

BILL NO.: 15-1212

ORDINANCE NO.: 15-

0024

INTRODUCED BY: COUNCIL MEMBER(s)

Boyer

1        **AN ORDINANCE RENEWING THE BID AWARDS FOR CERTAIN**  
2 **PRODUCTS AND SERVICES FOR BURIAL SERVICES 2014, DEPARTMENT OF**  
3 **ADMINISTRATIVE SERVICES.**

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     Burial Services 2014

10                                        AWARDED BIDDER

11     Robert D. Brown Funeral Home Inc.

12                                        ORDINANCE NUMBER

13     14-0437 and 15-0280

14        **WHEREAS,** the Department of Administrative Services of Jefferson County,  
15 Missouri, Council finds it is in the best interest of the County to renew the bid award for  
16 Burial Services 2014 with Robert D. Brown Funeral Home Inc. for the term of 10-14-15 to  
17 10-13-16 with approval of the County Council and County Executive up to the amount of  
18 **\$8,000.00** subject to budgetary limitations.

1           **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**

2 **AS FOLLOWS:**

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

5   BID NAME

6   Burial Services 2014

7   TERM

8   10-14-15 to 10-13-16

9   Upon approval of the County Council and County Executive

10   AMOUNT

11   Up to **\$8,000.00**

12   subject to budgetary limitations

13   AWARDED BIDDER

14   Robert D. Brown Funeral Home Inc.

15           Section 2.     The Jefferson County, Missouri, Council hereby authorizes the  
16 County Executive to execute a renewal agreement, incorporated herein by reference and  
17 attached as Exhibit A. The County Executive is further authorized to take any and all  
18 actions necessary to carry out the intent of this Ordinance.

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

1            Section 4.      This Ordinance shall be in full force and effect from and after its  
2      date of approval. If any part of this Ordinance is invalid for any reason, such invalidity  
3      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>Yes</u>
Council Member District 2, Renee Reuter	<u>Yes</u>
Council Member District 3, Robert Boyer	<u>Yes</u>
Council Member District 4, George Engelbach	<u>Yes</u>
Council Member District 5, Oscar J. "Jim" Kasten	<u>Yes</u>
Council Member District 6, Cliff Lane	<u>Yes</u>
Council Member District 7, James Terry	<u>Yes</u>

THE ABOVE BILL ON THIS 14<sup>th</sup> DAY OF December, 2015:

**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 15<sup>TH</sup> DAY OF DECEMBER, 2015.

THIS BILL WAS \_\_\_\_\_ VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

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

**ATTEST:**

Wes Wagner  
Wes Wagner, County Clerk

BY: Katherine E. Missey

Reading Date: 12-14-2015



# County of Jefferson

## State of Missouri

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

RECEIVED

DEC 07 2015

Ken Waller

County Executive

### DEPARTMENT OF ADMINISTRATIVE SERVICES

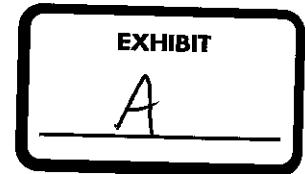
David Courtway - Director

Web Address: [www.jeffco.mo.org](http://www.jeffco.mo.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

ROBERT D. BROWN FUNERAL HOME INC  
PO BOX 854  
HILLSBORO MO 63050



December 1, 2015

Attn: Robert D. Brown

Your company was awarded a bid for "BURIAL SERVICES 2014" for the County of Jefferson, Missouri in **October 2014**. 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, 2015 through October 13, 2016**.

#### 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.

ROBERT D. BROWN, Pres  
Printed Name of Authorizing Agent

[Handwritten Signature]  
Signature

12/7/15  
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,

[Handwritten Signature: Vickie S. Pratt]

Vickie S. Pratt  
Department of Administrative Services

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this  
7th day of Dec 2015:

Robert D Brown Funeral  
Company Name HONE INC

County of Jefferson, State of Missouri

[Signature]  
Signature Robert D. Brown

[Signature]  
Kenneth B. Waller  
Kenneth B. Waller County Executive

Print

Company Address: \_\_\_\_\_

103 4th St

P.O. Box 854, Hillsboro  
MO 63050

Phone: 636 789-  
4949

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