

BILL NO.: 20-1230

ORDINANCE NO.: 20-

0543

INTRODUCED BY: COUNCIL MEMBER(S)

Hendrickson

1 AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN
2 PRODUCTS AND SERVICES FOR LEGAL SERVICES – CIRCUIT 2020, OFFICE
3 OF THE CIRCUIT CLERK.

4 WHEREAS, Pursuant to Ordinance 19-0530 Jefferson County, Missouri entered
5 into a Contract, known as the Legal Services – Circuit Clerk 2020, with The Schnaare law
6 Firm, PC; 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 Legal Services – Circuit Clerk 2020

13 AWARDED BIDDER

14 The Schnaare Law Firm, PC

15 ORDINANCE NUMBER

16 19-0530

17 WHEREAS, the Office of the Circuit Clerk of Jefferson County, Missouri,
18 requested renewal from the awarded bidder, The Schnaare Law Firm, PC to renew the
19 contract for the Legal Services – Circuit Clerk 2020 with the County; and

FILED

DEC 10 2020

Jefferson County, Missouri
Circuit Clerk's Office

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 Legal Services – Circuit Clerk 2020 for
3 the term of 1-1-21 to 12-31-20 with The Schnaare Law Firm, PC with approval of the
4 County Council and County Executive up to **\$18,000.00 per term, for total amount not**
5 **to exceed \$18,000.00 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 Legal Services – Circuit Clerk 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 \$18,000.00 per term,**

17 **for total amount not to exceed \$18,000.00 for the term,**
18 subject to budgetary limitations

19 AWARDED BIDDER
20 The Schnaare Law Firm, PC

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.

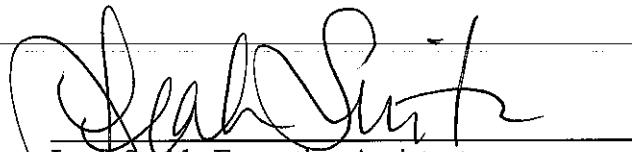
THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

Council Member District 1, Brian Haskins	<u>Absent</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 4th DAY OF December, 2020:

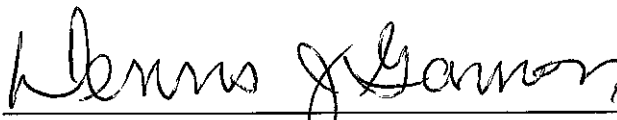
X PASSED _____ FAILED


Phil Hendrickson, County Council Chair


Leah Smith, Executive Assistant

THIS BILL WAS X APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 18th DAY OF December, 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.



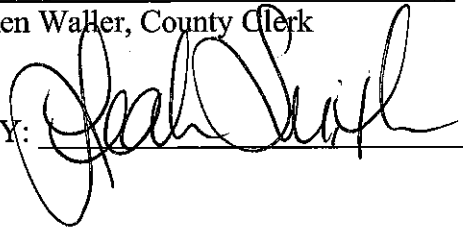
Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:



Ken Waller, County Clerk

BY:



Reading Date: 12-14-2020



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

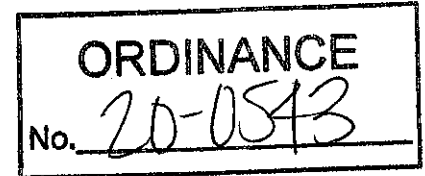
David Courtway - Director

Web Address: www.jeffcomo.org

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

THE SCHNAARE LAW FIRM, PC
321 MAIN ST PO BOX 440
HILLSBORO MO 63050



November 24, 2020

Attn: Timothy Nickless

Your company was awarded a bid for **“LEGAL SERVICES – CIRCUIT 2020”** for the County of Jefferson, Missouri in **December 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.

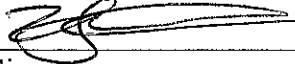
The County of Jefferson, Missouri may desire to renew this bid award for an additional one year with the same terms and conditions, subject to budgetary limitations, subject to approval by the County Council and County Executive. The new award dates shall be from **January 1, 2021 through December 31,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

Timothy Nickless, V.P.
Printed Name of Authorizing Agent

 V.P.
Signature

12/02/2020
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
Department of Administrative Services

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

The Schnaare Law Firm
Company Name

County of Jefferson, State of Missouri

 V.P.
Signature
Timothy Nickless, V.P.
Print

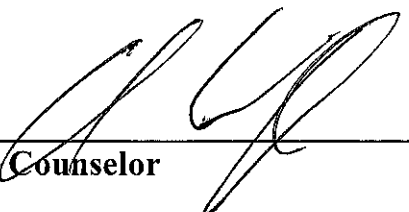

Dennis J. Gannon
County Executive

Company Address: 321 Main St.
PO Box 440
Hillsboro, MO 63050
Phone: (636) 797-3355

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



HANOVER
Lawyers Advantage
Professional Liability Insurance

Missouri RPG Policy Declarations

NOTICE: THIS POLICY IS WRITTEN ON A CLAIMS-MADE BASIS. SUBJECT TO ITS TERMS, THIS POLICY APPLIES ONLY TO CLAIMS FIRST MADE AGAINST THE INSURED DURING THE POLICY PERIOD OR ANY APPLICABLE EXTENDED REPORTING PERIOD. THE LIMITS OF LIABILITY CAN BE COMPLETELY EXHAUSTED BY DEFENSE EXPENSES AND DEFENSE EXPENSES WILL BE APPLIED AGAINST THE DEDUCTIBLE. THE INSURER WILL HAVE NO LIABILITY FOR DEFENSE EXPENSES OR THE AMOUNT OF ANY JUDGEMENT OR SETTLEMENT IN EXCESS OF THE APPLICABLE LIMIT OF LIABILITY. PLEASE READ THE ENTIRE POLICY CAREFULLY

<p>Policy Number</p> <p>LHC H093498 01</p>	<p>The Hanover Insurance Company</p> <p>440 Lincoln Street Worcester, MA 01653 (A Stock Insurance Company, herein called the Insurer)</p>
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RISK PURCHASING GROUP NOTICE

This Lawyers Professional Liability Risk Purchasing Group Policy may not be protected by an insurance insolvency guaranty fund in this state, and the insurer or Risk Purchasing Group may not be subject to all the insurance laws and rules of this state.

IMPORTANT NOTICE REGARDING RISK PURCHASING GROUPS

Disclosure Pursuant to Federal Law Regarding Purchasing Groups [15 U.S.C. SEC. 3901, et seq] Lawyer's Risk Purchasing Group Association is a "Purchasing Group", as defined under Federal law, formed to purchase liability insurance on a group basis for its Members to cover the similar or related liability exposure(s) to which the Members of the Purchasing Group are exposed by virtue of their related, similar, or common businesses or services. Members do not share limits and each member is provided with its own policy and/or evidence of insurance.

Item 1. NAMED INSURED AND ADDRESS

The Schnaare Law Firm, PC
321 Main Street
Hillsboro, MO 63050

Item 2. POLICY PERIOD

Inception Date: 10/29/2020 Expiration Date: 10/29/2021
(12:01 AM standard time at the address shown in Item 1)

Item 3. INSURING AGREEMENTS

<u>Insuring Agreement</u>	<u>Limits</u>	<u>Deductible</u>
A.1. Professional Services Liability - (Including Privacy Breach and Security Breach)	\$500,000 each Claim not to exceed; \$1,500,000 Maximum Aggregate	\$5,000 each Claim N/A all Claims
B. Disciplinary Proceedings	\$100,000 each Disciplinary Proceeding not to exceed; \$100,000 Maximum Aggregate	\$0 each Disciplinary Proceeding
C. Loss of Earnings	\$500 each Day \$20,000 each Insured \$50,000 Maximum Aggregate	Not Applicable
D. Crisis Event Expenses	\$25,000 each Crisis Event not to exceed; \$50,000 Maximum Aggregate	\$0 each Crisis Event
E. Breach Event Expenses And Cyber Investigation Expenses	\$10,000 each Privacy Event or Security Breach or each Regulatory Investigation not to exceed; \$20,000 Maximum Aggregate	\$0 each Privacy Event or Security Breach
F. Reputation Protection Expenses	\$25,000 each Reputation Event not to exceed; \$50,000 Maximum Aggregate	\$0 each Reputation Event
G. Withheld Client Fee Assistance	\$10,000 Maximum Aggregate	Not Applicable

Item 4. RETROACTIVE DATE: 10/29/2001

Item 5. PREMIUM **\$5,056.00**
Total: **\$5,056.00**

*See State Surcharge Notice(s) to Policyholder, if applicable

Item 6. ENDORSEMENTS EFFECTIVE AT INCEPTION: See Schedule of Forms attached.

Item 7. NOTICE TO INSURER

Report a claim to the Company as required to:

The Hanover Insurance Company
440 Lincoln Street
Worcester, MA 01653

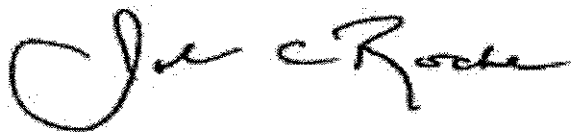
National Claims Telephone Number: 800-628-0250. For Cyber Claims: 800-385-5271

Facsimile: 800-399-4734

Email: firstreport@hanover.com For Cyber Claims: Cyberclaims@hanover.com

Agent on behalf of: PEARL INSURANCE GROUP LLC
1200 E GLEN AVE
PEORIA HEIGHTS, IL 61616

We have caused this Policy to be signed by our President and Secretary and countersigned where required by a duly authorized agent of the Company.



John C. Roche, President



Charles F. Cronin, Secretary

PO Box 853925
Richardson, TX 75085-3925



STANLEY SCHNAARE
5561 SPRING DR
HILLSBORO MO 63050-3422

State Farm Fire and Casualty Company
A stock company with home offices in Bloomington, Illinois

Your State Farm Agent

Matt Woods
10540 Business 21
PO Box 49
Hillsboro MO 63050-0049
Bus: 636-789-3532
Email: matt.woods.ce19@statefarm.com

ST-0208-0000

Renewal Declarations

Policy number: 95-C6-R217-5

Effective date: December 28, 2020

Policy period: 12 months

Expiration date: December 28, 2021

The policy period begins and ends at 12:01 am standard time at the premises location.

OFFICE POLICY

Automatic renewal - If the State Farm® policy period is shown as **12 months**, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

NAMED INSURED

STANLEY SCHNAARE
5561 SPRING DR
HILLSBORO MO 63050-3422

ENTITY

Sole Proprietorship-Individual

IMPORTANT MESSAGE(S)

Notice - Information concerning changes in your policy language is included. Please call your agent if you have any questions.
State Farm at CityLine Telephone Number: 855-760-9031

POLICY PREMIUM

This is not a bill. If an amount is due, then a separate statement will be sent prior to the due date. The premium(s) shown below is the 12 months premium(s) for the characteristics of the policy as described in this Declarations.

Total Premium: \$1,534.00

Discounts applied:

Business Experience Rating
Years in Business

Renewal Discount

SECTION I - PROPERTY SCHEDULE

Location number	Location of described premises	Limit of Insurance* Coverage A - Building	Limit of Insurance* Coverage B - Business Personal Property	Seasonal increase - Business Personal Property
001	321 MAIN ST HILLSBORO MO 63050-4371	\$255,800	\$55,000	25%

* As of the effective date of this policy, the Limit of Insurance as shown includes any increase in the limit due to Inflation Coverage.

SECTION I - INFLATION COVERAGE INDEX(ES)

Cov A - Inflation Coverage Index:	195.5
Cov B - Consumer Price Index:	259.1

SECTION I - DEDUCTIBLES

BASIC DEDUCTIBLE \$500

SPECIAL DEDUCTIBLES:

Earthquake And Volcanic Eruption:	10%
Employee Dishonesty:	\$250
Equipment Breakdown:	\$500
Money and Securities:	\$250

Other deductibles may apply - refer to policy.

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - EACH DESCRIBED PREMISES

The coverages and corresponding limits shown below apply separately to each described premises shown in these Declarations, unless indicated by "See schedule". If a coverage does not have a corresponding limit shown below, but has "Included" indicated, refer to that policy provision for an explanation of that coverage.

Coverage	Limit of Insurance
Accounts Receivable	
On Premises	\$50,000
Off Premises	\$15,000
Arson Reward	\$5,000
Back-up of Sewer or Drain	\$15,000
Collapse	Included
Damage to Non-owned Buildings from Theft, Burglary or Robbery	Coverage B Limit
Debris Removal	25% of covered loss
Equipment Breakdown	Included
Fire Department Service Charge	\$5,000
Fire Extinguisher Systems Recharge Expense	\$5,000
Forgery or Alteration	\$10,000

ST-0308-0000

Coverage	Limit of Insurance
Glass Expenses	Included
Increased Cost of Construction and Demolition Costs (applies only when buildings are insured on a replacement cost basis)	10%
Money Orders and Counterfeit Money	\$1,000
Money and Securities	
On Premises	\$10,000
Off Premises	\$5,000
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)	\$100,000
Newly Acquired or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)	\$250,000
Ordinance or Law - Equipment Coverage	Included
Outdoor Property	\$5,000
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)	\$5,000
Personal Property Off Premises	\$15,000
Pollutant Clean Up and Removal	\$10,000
Preservation of Property	30 days
Property of Others (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
Signs	\$2,500
Unauthorized Business Card Use	\$5,000
Valuable Papers and Records	
On Premises	\$50,000
Off Premises	\$15,000
Water Damage, Other Liquids, Powder or Molten Material Damage	Included

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - PER POLICY

The coverages and corresponding limits shown below are the most we will pay regardless of the number of described premises shown in these Declarations.

Coverage	Limit of Insurance
Dependent Property - Loss of Income	\$5,000
Employee Dishonesty	\$10,000
Loss of Income and Extra Expense	12 Months Actual Loss Sustained
Utility Interruption - Loss of Income	\$10,000

SECTION II - LOCATION SCHEDULE

Location number	Location of described premises
001	321 MAIN ST HILLSBORO MO 63050-4371

SECTION II - LIABILITY

Coverage	Limit of Insurance
Coverage L - Business Liability Per Occurrence	\$1,000,000
Coverage M - Medical Expenses	\$5,000 Any One Person
Damage to Premises Rented to You	\$300,000
Aggregate Limits	Limit of Insurance
Products/Completed Operations Aggregate	\$2,000,000
General Aggregate	\$2,000,000

Each paid claim for Liability Coverage reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Coverage Form and any attached endorsements.

Your policy consists of these Declarations, the BUSINESSOWNERS COVERAGE FORM shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

FORMS AND ENDORSEMENTS

CMP-4100	Businessowners Coverage Form
CMP-4225.2	Amendatory Endorsement (Missouri)
CMP-4561.1	Policy Endorsement
CMP-4703.1	Utility Interruption - Loss of Income
CMP-4704.1	Dependent Property - Loss of Income
CMP-4705.2	Loss of Income and Extra Expense
CMP-4706	Back-up of Sewer or Drain
CMP-4709	Money and Securities
CMP-4710	Employee Dishonesty
CMP-4719.1	Earthquake and Volcanic Eruption
CMP-4721	Exclusion - Personal and Advertising Injury
CMP-4819.1	Unauthorized Business Card Use
FD-6007	Inland Marine Attaching Declarations
FE-3650	Actual Cash Value Endorsement
FE-6999.2	Policyholder Disclosure Notice of Terrorism Insurance Coverage

SCHEDULE OF ADDITIONAL INTEREST(S)

Interest type: Mortgagee
 Endorsement number:
 Loan number: N/A
 BANK STAR ITS SUCCESSORS AND/
 1999 W OSAGE ST
 PACIFIC MO 63069-1124

This policy is issued by the State Farm Fire and Casualty Company.



PARTICIPATING POLICY

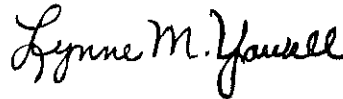
You are entitled to participate in a distribution of the earnings of the company as determined by our Board of Directors in accordance with the Company's Articles of Incorporation, as amended.

In Witness Whereof, the State Farm Fire and Casualty Company has caused this policy to be signed by its President and Secretary at Bloomington, Illinois.

ST-0408-0000



President



Secretary

NOTICE TO POLICYHOLDER:

For a comprehensive description of coverage and forms, please refer to your policy.

Policy changes requested before the "Date Prepared", which appear on this notice, are effective on the Renewal Date of this policy unless otherwise indicated by a separate endorsement, binder, or amended declarations. Any coverage forms attached to this notice are also effective on the Renewal Date of this policy.

Policy changes requested after the "Date Prepared" will be sent to you as an amended declarations or as an endorsement to your policy. Billing for any additional premium for such changes will be mailed at a later date.

If, during the past year, you've acquired any valuable property items, made any improvements to insured property, or have any questions about your insurance coverage, contact your State Farm agent.

Please keep this with your policy.

Your coverage amount....

It is up to you to choose the coverage and limits that meet your needs. We recommend that you purchase a coverage limit equal to the estimated replacement cost of your structure. Replacement cost estimates are available from building contractors and replacement cost appraisers, or, your agent can provide an estimate from Xactware, Inc. using information you provide about your structure. State Farm does not guarantee that any estimate will be the actual future cost to rebuild your structure. Higher limits are available at higher premiums. Lower limits are also available, as long as the amount of coverage meets our underwriting requirements. We encourage you to periodically review your coverages and limits with your agent and to notify us of any changes or additions to your structure.

JEFFERSON COUNTY TAX RECEIPT
2019 PERSONAL PROPERTY

12/4/2020 3:12 PM

ACCOUNT #: 085114
RECEIPT#: 2019103268

MICHELLE WORTH, COLLECTOR
729 MAPLE ST., STE 36
HILLSBORO, MO 63050
PHONE: (636) 797-5406
Email: collector@jeffcomo.org

TOTAL VALUATION: 2,390

SCHNAARE LAW FIRM
PO BOX 440
HILLSBORO, MO 63050-0440

TAX DISTRICT	TAX
CITY OF HILLSBORO	12.35
COUNTY TAX	0.11
HEALTH UNIT TAX	2.56
HILLSBORO FIRE	12.47
HILLSBORO SCHOOL	110.39
HILLSBORO SPECIAL	4.60
JC DEV DISABILITIES	2.17
JEFFERSON COLLEGE	7.88
MENTAL HEALTH TAX	2.17
PARK TAX	0.65
STATE TAX	0.72
VALLE AMBULANCE	7.17
TOTAL TAXES	163.24

PROPERTY DESCRIPTION

Z - Business Value

1 2,390

Total Value: 2,390

PENALTY/FEE	PEN/FEE
Personal Property Filing Penalty Paid	35.00
TOTAL PENALTY/FEES	35.00
TOTAL PAID	198.24

998024

PAID

Validated By

MICHELLE WORTH, Jefferson County Collector
Kristy Apprill, Jefferson County Auditor

DATE: 12/31/2019 STATEMENT TOTAL: 198.24 TOTAL PAID: 198.24 RECEIPT#: 2019103268

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.

ALSO

You can now renew your license plates online at the Missouri Department of Revenue's Website: PLATES.MO.GOV

2019 Jefferson County Personal Property Tax Receipt
I, MICHELLE WORTH, Collector of Jefferson County, MO
do hereby certify that 085114

SCHNAARE LAW FIRM
PO BOX 440
HILLSBORO, MO 63050-0440

Has Paid Personal Taxes For The Year 2019 On The
Following Vehicles Described Below: