

BILL NO.: 20-1131

ORDINANCE NO.: 20-

0504

INTRODUCED BY: COUNCIL MEMBER(S)

Hendrickson

AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN PRODUCTS AND SERVICES FOR COPIER SUPPLIES 2020, DEPARTMENT OF ADMINISTRATIVE SERVICES.

WHEREAS, Pursuant to Ordinance 19-0528 Jefferson County, Missouri entered into a Contract, known as the Copier Supplies 2020 Contract, with Office Source; and

WHEREAS, the Department of Administrative Services of Jefferson County, Missouri, requested renewal from the awarded bidder, Office Source to renew the contract for the Copier Supplies 2020 with the County; and

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

BID NAME

Copier Supplies 2020

AWARDED BIDDER

Office Source

ORDINANCE NUMBER

19-0528

FILED
2020 JUN 17 10:33 AM
CLERK OF COURTS
JEFFERSON COUNTY, MISSOURI

1 **WHEREAS**, the Jefferson County, Missouri, County Council, finds it is in the best
2 interest of the County to renew the bid award for Copier Supplies 2020 for the term of 1-
3 1-21 to 12-31-21 with Office Source with approval of the County Council and County
4 Executive up to **\$100,000.00 per term, for total amount not to exceed \$100,000.00 for**
5 **the term**, subject to budgetary limitations.

6 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**
7 **AS FOLLOWS:**

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

10 BID NAME

11 Copier Supplies 2020

12 TERM

13 1-1-21 to 12-31-21

14 Upon approval of the County Council and County Executive

15 AMOUNT

16 Up to \$100,000.00 per term,

17 for total amount not to exceed \$100,000.00 for the term,

18 subject to budgetary limitations

19 AWARDED BIDDER

20 Office Source

21 Section 2. The Jefferson County, Missouri, Council hereby authorizes the
22 County Executive to execute a renewal agreement, attached hereto and incorporated herein

1 by reference and attached as Exhibit A. The County Executive is further authorized to take
2 any and all actions necessary to carry out the intent of this Ordinance.

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


7 Section 4. This Ordinance shall be in full force and effect from and after its
8 date of approval. If any part of this Ordinance is invalid for any reason, such invalidity
9 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, Brian Haskins	<u>Yes</u>
Council Member District 2, Renee Reuter	<u>Yes</u>
Council Member District 3, Phil Hendrickson	<u>Yes</u>
Council Member District 4, Charles Groeteke	<u>Yes</u>
Council Member District 5, Tracey Perry	<u>Yes</u>
Council Member District 6, Daniel Stallman	<u>Yes</u>
Council Member District 7, James Terry	<u>Yes</u>

THE ABOVE BILL ON THIS 23rd DAY OF November, 2020:

PASSED FAILED


Phil Hendrickson, County Council Chair



Pat Schlette, Council Executive Assistant

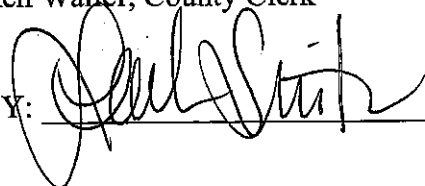
THIS BILL WAS APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 24th DAY OF November, 2020.

THIS BILL WAS VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS DAY OF _____, 2020.


Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:


Ken Waller, County Clerk

BY: 

Reading Date: 11-23-2020



County of Jefferson
State of Missouri
 Administration Center
 729 Maple Street · PO Box 100
 Hillsboro, Missouri 63050

ORDINANCE
 No. 20-0504

Dennis Gannon
 County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director
 Web Address: www.jeffcomo.org

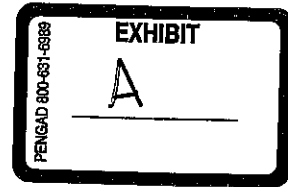
Dana Downs
 Human Resources Manager
 (636)797-5563 / Fax (636)797-5596

Jackie Talarski
 General Services Contracts & Grants Manager
 (636)797-5380 / Fax (636)797-5067

OFFICE SOURCE
 719 RUDDER RD
 FENTON MO 63026

RECEIVED

NOV 09 2020



October 8, 2020

Attn: Kraig Simmons

Your company was awarded a bid for **“COPIER SUPPLIES 2020”** for the County of Jefferson, Missouri in **November 2019**. 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 budgetary limitations, subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2021 to December 31, 2021**.

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.

Kraig Simmons
 Printed Name of Authorizing Agent

[Signature]
 Signature

11/5/2020
 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,

Jackie Talarski
 Jackie Talarski
 Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this 6TH day of NOVEMBER 2020:

OFFICE SOURCE INC.
Company Name

County of Jefferson, State of Missouri

[Signature]
Signature
Kenice Simmons
Print

[Signature]
Dennis J. Gannon County Executive

Company Address: _____

719 RUDDER ROAD
FENTON MO 63026

Phone: 636-349-5101

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.

[Signature]
County Auditor

APPROVED AS TO FORM

[Signature]
County Counselor



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/08/2020

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 have ADDITIONAL INSURED provisions or 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 Siebert Agency, LTD. 767 Gravois Road Fenton, MO 63026	CONTACT NAME: Sandy Dawson	
	PHONE (A/C, No, Ext): (636) 343-1000	FAX (A/C, No): (636) 343-9580
	E-MAIL ADDRESS: sandy@siebertinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : OWNERS INS CO	32700
INSURED OFFICE SOURCE INC 719 RUDDER RD FENTON, MO 63026	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.

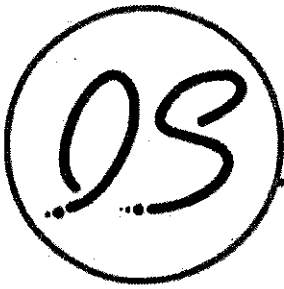
INSR LTR	TYPE OF INSURANCE	ADDED	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	75172381	09/01/2020	09/01/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY	Y	Y	52-995748-01	09/01/2020	09/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	Y	52-995748-02	09/01/2020	09/01/2020	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER 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)

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 <i>Sandy Dawson</i>

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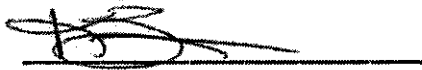
OFFICE SOURCE

719 Rudder Road, Fenton, MO 63026

To whom it may concern,

Office Source does not own any real or personal property in Jefferson County, Missouri.

Sincerely,



Kraig Simmons-President

11/9/2020

Date



NOTARY

11/9/20

Date

