

BILL NO.: 16-0308

ORDINANCE NO.: 16-

DI 85

INTRODUCED BY: COUNCIL MEMBER(s) Reuter

1 **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**
2 **PRODUCTS AND SERVICES FOR MICROFILMING SERVICES 2015,**
3 **DEPARTMENT OF COUNTY SERVICES AND CODE ENFORCEMENT.**

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 bid,
6 as authorized by the original Invitation for Bid awarded by the County, for an additional
7 one-year term:

BID NAME

Microfilming Services 2015

AWARDED BIDDER

Optitek Inc.

ORDINANCE NUMBER

15-0145

14 **WHEREAS**, the Department of County Services and Code Enforcement of
15 Jefferson County, Missouri, Council finds it is in the best interest of the County to renew
16 the bid award for Microfilming Services 2015 with Optitek Inc. for the term of 3-1-2016
17 to 2-28-2017 with approval of the County Council and County Executive up to the
18 amount of **\$6,000.00** subject to budgetary limitations.

FILED

Page 1 of 4

MAR 17 2016

WES WAGNER
COUNTY CLERK OF JEFFERSON COUNTY, MO

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

AS FOLLOWS:

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

BID NAME

Microfilming Services 2015

TERM

3-1-2016 to 2-28-2017

Upon approval of the County Council and County Executive

AMOUNT

Up to \$6,000.00

subject to budgetary limitations

AWARDED BIDDER

Optitek Inc.

Section 2. The Jefferson County, Missouri, Council hereby authorizes the County Executive to execute a renewal agreement, incorporated herein by reference and attached as Exhibit A. The County Executive is further authorized to take any and all 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.

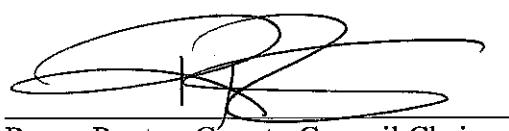
1 Section 4. This Ordinance shall be in full force and effect from and after its
2 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
3 shall not affect the remainder of this Ordinance.

**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>Absent</u> |
| Council Member District 6, Cliff Lane | <u>Yes</u> |
| Council Member District 7, James Terry | <u>Yes</u> |

THE ABOVE BILL ON THIS 14th DAY OF March, 2016:

✓ PASSED FAILED



Renee Reuter, County Council Chair

Pat Schlette
Pat Schlette, Council Administrative Assistant

THIS BILL WAS APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 15th DAY OF MARCH, 2016.

THIS BILL WAS VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS DAY OF , 2016.

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

ATTEST:

Wes Wagner
Wes Wagner, County Clerk

BY: Kathrine E. Missay

Reading Date: 03-14-2016

A

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

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

Web Address: www.jeffcomo.org

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

OPTITEK INC.
 ATTN: CHRIS HAIR
 2001 S HANLEY RD STE 250
 ST LOUIS MO 63144

February 18, 2016

Attn: Chris Hair

Your company was awarded a bid for **"MICROFILMING SERVICES 2015** for the County of Jefferson, Missouri in **February 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 **March 1, 2016 through February 28, 2017**.

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.

Ricki McGuire
 Printed Name of Authorizing Agent

Chris Hair
 Signature

2/26/16

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

Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this
day of 2016:

Optek, Inc.
Company Name

County of Jefferson, State of Missouri

Kenneth B. Waller
Kenneth B. Waller County Executive

R. McGuire
Signature
Ricki M. McGuire
Print

Company Address:

2001 S. Hanley Rd., S. 250
St. Louis, MO 63144

Phone: 314-644-2880

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.

BL
County Auditor

APPROVED AS TO FORM

County Counselor