

INTRODUCED BY: COUNCIL MEMBER(s) Reuter

1           **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**  
2           **PRODUCTS AND SERVICES FOR OFFICE SUPPLIES 2014, DEPARTMENT**  
3           **OF ADMINISTRATIVE SERVICES.**

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

8 BID NAME

9 Office Supplies 2014

10 AWARDED BIDDERS

11 Staples, Inc. and the attached Named Insured's, Quill (A1)

12 Office Source (A2)

13 ORDINANCE NUMBER

14 13-0447

15           **WHEREAS**, the Department of Administrative Services of Jefferson County,  
16   Missouri, Council finds it is in the best interest of the County to renew the bid award with  
17   Staples, Inc. and the attached Named Insured's, Quill and Office Source for the term of  
18   1-1-15 to 12-31-15 with approval of the County Council and County Executive up to the  
19   amount of **\$60,000.00** subject to budgetary limitations.

FILED

1           BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI,  
2 COUNCIL, AS FOLLOWS:

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

5 BID NAME  
6 Office Supplies 2014

7 TERM  
8 1-1-15 to 12-31-15

10 AMOUNT  
11 Up to \$60,000.

12 subject to budgetary limitations

## 13 AWARDED BIDDERS

14 Staples, Inc. and the attached Named Insured's, Quill (A1)

15 Office Source (A2)

16        Section 2.     The Jefferson County, Missouri, Council hereby authorizes the  
17        County Executive to execute a renewal agreement, incorporated herein by reference and  
18        attached as Exhibit A1 and A2. The County Executive is further authorized to take any  
19        and all actions necessary to carry out the intent of this Ordinance.

20           Section 3.      Copies of all Invitations for Bid, Requests for Proposals, responses  
21      thereto, and any contracts or agreements shall be maintained by the Department of the

1 County Clerk consistent with the rules and procedures for the maintenance and retention  
2 of records as promulgated by the Secretary of State.

3 Section 4. This Ordinance shall be in full force and effect from and after its  
4 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity  
5 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, Don Bickowski

Yes

Council Member District 2, Renee Reuter

Yes

Council Member District 3, Robert Boyer

Yes

Council Member District 4, George Engelbach

Yes

Council Member District 5, Terri Kreitler

Yes

Council Member District 6, Cliff Lane

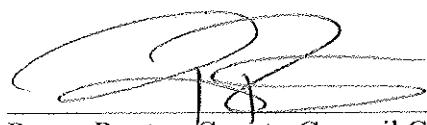
Yes

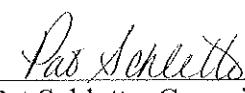
Council Member District 7, Kelly Waymon

Yes

THE ABOVE BILL ON THIS 2nd DAY OF September, 2014:

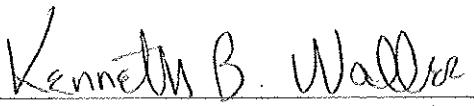
✓ PASSED        FAILED

  
Renee Reuter, County Council Chair

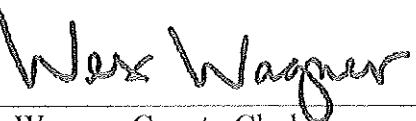
  
Pat Schlette, Council Administrative Assistant

THIS BILL WAS  APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 24<sup>th</sup> DAY OF SEPTEMBER, 2014.

THIS BILL WAS        VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS        DAY OF       , 2014.

  
Kenneth B. Waller  
Kenneth B. Waller, Jefferson County, Missouri, Executive

ATTEST:

  
Wes Wagner  
Wes Wagner, County Clerk

BY: Amy Wolfe

First Reading: 09-22-2014

M8/14/14 ADL



# County of Jefferson

## State of Missouri

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

Ken Waller

County Executive

### DEPARTMENT OF ADMINISTRATIVE SERVICES

David B. Courtway - Director

Web Address: [www.jeffccomo.org](http://www.jeffccomo.org)

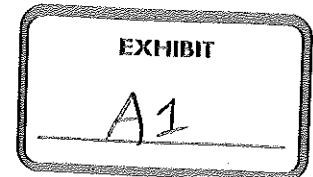
Linda Kresko  
Human Resources Manager  
(636)797-5071 / Fax (636)797-5596

Vickie Pratt  
General Services/Contracts & Grants Manager  
(636)797-5380 / Fax (636)797-5067

QUILL CORPORATION  
ATTN: BID DEPARTMENT  
100 SCHELTER RD  
LINCOLNSHIRE IL 60069-3621

August 12, 2014

Attn: Bid Department, Bid 13-7497



Your company was awarded a bid for "**OFFICE SUPPLIES 2014**" for the County of Jefferson, Missouri in **November 2013**. 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 approval by the County Council and County Executive. The new award dates shall be from **January 1, 2015 through December 31, 2015**.

#### 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.

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

Barbara Slotter  
Printed Name of Authorizing Agent

Vickie S. Pratt  
Signature

8-19-2014

Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5382.

Respectfully,  
Vickie S. Pratt

Vickie S. Pratt  
Department of Administrative Services



# County of Jefferson

## State of Missouri

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729 Maple Street • PO Box 100  
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General Services/Contracts & Grants Manager  
(636)797-5380 / Fax (636)797-5067

OFFICE SOURCE  
ATTN: KRAIG SIMMONS  
719 RUDDER RD  
FENTON MO 63026

August 12, 2014

Attn: Kraig Simmons

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OR a notarized letter on company letterhead stating that your company does not own any real or personal property in Jefferson County.

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

Kraig Simmons  
Printed Name of Authorizing Agent

  
Signature

8-14-14  
Date

If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5382.

Respectfully,



Vickie S. Pratt  
Department of Administrative Services

EXHIBIT

A2