

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:
 Res/Ord No.: 18812
 Sponsor(s): Greg Grounds
 Date: April 27, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract with Three Twelve Month Options to Extend for the furnishing of Traffic Signs & Supplies for use by the Road & Bridge Division of Public Work and the Parks + Rec Departments to J&A Traffic Products of Blue Springs, MO; under the Terms and Conditions of Invitation to Bid No. 19-15.</u></p>																		
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <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></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 checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: \$ _____</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Public Works</td> <td style="text-align: right;">\$101,000.00</td> </tr> <tr> <td>Parks + Rec</td> <td style="text-align: right;">\$ 9,000.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$110,000.00</td> </tr> </table> <p>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.</p> <p>Prior Year Budget (if applicable): \$118,000.00 Prior Year Actual Amount Spent (if applicable): \$56,000.00</p>	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		Public Works	\$101,000.00	Parks + Rec	\$ 9,000.00	Total	\$110,000.00		
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date): 17271, May 10, 2010</p>																		
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Cassandra Cheek, Senior Buyer, 881-3265</p>																		
REQUEST SUMMARY	<p>Public Works and Parks + Rec requires a Term and Supply Contract to obtain Traffic Signs and Supplies, Purchasing issued Invitation to Bid No. 19-15 to meet those requirements.</p> <p>A total of 29 notifications were distributed with two responses received and one evaluated as follows:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Item No.</th> <th>Description</th> <th>J&A Traffic Products Unit Price</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Fresh Oil Sign, 36" x 36", W21-2AH</td> <td style="text-align: right;">\$51.50</td> </tr> <tr> <td>2</td> <td>No Parking Sign, 12" x 18", R7-1A</td> <td style="text-align: right;">\$ 8.70</td> </tr> <tr> <td>3</td> <td>Stop Sign, 36" x 36", R1-1</td> <td style="text-align: right;">\$46.95</td> </tr> <tr> <td>4</td> <td>No Passing Zone, 36" x 48" x 48", W14-3</td> <td style="text-align: right;">\$35.00</td> </tr> <tr> <td>5</td> <td>Large Arrow, 24" x 48", W1-7</td> <td style="text-align: right;">\$44.50</td> </tr> </tbody> </table>	Item No.	Description	J&A Traffic Products Unit Price	1	Fresh Oil Sign, 36" x 36", W21-2AH	\$51.50	2	No Parking Sign, 12" x 18", R7-1A	\$ 8.70	3	Stop Sign, 36" x 36", R1-1	\$46.95	4	No Passing Zone, 36" x 48" x 48", W14-3	\$35.00	5	Large Arrow, 24" x 48", W1-7	\$44.50
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6	Road Closed, 48" 30", R11-2	\$55.60
7	Men Working, 36" x 36", W21-1AH	\$51.50
8	Speed Plate, 18" x 18", W13-1	\$13.80
9	Orange Sign w/Black Boards, 36" x 36", W41-2	\$51.50
10	Do Not Pass, 24" x 30", R4-1	\$27.50
11	Speed Limit, 24" x 30", R2-1	\$27.50
12	Street Name Signs, 9" x 30", blanks, covered on one side with High Intensity grade sheeting, no border. Sheeting Color: White	\$11.20
13	Street Name Signs, 9" x 48", blanks, covered on one side with High Intensity grade sheeting, no border. Sheeting Color: White	\$17.90
14	Yellow signs w/black boarder, 36" x 36", W41-1	\$51.50
15	White signs w/black boarder, 36" x 36"	\$51.50
16	Type 1 barricade, 36" x 12", plastic	\$36.00
17	Type A Flashers	\$15.00
18	6 Volt batteries for Flashers	\$ 2.75
19	Road Closed, 48" x 48", Leave 3 rd line blank, MO State Code Number, W020-3	\$85.00
20	Road Closed Ahead, 48", 48", Mo State Code Number, W025-1	\$85.00
21	Tubing, 2" x 2" x 12', 14 gauge square perforated tubing, galvanized, hot dipped	\$19.40
22	Base (anchor), 2 1/4" x 2 1/4" x 3', 12 gauge base, galvanized, hot dipped	\$ 7.20
23	Corner bolt for item 26 base	\$ 0.45
24	Traffic Cone, 28", 7 lb, solid orange, one piece with one 6" reflective 3M collar and one 4" reflective 3M Collar.	\$16.30

Item No.	Description	Percentage Discount
25	Catalog Discount	50%

Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award for the furnishing of Traffic Signs & Supplies for Public Works and Parks + Rec to J&A Traffic Products of Blue Springs, Missouri; under the Terms and Conditions of Invitation to Bid No. 19-15.

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.

CLEARANCE	<input checked="" 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	Pertinent pages of Invitation to Bid No. 19-15, and Memorandums from Public Works & Parks + Rec	
REVIEW	Department Director:	Date: 4/16/15
	Finance (Budget Approval): <i>If applicable</i>	Date: 4/16/16
	Division Manager:	Date: 4/21/15
	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.

- 4.8.1 Road & Bridge Public Works Grain Valley, MO
- 4.8.2 Various Parks Locations – Lee’s Summit/Blue Springs, MO

- 4.9 All orders shall be packaged adequately to assure safe handling, proper delivery and acceptable conditions.
- 4.10 All orders must include an itemized packing slip that reflects the Purchasing Order Number and must indicate if the order is complete or a partial ship.
- 4.11 **FUEL SURCHARGE:** Fuel Surcharge: No Fuel Surcharges are allowed during the term of any resulting contract or any of its extensions.

Invoicing & Paperwork

- 4.12 The County will utilize Miscellaneous Blanket Purchase orders on this Contract.
- 4.13 Miscellaneous Blanket Purchas Orders are for an estimated dollar amount and the successful Contractor will bill the County against the Miscellaneous Purchase Order until the stated dollar amount is spend or the Contract terminates.
- 4.14 A hard copy of the Miscellaneous Purchase Order, issued by the Finance and Purchasing Department must be in place with the Successful Contractor before any items can be purchased. Failure to adhere to this policy will result in the immediate termination of any resulting contract.
- 4.15 Price Increases: The Successful Contractor may increase prices only when the increase applies to the General Public and is stated officially in writing to Jackson County, Missouri. Price increase shall not take effect against the County until the Successful Contractor has verified the fulfillment of this condition to the reasonable satisfaction of the County’s Purchasing Department. No price increases will be allowed in the first twelve (12) months of this contract.

5.0 REQUIRED SUBMITTALS

- 5.1 Manufacturers Current Catalog with Price Lists on Products being bid
- 5.2 If the bidders catalog is on-line; bidder must provide website address with the bid.
- 5.3 Contractor Utilization Plan, page 19 through 23 hereof must be filled out, signed, notarized and submitted with your bid. Failure to include this document with your bid may RESULT IN THE REJECTION OF YOUR BID.

6.0 EVALUATION PROCESS

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

7.0 QUESTIONS

All questions regarding this Invitation to Bid must be in writing and emailed as detailed under the General conditions, Item Number Five on Page 10 of this Invitation to Bid by 5:00 PM, CDT on April 2, 2015. Point of Contact for the Purchasing Department is Cassandra Cheek, email address: ccheek@jacksongov.org. All questions will be answered in the form of Addenda on the Jackson County, Missouri website. Failure to follow this procedure MAY result in the REJECTION OF YOUR BID.

8.0 QUOTATIONS

Item No.	Description	Unit Price
1	Fresh Oil Sign, 36” x 36”, W21-2AH	\$ 51.50
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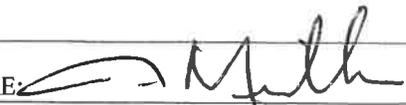
The County will require a published Catalog with pricing for its reference; the price shall be a net price calculated by taking the quoted percentage from the Contractor's catalog price.

Percentage Discount cannot change over the course of the contract or any of its extensions.

If the bidders catalog is on-line; bidder must provide website address with the bid.

All Catalogs must have pricing or be accompanied by pricing sheets to be considered for award

Item No.	Description	Percentage Discount
25	Catalog Discount	50 %

SIGNATURE: 	DATE: 3-31-2015
NAME: Jeff Mindham (Print or Type)	PHONE: 816-220-0450
TITLE: Vice President (Print or Type)	CELL: 816-392-6725
COMPANY NAME: J & A TRAFFIC Products (Print or Type)	FAX: 816-220-3197
EMAIL ADDRESS: jmindham@aol.com (Print or Type)	
WEB ADDRESS: www.jatps.com (Print or Type)	

J & A TRAFFIC PRODUCTS
 605 SW US HWY 40, # 119
 Blue Springs, MO 64014
 Phone: 816-220-0450
 Fax: 816-220-0450



JACKSON COUNTY PRICING LIST

<u>PART #</u>	<u>SIGN</u>	<u>DESCRIPTION</u>	<u>LIST PRICE</u>
W21-2AH	36" X 36"	FRESH OIL, H.I. .080 gauge	\$103.00
R7-1A	12" x 18"	NO PARKING, H.I. .080 gauge	\$17.40
R1-1	36" X 36"	STOP, H.I. .080 gauge	\$93.90
W14-3	36" X 48"	NO PASSING ZONE, H.I. .080 gauge	\$70.00
W1-7	48" X 24"	SINGLE ARROW, H.I. .080 gauge	\$89.00
R11-2	48" X 30"	ROAD CLOSED, H.I. .080 gauge	\$111.20
W21-1AH	36" X 36"	MEN WORKING, H.I. .080 gauge	\$103.00
W13-1	18" X 18"	SPEED ADVISORY, H.I. .080 gauge	\$27.60
W41-2	36" X 36"	ORANGE BLK/BORDER H.I. .080 gauge	\$103.00
R4-1	24" X 30"	DO NOT PASS, H.I. .080 gauge	\$55.00
R2-1	20" X 30"	SPEED LIMIT, H.I. .080 gauge	\$55.00
NA	30" X 9"	STREET NAME PLATES, H.I. .080 gauge	\$22.40
NA	48" X 9"	STREET NAME PLATES, H.I. .080 gauge	\$35.80
W41-1	36" X 36"	YELLOW BLK/BORDER, H.I. .080 gauge	\$103.00
W41-1A	36" X 36"	WHITE BLK/BORDER, H.I. .080 gauge	\$103.00
36212-HI	NA	TYPE 1 BARRICADE, H.I.	\$72.00
Y2-K	NA	TYPE A FLASHER	\$30.00
6V-BATT	NA	6-VOLT BATTERIES	\$5.50
W020-3	48" X 48"	ROAD CLOSED, H.I. .080 gauge	\$170.00
W025-1	48" X 48"	ROAD CLOSED AHEAD, H.I. .080 gauge	\$170.00
20D12P12-PG	2" X 12'	2" x 2" x 12' SQ POST	\$38.80
20F12A03-PG	2.25" X 3'	2.25" x 2.25" x 3' SQ POST	\$14.40
CMB516-Z	NA	MEDIUM CORNER BOLTS	\$0.90
28PVCS-6CC4CC	28"	28" CONE W/COLLARS	\$32.60



**JACKSON COUNTY
Parks + Rec**

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Res. 18812

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

MEMORANDUM

April 15, 2015

To: Cassandra Cheek
Senior Buyer

From: Nicol Mancini, Parks + Rec

Reference: Term and Supply Contract No. 19-15
Traffic Signs & Supplies

Parks + Rec will utilize this contract. We recommend J&A Traffic Products as the best and lowest bidder.

We expect to utilize \$9,000.00 in a twelve month period.



Michael D. Sanders, 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: Cassandra Cheek, Senior Buyer

FROM: Caroline Deihl, Public Works – Road Maintenance

DATE: April 15, 2015

SUBJECT: Traffic Sign & Supplies – Bid No. 19-15

Cassandra, We have evaluated the above referenced bid for Traffic Sign & Supplies – Bid No. 19-15. We recommend the bid be awarded to J&A Traffic Products. We will spend approximately \$101,000.00 out of account 004-1506-57420.