

BILL NO.: 15-1139

ORDINANCE NO.: 15-

0004

INTRODUCED BY: COUNCIL MEMBER(s) Reuter

1 **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**
2 **PRODUCTS AND SERVICES FOR ELECTION SUPPORT 2015, DEPARTMENT**
3 **OF THE COUNTY CLERK.**

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

8 BID NAME

9 Election Support 2015

10 AWARDED BIDDER

11 Henry M. Adkins and Son Inc.

12 ORDINANCE NUMBER

13 15-012

15 Council finds it is in the best interest of the County to renew the bid award for Election
16 Support 2015 with Henry M. Adkins and Son Inc. for the term of 01-01-16 to 12-31-16
17 with approval of the County Council and County Executive up to the amount of
18 \$266,220.00 subject to budgetary limitations.

FILED

Page 1 of 4

NOV 30 2015

WES WAGNER
COUNTY CLERK OF JEFFERSON COUNTY, MO

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

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

5 **BID NAME**

6 Election Support 2015

7 **TERM**

8 01-01-16 to 12-31-16

9 Upon approval of the County Council and County Executive

10 **AMOUNT**

11 Up to \$266,220.00

12 subject to budgetary limitations

13 **AWARDED BIDDER**

14 Henry M. Adkins and Son Inc.

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

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

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

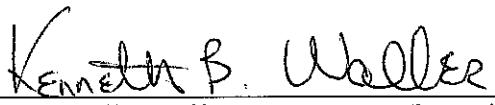
THE ABOVE BILL ON THIS 23rd DAY OF November, 2015:

✓ PASSED FAILED

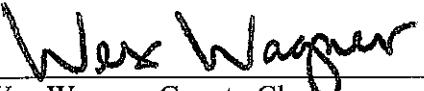

Renée Reuter, County Council Chair
Pat Schlette, Council Administrative Assistant

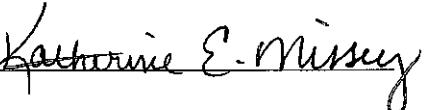
THIS BILL WAS APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 24th DAY OF November, 2015.

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: 11-23-2015



County of Jefferson

State of Missouri

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

Ken Waller
County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffccmo.org

Nicole Crawford
Human Resources Manager
(636)797-5071 / Fax (636)797-5596

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

Henry M. Adkins & Son, Inc.
331 Independence Ave.
Clinton, MO 64735

October 29, 2015

Attn: Bill Vanderburg

Your company was awarded a bid for "Election Support 2015" for the County of Jefferson, Missouri in **January 2015**. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2016 through December 31, 2016**.

PLEASE INCLUDE THE FOLLOWING ITEMS:

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

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

BILL VANDERBURG
Printed Name of Authorizing Agent

Bill Vanderburg
Signature

11-12-15
Date

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

Respectfully,

Vickie S. Pratt

Vickie S. Pratt
Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this
2nd day of NOVEMBER 2015:

HENRY M. ADKINS and SON, INC
Company Name

B. Vanderburg
Signature
BILL VANDERBURG
Print

County of Jefferson, State of Missouri

Kenneth B. Waller
Kenneth B. Waller County Executive

Company Address:
331 INDEPENDENCE AVE
CLINTON, Mo 64735
Phone: 800-633-5503

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.

B. Waller
County Auditor

APPROVED AS TO FORM

CMJ
County Counselor



HENRY M ADKINS & SON, INC

Election Services / Move 'N' Mow Signs
County Government Forms, Books & Supplies

331 Independence Ave. • P.O. Box 104 • Clinton, MO 64735 • 800-633-5503 • Fax: 660-885-4019 • E-Mail: hmadkins@adkins-printing.com

Department of Administrative Services
Attn: Vickie S. Pratt
729 Maple Street
Hillsboro, MO 63050

RE: Real and Personal Property

I, Bill Vanderburg
(Name) representing Henry M. Adkins and Son, Inc.
(Company)

upon oath depose and state that neither (I / we) nor anyone in (my / our) employment owns any real or personal property in Jefferson County, MO.

Our principal place of business is located in Clinton, MO (approximately 70 miles southeast of Kansas City, MO).

Subscribed and sworn to before me this 7th of November, 2015. I am

commissioned as a notary public within the County of Henry, State of

(Name of County)

Missouri, and my commission expires on June 29, 2017.

(Name of State) 6/7/15 (Date)

Sabrina L. Harris 6/7/15

Sabrina L. Harris
Notary Public-Notary Seal
STATE OF MISSOURI
Henry County
My Commission Expires: June 29, 2017
Commission # 13829656



CERTIFICATE OF LIABILITY INSURANCE

OP ID: DB

DATE (MM/DD/YYYY)

11/12/2015

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Mike Keith Insurance, Inc. PO Box 388-103 W. Franklin Clinton, MO 64735 Paul Barbee		CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID#: ADKIN-1	FAX (A/C, No):
INSURED Adkins Printing Inc PO BOX 104 Clinton, MO 64735		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Allied Group	NAIC #
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED 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	ADDL/SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR		ACP7226104854	06/01/2015	06/01/2016	EACH OCCURRENCE \$ 500,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000					
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 500,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					GENERAL AGGREGATE \$ 1,000,000
						PRODUCTS - COMP/OP AGG \$ 1,000,000
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
	DEDUCTIBLE <input type="checkbox"/> RETENTION \$					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (PER ACCIDENT) \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATUTORY LIMITS \$
						OTHER \$
	E.L. EACH ACCIDENT \$					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Printers Errors & Omission		ACP7226104854	06/01/2015	06/01/2016	Each Loss \$ 500,000 Aggregate \$ 1,500,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)						

CERTIFICATE HOLDER		CANCELLATION	
Jefferson County MO PO Box 100 729 Maple St Hillsboro, MO 63050		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 <i>David Armstrong</i>	

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CERTIFICATE OF LIABILITY INSURANCE

ADKIN01 OP ID: LB

DATE (MM/DD/YYYY)

11/12/2015

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 Mills & Sons Insurance P.O. Box 505 Clinton, MO 64735 Mitchell C. Mills		CONTACT NAME: Mitchell C. Mills PHONE (A/C, No. Ext): 660-885-3368 FAX (A/C, No): 877-398-6010 E-MAIL ADDRESS:
		INSURER(S) AFFORDING COVERAGE INSURER A: Nationwide Mutual Insurance Co NAIC # 23787
INSURED Henry M Adkins & Son Inc PO Box 104 Clinton, MO 64735		INSURER B: Sentinel Insurance Company
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:				
<p>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.</p>								
INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC							
	OTHER:							
	A	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			ACPBA7121457716	12/12/2015	12/12/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
		UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A		37WBCZL1314	03/16/2015	03/16/2016	X PER STATUTE \$ OTH- ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)								

CERTIFICATE HOLDER		CANCELLATION	
<p>Jefferson County 6367975067 PO BOX 100 729 Maple St Hillsboro, MO 63050</p>		<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE Mitchell C. Mills</p>	

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