

0415

INTRODUCED BY: COUNCIL MEMBER(s) Reuter

1 **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**
2 **PRODUCTS AND SERVICES FOR PERSONAL PROPERTY MAILERS 2017,**
3 **DEPARTMENT OF THE COUNTY ASSESSOR.**

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 Personal Property Mailers 2017

10 AWARDED BIDDERS

11 Mail Services LLC

12 ORDINANCE NUMBER

13 16-0469

14 **WHEREAS**, the Department of the County Assessor of Jefferson County,
15 Missouri, requested renewal from the awarded bidder, Mail Services LLC for the Personal
16 Property Mailers 2017 contract with the County; and

17 **WHEREAS**, the Department of the County Assessor of Jefferson County,
18 Missouri, finds it is in the best interest of the County to renew the bid award for Personal
19 Property Mailers 2017 for the term of 10-14-17 to 10-13-18 with Mail Services LLC with

FILED

SEP 05 2017

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RANDY B. HOLMAN
COUNTY CLERK, JEFFERSON COUNTY, MO

1 approval of the County Council and County Executive up to **\$16,584.80 per year, for total**
2 **amount not to exceed \$16,584.80 annually**, 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 Personal Property Mailers 2017

9 **TERM**

10 10-14-17 to 10-13-18

11 for one (1) additional renewal option

12 Upon approval of the County Council and County Executive

13 **AMOUNT**

14 Up to **Up to \$16,584.80 per year,**

15 **for total amount, not to exceed \$16,584.80 annually,**

16 subject to budgetary limitations

17 **AWARDED BIDDER**

18 Mail Services LLC

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 A. The County Executive is further authorized to take any and all
22 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.

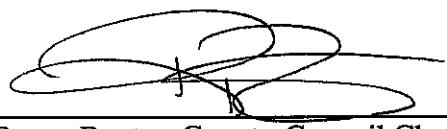
5 Section 4. This Ordinance shall be in full force and effect from and after its
6 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
7 shall not affect the remainder of this Ordinance.

**THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE
JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:**

Council Member District 1, Don Bickowski	<u>No</u>
Council Member District 2, Renee Reuter	<u>Yes</u>
Council Member District 3, Robert Boyer	<u>Yes</u>
Council Member District 4, Charles Groeteke	<u>Yes</u>
Council Member District 5, Oscar J. "Jim" Kasten	<u>Yes</u>
Council Member District 6, Daniel Stallman	<u>Absent</u>
Council Member District 7, James Terry	<u>Yes</u>

THE ABOVE BILL ON THIS 28th DAY OF August, 2017:

✓ 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 30TH DAY OF AUGUST, 2017.

THIS BILL WAS VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS DAY OF , 2017.

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

ATTEST:

Randy B. Holman
Randy B. Holman, County Clerk

BY: Katherine E. Missey

Reading Date: 08-28-2017



County of Jefferson

Acct. # JE 2573

State of Missouri

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

Ken Waller
County Executive

EXHIBIT

A

PENGAD 800-631-6668

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

MAIL SERVICES LLC
4100 121ST ST
URBANDALE IA 50323

August 14, 2017

Attn: TERRY SEDIVEC

Your company was awarded a bid for "**PERSONAL PROPERTY MAILERS 2017**" for the County of Jefferson, Missouri in **September 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.

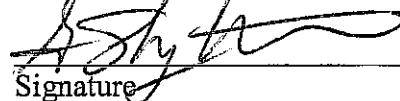
The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions subject to approval by the County Council and County Executive. The new award dates shall be from **October 14, 2017 through October 13, 2018**.

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.

G. Shayne Huston
Printed Name of Authorizing Agent


Signature

8-16-17
Date

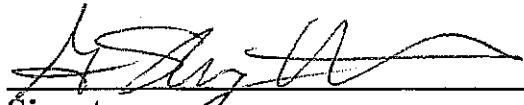
If your company does not wish to renew this agreement, please advise as soon as possible. Any questions please contact me at (636) 797-5380.

Respectfully,

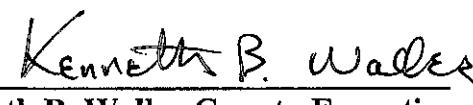

Vickie S. Pratt
Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this
16th day of August 2017:

Mail Services, LLC.
Company Name


Signature
G. Shayne Huston
Print

County of Jefferson, State of Missouri


Kenneth B. Waller County Executive

Company Address: _____
4100 121st Street
Urbandale, IA 50323
Phone: 515-727-7700

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