



JEFFERSON COUNTY
DEPARTMENT OF ADMINISTRATIVE SERVICES
729 MAPLE ST / PO BOX 100
HILLSBORO MO 63050
WWW.JEFFCOMO.ORG

Invitation for Bid: **ANIMAL CONTROL
ADMINISTRATION BUILDING**

Date Issued: **8-19-13**

BIDS SHALL BE ACCEPTED UNTIL: **FRIDAY, AUGUST 23, 2013**, AT 12:00 P.M. LOCAL TIME.

**Specification
Contact:**

KRISTI BALES
Department of County Services and Code Enforcement
636-797-6455

**Contract
Contact:**

VICKIE PRATT
Department of Administrative Services
636-797-5382

**Mail (3) Three
Complete Copies
With Vendor And
Bid Information As
Shown In Sample:**

SAMPLE ENVELOPE

VENDOR NAME
VENDOR ADDRESS
CONTACT NUMBER **DEPARTMENT OF THE COUNTY CLERK**
JEFFERSON COUNTY MISSOURI
729 MAPLE ST / PO BOX 100
HILLSBORO MO 63050-0100
SEALED BID: (BID NAME)

Contract Term:
**UPON APPROVAL OF THE
COUNTY COUNCIL AND
COUNTY EXECUTIVE**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor
Information:**

<u>Company Name</u>	<u>Authorized Agent (Print)</u>	
<u>Address</u>	<u>Signature</u>	
<u>City/State/Zip Code</u>	<u>Title</u>	
<u>Telephone #</u>	<u>Date</u>	<u>Tax ID #</u>
<u>E-mail</u>	<u>Fax #</u>	

SPECIFICATIONS

Jefferson County Animal Control is seeking bids for a mobile home to be used as an Administration building with the following minimum requirements:

- Four bedrooms
- 16' x 80' (76 actual feet) in size ("single-wide" mobile home)
- Two bathrooms
- See diagram below for basic floor plan requirements

Building should be delivered and installed, to include setting, blocking, leveling and tie-down, central air conditioning hook-up, sewer and water hook up to existing hook up points.

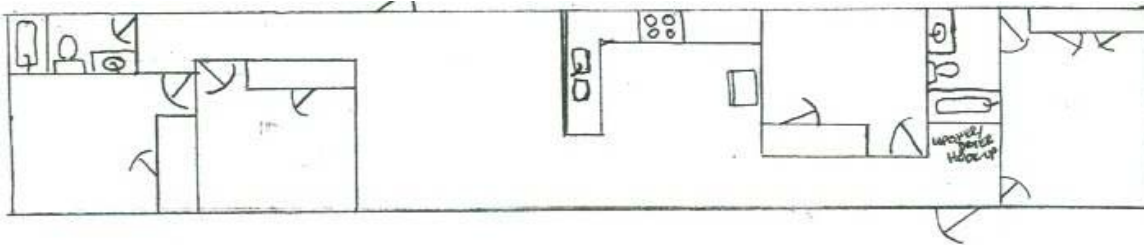
Existing building to be removed from property.

Successful Bidder shall provide proof of liability insurance to cover the placement and transportation of the new building and removal of the existing building.

COST OF BUILDING: \$ _____

COST OF REMOVAL OF EXISTING BUILDING: \$ _____

TOTAL COST: \$ _____



In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this _____ day of _____ 2013:

Company Name

County of Jefferson, State of Missouri

Signature

Kenneth B. Waller County Executive

Print

Company Address: _____

Phone: _____

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.

County Auditor

APPROVED AS TO FORM

County Counselor