




# St. Charles County Government

**Department of Finance**

Robert W. Schnur, CPA  
Director

## MEMORANDUM

TO: Steve Ehlmann, County Executive  
FROM: Robert W. Schnur, Director   
DATE: March 4, 2011  
RE: **Notification of Bid Award – NAPA Auto Parts**

Attached please find a Notification of Bid Award to **NAPA Auto Parts**, in the amount of **\$15,788.00**, for the purchase of a tire balancer for the Highway Department. The bid opening was held on January 25, 2011 and these bids were received:

Vendor	Amount	Vendor	Amount
NAPA Auto Parts St. Charles MO	\$15,788.00	National Tool Warehouse** Carthage MO	\$14,708.50
Snap-On Industrial St. Charles MO	\$16,389.80	Nichol Marketing Group st. Louis MO	\$28,900.00
Automotive Technology Fenton MO	\$29,996.00		

\*\*did not meet bid specifications


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:

  
Chuck Gross  
Director of Administration

Date 3/8/11

  
Steve Ehlmann  
County Executive

Date 3/10/11

RECEIVED

MAR -7 2011

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

COUNTY EXECUTIVE OFFICE

# 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 X7142  
Item Bid or Service BID 25 TIRE BALANCER  
Bid Opening was held on: 1.25.11 Bids Opened by: FINANCE DEPT.

The following bids were received:

Vendor: NATIONAL TOOL WAREHOUSE Price: \$14,708.50  
Bid meets all specifications:  Yes  No  
Vendor: NAPA AUTO PARTS Price: \$15,788.00  
Bid meets all specifications:  Yes  No  
Vendor: SNAP-ON INDUSTRIAL Price: \$16,389.80  
Bid meets all specifications:  Yes  No  
Vendor: NICHOL MARKETING GROUP Price: \$28,900.00  
Bid meets all specifications:  Yes  No  
Vendor: AUTOMOTIVE TECHNOLOGY Price: \$29,996.00  
Bid meets all specifications:  Yes  No  
Vendor: \_\_\_\_\_ Price: \_\_\_\_\_  
Bid meets all specifications:  Yes  No

Bid awarded to: NAPA AUTO PARTS (\$15,788.00)  
If bid was not awarded to lowest bidder, please explain reason: LOW BID DID NOT MEET SPECS. IT DOES NOT MEET CYCLE TIME.

Authorization:

Account number purchase will be charged against: 201 9000 A17400 (VEHICLES)  
 Bid over \$5,000 Dept. Head/Elected Official Approval [Signature]  
 Bid over \$5,000 County Executive Approval [Signature]  
 Bid over \$25,000 Please route to County Counselors Office for Inclusion on Council Agenda