

BILL NO.: 21-1118

ORDINANCE NO.: 21-003

INTRODUCED BY: COUNCIL MEMBER(s) Jen Erickson

1 **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**
2 **PRODUCTS AND SERVICES FOR SPECIAL PROCESS SERVER 2020,**
3 **JEFFERSON COUNTY JUVENILE OFFICE.**

4 **WHEREAS**, Pursuant to Ordinances 20-0166 and 20-0424 Jefferson County,
5 Missouri entered into a Contract, known as the Special Process Server 2020, with A & S
6 Protection Specialist; and

7 **WHEREAS**, Jefferson County, Missouri, (hereafter, the “County”) recommends
8 the renewal of the following bid awards at the same terms and conditions as previously bid,
9 as authorized by the original Invitation for Bid awarded by the County, for an additional
10 one-year term:

11 BID NAME

12 Special Process Server 2020

13 AWARDED BIDDER

14 A & S Protection Specialist

15 ORDINANCE NUMBERS

16 20-0166 and 20-0424

17 **WHEREAS**, the Jefferson County Juvenile Office of Jefferson County, Missouri,
18 requested renewal from the awarded bidder, A & S Protection Specialist to renew the
19 contract for the Special Process Server 2020 with the County; and

FILED

NOV 10 2021

KEN WALLER
COUNTY CLERK, JEFFERSON COUNTY, MO

1 **WHEREAS**, the Jefferson County Juvenile Office of Jefferson County, Missouri,
2 finds it is in the best interest of the County to renew the bid award for Special Process
3 server 2020 for the term of 1-1-22 to 12-31-22 with A & S Protection Specialist with
4 approval of the County Council and County Executive up to **\$25,000.00 per term, for**
5 **total amount not to exceed \$25,000.00 for the term**, subject to budgetary limitations.

6 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**

7 AS FOLLOWS:

8 Section 1. The County authorizes the renewal of the bid awards for an
9 additional one-year term as follows:

10 BID NAME

11 Special Process Server 2020

12 TERM

13 1-1-22 to 12-31-22

14 Upon approval of the County Council and County Executive

15 AMOUNT

16 **Up to \$25,000.00 per term,**

17 for total amount not to exceed \$25,000.00 for the term,

18 subject to budgetary limitations

19 AWARDED BIDDER

20 A & S Protection Special

21 Section 2. The Jefferson County, Missouri, Council hereby authorizes the
22 County Executive to execute a renewal agreement, attached hereto and incorporated herein

1 by reference and attached as Exhibit A. The County Executive is further authorized to take
2 any and all actions necessary to carry out the intent of this Ordinance.

3 Section 3. Copies of all Invitations for Bid, Requests for Proposals, responses
4 thereto, and any contracts or agreements shall be maintained by the Department of the
5 County Clerk consistent with the rules and procedures for the maintenance and retention
6 of records as promulgated by the Secretary of State.

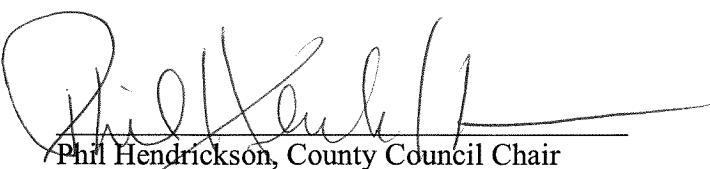
7 Section 4. This Ordinance shall be in full force and effect from and after its
8 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
9 shall not affect the remainder of this Ordinance.

THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

| | |
|---|------------|
| Council Member District 1, Brian Haskins | <u>Yes</u> |
| Council Member District 2, Renee Reuter | <u>Yes</u> |
| Council Member District 3, Phil Hendrickson | <u>Yes</u> |
| Council Member District 4, Charles Groeteke | <u>Yes</u> |
| Council Member District 5, Tracey Perry | <u>Yes</u> |
| Council Member District 6, Daniel Stallman | <u>Yes</u> |
| Council Member District 7, Victoria James | <u>Yes</u> |

THE ABOVE BILL ON THIS 8 DAY OF November, 2021:

✓ PASSED FAILED



Phil Hendrickson, County Council Chair

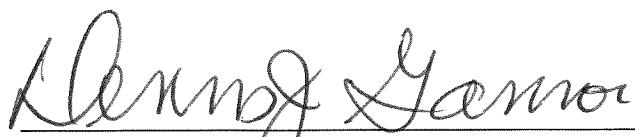


Cherlynn Boyer

Cherlynn Boyer, Council Executive Assistant

THIS BILL WAS X APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 10th DAY OF November, 2021.

THIS BILL WAS _____ VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS _____ DAY OF _____, 2021.



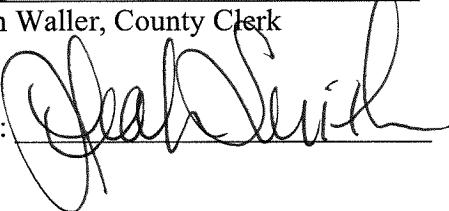
Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:



Ken Waller, County Clerk

BY:



Reading Date: 11-08-2021



County of Jefferson

State of Missouri

Administration Center
729 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Dennis Gannon

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffcomo.org

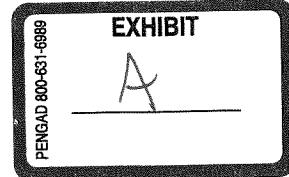
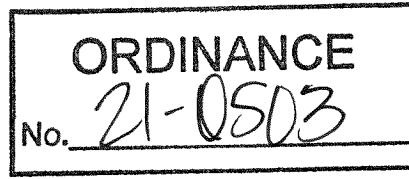
Dana Downs
Human Resources Manager
(636)797-5563 / Fax (636)797-5596

Jackie Doyle
General Services/Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

A&S PROTECTION SPECIALIST
PO BOX 402
HILLSBORO MO 63050

August 24, 2021

Attn: AARON STATEN



Your company was awarded a bid for "**SPECIAL PROCESS SERVER 2020**" for the County of Jefferson, Missouri in **OCTOBER 2020**. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions, subject to budgetary limitations, subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2022 through December 31, 2022**.

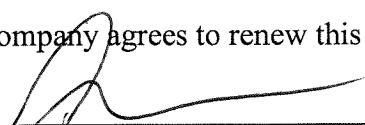
PLEASE INCLUDE THE FOLLOWING ITEMS:

- 1) This executed renewal letter
- 2) Updated insurance certificates
- 3) Current paid tax receipts for any real or personal property owned in Jefferson County
OR a notarized letter on company letterhead stating that your company does not own any real or personal property in Jefferson County.
- 4) Company Name, Signature, Print, Company Address and Phone completed on next page.

Please sign and return as soon as possible if your company agrees to renew this contract.



Printed Name of Authorizing Agent



Signature

9-13-21
Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5380.

Respectfully,



Jackie Doyle

Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this _____ day of _____ 2021:

A.J.S. Proctor
Company Name

County of Jefferson, State of Missouri

Signature

Alan Stanton

Print

Company Address: Po Box

402 Hillsboro mw
63050

Phone: 314-565-0845

Dennis J. Gannon
Dennis J. Gannon County Executive

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

Kathy Adams
County Auditor

APPROVED AS TO FORM

County Counselor

JEFFERSON COUNTY TAX RECEIPT
2020 PERSONAL PROPERTY

4/21/2021 2:14 PM

ACCOUNT #: 594695

RECEIPT#: 2020145231

TOTAL VALUATION:

3,990

MICHELLE WORTH, COLLECTOR

729 MAPLE ST., STE 36

HILLSBORO, MO 63050

PHONE: (636) 797-5406

Email: collector@jeffcomo.org

STATEN, AARON J
2910 TIMBER BLUFF DR
HIGH RIDGE, MO 63049

PROPERTY DESCRIPTION

| | | | | |
|--------|-------------------|--|---|-------|
| 437570 | 1FABP28M9FF241185 | 1985 FORD MUSTANG UNSPECIFIED | 1 | 100 |
| 025735 | 4T1BF1F0XG0195576 | 2016 TOYOTA CAMRY SEDAN 4D LE I4 | 1 | 3,790 |
| 005618 | 4YMUK0818YH001383 | 2000 UTILITY TRLUN TRAILER UNSPECIFIED | 1 | 50 |
| 005618 | 4BXUC16263S301791 | 2003 UTILITY TRLUN TRAILER UNSPECIFIED | 1 | 50 |

Total Value: 3,990

| TAX DISTRICT | TAX |
|---------------------|---------------|
| COUNTY TAX | 0.18 |
| HEALTH UNIT TAX | 4.28 |
| HIGH RIDGE FIRE | 37.69 |
| JC DEV DISABILITIES | 3.63 |
| JEFFERSON COLLEGE | 13.16 |
| LIBRARY / R1 | 11.12 |
| MENTAL HEALTH TAX | 3.63 |
| NORTH JEFFERSON AMB | 13.27 |
| NORTHWEST SCHOOL | 179.15 |
| PARK TAX | 1.09 |
| ROAD & BRIDGE TAX | 9.59 |
| STATE TAX | 1.20 |
| TOTAL TAXES | 277.99 |

| PENALTY/FEE | PEN/FEES |
|---------------------------|---------------|
| PENALTY FEES | 27.02 |
| PENALTY INTEREST PAID | 22.24 |
| TOTAL PENALTY/FEES | 49.26 |
| TOTAL PAID | 327.25 |

PAID

Validated By

MICHELLE WORTH, Jefferson County Collector

Kristy Apprill, Jefferson County Auditor

DATE: 04/21/2021 STATEMENT TOTAL: 327.25 TOTAL PAID: 327.25 RECEIPT#: 2020145231

PERSONAL PROPERTY

This card is for your convenience in licensing your vehicles. Please cut or tear it out, place it in your wallet, and take it with you to the License Bureau.

ALSO

You can now renew your license plates online at the Missouri Department of Revenue's Website:
PLATES.MO.GOV

2020 Jefferson County Personal Property Tax Receipt
I, MICHELLE WORTH, Collector of Jefferson County, MO
do hereby certify that 594695

STATEN, AARON J
2910 TIMBER BLUFF DR
HIGH RIDGE, MO 63049

Has Paid Personal Taxes For The Year 2020 On The
Following Vehicles Described Below:

| | |
|----------------------------------|--|
| 1985 FORD MUSTANG UNSPECIFIED | 2000 UTILITY TRLUN TRAILER UNSPECIFIED |
| 2016 TOYOTA CAMRY SEDAN 4D LE I4 | 2003 UTILITY TRLUN TRAILER UNSPECIFIED |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|--|--------------------------------|
| PRODUCER | | CONTACT NAME: Matt Hashley | |
| Hashley Insurance Agency LLC 10127 Manchester Rd Ste 102 St Louis, MO 3122 | | PHONE (A/C, NO, EXT): 314-822-2121 | FAX (A/C, NO): 314-822-2298 |
| | | E-MAIL ADDRESS: matt@matthashley.com | |
| | | INSURER(S) AFFORDING COVERAGE | |
| | | INSURER A: Hiscox Insurance Company, Inc | NAIC # 10200 |
| INSURED | | INSURER B: MEM | |
| Aaron Stanton 2910 timber bluff dr High Ridge, MO 63049 | | INSURER C: | |
| | | INSURER D: | |
| | | INSURER E: | |
| | | INSURER F: | |

| COVERAGES | | CERTIFICATE NUMBER: | | REVISION NUMBER: | | | | | | | | | |
|--|---|----------------------|----------|------------------|-------------------------|--------------------------|--|--|--|--|--|--|---------------------------------|
| THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. | | | | | | | | | | | | | |
| INSR LTR | TYPE OF INSURANCE | ADDTL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | | | | | | |
| A | COMMERCIAL GENERAL LIABILITY | | | 2012565 | 05/29/2021 | 05/29/2022 | EACH OCCURRENCE \$ | | | | | | |
| | <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea Occurrence) \$ | | | | | | |
| | | | | | | | MED EXP (Any one person) \$ | | | | | | |
| | | | | | | | PERSONAL & ADV INJURY \$ | | | | | | |
| | | | | | | | GENERAL AGGREGATE \$ | | | | | | |
| | | | | | | | PRODUCTS - COMP/OP AGG \$ | | | | | | |
| | | | | | | | \$ | | | | | | |
| | | | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ | | | | | | |
| | | | | | | | BODILY INJURY (Per person) \$ | | | | | | |
| | | | | | | | BODILY INJURY (Per accident) \$ | | | | | | |
| B | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | PROPERTY DAMAGE (Per accident) \$ | | | | | | |
| | <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC | | | | | | \$ | | | | | | |
| | OTHER: | | | | | | \$ | | | | | | |
| | AUTOMOBILE LIABILITY | | | | | | | | | | | | |
| | ANY AUTO | | | | | | | | | | | | EACH OCCURRENCE \$ |
| | OWNED AUTOS ONLY | | | | | | | | | | | | DODILY INJURY (Per person) \$ |
| | Hired AUTOS ONLY | | | | | | | | | | | | DODILY INJURY (Per accident) \$ |
| | UMBRELLA LIAB | | | | | | <input type="checkbox"/> OCCUR | | | | | | AGGREGATE \$ |
| | EXCESS LIAB | | | | | | <input type="checkbox"/> CLAIMS-MADE | | | | | | \$ |
| | DED | | | | | | RETENTION \$ | | | | | | \$ |
| WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | N/A | 2012565 | 05/29/2021 | 05/29/2022 | PER STATUTE | OTHER \$ | | | | | | |
| ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | | | | | | <input type="checkbox"/> | E.L. EACH ACCIDENT \$ 100,000 | | | | | | |
| If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | | E.L. DISEASE - EA EMPLOYEE \$ 100,000 | | | | | | |
| | | | | | | | E.L. DISEASE - POLICY LIMIT \$ 500,000 | | | | | | |
| A Professional Liability | | | | | | | Each Claim: 1,000,000 | | | | | | |
| | | Aggregate: 1,000,000 | | | | | | | | | | | |
| DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) | | | | | | | | | | | | | |

| | | | |
|--------------------|--|--|--|
| CERTIFICATE HOLDER | | CANCELLATION | |
| | | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. | |
| | | AUTHORIZED REPRESENTATIVE Matt Hashley | |