



# St. Charles County Government

**Department of Finance**

Robert W. Schnur, CPA  
Director

## MEMORANDUM

TO: Steve Ehlmann, County Executive  
FROM: Robert W. Schnur, Director *[Signature]*  
DATE: February 11, 2011  
RE: **Notification of Bid Award – Advantage Sign Supply**

RECEIVED

FEB 15 2011

COUNTY EXECUTIVE OFFICE

Attached please find a Notification of Bid Award to **Advantage Sign Supply**, in the amount of **\$5,060.00**, for the purchase of a sign plotter for the Highway Department. The bid opening was held on January 25, 2011 and these bids were received:

Vendor	Amount	Vendor	Amount
Advantage Sign Supply	\$5,060.00	Ordway Sign Supply	\$5,395.00
Tapaco Traffic & Parking	\$5,995.00		

The account number this purchase will be charged to is 201-9020-47420.

After your review of the attached, if this meets with your approval, please sign and return to the Finance Department.

If you have any questions, please call.

Enclosure

APPROVED:

*[Signature]*  
Chuck Gross  
Director of Administration

Date 2/23/11

*[Signature]*  
Steve Ehlmann  
County Executive

Date 3/1/11

201 N. Second Street • Suite 541 • St. Charles, Missouri 63301  
(636) 949-7465 • Fax (636) 949-7456

# NOTIFICATION OF BID AWARD

**FOR AMOUNTS ABOVE  
\$5,000.00**

Process: Upon selecting winning bid, department must obtain Department Head or Elected official Signature and send to Purchasing. If over \$5,000, Purchasing will obtain County Executive's Signature. If over \$25,000, Purchasing will also route to County Counselor's Office for inclusion on Council Agenda. Once all approvals are obtained, copies will be sent to Director of Administration, County Auditor, County Clerk and Department Head.

Department HIGHWAY  
Contact Person BENNY HEDDEN ASST CO ENGR Telephone 47142  
Item Bid or Service BID 23 SIGN PLOTTER  
Bid Opening was held on: 1.25.11 Bids Opened by: FINANCE DEPT

The following bids were received:

Vendor: ADVANTAGE SIGN SUPPLY Price: \$5,060.00

Bid meets all specifications:  Yes  No

Vendor: ORDWAY SIGN SUPPLY Price: \$5,395.00

Bid meets all specifications:  Yes  No

Vendor: TAPACO TRAFFIC & PARKING CONTROL Price: \$5,995.00

Bid meets all specifications:  Yes  No

Vendor: \_\_\_\_\_ Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

Vendor: \_\_\_\_\_ Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

Vendor: \_\_\_\_\_ Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

Bid awarded to: ADVANTAGE SIGN SUPPLY (LOW BID) (\$5,060.00)

If bid was not awarded to lowest bidder, please explain reason: \_\_\_\_\_

Authorization:

Account number purchase will be charged against: 201 9020 47420 (VEHICLES)

Bid over \$5,000 Dept. Head/Elected Official Approval Benny Hedden

Bid over \$5,000 County Executive Approval [Signature]

Bid over \$25,000 Please route to County Counselors Office for Inclusion on Council Agenda