

BILL NO.: 20-0935

ORDINANCE NO.: 20-

0424

INTRODUCED BY: COUNCIL MEMBER(S) \_\_\_\_\_

*Reuter*

1           **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**  
2           **PRODUCTS AND SERVICES FOR SPECIAL PROCESS SERVER 2020,**  
3           **JEFFERSON COUNTY JUVENILE OFFICE.**

4           **WHEREAS,** Pursuant to Ordinance 20-0166 Jefferson County, Missouri entered  
5           into a Contract, known as the Special Process Server 2020 Contract, with A & S Protection  
6           Specialist; and

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

11                                    BID NAME

12                                    Special Process Server 2020

13                                    AWARDED BIDDER

14                                    A & S Protection Specialist

15                                    ORDINANCE NUMBER

16                                    20-0166

17           **WHEREAS,** the Department of Jefferson County Juvenile Office of Jefferson  
18           County, Missouri, requested renewal from the awarded bidder, A & S Protection Specialist  
19           to renew the contract for the Special Process Server 2020 with the County; and

**FILED**

**OCT 01 2020**

**KEVIN WALLNER  
CLERK OF COURTY, JEFFERSON COUNTY, MO**

1           **WHEREAS**, the Jefferson County Juvenile Office of Jefferson County, Missouri,  
2 finds it is in the best interest of the County to renew the bid award for Special Process  
3 Server 2020 for the term of 1-1-2021 to 12-31-2021 with A & S Protection Specialist with  
4 approval of the County Council and County Executive up to **\$15,000.00 per term, for**  
5 **total amount not to exceed \$15,000.00 for 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   Special Process Server 2020

12   TERM

13   1-1-2021 to 12-31-2021

14                   Upon approval of the County Council and County Executive

15   AMOUNT

16   **Up to \$15,000.00 per term,**

17                   **for total amount not to exceed \$15,000.00 for the term,**

18   subject to budgetary limitations

19   AWARDED BIDDER

20   A & S Protection Specialist.

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

yes

Council Member District 2, Renee Reuter

yes

Council Member District 3, Phil Hendrickson

yes

Council Member District 4, Charles Groeteke

yes

Council Member District 5, Tracey Perry

yes

Council Member District 6, Daniel Stallman

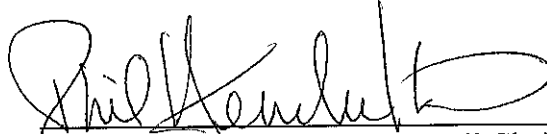
yes

Council Member District 7, James Terry

yes

THE ABOVE BILL ON THIS 28<sup>th</sup> DAY OF Sept, 2020:

PASSED       FAILED



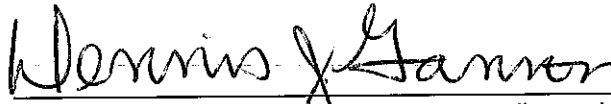
Phil Hendrickson, County Council Chair



Pat Schlette, Council Executive Assistant

THIS BILL WAS  APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 29<sup>th</sup> DAY OF September, 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.



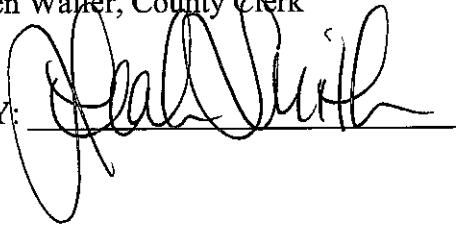
Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:



Ken Waller, County Clerk

BY:



Reading Date: 09-28-2020



# County of Jefferson

State of Missouri

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

Dennis Gannon

County Executive

## DEPARTMENT OF ADMINISTRATIVE SERVICES

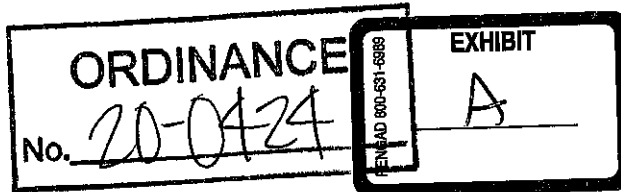
David Courtway - Director

Web Address: [www.jeffcomo.org](http://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

A & S PROTECTION SPECIALIST  
2910 TIMBER BLUFF DR  
HIGH RIDGE MO 63049



August 24, 2020

Attn: AARON STATEN

Your company was awarded a bid for **“SPECIAL PROCESS SERVER 2020”** for the County of Jefferson, Missouri in **February 2020**. The Invitation for Bid allows the County to renew your bid award for an additional one-year term with consent of the awarded bidder.

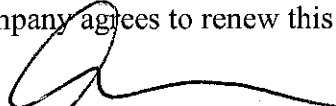
The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions, subject to budgetary limitations, subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2021 to December 31, 2021**.

### 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.


  
\_\_\_\_\_  
Printed Name of Authorizing Agent

  
\_\_\_\_\_  
Signature

9-8-20  
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  
Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this \_\_\_\_\_ day of \_\_\_\_\_ 2020:

A-S PROTECTION SPECIALIST  
Company Name

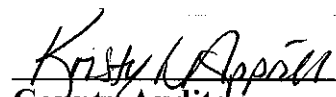
County of Jefferson, State of Missouri

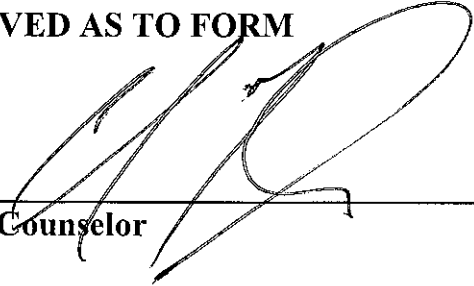
  
Signature  
Aaron Stater  
Print

  
Dennis J. Gannon County Executive

Company Address: 2910 TIMBER BLUFF  
High Ridge MO 63049  
PO Box 402 Hillsboro MO 63050  
Phone: 314-565-0845

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/11/2020

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 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 2223-1 Hashley Insurance Agency LLC 10127 Manchester Rd Ste 102 Saint Louis, MO 63122	CONTACT NAME: PHONE (A/C, No, Ext): 314-822-2121      FAX (A/C, No): E-MAIL ADDRESS: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width:20%;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Missouri Employers Mutual Insurance Company</td> <td>10191</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Missouri Employers Mutual Insurance Company	10191	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															
INSURED Aaron Stanton 2910 Timber Bluff Dr High Ridge, MO 63049															

**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	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			MEM 2012565-06	05/29/2019	05/29/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000

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

<b>CERTIFICATE HOLDER</b> Aaron Staten 2910 Timber Bluff Dr High Ridge, MO 63049	<b>CANCELLATION</b> 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

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<b>PRODUCER</b> Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	<b>CONTACT NAME:</b> PHONE (A/C No. Ext): (888) 202-3007		<b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b> contact@hiscox.com		
<b>INSURED</b> Aaron Staten 2910 timber bluff dr high ridge MO 63049	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hiscox Insurance Company Inc		10200
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		

**COVERAGES**

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	<b>AUTOMOBILE LIABILITY</b> <input 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						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			UDC-1600084-EO-20	06/30/2020	06/30/2021	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

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



Account Information			
Account Number	594695	Tax Code	R1HRNJ
Tax Year	2020 <input type="text"/>	Account Type	PRIVATE
Return Status	Completed	Tax Rate	0
Date Returned	4/7/2020		
City	Entire County		
Owner Name	STATEN, AARON J 2910 TIMBER BLUFF DR HIGH RIDGE, MO, 63049		

Items			
Item	Quantity	Assessed Value	Tax Amount
1985 FORD MUSTANG UNSPECIFIED	1	0	\$0.00
2016 TOYOTA CAMRY SEDAN 4D LE I4	1	0	\$0.00
2000 UTILITY TRAILER UNSPECIFIED	1	0	\$0.00
2003 UTILITY TRAILER UNSPECIFIED	1	0	\$0.00
<b>Total</b>		0	\$0.00

Billing Details	
Tax Billed	\$0.00
Penalty Billed	\$0.00
Cost Billed	\$0.00
Total Billed	\$0.00
Amount Paid	\$0.00
Total Unpaid	\$0.00

Tax Due Amounts	
If paid in...	Amount due is...
September 2020	\$0.00
October 2020	\$0.00
November 2020	\$0.00
December 2020	\$0.00

Tax Due amounts are for all unpaid years.  
See Payment History section for year-by-year details.

Payment History				
Tax Year	Total Due	Total Paid	Amount Unpaid	Date Paid
2019	\$328.80	\$328.80	\$0.00	1/16/2020
2018	\$350.35	\$350.35	\$0.00	2/4/2019
2017	\$12.80	\$12.80	\$0.00	1/26/2018
2016	\$506.54	\$506.54	\$0.00	1/24/2017

No Taxing Bodies

