

INTRODUCED BY: COUNCIL MEMBER (s) Renter

1                   **AN ORDINANCE AWARDING BIDS FOR CERTAIN PRODUCTS AND**  
2                   **SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE**  
3                   **RESPONSES TO CERTAIN INVITATIONS FOR BID AND REQUESTS FOR**  
4                   **PROPOSALS FOR LATERAL FILING SYSTEM 2015; AND AUTHORIZATION**  
5                   **FOR THE COUNTY EXECUTIVE TO EXECUTE ANY NECESSARY**  
6                   **AGREEMENTS OR CONTRACTS TO EFFECTUATE THE AWARD OF THE**  
7                   **BIDS AND PROPOSALS.**

8           **WHEREAS**, Jefferson County, Missouri, (hereafter, the "County") in response to  
9 certain Invitations for Bid and Requests for Proposals issued by the County received bids  
10 and proposals for the following items or services:

11 BID NAME

12 Lateral Filing System 2015

13 NUMBER OF BIDS RECEIVED

14 1

15 DATE OF BID OPENING

16 1-20-15

17           **WHEREAS**, after reviewing the bids and proposals set forth above, the  
18        Department of the County Clerk has determined that certain bids and proposals represent

FILED

1 the lowest and best bid for the respective items or services and met the bid or proposal  
2 specifications issued by the County; and

3 **WHEREAS**, the Jefferson County, Missouri, Council finds it is in the best  
4 interest of the County to award the bids and proposals to Huebel Material Handling Inc.  
5 for a term from 02-09-15 to 02-08-16 upon approval by the County Council and County  
6 Executive for the total amount up to **\$30,491.12** subject to budgetary limitations.

7 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI,**  
8 **COUNCIL, AS FOLLOWS:**

9 Section 1. The County awards the following bids and proposals which are  
10 incorporated by this reference as if fully set out herein, to the lowest and best vendor  
11 bidding for each respective item or service as follows:

12 BID NAME

13 Lateral Filing System 2015

14 TERM

15 from 02-09-15 to 02-08-16

16 Upon approval by the County Council and County Executive

17 AMOUNT

18 Up to **\$30,491.12**

19 subject to budgetary limitations

20 AWARDED BIDDER

21 Huebel Material Handling Inc.

1           Section 2.    The Jefferson County, Missouri, Council hereby authorizes the  
2    County Executive to execute the agreement incorporated by Reference as Exhibit "A"  
3    and any agreements or contracts necessary to effectuate the award of the bids and  
4    proposals set forth in this Ordinance. The County Executive is further authorized to take  
5    any and all actions necessary to carry out the intent of this Ordinance. An unexecuted  
6    copy of the Agreement is attached hereto as Exhibit "A" and incorporated herein, by  
7    reference.

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

12          Section 4.    This Ordinance shall be in full force and effect from and after its  
13   date of approval. If any part of this Ordinance is invalid for any reason, such invalidity  
14   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	<u>Yes</u>
Council Member District 2, Renee Reuter	<u>Yes</u>
Council Member District 3, Robert Boyer	<u>Yes</u>
Council Member District 4, George Engelbach	<u>Yes</u>
Council Member District 5, Oscar J. "Jim" Kasten	<u>Yes</u>
Council Member District 6, Cliff Lane	<u>Yes</u>
Council Member District 7, James Terry	<u>Yes</u>

THE ABOVE BILL ON THIS 9th DAY OF February, 2015:

✓ PASSED            FAILED

  
Renee Reuter, County Council Chair

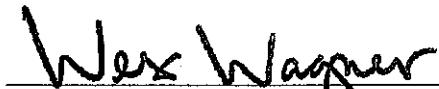
  
Pat Schlette, Council Administrative Assistant

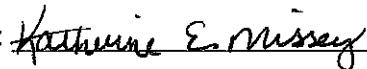
THIS BILL WAS  APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 11<sup>th</sup> DAY OF FEBRUARY, 2015.

THIS BILL WAS  VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS  DAY OF , 2015.

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

ATTEST:

  
Wes Wagner  
Wes Wagner, County Clerk

BY: 

Reading Date: 02-09-2015



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

**Request for Proposal: LATERAL FILING SYSTEM 2015**

**Date Issued: 12-17-14**

PROPOSALS SHALL BE ACCEPTED UNTIL: TUESDAY, JANUARY 20, 2015, AT 2:00 P.M. LOCAL TIME.

**Specification  
Contact:**

**WES WAGNER**  
 Department of the County Clerk  
 636-797-5002  
 wwagner@jeffcomo.org

**Contract  
Contact:**

**VICKIE PRATT**  
 Department of Administrative Services  
 636-797-5380

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

**SAMPLE ENVELOPE**

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

**Contract Term:  
upon approval by  
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. This Proposal, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. 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:**

HEUBEL MATERIAL HANDLING INC. JOHN P. CARUSO  
 Company Name Authorized Agent (Print)  
13670 RIDER TRAIL NORTH John P. Caruso  
 Address Signature  
ST. LOUIS, MO 63045 GOVERNMENT GROCERY SPECIALIST  
 City/State/Zip Code Title  
314 267 5321 1/8/2015 430812352  
 Telephone # Date Tax ID #  
JCARUSO@HEUBEL.COM 314 739 -4555  
 E-mail Fax #

## TABLE OF CONTENTS:

<b>Legal Notice and Request for Proposal</b>	<b>Page 1</b>
<b>Table of Contents</b>	<b>Page 2</b>
<b>Proposal Requirements</b>	<b>Page 3</b>
<b>Proposal Form and Contract</b>	<b>Page 5</b>
<b>Affidavit</b>	<b>Page 9</b>
<b>Specifications</b>	<b>Page 11</b>

## \*REQUIRED DOCUMENTS\*

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid.  
(County must be added as additional insured if awarded)
- 2a. Proof that Bidder does not owe delinquent real or personal property in Jefferson County (tax receipts for past 3 years)  
Obtain receipts at <http://jeffersonmo.devnetwedge.com>  
Or
- 2b. A notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation (pages 9 & 10).
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive (Bidder is required to complete company information and execute signature).
- 5. Cooperative Bid Form (last page)
- 6. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)

**\*BIDS WILL BE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED**

**Heubel**  
**Material Handling, Inc.**

6311 N.E. Equitable Road, Kansas City, MO 64120

Dealer  
of Distinctive Lifts  
**B**  
2014

January 13, 2015

Department of the County Clerk  
Wes Wagner  
729 Maple Street  
PO Box 100  
Hillsboro, MO 63050

**AFFIDAVIT**

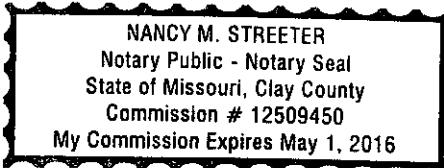
Heubel Material Handling, Inc. does not own any real or personal property in Jefferson County, Missouri.

*Margaret Lee*

Margaret Lee  
Vice President

*Notary - Nancy M. Streeter*

1-13-2015



	ADMINISTRATION	SALES & RENTALS	PARTS & SERVICE
TELEPHONE	(816) 231-7780	(816) 231-6900	(816) 241-4177
FAX	(816) 379-7399	(816) 241-4217	(816) 241-2240

*gac*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/09/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS 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 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 MARSH USA Inc. 507 PLUM STREET, SUITE 110 SYRACUSE, NY 13204 Attn: UPSTATE.CERTREQUEST@MARSH.COM Fax: 212-948-0931	CONTACT NAME: PHONE (A/C. No. Ext):	FAX (A/C. No.):	
	E-MAIL ADDRESS:		
021219-HEUBL-GAWUP-14-15  INSURED HEUBEL MATERIAL HANDLING, INC 6311 NE EQUITABLE RD. KANSAS CITY, MO 64120	INSURER(S) AFFORDING COVERAGE		
	INSURER A: Tokio Marine America Insurance Company ("TMAIC")		NAIC # 10945
	INSURER B: Mitsui Sumitomo Insurance USA Inc		22551
	INSURER C: Mitsui Sumitomo Insurance Co. of Amer.		20362
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES		CERTIFICATE NUMBER:		NYC-006755931-13		REVISION NUMBER: 2
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED 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	ADD'L SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CLL6403806-04 "\$2,000,000 EA OCC PROD ONLY "\$200,000 EA OCC PROD ONLY "\$5,000 ALL OTHER"	08/01/2014	08/01/2015	EACH OCCURRENCE \$ 1,000,000
	X COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (EA occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	X SIR: The Raymond Corp.					PERSONAL & ADV INJURY \$ 1,000,000
	X SIR: Raymond-Muscantine, Inc.					GENERAL AGGREGATE \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:		PRODUCTS - COMP/OP AGG \$ 2,000,000				
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		\$				
B	AUTOMOBILE LIABILITY		BVR8405419 COMP/COLL DEDUCTIBLE: \$3000	08/01/2014	08/01/2015	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000
	X ANY AUTO					BODILY INJURY (Per person) \$
	X ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	X HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
						\$
A	X UMBRELLA LIAB		CU 6403819-04	08/01/2014	08/01/2015	EACH OCCURRENCE \$ 10,000,000
	X EXCESS LIAB					AGGREGATE \$ 10,000,000
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N N	WCP9112197	12/31/2014	12/31/2015	X WC STATUTORY LIMITS   OTHER \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NY)					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

DEPARTMENT OF THE COUNTY CLERK IS INCLUDED AS ADDITIONAL INSURED WHERE REQUIRED BY WRITTEN CONTRACT WITH RESPECT TO GENERAL LIABILITY. WAIVER OF SUBROGATION IS APPLICABLE WHERE REQUIRED BY WRITTEN CONTRACT.

## CERTIFICATE HOLDER

## CANCELLATION

DEPARTMENT OF THE COUNTY CLERK JEFFERSON COUNTY MISSOURI 729 MAPLE STREET HILLSBORO, MO 63050-0100	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 of Marsh USA Inc. Matthew Reed

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## PROPOSAL REQUIREMENTS

Bidder shall initial all pages and return where the Bid Document denotes

"BIDDER'S INITIALS: AC"

### A. PROPOSAL SUBMISSION:

Submit proposal form in triplicate (three copies) with specification pages, if applicable. No facsimile or electronic proposals shall be accepted and shall be rejected. A fully executed Affidavit is required by Section 285.530 RSMo and shall be submitted with the proposal form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the proposal being rejected. Vendor shall comply with the requirements of Sections 285.525 to 285.555 of the Revised Statutes of the State of Missouri. If any part of the work is subcontracted, each subcontractor shall comply with the same requirements of this specification. No contractor shall knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri. Vendor and any of its subcontractors, shall, by sworn affidavit and provision of documentation, affirm their enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Vendor and its subcontractors shall also sign an affidavit affirming that they do not knowingly employ any person who is an unauthorized alien.

Prevailing Wage Vendor and its subcontractors shall pay not less than the prevailing hourly rates of wages, as determined by the Labor and Industrial Relations Commission of Missouri. Vendor shall abide by the most current Annual Wage Order published by the Missouri Department of Labor and Industrial Relations or other similar resources and publications. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

### B. BASIS OF PROPOSAL AWARD:

Award may be made on an item-by-item basis to the lowest and best proposals or award may be made to the lowest and best proposal total, whichever is in the best interest of the County. County may reject any or all proposals for any reason and may waive any informality. Proposals submitted from a Missouri State Contract shall include a copy of the State Contract with the proposal.

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no proposal or proposals have been awarded by the County Council within forty-five (45) days following the opening of the proposal then all proposals will be deemed rejected.

### C. PROPOSAL PREPARATION:

1. Vendors are responsible for examination of drawings, specifications, schedules and instructions.
2. Each Vendor shall furnish the information required by the invitation. The vendor shall sign all required documents. All deletions and erasures shall be initialed
3. Alternate proposals for supplies or services other than specified shall not be considered unless authorized by invitation.
4. Vendor shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the Request for Proposal.
5. When specified, samples must be timely submitted and at no expense to the County.
6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

### D. MODIFICATION OR WITHDRAWAL OF PROPOSALS:

Proposals may be modified or withdrawn prior to the exact hour and date specified for receipt of proposals, provided the modification or withdrawal is in writing and is delivered in the same manner as a proposal submission.

### E. LATE PROPOSALS:

It is the responsibility of the vendor to deliver his proposal or proposal modification on or before the date and time of the proposal closing to the Department of the County Clerk of Jefferson County. Proposals received late will be rejected and returned unopened to the vendor.

### F. PROPOSAL DEPOSITS/BONDS:

Proposal Deposits/Bonds are not required unless specified in the Specifications. Proposal deposits/Bonds must be in the exact amount as stipulated in the bid.

### G. MATERIAL AVAILABILITY:

Vendors must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of proposal and delivery time. It is the responsibility of the vendor to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

### H. ALTERNATE PROPOSALS:

Where required, vendors must submit complete specifications on all alternate proposals with the proposal form. Alternate proposals without complete specifications may be rejected. Alternate proposals and exceptions to proposal clauses must be clearly noted on the proposal form. The County may accept or reject alternate proposals; whatever is most advantageous to the County.

**I. INCORPORATION OF DOCUMENTS:**

The terms of the proposal invitation, proposal specifications, proposal form are and shall be incorporated into the contract as if fully setout therein. The Proposal, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

**J. ADDENDA:**

Addenda to proposal specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda's prior to submission of proposal forms. Verification is made by contacting the Department of Administrative Services or by reviewing the County Web Site. ([www.jeffcomo.org](http://www.jeffcomo.org)).

**K. INSURANCE:**

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at it's own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

**A. ( X )Required ( ) Not Required      Comprehensive General Liability Insurance**

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

**B. ( X )Required ( ) Not Required      Professional Liability Insurance**

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

**C. ( X )Required ( ) Not Required      Worker's Compensation Insurance:**  
per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statutes of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

**L. PROPOSAL OPENINGS:**

Proposals will be publicly opened and read aloud at the time indicated on page 1. The vendors and the public are invited but not required to attend the formal opening of the proposals. No decisions relating to the award of a contract or agreement will be made at the opening.

**M. PROPOSAL TABULATIONS:**

Proposal Tabulations will be available 5 to 7 business days following the proposal opening. Proposal submissions are open for public review at the time of the proposal opening. Proposal tabulations are posted on the County's web-site address, [www.jeffcomo.org](http://www.jeffcomo.org), under the services tab, Invitation for Bid/Request for Proposal link. **NO COPIES** of proposal tabulations are sent to vendors.

## PROPOSAL FORM AND CONTRACT

### **A. PROPOSAL REPRESENTATIONS:**

The vendor, by executing the proposal form certifies that:

1. The proposal complies with Request for Proposal, Form and Proposal Specifications.
2. The vendor is not debarred or suspended from participation in Federal Assistance programs.

### **B. TAXES:**

No bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective bidder may be required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <http://jeffersonmo.devnetwedge.com/> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

**Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property, or that the bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective bidder provides proof that the bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.**

### **C. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

1. The prices in the proposal shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Vendor or other person.
2. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Vendor prior to opening; or
3. No attempt has been made or will be made by the vendor to induce any other person or firm to submit or not to submit a proposal.

### **D. PRICE:**

The price(s) specified in this proposal shall be firm and not subject to contingency or reservation. The vendor represents prices specified in the proposal do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the vendor's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. **Proposal prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.**

### **E. MISSOURI DOMESTIC PRODUCT PROCUREMENT ACT:**

Vendor represents that the goods provided comply with Sections 34.350 to 34.359, RSMo, known as the Domestic Product Procurement Act. The act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Vendor shall include proof of compliance with the Act with the proposal.

### **F. NON-EXCLUSIVE AGREEMENT:**

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

### **G. DEFINITIONS:**

1. The term "County" means the Jefferson County, Missouri and its designated representatives.
2. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
3. The term "RFP" means Request for Proposal.
4. The term "Agreement/Contract" means Binding Agreement, Contract, Request for Purchase, Order.

### **H. INSPECTION, ACCEPTANCE AND APPROVALS:**

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions

from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

**I. WARRANTY:**

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

**J. PAYMENT:**

County will pay Supplier for goods upon delivery to, submission of certified invoices and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

**K. CHANGE ORDER:**

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

**L. DELIVERIES:**

Deliveries shall be made in strict accordance with any delivery schedule contained in the proposal specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

**M. RESPONSIBILITY FOR SUPPLIES:**

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

**N. SUBCONTRACTS:**

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

**O. CHOICE OF LAW:**

This proposal and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

**P. TERMINATION:**

1. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County. Termination shall be affected by delivery to Supplier of a Notice of Termination specifying the extent to which performance of work is terminated and the date upon which such termination becomes effective. If such notice does not state termination is pursuant to subparagraph 2, 3, or 4 of this paragraph, County shall have the right to so indicate within thirty (30) days. If no notice is delivered within the thirty (30) day period, or such longer periods as is mutually agreed to by the parties, the original Notice of Termination shall be deemed to be issued pursuant to subparagraph 1 of this paragraph.
2. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability.
3. **Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective bidder provides proof that the bidder does not owe delinquent real or personal property, or that the bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or**

**proof shall be provided that the bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective bidder provides proof that the bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.**

4. Default: County may terminate the whole Contract or any part in either of the following circumstances:

- If supplier fails to deliver the items required by the contract within the time specified; or
- If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
- In the event of the Supplier's non-compliance with the provisions as set forth. This Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

**Q. NOTICE AND SERVICE THEREOF:**

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the proposal form.

**R. CONTRACT TERM:**

Performance shall be governed solely by the terms and conditions as set forth in the Request for Proposal, Proposal Specifications, Proposal Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

**S. COMPLIANCE WITH APPLICABLE LAWS:**

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended.

**T. ACTS OF GOD:**

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

**U. SELLER'S INVOICES:**

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

**V. APPROVAL:**

It is agreed the acceptance of a proposal shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council and County Counselor.

**W. INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:**

Indicate:  Individual:  Partnership:  Corporation.

Incorporated in the State of MISSOURI.

**X. LITIGATION:**

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

**Y. LANGUAGE:** Bids and all related documents will only be accepted in the English Language.

THE INVITATION FOR BID / REQUEST FOR PROPOSAL NOTICES ARE POSTED ON THE JEFFERSON COUNTY, MISSOURI WEBSITE AT [WWW.JEFFCOMO.ORG](http://WWW.JEFFCOMO.ORG) LOCATED UNDER THE SERVICES TAB, INVITATION FOR BID / REQUEST FOR PROPOSAL LINK.

**SPECIFICATION**  
**CONTACT**

**WES WAGNER – COUNTY CLERK- 636 797 5002**

## AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now John P. CARUSO (Name of Business Entity Authorized Representative) as Government Sales Specialist (Position/Title) first being duly sworn on my oath, affirm HELPER MATERIAL HANDLING INC (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to Lateral Filing System 2015 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that HELPER MATERIAL HANDLING INC (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to Lateral Filing System 2015 (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

*In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)*

John P. Caruso  
Authorized Representative's Signature

JOHN P. CARUSO  
Printed Name

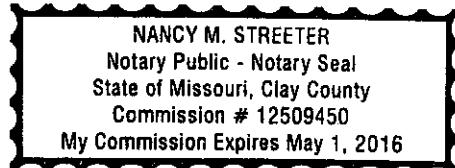
GOVERNMENT SALES SPECIALIST 1/8/2015  
Title Date

Subscribed and sworn to before me this 8<sup>th</sup> of Jan. 2015. I am  
(DAY) (MONTH, YEAR)

commissioned as a notary public within the County of Clay, State of  
(NAME OF COUNTY)

Missouri, and my commission expires on May 1, 2016.  
(NAME OF STATE) (DATE)

Nancy M. Streetter Jan. 8, 2015  
Signature of Notary Date



**AFFIDAVIT OF WORK AUTHORIZATION**  
(Continued)

**CURRENT BUSINESS ENTITY STATUS**

I certify that HEUBEL MATERIAL HANDLING INC. (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

John P. Caruso  
Authorized Business Entity  
Representative's Name  
(Please Print)

John Caruso  
Authorized Business Entity  
Representative's Signature

HEUBEL MATERIAL HANDLING INC. 1/8/2015  
Business Entity Name Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

Enroll and participate in the E-Verify federal work authorization program  
(Website: <http://www.dhs.gov/e-verify>;  
Phone: 888-464-4218; Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION**

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This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 43 CFR Part 12, Section 12.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). For further assistance in obtaining a copy of the regulations, contact the U.S. Department of the Interior, Acquisition and Assistance Division, Office of Acquisition and Property Management, 18<sup>th</sup> and C Streets, NW, Washington, D.C. 20240.

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS)**

(1) The prospective participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

(2) Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

John P. Ciruso HAUBER MATERIAL HANDLING INC.

Name and Title of Authorized Representative

Signature

Date



## Instructions for Certification

1. By signing and submitting this proposal, the prospective participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and / or debarment.
3. The prospective participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "participant", "person", "primary covered transaction", "principal", "proposal" and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage Sections of rules implementing Executive Order 12549.
5. The prospective participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion", without modification, in all covered transactions and in all solicitations for covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency.

## SPECIFICATIONS

### **Lektriever Model 120 Electric Lateral File (ELF)**

#### **PART 1 – PRODUCTS**

##### **LEKTRIEVER 120 ELECTRIC LATERAL FILE (ELF) EQUIPMENT**

###### **A. Manufacturers:**

1. These specifications shall be based upon Kardex Remstar Lektriever 120 ELF units.
2. The following manufacturers are approved provided they meet the following requirements from which deviations will not be permitted:
  - a. White Systems
  - b. Hanel Storage Systems
3. The Kardex Remstar Lektriever 120 ELF unit shall meet the design requirements and deviations will not be permitted:
  - a. Each unit shall be 116.02 inches wide by 100.4 inches tall with 16 carriers per unit.
  - b. Each unit shall have multipurpose carriers.
  - c. Each unit shall be provided with a 2 year written FACTORY warranty. (Dealer or distributor warranties are not acceptable.) Two year warranty cover all parts and labor as long as preventative maintenance is done at 6, 12 and 18 month intervals.
  - d. All ADA requirements shall be met including reach requirements.
  - e. Each unit shall be equipped with an emergency stop button (mushroom shaped) on the left and right side of the unit.
  - f. All service and maintenance shall be from removable panels in the front of the unit; service access shall not be allowed from the rear or the sides. Zero clearance shall be required on the left and right side of the unit.
  - g. Entire unit shall be TUV listed.
  - h. Maximum overall unit depth with work counter shall not exceed 60 inches. Work counter adds 11.8" to over all depth of unit.

###### **B. Components:**

1. General Construction:
  - a. End frames shall be manufactured as integrated assemblies and shall be shipped to the site in complete form. End frame panels and reinforcement channels shall be manufactured from 16-gauge steel. Outside panels (skins) shall be manufactured from 18-gauge steel. Doors shall be manufactured from 19-gauge steel. Base and frame components shall be manufactured from 12-gauge steel. Tracks shall be manufactured from 20-gauge steel. Panels shall be secured internally to prevent un-authorized access by panel removal. Doors shall be of a two-section counter balance design and shall be lockable with the work counter in any position. A steel roof panel to prevent dust and dirt contamination shall be provided for the top of the unit.

2. Carrier Construction

- a. Carrier bodies shall be manufactured from 16-gauge steel. Carrier ends shall be manufactured from combination 16-gauge steel. All sides of the carriers shall be reinforced with hat channels or through the use of welded dividers. Carriers shall facilitate removal with the dismantling of the unit. Carrier suspension arms are of a design, which promotes even weight distribution and reduced vibration. Suspension guide wheels shall be permanently attached to suspension arms and manufactured from nylon.

3. Ergonomic Factors

- a. The control location shall be within arm's reach when sitting or standing at the work counter. With the work counter in the seated position, the bottom surface of the work counter shall be 28.0" from the floor and the top surface shall be 29.5" from the floor. In the standing position, the bottom of the work counter shall be 37.9" from the floor and the top surface shall be 39.4" from the floor.

4. Tracking System

- a. The tracking system shall be of a full-circumference design to minimize noise and reduce wear. The tracking system shall be of an offset parallel design to provide maximum stability and rigidity when the carrier is presented in the access opening. This also shall permit the inclusion of odd numbers of carriers. Track curves shall be elliptical to provide for a compact overall design. Noise level shall not exceed 60 decibels for a loaded unit.

5. Braking System

- a. The braking system shall be of solid-state, dynamic design. Unit design shall feature electronic circuitry, which shall increase the motor speed from the stop position to operational cycle speed and shall smoothly decelerate the motor in two steps to the stop position.

6. Drive Mechanism

- a. The conveyor chain shall be 1" ASA 80, pre-stretched and matched at the factory. Conveyor chain for both end frame assemblies shall be made from the same production batch of chain. The chain shall have a 7:1 safety factor and a tensile strength of 14,500 pounds. The motor shall be 1.341 HP AC (1.0KW) geared motor with a two speed motor controller and of constant power design. The drive chain shall be 5/8" ASA 0. The complete end frame drive assembly shall be factory tested in operation simulation test fixtures to ensure smooth running prior to shipment.

7. Conveyor Imbalance

- a. The conveyor system shall be capable of transporting loads up to 326 pounds of maximum imbalance condition.

8. Power Requirements

- a. Standard power required shall be single phase grounded electrical service of 16 amperes with a voltage of 110 VAC at 60 Hz. Average power consumption when the unit is running shall be 1.25kw and 0.5kw when the unit is idle. Power Cord Specifications: 12-gauge wire, to be obtained locally.
- b. No other power source than 110 VAC at 60 Hz is acceptable.

9. Cycle Time

- a. Average cycle time shall be 7.00 inches per second.

10. Weight Limit

- a. Maximum weight of empty unit shall be no more than 3000 pounds
- b. Maximum weight of fully loaded unit shall be no more than 8200 pounds

**11. Carrier Positions**

- a. Carriers shall be selected from the keyboard console of the unit, which operates the drive assembly. Carrier selection shall be achieved via an electronic digital proximity sensor, which shall locate and count rotating carriers and carrier levels. The position system shall be of a maintenance free design.
- b. A method of operating the unit manually (without power) shall be provided. Units shall have the ability to be manually rotated by the use of a hand crank. If during hand cranking the power is returned to the unit, it (the unit) shall remain non-operational by means of a micro switch interrupt caused by the hand crank attachment.

**12. Control Maintenance Access**

- a. Access to control boards and electronics shall be achieved through a hinged access panel below the work counter. It shall facilitate the easy exchange of boards and individual components.

**13. Finish**

- a. Any proposal shall include finish and color selection.
- b. Interior and exterior surfaces shall have a powder coat finish that is fast drying and free from lead and chromate. Minimum coat thickness shall be 0.5 to 1.0 mil. Carriers and other internal components shall be finished in a highly abrasive resistant baked enamel with a minimum coat thickness of 0.5 to 1.0 mil.

**14. Controls**

- a. Operating instructions shall be included with delivery of unit.
- b. The unit shall be equipped with microprocessor controls that enable the operator to start, stop and completely direct the operation of the unit.

**15. Keyboard Control Console**

- a. The keyboard controller shall provide complete control for scanning or selecting media stored in the unit. The standard controller shall include up and down keys for manual carrier selection, three-digit LED display with  $\frac{1}{2}$ " high characters, numeric keyboard for direct carrier selection via the shortest route, start/restart key, stop/interrupt key and an index grid.
- b. The keyboard shall be located in the center of the work counter or in the movable magnetic matchbox control for ease of operation. The keyboard in the work counter shall be recessed into the surface and have sufficient design to protect the keys from being inadvertently depressed.
- c. A level shall be selected by entering the carrier number and depressing the green down arrow key. The unit shall retrieve the selected carrier to the access opening, choosing the shortest direction. The display shall flash when an invalid selection is made and await new input.
- d. The ability to scan levels through use of the "Up or Down" arrows shall be possible at any time. The unit shall stop when the carrier is positioned at the work counter level when an arrow key is released.
- e. During rotation of the unit, it shall be possible to stop the rotation of the carriers by depressing a designated key. The unit shall stop when the carrier is positioned at the work counter level when an arrow key is released.
- f. The unit shall stop immediately if any of the safety devices are activated. A coded display shall identify the interrupted safety circuit in the keyboard display window. The display shall be cleared when the interruption is no longer present and the green down arrow with the flashing LED is depressed.

**16. Main Control Panel**

- a. In addition to the keyboard, there shall be a main control panel featuring the following: illuminated on/off switch for overhead fluorescent light and digital safety status display with single digit numeric code for safety interrupt diagnosis.

17. Control Circuits

- a. The control circuits shall be of a solid-state design and modular in concept. The control circuits shall be readily accessible at the front of the unit. The keyboard control and other major electronic components shall be designed to be easily removed or replaced.

18. Safety Features

- a. All units shall employ a safety system that continually monitors the proper operation of the unit and prevents the operation of or immediately stops the unit if any safety interrupt is detected. All safety circuits shall be of a "fail-safe" design. Two stopping systems shall be incorporated to provide redundancy. Maximum safety stopping distance of the conveyor system shall be +/- 0.59".
- b. The safety system shall include as standard of every unit:
  - i. Two (2) emergency stop buttons located on each side of the unit
  - ii. Full safety light curtain in the access opening
  - iii. Mechanical trip bars at the top and bottom of the access opening shall be an integral part of the door assembly
  - iv. Micro switch interrupt shall prevent machine operation if the doors are not completely open
  - v. Micro switch interrupt shall prevent machine operation if the maintenance access panel is not totally secure
  - vi. Micro switch interrupt shall prevent machine operation if the hand crank is in place. If any of the above mentioned safety circuits is interrupted, the unit shall stop movement and the operator shall be notified via an alpha numeric display in the control panel showing a safety status code identifying the interrupted circuit

19. Work Counter

- a. The work counter shall be a mechanically adjustable work counter capable of being located in either a seated or standing position. It shall be covered in plastic laminate with a rounded front edge. The work counter shall extend across the full width of the unit and be 11.8" in depth. This shall be accomplished without disconnecting or moving photocells. Doors shall be lockable in any height.
- b. An optional folding work counter may also be used to reduce wasted aisle space.
- c. An optional electrically adjustable work counter may be used for maximum flexibility. This work counter shall move to a standing or seating position by pushing a button.

20. Multi-Purpose Carriers for Maximum Flexibility

- a. Shall be divided universal carriers for letter file folder trays
- b. The carrier depth shall be 13.97 inches
- c. Each unit shall have a minimum of 1616 linear file inches
- d. Clear height of each carrier shall be 8.74 inches

21. Security

- a. Each unit must have a key lockable steel door that prevents access to all media in the unit. The door must be lockable whether the work counter is in the adjustable seated or adjustable standing position.
- b. Automatic closing security doors shall be available to protect sensitive and valuable files and items.
- c. Managers shall be able to set specific users with access rights to specific carriers in the unit. The doors shall remain closed until the carrier which an operator has permission to access is presented at the work counter for picking.
- d. After a pre-determined time, doors shall automatically close to secure the integrity of the stored items.

## PART 2 – EXECUTION

1. Delivery
  - a. Delivery shall be in original crates with manufacturer's labels intact.
  - b. Delivery and assembly on weekend and/or non-business hours preferred.
  - c. Damaged or deteriorated materials from shall be removed from site.
2. Installation
  - a. Use of only factory certified workmen to receive, unload, move and install this equipment will be permitted
  - b. Installation shall be completed according to manufacturer's current published instructions.
  - c. Assembly instructions shall be included with delivery of unit
3. Training
  - a. Provided on-site training for personnel. Training shall include all shift personnel (if any).

## PART 3 – WARRANTY/MAINTENANCE

1. Warranty/Maintenance
  - a. Additional warranty and maintenance agreement package options shall be submitted with bid for optional purchase.

TOTAL Cost \$ 30,491.12  
(must exclude shipping and delivery)

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this 11<sup>th</sup> day of February 2015:

HEUBEL MATERIAL HANDLING INC. County of Jefferson, State of Missouri  
Company Name

J.P. Caruso  
Signature  
JOHN P. CARUSO  
Print

Kenneth B. Waller  
Kenneth B. Waller County Executive

Company Address:

13670 RIDERTRAIL NORTH  
ST. LOUIS, MO 63045

Phone: 314 267-5321

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.

J.W. Waller  
County Auditor

APPROVED AS TO FORM

J.W. Waller  
County Counselor

## COOPERATIVE BID FORM

Bid Name: LATERIAL FILING SYSTEM 2015

**INSTRUCTIONS:** Bidders **MUST** fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

### COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

**Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?**

Yes  No \_\_\_\_\_

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

**Bidders are encouraged to extend contract prices to  
Municipalities and any other tax-supported entities.**

If agreeable to the above, state the **minimum** dollar value *per order* you will require from a Municipality or any other tax-supported entity (this shall not apply to Jefferson County, Missouri Government, Departments or Divisions):

MINIMUM DOLLAR VALUE PER ORDER: \$ 100.00

BY: JOHN P. CARUSO

TITLE: GOVERNMENT SALES SPECIALIST

COMPANY: HEUBEL MATERIAL HANDLING, INC.

### CONTACT INFORMATION FOR COOPERATIVE AGREEMENT

Phone (314) 267 5321 E-mail JCARUSO@HEUBEL.COM

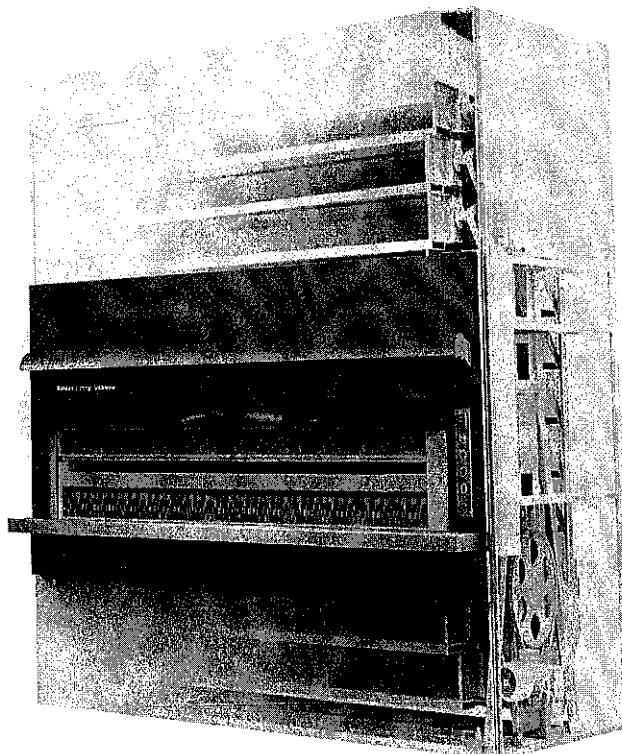
**THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO  
JEFFERSON COUNTY, MISSOURI**



**kardexremstar**  
authorized dealer

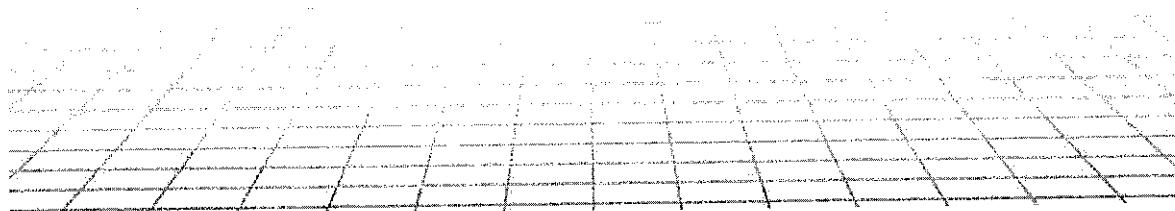
# Jefferson County Clerk

Model 120-1610W



Heubel Material Handling, Inc.  
John Caruso  
13670 Rider Trail North  
Earth City, MO 63045  
314-739-5002

**Heubel Material Handling, Inc.**



## Table of Contents

<u>COMPANY PROFILE: KARDEX REMSTAR</u>	<u>3</u>
<u>RELEVANT EXPERIENCE</u>	<u>7</u>
<u>AUTOMATION &amp; STORAGE SOLUTIONS – WHAT CAN WE DO FOR YOU?</u>	<u>8</u>
<u>LEKTRIEVER VERTICAL CAROUSEL EQUIPMENT SPECIFICATIONS</u>	<u>12</u>
STANDARD FEATURES	12
STANDARD SAFETY FEATURES	13
LEKTRIEVER CONTROL OPTIONS	14
OPTIONAL FEATURES	15
<u>WORK COUNTER OPTIONS</u>	<u>16</u>
<u>MODEL 120 CARRIER OPTIONS</u>	<u>17</u>
MULTIPURPOSE CARRIER	17
<u>UNIT SPECIFICATIONS</u>	<u>18</u>
<u>PRODUCT PRICING</u>	<u>19</u>
<u>WARRANTY STATEMENT –LEKTRIEVER VERTICAL CAROUSEL</u>	<u>20</u>

## Company Profile: Kardex Remstar

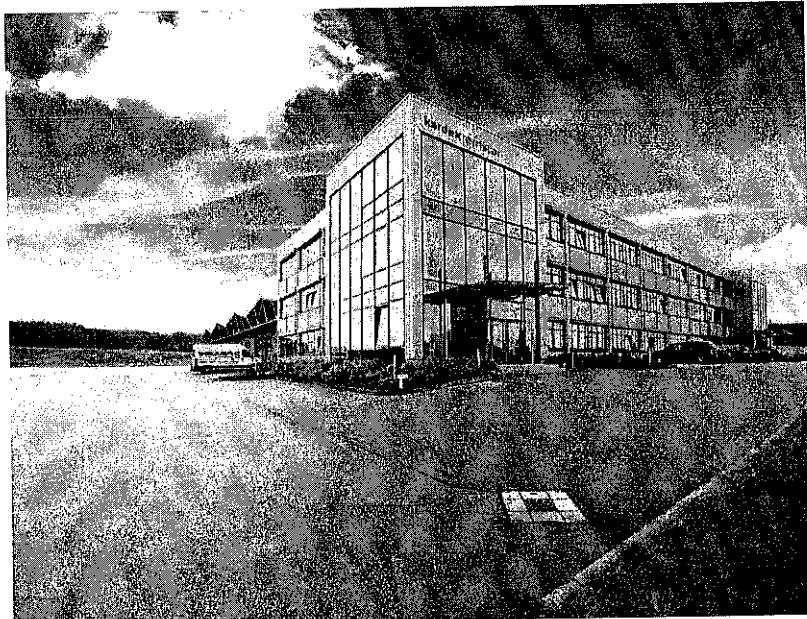
### Introduction

Kardex Remstar is one of the world's leading suppliers of automated storage and retrieval systems.

We have successfully installed more than 140,000 systems in manufacturing, distribution, warehouse, office and retail sectors since 1973 – proof of our ability and the commitment of our staff.

Applications are far reaching and include systems for kitting, small parts handling, controlled access, lean manufacturing, order consolidation, distribution, warehousing, MRO (maintenance & repair operations) and many more!

Industries that utilize Kardex Remstar solutions extensively include automotive manufacturing, automotive dealerships, electronic manufacturing, hospital supplies, medical device manufacturing, pharmacy automation, retail distribution and many more!



### Product Offerings Through Innovation

Kardex Remstar has become one of the industry leaders by combining flexible automated solutions with the industry's largest field service network and the largest selection of software and middleware available. Each one of our products has been designed to increase productivity and improve the efficiency of your work processes. Our tailor made solutions allow you to make optimum use of your storage space.

### Commitment to Product Excellence

From stand alone units to multimillion dollar systems, we are committed to exceeding your expectations. We are happy to provide a list of satisfied and happy customers and strongly recommend that they be called.

## Service, Support & Warranty Plans

Hundreds of factory-trained, licensed technicians are available with the parts you need when you need them... 24 hours per day, 7 days a week. The Kardex Remstar service commitment provides our customers' access to one of the largest service groups in our industry.

Kardex Remstar uses a combination of strategically located regional office based technicians, a central phone support staff and the extensive reach of our thoroughly invested dealer network combined with immediate access to spare parts to protect your mission critical operations, providing the highest up-time in the industry.

- Installation
- Planned Maintenance Agreements
- Customer Support Service Calls & Repair
- 24/7/365 Emergency Service Available



Kardex Remstar and our dealer partners stand behind the quality of our equipment and systems with exceptional warranties and support. Our standard warranty is two years of warranty on all machines, fully supported by dealers and backed up by the factory. Warranties may be extended to five years in length when equipment is maintained by scheduled and licensed preventative service according to factory instructions.

## In Our Company Ethics Are Not Optional

We voluntarily subscribe to the Ethics and Practices Code developed by the Material Handling Industry and we pledge to our customers:

- To do what we know is right and to refuse to do things that are wrong, just because others may do them.
- To produce products that meet or exceed the voluntary and regulatory standards of our industry.
- To sell only the features and benefits of our products and services,
- and not intentionally injure or damage the reputation of our fellow members or our competitors.
- To provide products and services that can meet your quality expectations.
- To promptly service any claims against our warranty.
- To reserve the right to tell you when our products or services are mismatched with your application.
- To respect the intent of our communications to you, which includes the language of our mutual contracts.
- To treat every customer equally, with the same respect and courtesy that we would expect ourselves.



## Global Resource

Kardex Remstar is part of the Kardex Group, and is among the top 10 largest providers of automated storage and retrieval solutions worldwide.

With international branches and representatives, Kardex Remstar has a local presence in many countries including the United States, Canada and Mexico.

As part of the Kardex Group with more than 1,000 employees, our customers benefit from our expertise, service, support and training.

## Corporate Office

41 Eisenhower Drive  
Westbrook, ME 04092-2032  
Phone: 800-639-5805  
Fax: 207-854-1610  
[www.kardexremstar.com](http://www.kardexremstar.com)

## Parent Company

KRI AG of Switzerland

## Product Offerings Include

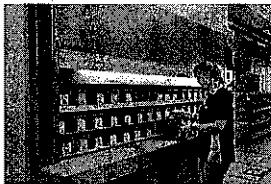
Megamat® Vertical Carousels  
Shuttle® Vertical Lift Modules  
Element® Vertical Lift Modules  
Horizontal Carousels  
Lektriever® Vertical Carousels  
Power Pick® Global Inventory Management Software

## Kardex Remstar At a Glance

Category	Kardex Remstar Strengths
Installation Base	140,000 + Installations Worldwide
Parent Company	Kardex AG, Zurich, Switzerland
Modern Materials Ranking	Among the Top 10 Largest Material Handling Companies In The World
Longevity	40 + Years in the U.S.
Engineering & Factory Support	Kardex Remstar Provides Our Clients With The Largest Pre Sale And After Sale Support Staff In The Industry. International and Cross Functional Teams Based in the U.S. and Germany.
Certified Technicians	500+ Throughout North America
Customer Support Capabilities	Field Service, Hardware Support Agreements, Software Support Agreements, Product Enhancement Services, Spare and Replacement Parts Services, Training Service & Site Audits
1-800 Technical Support	Kardex Remstar Offers Technical Support By Phone As A Second Line Of Defense For Your Local Servicing Technicians
Kardex Remstar Installation & Service	All Kardex Remstar Equipment Is Installed & Serviced By Kardex Remstar Certified Technicians, Who Service & Install Only Kardex Remstar Equipment
Training	Kardex Remstar Will Work With Your Staff To Transfer Enough Knowledge For Basic Trouble Shooting Knowledge, Backed Up By Our 1-800 Support Service
24 X 7 Phone & On-Site Support	Kardex Remstar Offers Three Levels Of Life Cycle Management Packages. The Essential, Plus and Extra Service Agreement.
VLM & Carousel Focus	Exclusively on carousel-based systems
Special Applications	Nitrogen Purged Multiple Openings Cleanroom – Medical Cleanroom – Chip Manufacturing Robotic Interface Air Pressure Regulating Systems Light Directed Picking Customized Detachable Containers Refrigerated & Freezer Environments

## Relevant Experience

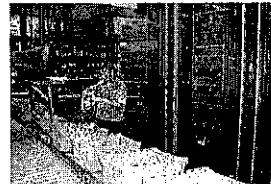
The following projects represent examples of the variety of customized work which Kardex Remstar has successfully undertaken in the past few years. Our growth has been accomplished through providing large systems, as well as the smaller system which have been the backbone of our company for over 20 years.



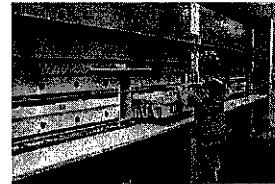
Megamat RS Vertical Carousel



Shuttle XP VLM



Horizontal Carousel



Lektriever Vertical Carousel

### George Harms Construction Company: Lektriever Vertical Carousel

Since 1960, George Harms Construction Co. has completed construction projects ranging from highways and bridges to landfills and runways, railroads and electrification, dams, pipelines, buildings, pole line construction, toll plazas and pump stations. With each new construction project comes a mountain of paperwork; from bids and estimates to approvals and invoices everything is documented.

With employee safety at the top of the list, George Harms Construction Co. installed two Lektrieurs in the accounts payable department, one Lektriever in the estimating department and one Lektriever ELF in the human resources department. With the new Lektrieurs all files are delivered to the employee at an ergonomic height. With an OSHA friendly design and in compliance with ADA standards, the Lektriever ELF delivers all stored files to an ergonomic work counter measuring 39 inches from the floor. Further, no ladder is required and there is no bending, reaching or stooping required by the employee to retrieve the file.

In addition to improved worker safety and ergonomics, George Harms Construction Co. increased filing capacity by 38% in the same footprint. The accounts payable, estimating and human resource filing

capacity grew by 2,707 lateral filing inches (LFI) providing a 38% increase in file capacity.

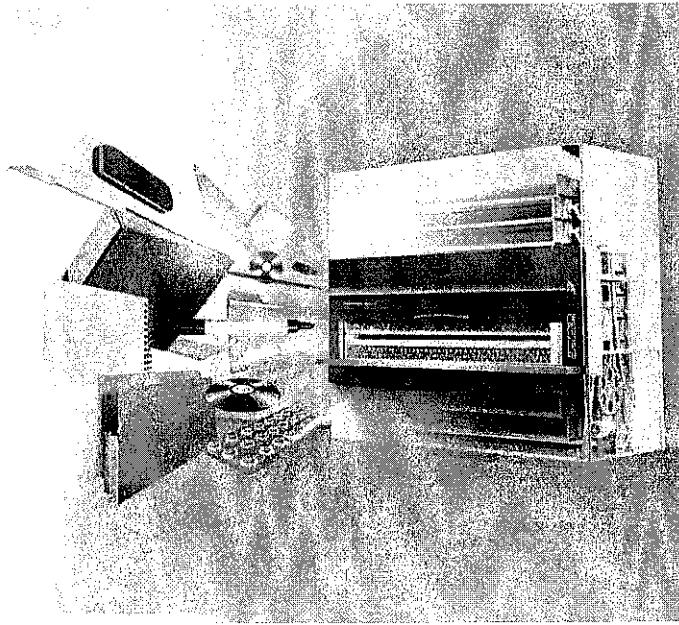


Installing the 4 Lektrieurs has allowed George Harms Construction Co. to improve worker safety and ergonomics, increase filing capacity and improve productivity. "The Lektriever ELFs fit into our company mission to provide our employees a safe work environment, make our processes more efficient and provide our customers the best possible service," says Gary Abadrabo, Chief Financial Officer

## Automation & Storage Solutions – What Can We Do For You?

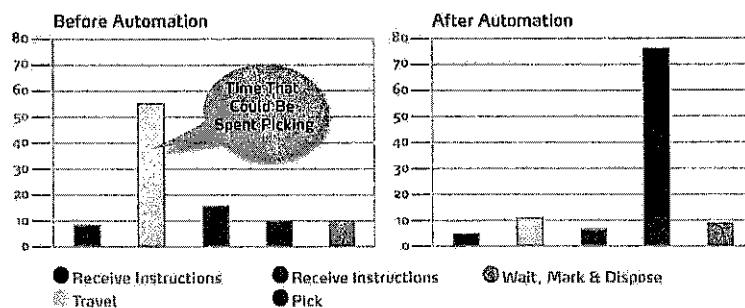
### The Principle

Paper records, files, stationery, CD/DVD, credit cards, library, and X-ray; light industrial applications, sample vials, artifacts, valuable collectors' items, guns, sports equipment, check books, certificates and licenses... we understand that companies have to contend with an ever-widening range of media. That's why we've developed solutions to suit any of these applications, which will save space, improve security and productivity, comply with the latest legislation, deliver a greener office environment and save you money.



The Lektriever Vertical Carousel is designed with shelves or drawers that rotate up or down via the shortest path, automatically delivering stored items to an operator at an ergonomically positioned pick window. Each unit is compatible with an entire suite of software and controls or can be used as a standalone solution.

The Lektriever Vertical Carousel is equipped with both personnel and product photocells for maximum safety. Stored goods are protected from unauthorized access by a lockable door. Security can be further increased with optional inventory management software providing password protection and transaction tracking for single or multiple items.



## Reduced Labor Costs

Automated storage and picking solutions allow operators to perform at higher levels. By delivering items directly to the operator, travel and search time commonly associated with shelving is drastically reduced. This allows the operator to spend more time picking, increasing overall productivity.

Due to reduced travel and search time in an automated storage and picking solution, picking from shelving that required several workers, often only requires one worker to handle the same volume. Automated storage and picking solutions are a great option when labor is scarce or unreliable. Typically, labor can be reduced by 2/3 while maintaining pick volume.

More often, facilities are choosing to maintain current labor levels when implementing automated storage and picking solutions to increase picking productivity – resulting in higher picking capacities without additional labor.

- Automate Material Processing Flow & Reduced Product Handling
- Ergonomic Bulk Handling
- Improved System Flexibility
- Accurate Inventory Control

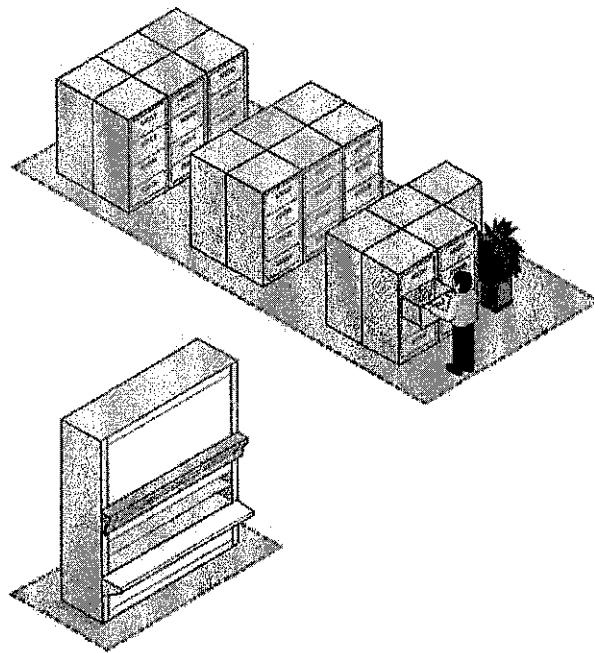
## Increased Retrieval Speeds

- By introducing automation in filing and storage, the Lektriever enables tasks to be carried out from one seated or standing location, without the need to move away from the workstation.
- Time and motion studies clearly show that productivity gains of over 100% are experienced by users of Lektrivers, when compared to manual systems such as drawer and lateral cabinets as well as static and mobile shelving.
- The Lektriever Vertical Carousel requires less training time as there is no need to memorize locations.
- Position lights provide increased accuracy by directing the operator to the location to pick or put, increasing picking speed and accuracy.
- Decreased employee fatigue by eliminating bending to pick up items from floor level shelves or reaching for top shelf items.



### Increased Space Utilization

- By taking advantage of cubic volume and not square area, the Lektriever automated vertical carousel optimizes floor space.
- The unit can be built right up to ceiling height, and when considered at the design stages of a building, can even be built to go through a number of floors while maintaining the same footprint.
- Compared to other solutions, it is one of the most efficient in terms of linear storage metres per square foot of floor space – up to twice as efficient as drawer and lateral cabinets.

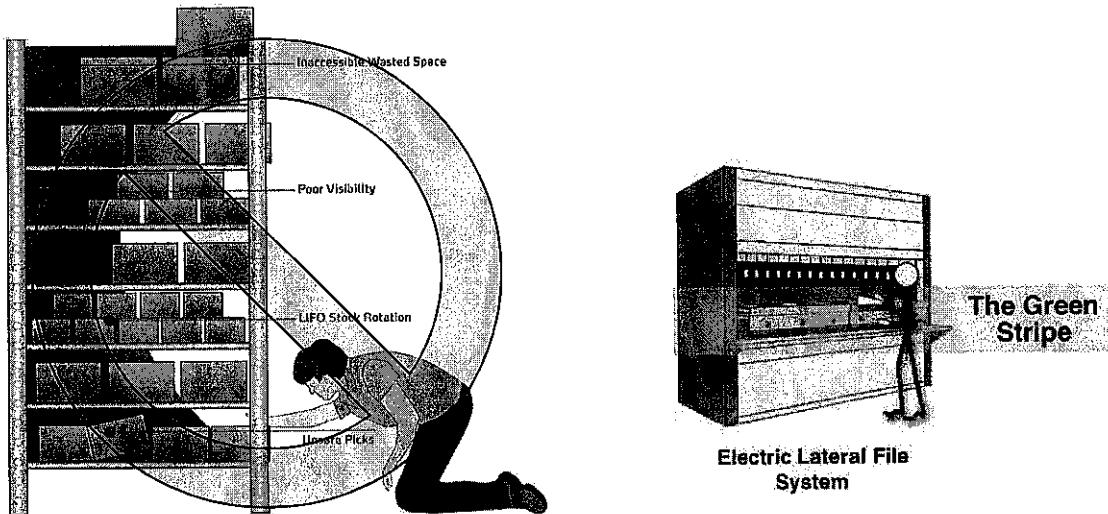


### Increased Control

- Reduced supervisory needs as employees have a small, well-defined work area and do not have to move between several locations.
- Storage activities can be computer driven to optimize picking and allow batch order processing.
- The use of log-on log-off passwords in conjunction with an automatic security door defines who is operating each piece of equipment and facilitates tracking and reports.
- Improved Replenishment Operations
- Software-Enhanced Reporting Capabilities
- Improved SKU Management (Slotting)
- Emergency hand crank gives you access to your stored material in case of a power outage.

## Increased Ergonomics

- The Lektriever Vertical Carousel's ergonomic design eliminates bending and reaching for stored items, the product is delivered to the operator.
- Work counter height can be designed to fit your end user's ideal ergonomic height.



## Modularity & Flexibility – A System That Can Grow With You

- Intermediate shelves can be added or adjusted as needed to fit your demands.
- The end frame panels can be split into multiple sections allowing height to be easily added or subtracted to meet future requirements.

## Aesthetics

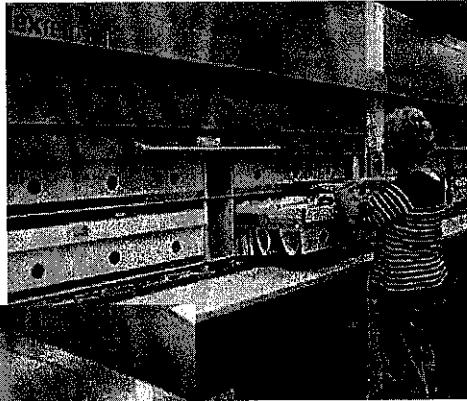
- Fully enclosed painted steel unit dramatically improves aesthetics over conventional shelving.
- Can be color-coordinated to match desired customer colors.

## Lektriever Vertical Carousel Equipment Specifications

### Standard Features

#### Mechanical Door

As standard our units include a self-counterbalancing, lockable dual panel sliding door, easy to open and close and protects stored goods from dust and unauthorized access. In addition the upper and lower panels of the access opening act as a mechanical security switches, In case of contact, the security circuit is activated affecting an intermediate stop of the unit operation.



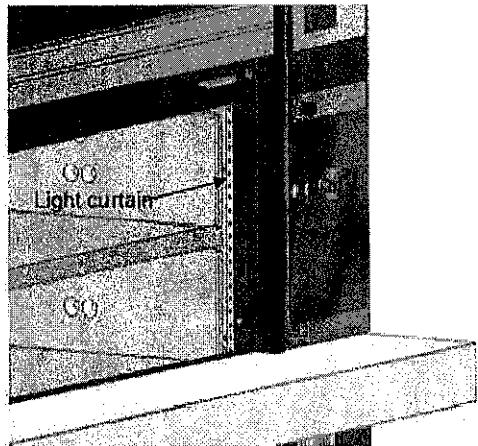
#### Emergency Hand Crank

A method of manually rotating the carriers (without power if necessary) is available by use of a hand crank. If during hand crank operation power is returned to the unit, it shall remain non-operational by means of a micro switch interrupt caused by the hand crank attachment.

## Standard Safety Features

All units include a safety systems which continually monitors the proper operation of the unit. Maximum safety stopping distance is +/-0.59". The Lektriever ELF Includes:

- Two Emergency Stop Button's
- Mechanical Safety Bars (an integral part of the door assembly)
- Infra-red Photocells (2 sets)
- Safety Switches for Lower Front Access Panel, Hand Crank, Opening & Overheating Motor
- Micro Switch Interrupts To:
  1. Prevent unit operation if the door is not completely open
  2. Prevent unit operation if maintenance access panel is not secure
  3. Prevent unit operation if hand crank is in place
- Safety Light Curtain: the access opening is secured by a safety light curtain. This will prevent a unit start when items are not properly stored in the unit, such as handing of product of pull out type carrier or drawer.
- Emergency Service Switch: The emergency service switch is used to operate the unit if there is a failure on the electronic control/keyboard, until the failure is corrected.



### Safety Light Curtain

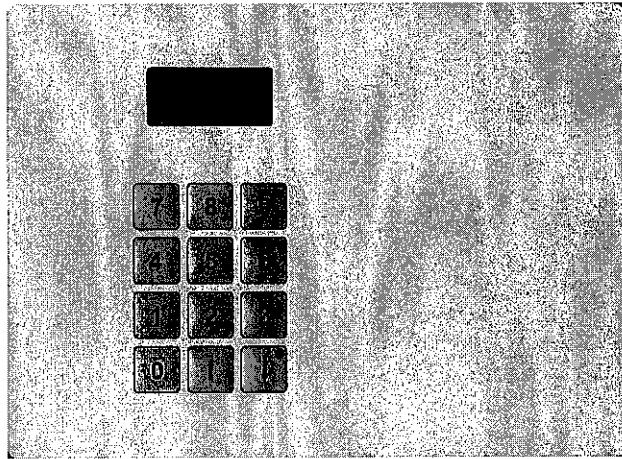
Both left hand and right hand sides of the access opening area feature a safety light curtain that brings the drive to a standstill immediately if anything or anyone should break the light curtain. The light curtain also prevents the stored goods from being damaged if they happen to protrude out of the storage space.

## Lektriever Control Options

### T-O Keyboard in Work Counter

The T-O control offers:

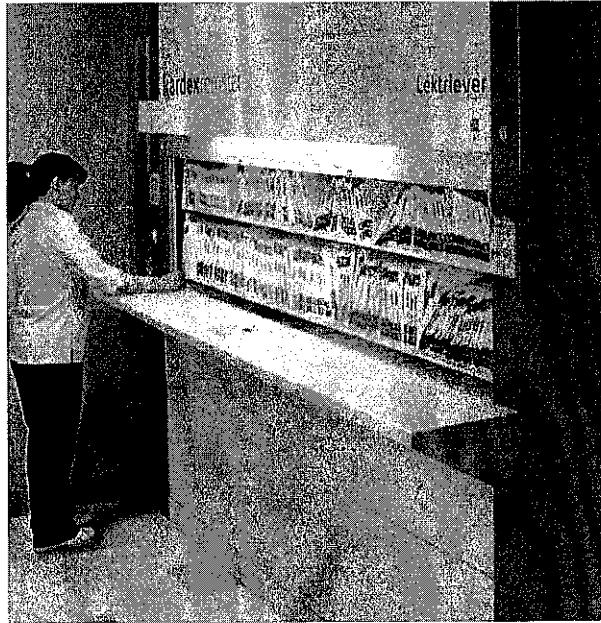
- Up & Down Keys for Manual rotation (carrier Selection)
- 3-Digit LED Shelf Level Display
- Numeric Keypad for Carrier Selection
- Selection via Shortest Route
- Programmable Carrier Offset
- Start/Restart, Stop Interrupt Buttons
- System Error Indication
- Firmware Revision Indication



## Optional Features

### Front Light

An optional front light can be ordered with the Lektriever Vertical Carousel. This front light illuminates the access point so that users can easily see to retrieve what they are looking for. This front light can be helpful when the unit is placed in a room with dim lighting.



## Work Counter Options

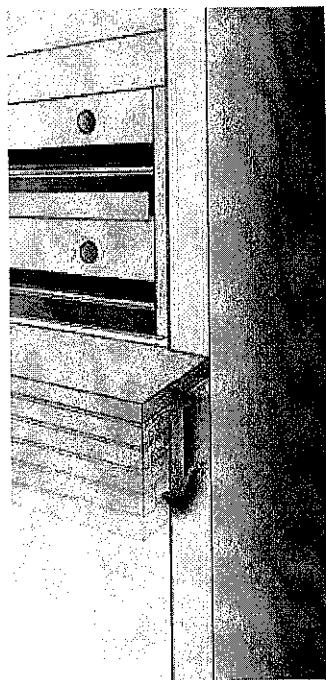
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### Mechanically Adjustable Work Counter

The MAWC is adjustable between the lowest seated height (29.5 inches) and the highest standing height (39.4 inches). The operator can adjust the counter in 2 inch increments anywhere in between. This allows any person, regardless of height, ergonomic access to stored goods.

The counter is easy to reposition and only requires one person for operation. Vertical movement is assisted by a helical torsion spring to minimize operator effort. The torsion spring stores mechanical energy to be used during the vertical movement requiring less manual effort for the end user. The release mechanism requires less than two pounds of force to disengage for vertical movement. The work counter is fully supported by steel reinforcement to eliminate any deflection of the work counter during the life of the unit.

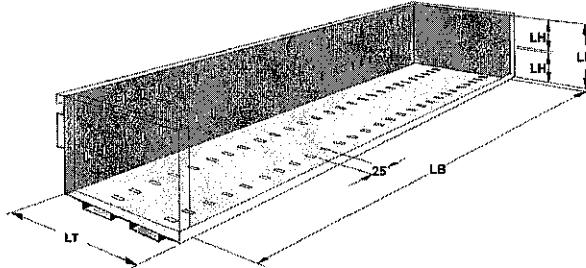
To further enhance operator ergonomics, the operator controls to adjust the work counter height and operate the machine can be located in the center of the MAWC or mounted to the side panel.



## Model 120 Carrier Options

### Multipurpose Carrier

A universal design allowing lateral, multi-tier or standard tray filing applications. Multipurpose Carriers accept dividers on 1" centers, distance rails, additional shelves, etc. and are designed to allow reconfiguration for other applications without removal or replacement of the carrier.



*Unit Model	Carrier Pitch	Clear Width / LB (in.)	Clear Depth / LT (in.)	Clear Height / LH (in.)	Max. Capacity (lbs.)	Carrier Weight (lbs.)	LFI Per Carrier
120W	10"	101.85	16.14	8.74	326	81.6	101
	11"			9.72	322	86.0	
	12"			10.71	322	88.2	
	13"			11.73	317	90.4	
	14"			12.72	310	98.1	
	15"			13.74	309	99.2	
	16"			14.72	308	100.3	

\*Unit Model 120, S = Standard Width, W = Wide Width, X = Extra Wide Width

## Unit Specifications

Jefferson County Clerk: Kardex Remstar Lektriever® ELF Equipment Specifications							
<b>Unit Specifications</b>							
Quantity of Carousels	:	1					
Model Number	:	120-1610W					
Overall Unit Width	:	116.02 inches (2947 mm)					
Overall Unit Depth (without posting board)	:	45.5 inches (1155 mm)					
Overall Unit Height	:	100.4 inches (2550 mm)					
Unit Weight Empty (includes carrier weight)	:	2937 lbs.					
Unit Weight - Fully Loaded	:	8153 lbs.					
Average Access Time (1/4 carousel revolution)	:	5.7 seconds					
Work Counter (posting board) Depth	:	11.82 in. (300 mm)					
Work Counter (posting board) Height	:	Mechanical Adjustable					
Access Opening Height	:	19.41 in. (493mm)					
<b>General Specifications</b>							
Base Unit includes lockable bi-parting door (unless automatic door has been chosen), dust cover/top, all safety circuits, safety light curtain, touch bars (upper and lower), motor, electronics and TUV label.							
Drive, Gear Motor	:	AC - Gear Motor - 1.5 kva					
Power Supply	:	110 Volts/1-60 Hz					
AMP Draw	:	16 AMP					
Maximum Imbalance Load	:	300 kg (660 lbs)					
Max. Total Load (including carrier dead weight)	:	4070 kg (8,973 lb)					
Top Tolerance at Balanced Load	:	+/-.15mm (.059")					
Cycle Speed	:	7.0 inches / second					
Average Power Consumption	:	2.0 KVA					
Noise Level	:	< 50 db(A)					
<b>Standard Safety Features</b>							
Expanded Error Indicator		Upper and Lower Mechanical Safety Bars (Doors)					
Safety Light Curtain		Safety Switches for Lower Front Access Panel and Hand Crank Opening					
<b>Additional Safety Feature</b>							
Emergency Service Switch							
E-Stop Both Sides							
<b>Standard Features Included in Base Unit</b>							
Electronics Located in the Bottom Access Panel		Top Dust Cover					
Hand Crank for Installation of Carriers and Service		Access for Service from Front					
Standard Bi-parting Door							
<b>Additional Features and Options</b>							
T-0 mounted in a Posting Board							
Galvanized Dividers							
Units can be placed side by side, or back to back. When a unit is to be installed through a ceiling or in a niche, free space of approximately 1.2" (30 mm) is required all around the unit.							
<b>Carrier Specifications</b>							
<b>Specifications Per Carrier</b>							
<b>Carousel's Carrier Configuration</b>	<b>Qty</b>	<b>Clear Height</b>	<b>Clear Width</b>	<b>Clear Depth</b>	<b>Max. Capacity</b>	<b>*Avg. Capacity</b>	<b>Carrier Weight</b>
Letter Lateral Carrier w/4 fixed dividers	:						
	:						
	:						
	:						
Multipurpose Carrier	16	8.74 in.	101.85 in.	16.14 in.	326 lb.	326 lb.	82
		0 in./level					
Total Linear Filing Inches (LFI) for 1 unit	1616						
Does not include carriers with additional shelves or drawers	:						
*Avg. capacity is based on a unit configured with one carrier type.							

## Product Pricing

### Quotation

# **kardexremstar**

41 Eisenhower Drive, Westbrook, ME 04092 - Phone: 662-582-7295

Customer:  
Jefferson County Clerk, Hillsboro,  
MO

Project:  
Model 120-1610W

In Reply Refer To  
Quote: JL-010915-01

Date: 1/9/2015

Quote Valid for 60 Days

Item	Catalog No.	Description	Quantity	U/M	List Unit Price	Extended List Price
0001	44044.6/37305.0	Lektriever, SYS 120-1610W, 116.02" O.A. Width X 45.47" O.A. Unit Depth (57.30" O.A. Depth Inluding Work Counter) X 100.39" O.A. Height, Unit to Hold	1.00	EA	\$ 23,442.00	\$ 23,442.00
0002	37855.4	Multipurpose Carrier	16.00	EA	\$ 418.00	\$ 6,688.00
0003	40738.7	Multipurpose Divider	32.00	EA	\$ 11.24	\$ 359.68
0004	531774.8	Front Light	1.00	EA	\$ 1,147.00	\$ 1,147.00
0005	6202220	Mechanically Adjustable Work Counter	1.00	EA	\$ 2,771.00	\$ 2,771.00
0006	350421-Table	T0 Control In Work Counter	1.00	EA	\$ 360.00	\$ 360.00
0007	540735.8	Emergency Service Switch	1.00	EA	\$ 466.00	\$ 466.00
0008	352435.0	E-Stop Button,	2.00	EA	\$ 183.00	\$ 366.00
0009	1180348	Carrier Content Guide	1.00	EA	\$ 71.00	\$ 71.00
0010	614696.3	Dirak Lock Set	1.00	EA	\$ 98.00	\$ 98.00
Government Equipment List Total						\$ 35,768.68
Government Discount @ 39.25%						\$ (14,039.21)
One Time Spot Reduction						\$ (1,738.36)
Government Equipment Net Total						\$ 19,991.12
0011	Tote	Tote, 15.5"D x8.25"w x 5" h	200.00	EA	\$ 15.00	\$ 3,000.00
0012	Freight	Estimated Freight To Hillsboro, MO	1.00	EA	\$ 2,000.00	\$ 2,000.00
0013	Install	Mechanical Installation & Operator Training.	1.00	EA	\$ 5,500.00	\$ 5,500.00
Project Net Total						\$ 30,491.12

Quote Prepared By: J.Lang

- Estimated delivery is 90-120 days ARO Unless Otherwise Noted Above.
- Mechanical and electrical installation to be non-union unless otherwise specified.
- Delay of work due to site obstructions, lack of electrical power, etc. could result in additional charges.
- Quote does not include the rental of a Forklift or Scissor Lift equipment which is required for installation purposes unless otherwise noted.
- 2 Year Product Warranty requires a regular scheduled maintenance checkup every 6 months while under warranty.

## **Warranty Statement –Lektriever Vertical Carousel**

Kardex Remstar warrants all new Lektriever Electric Lateral Files to be free from defects caused by substandard material or inferior workmanship. This liability is limited to the obligation to repair, or at Kardex Remstar's discretion, replace without charge any part found to be defective under normal wear and tear within two (2) years from the commencement of this warranty. The warranty period begins upon completion of installation, or within four (4) weeks of the originally scheduled delivery date of equipment, whichever date is first.

For an additional cost, Kardex Remstar offers an optional Extended Warranty on its vertical carousels. Lektriever Electric Lateral Files are eligible for up to five (5) total years of warranty (the standard two years plus three additional years of coverage). The extended warranty period is subject to the same terms covering inclusions, exclusions, invalidations, payment policies, and geographical scope that exist for the standard warranty period.

Kardex Remstar warranty coverage, both standard and extended, is contingent upon the complete performance of scheduled maintenance on the equipment. Scheduled maintenance must be performed at minimum biannually, including during the first two years, by Kardex Remstar Certified Technicians, and performance of that scheduled maintenance must be reported to Kardex Remstar promptly via your local Kardex Remstar dealer. For more information on extended warranty coverage, including the associated costs, please contact your Kardex Remstar dealer.

### **Lifetime Motor Warranty**

Under the terms of the warranty, Kardex Remstar will replace free of charge any vertical carousel drive motor that fails while using standard maintenance and operating conditions for the life of the carousel providing scheduled maintenance is completed biannually. To confirm that your machine meets these requirements, contact Kardex Remstar's Warranty Administrator.

### **Extent of Coverage**

This warranty pertains to all Kardex Remstar Lektriever Electric Lateral Files. This warranty is limited to the original purchaser of equipment and is not transferable.

### **Invalidation**

1. This warranty will be invalidated if any of the following occur:
2. The Kardex Remstar unit is operated outside the recommended parameters as specified in the operations manual and on the machine data plate.
3. The unit is modified in any way which is not authorized in writing by Kardex Remstar prior to the modification.
4. Scheduled maintenance is not carried out at least biannually (or as recommended by Kardex Remstar for individual application) by Kardex Remstar Certified Technicians.
5. 4. Any installation, service, relocation, or other work is performed by anyone other than Kardex Remstar Certified Technicians.\*
6. Scheduled Maintenance Checklist is not reported to Kardex Remstar within thirty (30) days of performance of scheduled maintenance.
7. The conveyor chains of the vertical carousel are not re-tightened within five (5) days of machine loading.

## Exclusions

The following are not covered under the scope of the warranty:

1. The replacement of fuses.
2. The replacement of fluorescent bulbs.
3. Ancillary equipment supplied by others, or damage caused by such equipment.
4. The replacement of lost, damaged, or broken keys.
5. Routine adjustments (e.g., photocells, microswitches, re-initialization of controls, belt/chain tensioning).
6. Damage or intermittent failure caused by connection to incorrect power supplies.
7. Damage caused by improper storage of materials within equipment.
8. Removal of obstructions internal or external to the unit (e.g., conveyors, dropped ceilings, computer floors).
1. Repairs necessitated by abuse, negligent care, deliberate damage, accident, fire, flood, power supply surges, riots, war, or acts of God.
2. Consequential damages.\*\*

## Geographical Scope

This warranty covers all 48 contiguous states, and Washington, D.C., and Canada. In Alaska, Hawaii, Puerto Rico and other worldwide locations, the warranty is the same, except that the warrantee is responsible for payment of the service technician's time and travel expenses to and from the nearest Kardex Remstar authorized service center, the cost of parts shipment and handling, and associated duties and customs fees.

The warranty is expressly in lieu of all other warranties, expressed or implied (including but not limited to the implied warranties of merchantability or fitness) and constitutes all of Kardex Remstar's liability in respect to its equipment.

\*While Kardex Remstar maintenance training classes are available to its customers for a fee, scheduled maintenance, if performed by Customer technicians for the purpose of maintaining the standard or extended warranty, must be done under the direct supervision of a Kardex Remstar Certified Dealer Technician. Timely filing of the scheduled maintenance online form to Kardex Remstar is in this case the responsibility of the supervising Dealer, not the Customer. The supervising Dealer is responsible for costs associated with any repairs that result from improper, incomplete, or untimely scheduled maintenance, for the balance of the warranty period.

\*\*Some states do not allow the exclusion or limitation of incidental or consequential damage, so the above limitation or exclusion may not apply to the warranty. This warranty gives you specific legal rights and you may also have other rights which may vary from state to state. To know what your legal rights are in your state, consult your statutes.