




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 – 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 sod for the Highway Department. It is recommended that these bids be accepted to ensure that sod is available when needed. **The vendor offering the lowest price will be contacted first.** If the lowest bidder cannot supply the product needed the next lowest bidder will be contacted. The bid opening was held on February 1, 2011 and these bids were received:

Vendor	Amount	Vendor	Amount
Keeven Brothers O'Fallon MO	\$1.62/Sq yd	Emerald Turf Farms O'Fallon MO	\$1.22/Sq yd

The account number this purchase will be charged to is 201-9020-44300.

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 47 SOD

Bid Opening was held on: 2-1-11 Bids Opened by: FINANCE DEPT
BLUE GRASS 20451A

The following bids were received:

Vendor: KEEVEN BROS INC Price: \$1.62 3.96 RA
\$1.22

Bid meets all specifications: Yes No
Vendor: EMERALD VIEW TURF FARMS Price: \$3.96 1.22 RA
\$3.29

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
Vendor: _____ Price: _____

Bid meets all specifications: Yes No
Vendor: _____ Price: _____

Bid awarded to: BOTH BIDDERS, IN ORDER TO ENSURE AVAILABILITY OF
If bid was not awarded to lowest bidder, please explain reason: MATERIAL WHEN NEEDED.
WILL USE EMERALD VIEW TURF WHEN POSSIBLE. NOT TO EXCEED
\$10,000.00.

Authorization: _____ (REPAIR + MAINTENANCE)
Account number purchase will be charged against: 201 9020 A/4300
 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