

## Request for Legislative Action

Res. #20982  
Sponsor: Tony Miller  
Date: June 13, 2022

### Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	20982
Sponsor(s):	Tony Miller	Legislature Meeting Date:	6/13/2022

### Introduction

**Action Items:** ['Award']

**Project/Title:**

Awarding a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Animal Food and Agricultural Supplies and Equipment for use by Various County Departments to Feldman's Farm and Home of Blue Springs, MO under the terms and conditions of Invitation to Bid No. 28-22.

### Request Summary

The Parks + Rec Department, the Public Works Department and the Sheriff's Office require a Term and Supply Contract for the furnishing of Animal Food and Agricultural Supplies and Equipment. The Purchasing Department issued Invitation to Bid No. 28-22 in response to those requirements. A total of 1,992 notifications were distributed and one response was received and evaluated.

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the using Departments recommend the award of a Twelve (12) Month Term and Supply Contract with One (1) Twelve (12) Month Option to Extend for the furnishing of Animal Food and Agricultural Supplies and Equipment for use by Various County Departments to Feldman's Farm and Home of Blue Springs, MO as the lowest and best bid under the terms and conditions of Invitation to Bid No. 28-22.

Annual Estimated Usage: \$40,000

Parks + Rec: \$27,000

Public Works: \$8,000

Sheriff's Office: \$5,000

This award is made on a "As Needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchase(s) is subject to annual appropriations.

### Contact Information

<b>Department:</b>	Finance	<b>Submitted Date:</b>	6/3/2022
<b>Name:</b>	Katelyn W. Edgar	<b>Email:</b>	KEdgar@jacksongov.org
<b>Title:</b>	Buyer	<b>Phone:</b>	816-881-3292

### Budget Information

## Request for Legislative Action

Amount authorized by this legislation this fiscal year:		\$ 0
Amount previously authorized this fiscal year:		\$ 0
Total amount authorized after this legislative action:		\$
Is it transferring fund?		No
<b>Single Source Funding:</b>		
Fund:	Department:	Line Item Account:
		<b>!Unexpected End of Formula</b>

<b>Prior Legislation</b>	
<b>Prior Ordinances</b>	
Ordinance:	Ordinance date:
<b>Prior Resolution</b>	
Resolution:	Resolution date:
19825	April 16, 2018

<b>Purchasing</b>	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Formal Bid
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Yes
Have all required attachments been included in this RLA?	Yes

<b>Compliance</b>	
<b>Certificate of Compliance</b>	
In Compliance	
<b>Minority, Women and Veteran Owned Business Program</b>	
Goals Not Applicable for following reason: Less than \$50000	
MBE:	.00%
WBE:	.00%
VBE:	.00%
<b>Prevailing Wage</b>	
Not Applicable	

<b>Fiscal Information</b>
---------------------------

## Request for Legislative Action

- 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.

### History

Submitted by Finance requestor: Katelyn W. Edgar on 6/3/2022. Comments:

Approved by Department Approver Bob Crutsinger on 6/3/2022 11:49:08 AM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 6/3/2022 3:54:00 PM. Comments:

Approved by Compliance Office Approver Katie M. Bartle on 6/3/2022 4:07:07 PM. Comments:

Approved by Budget Office Approver Mark Lang on 6/6/2022 9:36:34 AM. Comments: No fiscal note required on a T&S Contract.

Approved by Executive Office Approver Troy Schulte on 6/6/2022 12:50:24 PM. Comments:

Approved by Counselor's Office Approver Katherine Henry on 6/8/2022 10:19:24 AM. Comments:



**JACKSON COUNTY**  
**Parks + Rec**

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
[MakeYourDayHere.com](http://MakeYourDayHere.com)

Michele Newman, Director  
(816) 503-4800  
Fax: (816) 795-1234

## MEMORANDUM

**TO:** Katelyn Edgar, Buyer, Purchasing Department  
**FROM:** John Johnson, Superintendent, Park Operations  
**DATE:** June 2, 2022  
**SUBJECT:** #28-22 Animal Food and Agricultural Supplies and Equipment

Parks+Rec recommends awarding this contract to Feldmans.

Parks uses this contract to purchase animal feed used for sale as fish food at the marinas and for small hand equipment and supplies used within the park system, e.g. chainsaws, spreaders used for ice melt treatment, work gloves.

Feldman's is the incumbent term and supply vendor and they sell quality items and have provided good customer service.

Parks anticipates spending approximately \$27,000 in a 12-month time frame.

Please advise if you have questions or need additional information.

Thank you.



*Frank White, Jr., County Executive*



## Jackson County Public Works Department

ROAD MAINTENANCE    34900 E. Old US 40 Hwy, P.O. Box 160  
Grain Valley, Missouri 64029  
(816) 847-7050 *phone*  
(816) 847-7051 *fax*

### MEMORANDUM

TO:                Katelyn Edgar, Finance and Purchasing Department

FROM:           Matt Willier, Assistant Road and Bridge Administrator, Public Works Department

DATE:            June 1, 2022

SUBJECT:        Recommendation for Vendor: Feldman's Farm & Home

Please consider Feldman's Farm & Home be awarded term and supply vendor for bid No. 28-22 Animal Food & Agricultural Supplies & Equipment to County Road and Bridge division. Feldman's Farm & Home was the only vendor that submitted a bid for bid No. 28-22, Animal Food & Agricultural Supplies & Equipment

It is estimated that the County Road and Bridge division could spend approximately \$8,000.00 annually with Feldman's Farm & Home.

For the reasons above, it has been requested that Feldman's Farm & Home be awarded the term and supply contract for bid No. 28-22, Animal Food & Agricultural Supplies & Equipment.

Thank you for your consideration,

Thank you,

Matt Willier, Assistant Road & Bridge Administrator



# Office of the JACKSON COUNTY SHERIFF

---

Sheriff Darryl Forté

---

## INTER-OFFICE MEMO

---

**TO:** Katelyn Edgar, Purchasing  
**FROM:** Beth Money, Office Administrator  
**CC:** Deputy Brad Norton  
**RE:** Recommendation Memo 28-22 – Animal Food and Agricultural Supplies and Equipment  
**Date:** June 3, 2022

---

The Sheriff's Office has an ongoing need for vendors to supply animal food for our K-9s. Deputy Brad Norton, K-9 handler, has reviewed the bid submitted by Feldman's Farm and Home. Their services will meet our needs; therefore, we recommend awarding the contract to Feldman's Farm and Home.

The Sheriff's Office will spend approximately \$5,000 annually using this contract.

			Feldman's Farm & Home	
			Blue Springs, MO	
Selected #			9	
#	Items	Quantity Required	Unit Price	Total Cost
#0-1	Floating Catfish Food	40 lbs. (bag)	10%	10%
#0-2	Dry Dog Food	37.5 lbs. (bag)	10%	10%
#0-3	Dry Dog Food	50 lbs. (bag)	10%	10%
#0-4	Wearing Apparel	N/A	20%	20%
#0-5	Farm Supplies	N/A	2%	2%
#0-6	Pet and Livestock Supplies	N/A	10%	10%
#0-7	Argiculture and Farm Supplies	N/A	2%	2%
#0-8	Tools and Hardware	N/A	10%	10%
#0-9	Lawn and Garden Supplies	N/A	10%	10%



## 28-22 - Animal Food and Agricultural Supplies and Equipment (rebid)

### Project Overview

Project Details	
Reference ID	28-22
Project Name	Animal Food and Agricultural Supplies and Equipment (rebid)
Project Owner	Katelyn Edgar
Project Type	ITB
Department	Purchasing
Budget	\$0.00 - \$0.00
Project Description	Jackson County, Missouri is seeking bids for the furnishing of Animal Food and Agricultural Supplies and Equipment for the use by Various County Departments.
Open Date	May 04, 2022 5:00 PM CDT
Close Date	May 24, 2022 2:00 PM CDT





## Seal status

Requested Information	Unsealed on	Unsealed by
List of Customer Services Representative(s), Item 4.1.8	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Returned Goods Policy, Item 4.1.9	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Manufacturer's Specifications, Item 4.1.10	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Delivery Dates after Receipt of Order, Item 4.1.11	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Locations in Jackson County, Missouri, Item 4.1.12	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Greater Kansas City Metropolitan Area Memo, Item 4.1.13	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Standard Contract	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Affidavit	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Certificate of Compliance	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Statement of Contractor's Qualifications	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Acknowledgment of Receipt Addenda	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Exhibit F, Bidder's Exceptions	May 24, 2022 2:07 PM CDT	Katelyn Edgar
Questionnaire for Invitation to Bid No. 28-22 (Q-05DX)	May 24, 2022 2:07 PM CDT	Katelyn Edgar



## Questions and Answers

### Feldmans Farm & Home

#### Missing Requested Information

*Katelyn Edgar, May 24, 2022 4:14 PM CDT*

Good Afternoon, In review of your submitted bid for ITB No. 28-22, there is some missing information that needs to be cleared up before consideration: Item 4.1.7; Bidder's Exceptions, Please complete the attached form and return. If no exceptions are being taken, please note N/A or none and sign. If this information is in your submitted bid, please indicate where the information can be found. if not, please have this information submitted to me (attach to your response here in Bonfire) by 5:00pm CDT on Thursday, May 26, 2022. If you have any questions, please feel free to reach out to me. Thank you

*Jim Galetti, May 25, 2022 9:37 AM CDT*

Here is the completed form. Let me know if you need anything else.

*Katelyn Edgar, May 25, 2022 9:50 AM CDT*

Hi Jim, Your form has been received and accepted. Thank you!



## Submissions

Supplier	Date Submitted	Name	Email	Confirmation Code
Feldmans Farm & Home	May 12, 2022 12:58 PM CDT	Jim Galetti	jim@feldmans-fh.com	MjEyOTY5



## Project Criteria

Criteria	Points	Description
<b>A - Proposal</b>	<b>0 pts</b>	
A-1 - List of Customer Service Representative	Pass/Fail	Please state the Name, Telephone Number and Email Address of the Customer Service Representative for your Company who will be responsible for accepting and processing the County's orders. This information is of the essence to the County and will be considered during the Evaluation and Award of this contract. If your company has more than one representative for the County, please list all representatives, their telephone numbers and email addresses and areas of responsibility.
A-2 - Returned Goods Policy	Pass/Fail	Submit your Company's Returned Goods Policy.
A-3 - Manufacturer's Specifications	Pass/Fail	Manufacturer's Specifications if you are bidding other than specified on the Floating Fish Food.
A-4 - Delivery Dates after Receipt of Order(s)	Pass/Fail	
A-5 - Locations in Jackson County, Missouri	Pass/Fail	
A-6 - Greater Kansas City Memo	Pass/Fail	If bidder is not located in the Greater Kansas City Metropolitan Area, bidder must provide detailed information with their bid on how the specifications of this Invitation to Bid will be met. Jackson County, Missouri reserves the right to



		determine if bidder's information on contract performance is acceptable.
<b>B - Forms</b>	<b>0 pts</b>	
B-1 - Standard Contract	Pass/Fail	
B-2 - Affidavit	Pass/Fail	
B-3 - Certificate of Compliance	Pass/Fail	
B-4 - Statement of Contractor's Qualifications	Pass/Fail	
B-5 - Receipt of Addenda	Pass/Fail	
B-6 - Exhibit F, Bidder's Exceptions	Pass/Fail	
<b>C - Questionnaire for Invitation to Bid No. 28-22 (Q-05DX)</b>	<b>0 pts</b>	
C-1 - Discounts	0 pts	
<b>Total</b>	<b>0 pts</b>	



## Scoring Summary

### Active Submissions

	Total	A - Proposal	A-1 - List of Customer Service Representative	A-2 - Returned Goods Policy	A-3 - Manufacturer's Specifications
Supplier	/ 0 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Feldmans Farm & Home	0 pts	0 pts	Pass	Pass	Pass

	A-4 - Delivery Dates after Receipt of Order(s)	A-5 - Locations in Jackson County, Missouri	A-6 - Greater Kansas City Memo	B - Forms	B-1 - Standard Contract
Supplier	Pass/Fail	Pass/Fail	Pass/Fail	/ 0 pts	Pass/Fail
Feldmans Farm & Home	Pass	Pass	Pass	0 pts	Pass



	B-2 - Affidavit	B-3 - Certificate of Compliance	B-4 - Statement of Contractor's Qualifications	B-5 - Receipt of Addenda	B-6 - Exhibit F, Bidder's Exceptions
Supplier	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Feldmans Farm & Home	Pass	Pass	Pass	Pass	Pass

	C - Questionnaire for Invitation to Bid No. 28-22 (Q-05DX)	C-1 - Discounts
Supplier	/ 0 pts	/ 0 pts
Feldmans Farm & Home	0 pts	0 pts



## Proposal Scores

### Feldmans Farm & Home - Scoring Summary

#### Evaluation Group 1 - Purchasing Evaluation

	A - Proposal	A-1 - List of Customer Service Representative	A-2 - Returned Goods Policy	A-3 - Manufacturer's Specifications	A-4 - Delivery Dates after Receipt of Order(s)
Reviewer	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Katelyn Edgar	0 pts	Pass	Pass	Pass	Pass
	<b>Average:</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>
		↓	↓	↓	↓
<b>Calculated:</b>	<b>0 pts</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>





	A-5 - Locations in Jackson County, Missouri	A-6 - Greater Kansas City Memo	B - Forms	B-1 - Standard Contract	B-2 - Affidavit
Reviewer	Pass/Fail	Pass/Fail	/ 0 pts	Pass/Fail	Pass/Fail
Katelyn Edgar	Pass	Pass	0 pts	Pass	Pass
	Pass	Pass	Average:	Pass	Pass
	↓	↓		↓	↓
Calculated:	Pass	Pass	0 pts	Pass	Pass



	B-3 - Certificate of Compliance	B-4 - Statement of Contractor's Qualifications	B-5 - Receipt of Addenda	B-6 - Exhibit F, Bidder's Exceptions
Reviewer	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Katelyn Edgar	Pass	Pass	Pass	Pass
	Pass	Pass	Pass	Pass
	↓	↓	↓	↓
Calculated:	Pass	Pass	Pass	Pass



## Evaluation Group 2 - Department Evaluation

	C - Questionnaire for Invitation to Bid No. 28-22 (Q-05DX)	C-1 - Discounts
Reviewer	/ 0 pts	/ 0 pts
Katelyn Edgar	0 pts	0 pts
Evaluator No. 1	0 pts	0 pts
Evaluator No. 2	0 pts	0 pts
Evaluator No. 3	0 pts	0 pts
Evaluator No. 4	0 pts	0 pts
Evaluator No. 5	0 pts	0 pts
	<b>Average:</b>	<b>0 pts</b>
		↓
<b>Calculated:</b>	<b>0 pts</b>	<b>0 pts</b>



## Proposal Score Comments

### Feldmans Farm & Home - Scoring Comments

#### A-1 - List of Customer Service Representative - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

#### A-2 - Returned Goods Policy - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

#### A-3 - Manufacturer's Specifications - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Not Applicable



#### A-4 - Delivery Dates after Receipt of Order(s) - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pick Up, Delivery not offered

#### A-5 - Locations in Jackson County, Missouri - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

#### A-6 - Greater Kansas City Memo - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Not Applicable



### B-1 - Standard Contract - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

### B-2 - Affidavit - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

### B-3 - Certificate of Compliance - Reviewer Scores

Reviewer	Score	Reason	Comments
Katelyn Edgar	Pass	Meets the requirement(s)	Uploaded to Internal Files



#### **B-4 - Statement of Contractor's Qualifications - Reviewer Scores**

<b>Reviewer</b>	<b>Score</b>	<b>Reason</b>	<b>Comments</b>
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

#### **B-5 - Receipt of Addenda - Reviewer Scores**

<b>Reviewer</b>	<b>Score</b>	<b>Reason</b>	<b>Comments</b>
Katelyn Edgar	Pass	Meets the requirement(s)	Pass

#### **B-6 - Exhibit F, Bidder's Exceptions - Reviewer Scores**

<b>Reviewer</b>	<b>Score</b>	<b>Reason</b>	<b>Comments</b>
Katelyn Edgar	Pass	Meets the requirement(s)	Uploaded to Internal Files