



# 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 25, 2011

RE: **Notification of Bid Award – All Bidders**

Attached please find a Notification of Bid Award to **All bidders**, in the amount not to exceed **\$10,000.00**, for the purchase of batteries for the Highway Department. It is recommended that these bids be accepted to ensure that the four districts can purchase the best value battery for the particular need. The bid opening was held on February 8, 2011. These bids were received:

Vendor	Amount	Vendor	Amount
Batteries Plus	See attached schedule	Factory Motor Parts	See attached schedule
NAPA Auto Parts	See attached schedule	AutoZone	See attached schedule
P&P Parts Corp.	See attached schedule		

The account number this purchase will be charged to is 201-9020-44400.

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

If you have any questions, please call.

Enclosure

APPROVED:

*[Signature]*  
 Chuck Gross  
 Director of Administration

Date 3/7/11

*[Signature]*  
 Steve Ehlmann  
 County Executive

Date 3/10/11

RECEIVED

MAR - 4 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 ASSE CO ENGR Telephone X7142

Item Bid or Service BID 36 BATTERIES

Bid Opening was held on: 2.8.11 Bids Opened by: FINANCE DEPT.

*The following bids were received:*

Vendor: FACTORY MOTOR PARTS Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

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

Bid meets all specifications:  Yes  No

Vendor: P+P PARTS CORP dba NAPA AUTO PARTS Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

Vendor: GENUINE PARTS COMPANY (NAPA) Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

Vendor: BATTERIES PLUS Price: \_\_\_\_\_

Bid meets all specifications:  Yes  No

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

Bid meets all specifications:  Yes  No

Bid awarded to: ALL VENDORS. ENSURES THE AVAILABILITY OF THE NECESSARY

If bid was not awarded to lowest bidder, please explain reason: BATTERY WHEN NEEDED. BID AMOUNT NOT TO EXCEED \$10,000.00.

### Authorization:

Account number purchase will be charged against: (VEHICLE MAINT) 2019020 44400

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

Bid over \$5,000 County Executive Approval \_\_\_\_\_

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