

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18312

Sponsor(s): James D. Tindall

Date: November 18, 2013

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the purchase of a Water Softening System for the Department of Corrections from Insight Mechanical Contractors of Raytown, Missouri under the terms and conditions of Invitation to Bid No. 66-13.</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>\$27,624.00</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>\$27,624.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$27,624.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 012-2701-58020 Criminal Justice Improvement Fund, Corrections, Buildings and Improvements</td> <td>\$27,624.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION: <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: \$ _____ Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$27,624.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$27,624.00	Amount budgeted for this item * (including transfers):	\$27,624.00	Source of funding (name of fund) and account code number: 012-2701-58020 Criminal Justice Improvement Fund, Corrections, Buildings and Improvements	\$27,624.00
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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 Department of Corrections needs to purchase a Water Softener System for the Annex; the current system in operable and needs to be replace. The Purchasing Department issued Invitation to Bid in response to this need.</p> <p>A total of nine notifications were distributed and three responses were received, one of which was rejected as non-compliant to the specifications. The following two responses were evaluated as follows:</p> <table> <tr> <td>Insight Mechanical Contractors, Raytown, MO</td> <td>\$27,624.00</td> </tr> <tr> <td>US Engineering, Kansas City, MO</td> <td>\$34,554.00</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 purchase of a Water Softening System for the Department of Corrections to Insight Mechanical Contractors of Raytown, Missouri under the terms and conditions of Invitation to Bid No. 66-13 as the lowest and best bid received.</p>	Insight Mechanical Contractors, Raytown, MO	\$27,624.00	US Engineering, Kansas City, MO	\$34,554.00						
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CLEARANCE	<p><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)</p>										
ATTACHMENTS	<p>The Abstract of Bids, the Recommendation from Mr. Norman Dennison of the Department of Corrections and the pertinent pages of Insight Mechanical Contractor's bid documents.</p>										
REVIEW	<table> <tr> <td>Department Director: _____</td> <td>Date: 11/8/2013</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i> _____</td> <td>Date: 11/13/13</td> </tr> <tr> <td>Division Manager: _____</td> <td>Date: 11/13/13</td> </tr> <tr> <td>County Counselor's Office: _____</td> <td>Date: _____</td> </tr> </table>	Department Director: _____	Date: 11/8/2013	Finance (Budget Approval): <i>If applicable</i> _____	Date: 11/13/13	Division Manager: _____	Date: 11/13/13	County Counselor's Office: _____	Date: _____		
Department Director: _____	Date: 11/8/2013										
Finance (Budget Approval): <i>If applicable</i> _____	Date: 11/13/13										
Division Manager: _____	Date: 11/13/13										
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.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# _____

Date: November 13, 2013

RES # 18312

<u>Department / Division</u>	<u>Character/Description</u>	<u>Not to Exceed</u>
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Criminal Justice Improvement Fund - 012

<u>2701 - Corrections</u>	<u>58020 - Buildings & Improvements</u>	<u>27,624.00</u>
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Mary Rasmussen
Budgeting

ABSTRACT OF BIDS

NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	
				Culligan	Insight Mechanical Contractors	US Engineering Company	
	Lakeside LWTS-300-2 ASME twin Water Softener System		2	29,351.00	27,624.00	34,554.00	

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED
ON November 5, 2013 BY
Gina S. Smith
 CLERK OF THE LEGISLATURE
Doreen Caputo
 PURCHASING



Department of Corrections
Jackson County Missouri

MEMORANDUM

TO: Barbara Casamento, Purchasing Supervisor

DIST: Laura Scott, Jail Services Manager, Marvin Walker, Support Services Supervisor

FROM: Norman Dennison, Maintenance Administrator *ND*

DATE: November 6, 2013

SUBJ: Bid 66-13 Annex Water Softener

I have reviewed the documentation submitted for bid 66-13 for the annex water softener. The bid provided by Insight Mechanical Contractors, meets the bid specifications set down in the RFP. I endorse this bid from Insight Mechanical Contractors to replace the existing water softener in the jail annex. The jail annex is attached to the main tower facility located at 1300 Cherry St. This bid will replace the current water softener which is not functioning. The current softener was installed in 1996 when the annex was built. It has not been functional in some time.

9.0 QUOTATIONS

Pricing shall include the purchase, delivery, installation (including all valve, piping, insulation, etc.); removal and disposal of existing system; and training of Department of Corrections Staff.

Lakeside LWTS-300-2 ASME twin Water Softener System \$ 27,624.⁰⁰

Company Name: <u>INSIGHT MECHANICAL CONTRACTORS</u>	Web Site Address: <u>INSIGHT MECH.COM</u>
Person Authorized to Sign Bid: <u>DENNIS KERLEY</u>	Telephone Number <u>816-353-3533</u>
Title: <u>GENERAL MANAGER</u>	Fax Number: <u>816-353-3537</u>
Signature: <u>Dennis Kerley</u>	Email Address: <u>dkerley@insightmech.com</u>
Street Address <u>9204 E 350 HWY</u>	
City, State and Zip Code <u>RAYTOWN, MO. 64133</u>	