



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: 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 **\$20,000.00**, for the purchase of topsoil for the Highway Department. It is recommended that all bids be accepted to ensure that the four districts can get topsoil when needed. **S&H Farms will be the primary supplier of topsoil**; Illy's will be used when topsoil is not available from S&H. The bid opening was held on February 1, 2011 and these bids were received:

Vendor	Amount	Vendor	Amount
S&H Farms O'Fallon, MO	Schedule attached	Michael Illy's Topsoil st. Peters MO	Schedule attached

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 return to the Finance Department

If you have any questions, please call.

Enclosure

APPROVED:

[Signature]

Chuck Gross
Director of Administration

Date 3/8/11

[Signature]

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 CD ENGR Telephone X7142

Item Bid or Service BID 48 TOPSOIL

Bid Opening was held on: 2.1.11 Bids Opened by: FINANCE DEPT

PRICE PER TANDEM TRUCK LOAD

The following bids were received:

Vendor: S+H FARMS INC Price: \$130.00

Bid meets all specifications: Yes No

Vendor: MICHAEL ILLY'S TOPSOIL Price: \$360.00

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

Vendor: _____ Price: _____

Bid meets all specifications: Yes No

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 S+H FARMS WHEN POSSIBLE, NOT TO EXCEED \$20,000.00

(REPAIR + MAINTENANCE)

Authorization:

Account number purchase will be charged against: 201 9020 44300

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