



Jefferson County, Missouri

Maple Street Annex
725 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Dennis Gannon
County Executive

DEPARTMENT OF PUBLIC WORKS

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Stormwater Division Manager
636-797-6318

May 5, 2020

BID # [20-0041](#)

Dear Company Representative:

Jefferson County is requesting the services of a dead animal removal company to perform the described services for the County. If your company would like to be considered for these services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than four (4) pages. This letter should include any information which might help us in the selection process, such as company experience, history, resources available to perform the work, and recent examples of work performed by the company in the services we are requesting.

Jefferson County will evaluate companies based on a) experience and competence; b) the capacity of the company to perform the work (manpower and vehicles); c) references from past and/or current clients; and d) cost to provide the service.

The County requires all submittals be received by 2:00 pm on June 2, 2020 at the Jefferson County Office of the County Clerk, 729 Maple Street, Hillsboro, Missouri 63050.

Sincerely,

Kurt W. Wengert, P.E.
Highway Division Superintendent

Attachment

Jefferson County, On-Call Dead Animal Removal Services

Project No.:	Not available at this time
Location:	Various locations throughout Jefferson County
Proposed Service:	Retrieval of road-killed deer and other animals and dispose of them by a method approved by Jefferson County. The contractor may use any equipment, tools, trucks, and trailers considered reasonable. The contractor shall assume liability for damages incurred to personal equipment and property, and to property of others while executing the terms of the contract.
Approximate Cost of Contract:	On-call services will not exceed a contract limit of <u>\$20,000.00</u> with each company selected and is subject to budgetary limitations
Company Services Required:	The contractor shall respond to calls from the Jefferson County Public Works office, 636-797-6334. The contractor must respond within two (2) hours of notification, 24 hours per day, 7 days per week.
	The contractor shall maintain a canvas to cover over the retrieved deer or other animal from collection site to disposal site. The contractor shall list the locations of facilities which are intended for use in the disposal and/or incineration of animals which are picked up from County maintained roadways.
	The contractor shall file the necessary Wild Life Disposition forms following each event and provide the Department of Public Works with a monthly report of activities. Upon approval, payment shall be made by voucher for services rendered. The contractor shall assume all disposal fees. The contractor shall realize that “dry-runs” are inevitable. Compensation will not be provided for “dry-runs”.
	Hours of service: For the purposes of this contract, normal business hours are considered to be 7:00am-5:00pm Monday through Friday, excluding holidays.
Costs of Service:	Please provide a per animal price based on the following: 1) All animals up to the size of a raccoon, during business hours; 2) All animals above the size of a raccoon, during business hours; 3) All animals up to the size of a raccoon, after business hours; 4) All animals above the size of a raccoon, after business hours.
Comments:	All work shall be done in accordance with the best trade practices. All safety regulations for the protection of workmen, pedestrians, and property must be followed. All applicable state and local laws, ordinances, and codes shall apply to this contract.
Contact:	Kurt W. Wengert, P.E. Highway Division Superintendent PO Box 100 Hillsboro, MO 63050 636-797-5427 kwengert@jeffcomo.org
Deadline:	June 2, 2020 at 2:00pm