior Year Budget (if applicable): \$30,000.00 Prior Year Actual Amount Spent (if applicable): \$14,240.00	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; FROM / TO	FROM ACCT  TO ACCT
Amount authorized by this legislation this fiscal year:	\$										
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Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT  TO ACCT										
<b>PRIOR LEGISLATION</b>	Prior ordinances and (date): Prior resolutions and (date): 16927, June 15, 2009										
<b>CONTACT INFORMATION</b>	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253										
<b>REQUEST SUMMARY</b>	Jackson County has had a Term and Supply Contract in place for Used Vehicles since 2009. Although there are no specific requirements at this time, this Term and Supply Contract has saved the County money when there is a requirement for replacement fleet vehicles. The Purchasing Department issued Invitation to Bid No. 45-12 to meet any future requirements.  A total of Eighteen notifications were distributed and two responses were received and evaluated as follows:  <table style="margin-left: auto; margin-right: auto;"> <tr> <td></td> <td style="text-align: center;">Price above or below NADA Average Trade-In Value</td> </tr> <tr> <td>Cable Dahmer, Independence, MO</td> <td style="text-align: right;">\$25.00 below trade-in value</td> </tr> <tr> <td>Dick Smith Ford, Raytown, MO</td> <td style="text-align: right;">\$2,500.00 above trade-in value</td> </tr> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award for the furnishing of Used Vehicles for Various County Departments to Cable Dahmer Chevrolet of Independence, MO 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 funds for any specific purchase is subject to annual appropriations</p>		Price above or below NADA Average Trade-In Value	Cable Dahmer, Independence, MO	\$25.00 below trade-in value	Dick Smith Ford, Raytown, MO	\$2,500.00 above trade-in value				
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	The Abstract of Bids and the pertinent pages of Cable Dahmer's bid.	
REVIEW	Department Director: 	Date: 4/16/12
	Finance (Budget Approval): <i>If applicable</i>	Date: 4/16/12
	Division Manager: 	Date: 4/16/12
	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

BID: 45-12								
OPENING DATE: 3/13/12				Cable Dahmer		Dick		
COMMODITY: Used Vehicles				Chevrolet		Smith		
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
	Price Per Vehicles - Above/Below NADA			25. below	2,500.			

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED

ON 3/13/12 BY Patricia Rose  
 CLERK OF THE LEGISLATURE  
Patricia Rose  
 PURCHASING

**SPECIFICATIONS**

Jackson County, Missouri is seeking bids for a Twenty Four Month Term and Supply Contract, with a Twelve Month Option to Extend, for the furnishing of used late model vehicles for Various County Departments.

Vehicles must be in good condition with no more than 20,000 miles. A manufacturer's warranty must be provided for each vehicle. Vehicles to be purchased will vary, but will include two-door and four-door passenger vehicles, light duty trucks and sport utility vehicles. Pricing will be based on NADA Average Trade-In Value. County staff will select from dealer inventory, on an as needed basis.

Description of NADA Average Trade-In Value: An average retail vehicles should be clean without glaring defects. Tires and glass should be in good condition. The paint should match and have a good finish. The interior should have wear in relation to the age of the vehicle. The mileage should be within the acceptable range for the model year.

Successful Contractor must maintain an inventory of at least twenty-five (25) used vehicles from which to choose. Each of these vehicles must meet the above mileage and warranty criteria. Vehicles must be clean, serviced and in good working order at the time of delivery.

Upon selection of a used vehicle, County personnel shall receive a written quote showing the NADA Average Trade-In Value, the contract price, VIN and description of vehicle.

A Purchase Order will then be issued to the Successful Contractor and the County will pick up the vehicle from the Successful Contractor's lot.

All title application papers to be made out to Jackson County, Missouri, 415 East 12<sup>th</sup> Street, Kansas City, Missouri and delivered at the same time and to the same individual accepting delivery of the vehicle.

**EVALUATION PROCESS**

All bids received that are responsive to the Terms, Conditions and Specifications of this Invitation to Bid will be evaluated. An Evaluation Committee made up of Jackson County employees will evaluate the bids and make recommendations. Jackson County, Missouri shall be the sole judge of the bids submitted and its decision shall be final.

**QUOTATIONS**

Price Per Vehicles \$ 25 Above Below NADA Average Trade-In Value

Point of Contact for County Personnel: Bob James 816-521-7589

**QUESTIONS**

All questions must be submitted via email to Barbara Casamento @ [bcasamento@jacksongov.org](mailto:bcasamento@jacksongov.org) at least five (5) business days prior to the Response Deadline. **FAILURE TO FOLLOW THIS PROCEDURE MAY RESULT IN THE REJECTION OF YOUR BID.**