

BILL NO.: 16-1218

ORDINANCE NO.: 16- 0589

INTRODUCED BY: COUNCIL MEMBER(s) Reuter

1 **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**
2 **PRODUCTS AND SERVICES FOR LANDSCAPE & TREE SERVICES,**
3 **DEPARTMENT OF PUBLIC WORKS.**

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:

8 BID NAME

9 Landscape & Tree Services

AWARDED BIDDERS

11 Worley Services, Inc. (A1)

12 Omni Tree Services, Inc. (A2)

13 Timberline Professional Tree Care

14 ORDINANCE NUMBER

15 16-0104

16 **WHEREAS**, the Department of Public Works of Jefferson County, Missouri,
17 Council finds it is in the best interest of the County to renew the bid award Landscape &
18 Tree Services for the term of 1-1-17 to 12-31-17 with Worley Services, Inc., Omni Tree

FILED

DEC 16 2016

Page 1 of 5

WES WAGNER
COUNTY CLERK OF JEFFERSON COUNTY, MO

1 Services, Inc. and Timberline Professional Tree Care with approval of the County Council
2 and County Executive up to the amount of **\$60,000.00** subject to budgetary limitations.

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

4 **AS FOLLOWS:**

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

7 BID NAME

8 Landscape & Tree Services

9 TERM

10 1-1-17 to 12-31-17

11 Upon approval of the County Council and County Executive

12 AMOUNT

13 Up to **\$60,000.00**

14 subject to budgetary limitations

15 AWARDED BIDDER

16 Worley Services, Inc. (A1)

17 Omni Tree Services, Inc. (A2)

18 Timberline Professional Tree Care (A3)

19 Section 2. The Jefferson County, Missouri, Council hereby authorizes the
20 County Executive to execute a renewal agreement, incorporated herein by reference and
21 attached as Exhibit A1 through A3. The County Executive is further authorized to take
22 any and all actions necessary to carry out the intent of this Ordinance.

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

5 Section 4. This Ordinance shall be in full force and effect from and after its
6 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
7 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 12th DAY OF December, 2016:

✓ PASSED FAILED

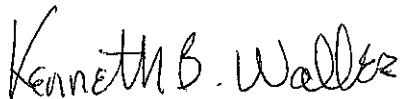


Renee Reuter, County Council Chair

Pat Schlette
Pat Schlette, Council Administrative Assistant

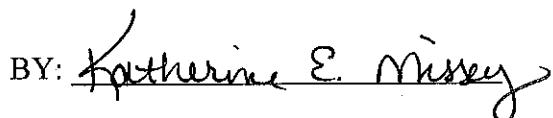
THIS BILL WAS APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 13th DAY OF December, 2016.

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, Jefferson County, Missouri, Executive

ATTEST:


Wes Wagner
Wes Wagner, County Clerk
BY: Katherine E. Missey

First Reading: 12-12-2016

CHECKLIST FOR BILLS

BILL NAME:	Renew Landscape & Tree Services	BILL #:
	TIME SENSITIVE _____	YES NO N/A
	IN MEMORANDUM	DEPT.: Public Works
1.	Contract term – The term should read that the contract will be awarded after approval and signature of both Jefferson County Executive and the awarded vendor for a time period specified on the bid.	<input checked="" type="checkbox"/> YES NO N/A
2.	Amount of the award to reflect the actual amount previously spent, or an explanation for increases or decreases	<input checked="" type="checkbox"/> YES NO N/A
3.	Account string(s) for the purchase	<input checked="" type="checkbox"/> YES NO N/A
4.	Funds that were spent in the last year, if applicable \$: <u>10,000.00</u> Start date: <u>Jan 2016</u> End date: <u>Nov 2016</u>	<input checked="" type="checkbox"/> YES NO N/A
	IN ADDITIONAL DOCUMENTATION	
5.	Any detailed information regarding the contract submitted by the Department Director or Elected Official overseeing the bid	<input checked="" type="checkbox"/> YES NO N/A
6.	Bid tabulations – Award or <u>Renewal</u>	<input checked="" type="checkbox"/> YES NO N/A
7.	Exhibit(s), if applicable	<input checked="" type="checkbox"/> YES NO N/A
8.	Renewal letter(s), if applicable	<input checked="" type="checkbox"/> YES NO N/A
9.	Previous ordinance(s), if applicable	<input checked="" type="checkbox"/> YES NO N/A
10.	Certificate of Insurance for potential awarded vendor(s)	<input checked="" type="checkbox"/> YES NO N/A
11.	E-Verification for potential awarded vendor(s)	YES NO <input checked="" type="checkbox"/> N/A
12.	Delinquent Taxes	YES <input checked="" type="checkbox"/> NO N/A
13.	Letter stating vendor(s) does not own any real or personal property in Jefferson County	<input checked="" type="checkbox"/> YES NO N/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

Web Address: www.jeffcomo.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

PROPOSED BILL MEMORANDUM

To: County Executive, Director of Administration

From: Vickie S. Pratt

Date: 11-16-16

Subject Matter of Proposed Bill: LANDSCAPE & TREE SERVICES, WORLEY SERVICES, INC.,
OMNI TREE SERVICES, INC. AND TIMBERLINE PROFESSIONAL TREE CARE, \$60,000.00

Council District(s) Affected: All

County Department(s) Affected: All

SUMMARY

The Department of Public Works requested a renewal option for Landscape & Tree Services on September 20, 2016. A renewal request was mailed to Worley Services, Inc., Omni Tree Services, Inc. and Timberline Professional Tree Care for the Landscape & Tree Services contract for an additional one year term on September 27, 2016.

Worley Services, Inc. signed the renewal letter and it was received on October 4, 2016, Timberline Professional Tree Care and Metal Culverts Inc signed the renewal letter and it was received on October 19, 2016 and Omni Tree Services, Inc. signed the renewal letter and it was received on November 16, 2016.

The Department of Public Works recommends renewing the contract for Landscape & Tree Services for the term from January 1, 2017 through December 31, 2017 for an estimated expenditure of less than \$60,000.00, subject to budgetary limitations.

Account string charged: 101-0068-5219-9999-999999 and 200-0061-5201-9999-999999

Funds spent in 2016: \$10,000.00

This Bill proposes to renew the bid based on the recommendation of the Department of Public Works.

From: Jason Jonas/JEFFCO
To: Vickie Pratt/JEFFCO@JEFFCO
Cc: Jackie TalarSKI/JEFFCO@JEFFCO

Date: Tuesday, September 20, 2016 11:41AM
Subject: Re: CONTRACTS EXPIRING ON OR BEFORE 12-31-2016

Vickie,

Please proceed in the following manner with Public Works contracts:

REBID:

Highway Striping - K.Wengert to provide updated specs shortly
 Pest Control Services - I will provide updated specs shortly - *opens Oct 25*
 Sprinkler and Fire Alarm Testing - see attached spec- *opens Oct 25*
 Traction Sand Supply - K.Wengert to provide updated specs shortly

RENEW:

- Automotive Parts-Dealer Items (\$60,000.00) *renewed exp 8-31-17*
- Bituminous Mixtures (\$1,100,000.00) *on agenda Oct 11 to renew*
- Liquid Bituminous Material (\$700,000.00) - *sent renew letter 9-8 waiting on NB West*
- Equipment Rental Services (\$40,000.00) *renewed exp 9-13-17*
- Janitorial Supplies (\$75,000.00) - *sent renew letter 9-27-16*
- Maintenance Materials and Supplies (\$100,000.00) - *sent renew letter 9-27-16*
- Professional Services for Certified On-Call Landscape and Tree Services (\$20,000.00 EACH) *sent renew letter 9-27-16*
- Propane Gas (\$25,000.00) - *sent renew letter 9-27-16*

EXPIRE:

Anti-Scale System
 Butcher Branch Road Bridge Replacement
 Dishwashers
 Forklift —
 Highway Shed Cellular
 Hot Water Heaters
 HVAC Units
 Misc. Highway Equipment, Parts, Supplies and Labor
 Professional Services for Certified Carpenters or Building Contractors (\$25,000.00 EACH)
 Professional Services for Certified Electrical Contractors (\$25,000.00 EACH)
 Radar Speed Display Signs
 High Canopy Truck
 Passenger Van

CONTINUE:

Asphalt Overlay Program
 ESC-Eime Road Bridge
 Konert Road Bridge

UNDECIDED:

Channel Posts - K.Wengert will get back to you with a decision

Let me know if you have any questions or if I have missed anything.

Thanks,

Jason Jonas, P.E.



County of Jefferson

State of Missouri

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

RECEIVED

Ken Wall 9/24/2016

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffcomo.org

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

RECEIVED

09/24/2016

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

WORLEY SERVICES INC.
1040 SOUTH BROADWAY
POPLAR BLUFF MO 63901

9/27/2016

Attn: JASON WADDELL

EXHIBIT

A1

Your company was awarded a bid for **“LANDSCAPE & TREE SERVICES”** for the County of Jefferson, Missouri in **January 2016**. 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, 2017 through December 31, 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.

Charles Allen Worley

Printed Name of Authorizing Agent

C. A. Worley

Signature

9/29/16

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

Vickie S. Pratt

Department of Administrative Services

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

Worley Services, Inc.
Company Name

County of Jefferson, State of Missouri

C. A. Worley
Signature
Charles Allen Worley

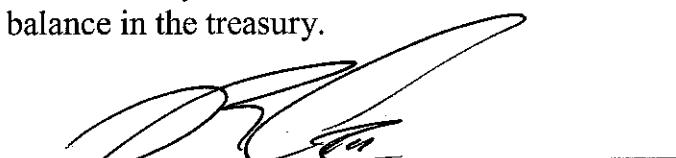
Kenneth B. Waller
Kenneth B. Waller County Executive

Print

Company Address: 1040 South Broadway
Poplar Bluff, Mo. 63901

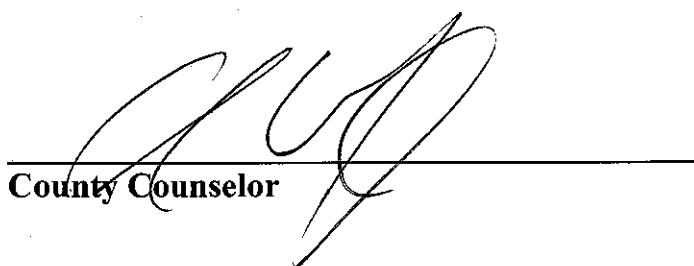
Phone: 573-686-6661

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.



County Auditor

APPROVED AS TO FORM

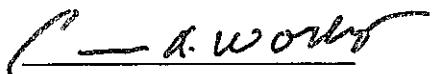


County Counselor

Worley Services, Inc.
1040 South Broadway
Poplar Bluff, Mo. 63901
Office: 573-686-6661
Fax: 573-686-2777

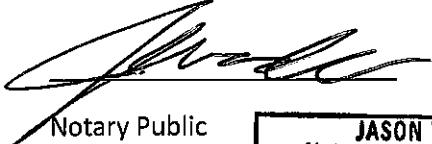
County of Jefferson,

Worley Services, Inc. does not own any real or personal property in Jefferson County, Missouri. Therefore, our company cannot supply a real or personal property tax receipt.

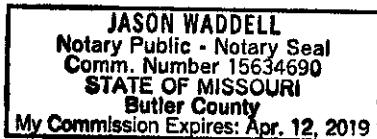


Charles Allen Worley-President

Subscribed and sworn to before me this 29th day of September, 2016.



Notary Public





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/24/2016

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		CONTACT Paul McBride NAME: PHONE (A/C. No. Ext): (573) 785-1772 (A/C. No): (573) 776-7122 E-MAIL: paul.mcbride@sterinsurance.com ADDRESS:
Sterling Insurance Agency 2911 N. Westwood		INSURER(S) AFFORDING COVERAGE INSURER A Nautilus Insurance Company 17370 INSURER B Progressive 16322 INSURER C: INSURER D: INSURER E: INSURER F:
INSURED		NAIC #
Worley Services, Inc. 198 Winchester Drive		
Poplar Bluff MO 63901		
Poplar Bluff MO 63901		

COVERAGES CERTIFICATE NUMBER: CL1512802537 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 INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY X CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		NN554890	5/1/2016	5/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
B	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		04685118-5	5/1/2016	5/1/2017	COMBINED SINGLE LIMIT (Ex accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 500,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					
	DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
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				PER STATUTE \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
KCDC is named additional insured in regards to the General Liability and Business Auto on a Primary and Non-Contributory Basis. A waiver of Subrogation in favor of KCDC is included on the General Liability and Business Auto Policy.

CERTIFICATE HOLDER

[Handwritten Signature]

CANCELLATION

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

Richard McBride/PAUL *[Signature]*

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/28/2016

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

FrankCrum Insurance Agency, Inc.
100 South Missouri Avenue
Clearwater, FL 33756

CONTACT NAME:

PHONE (A/C No. Ext.): 1-800-277-1620 x4800

FAX (A/C No.): (727) 787-0704

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

INSURER A: Frank Winston Crum Insurance Co. NAIC# 11600

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

FrankCrum L/C/F Worley Services, Inc.
100 South Missouri Avenue
Clearwater, FL 33756

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME 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 INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ex occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS-COURIER AGG. \$ \$
	COMMERCIAL GENERAL LIABILITY						
	CLAIMS-MADE		OCCUR				
	GENL AGGREGATE LIMIT APPLIES PER POLICY						
	PROJECT		LOC				
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ex accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	ANY AUTO						
	ALL OWNED AUTOS		SCHEDULED AUTOS				
	Hired Autos		NON-OWNED AUTOS				
	UMBRELLA LIAB		OCCUR				EACH OCCURRENCE \$ AGGREGATE \$ \$
	EXCESS LIAB		CLAIMS-MADE				
	DED		RETENTION				
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	N/A	WC201600000	01/01/2016	01/01/2017	X WC STATUTORY LIMITS OTHER E.I. EACH ACCIDENT \$1,000,000 E.I. DISEASE-EX-EMPLOYEE \$1,000,000 E.I. DISEASE-POLICY LIMIT \$1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED (Mandatory in NY) (If yes, describe under DESCRIPTION OF OPERATIONS below)						

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

Effective 10/31/2004, coverage is for 100% of the employees of FrankCrum leased to Worley Services, Inc. (Client) for whom the client is reporting hours to FrankCrum. Coverage is not extended to statutory employees.

CERTIFICATE HOLDER

CANCELLATION

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

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County of Jefferson

State of Missouri

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

RECEIVED

NOV 10 2016

Ken Waller

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

Web Address: www.jeffcomo.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

OMNI TREE SERVICES INC.
55 OLD STATE ROAD
ELLISVILLE MO 63021

EXHIBIT

A2

9/27/2016

Attn: THOMAS M REID

Your company was awarded a bid for **“LANDSCAPE & TREE SERVICES”** for the County of Jefferson, Missouri in **January 2016**. 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, 2017 through December 31, 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.

Thomas m. Reid
Printed Name of Authorizing Agent

TMR
Signature

11/1/16
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

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:

Omni Tree Service, Inc.
Company Name

Tom M. Reid
Signature
Tom M. Reid
Print

County of Jefferson, State of Missouri

Kenneth B. Waller
Kenneth B. Waller County Executive

Company Address: _____
55 OLD STATE RD
ELLISVILLE, MO 63021
Phone: (636) 391-9944

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

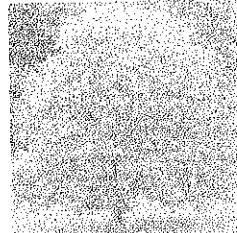
APPROVED AS TO FORM

John M. Reid
County Counselor

Omni Tree Service, Inc.

55 Old State Road
Ellisville, MO 63021

636-391-9944
636-391-9948
omnitree@omnitreeservice.com
www.omnitreeservice.com



November 1, 2016

Jefferson County Department of Public Works
PO Box 100
Hillsboro, MO 63050

To Whom It May Concern:

Omni Tree Service, Inc. does not own any real or personal property in Jefferson County Missouri.

Please contact our office with any questions.

Thank you,

Thomas M. Reid
President

Notary:





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/1/2016

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		CONTACT NAME: Dawn Young	
The Warren Group 14567 North Outer Forty Suite 125 Chesterfield MO 63017		PHONE (A/C No. Ext): (636) 530-0440	FAX (A/C. No): (636) 530-1947
		E-MAIL ADDRESS: dyoung@twgins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A West Bend Mutual Insurance Co	NAIC # 15350
		INSURER B Missouri Employers Mutual Ins Co	10191*
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	
INSURED			
Omni Tree Service, Inc. 55 Old State Rd.			
Ballwin MO 63021			

COVERAGES CERTIFICATE NUMBER:16-17 with WC 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 INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		A104767	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS HIRED AUTOS		A104767	1/1/2016	1/1/2017	COMBINED SINGLE LIMIT (ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 1,000,000
	EXCESS LIAB					
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		A104767	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 OTHER: \$
	DED <input checked="" type="checkbox"/> RETENTION \$ 0					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	2019659	2/26/2016	2/26/2017	<input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)	
--	--

CERTIFICATE HOLDER		CANCELLATION	
County of Jefferson Administration Center PO Box 100 729 Maple Street 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	
		D Boehme CPCU/DAWNY	

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County of Jefferson

State of Missouri

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

RECEIVED

06/19/2016

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.jeffccmo.org

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

TIMBERLINE PROFESSIONAL TREE CARE
3670 RICE ROAD
PEVELY MO 63070

EXHIBIT

A3

9/27/2016

Attn: BEN BARNETT

Your company was awarded a bid for "LANDSCAPE & TREE SERVICES" for the County of Jefferson, Missouri in **January 2016**. 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, 2017 through December 31, 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.

BEN BARNETT ^{MP} TIMBERLINE ^{LLC} Ben Signature
Printed Name of Authorizing Agent LLC • Signature

10/15/16
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

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:

TIMBERLINE PROF TREE CARE LLC County of Jefferson, State of Missouri
Company Name

B. Barnett

Signature

BEN BARNETT M.P.

Print

Kenneth Waller

Kenneth B. Waller County Executive

Company Address: 3670 RICE RD.

PEVELY, MO 63070

Phone: 636-209-8139

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. Barnett

County Auditor

APPROVED AS TO FORM

County Counselor

JEFFERSON COUNTY TAX RECEIPT
2015 PERSONAL PROPERTY

10/19/2016 3:21 PM

ACCOUNT #: 566413

RECEIPT#: 2015023637

TOTAL VALUATION:

1,570

TIMBERLINE PROFESSIONAL TREE CARE LLC
3670 RICE RD
PEVELY, MO 63070

PROPERTY DESCRIPTION

000000
116684 1HTSCABP7TH25722
998024

1992 FORD FB 24LBS 2AX
1996 INT C&C 30LBS 2AX
Z - Business Value

1	120
1	1,350
1	100
Total Value:	1,570

BETH MAHN, COLLECTOR
729 MAPLE ST., STE 36
HILLSBORO, MO 63050
PHONE: (636) 797-5406
Email: bmahn@jeffcomo.org

TAX DISTRICT	TAX
COUNTY TAX	0.01
GOLDMAN FIRE	16.29
HEALTH UNIT TAX	1.18
HILLSBORO SCHOOL	73.83
JC DEV DISABILITIES	1.47
JEFFERSON COLLEGE	5.34
JOACHIM-PLATTIN AMB	2.33
MENTAL HEALTH TAX	1.47
PARK TAX	0.44
ROAD & BRIDGE TAX	3.32
STATE TAX	0.47
TOTAL TAXES	106.15
TOTAL PAID	106.15

PAID

Validated By
Beth Mahn, Jefferson County Collector
Richard Carter III, Jefferson County Auditor

DATE: 12/07/2015 STATEMENT TOTAL: 106.15 TOTAL PAID: 106.15 RECEIPT#: 2015023637

PERSONAL PROPERTY

This card is for your convenience in licensing your vehicles. Please cut or tear it out, place it in your wallet, and take it with you to the License Bureau.

2015 Jefferson County Personal Property Tax Receipt
I, BETH MAHN, Collector of Jefferson County, MO
do hereby certify that 566413

TIMBERLINE PROFESSIONAL TREE CARE LLC
3670 RICE RD
PEVELY, MO 63070

Has Paid Personal Taxes For The Year 2015 On The
Following Vehicles Described Below:
1992 FORD FB 24LBS 2AX 1996 INT C&C 30LBS 2AX



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2016

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.

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PRODUCER	CONTACT NAME: Alex King	
	PHONE: 636-978-6620 (A/C No, Ext):	FAX (A/C No): 636-978-7715
E-MAIL: Alex@MidwestAgency.com		
ADDRESS:		
INSURED	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Missouri Employers Mutual	NAIC # MEM
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL 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	\$	
	GENL AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						MED EXP (Any one person)	\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						PERSONAL & ADV INJURY	\$	
	DED <input type="checkbox"/> RETENTION \$						GENERAL AGGREGATE	\$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		2012396-01	05/14/2016	05/14/2017	PRODUCTS - COMP/OP AGG	\$	
							COMBINED SINGLE LIMIT (Ea accident)	\$	
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
								\$	
							EACH OCCURRENCE	\$	
							AGGREGATE	\$	
								\$	
							PER STATUTE	OTHE-	
							E.L. EACH ACCIDENT	\$ 1,000,000	
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000	

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

CERTIFICATE HOLDER

CANCELLATION

Jefferson County Missouri
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

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/18/2016

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PRODUCER

Missouri Farm Bureau Ins. Brokerage Inc.
PO Box 658
Jefferson City, MO 65102

INSURED

Timberline Professional Tree Care LLC
3670 Rice Road
Pevely, MO 63070

CONTACT NAME: Michael Voiles

PHONE (A/C, No. Ext): FAX (A/C, No.):
E-MAIL:
ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: International Insurance Company of Hannover SE

INSURER B: Nautilus Insurance Company

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERS

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WND	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		IG06A003106-02	03/24/2016	03/24/2017	EACH OCCURRENCE	\$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ex occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
B	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ex accident)	\$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		AN031401	09/02/2016	09/02/2017	BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
						EACH OCCURRENCE	\$ 2,000,000
						AGGREGATE	\$ 2,000,000
							\$
	<input type="checkbox"/> WORKERS COMPENSATION <input type="checkbox"/> AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE <input type="checkbox"/> OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) <input type="checkbox"/> If yes, describe under <input type="checkbox"/> DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / N <input type="checkbox"/> N / A				PER STATUTE	OTH- ER
						E.I. EACH ACCIDENT	\$
						E.I. DISEASE - EA EMPLOYEE	\$
						E.I. DISEASE - POLICY LIMIT	\$

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

CERTIFICATE HOLDER

Jefferson County Missouri
729 Maple Street
Hillsboro, MO 63050

CANCELLATION

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

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