




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 25, 2011
RE: **Notification of Bid Award – Input Technology, Inc.**

Attached please find a Notification of Bid Award to **Input Technology, Inc.**, in the amount of **\$22,498.00** for the printing and mailing of Real Estate Assessment and Property Tax Liability Notices for the Assessor and Collector. The bid opening was held on March 23, 2011 and these bids were received:

Vendor	2011 Tax Year
Input Technology, Inc. St. Louis, MO	\$22,498.00
Peregrine Corporation Joplin, MO	\$36,465.00

The account numbers this purchase will be charged to be:

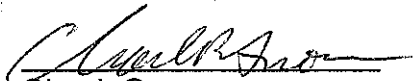
Assessor- 211-1100-413-45500- \$16,046.00
Collector- 001-0700-415-45500- \$ 6,452.00

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.

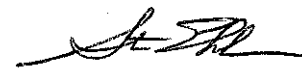
Enclosure

APPROVED:


Chuck Gross

Director of Administration

Date 4/7/11



Steve Ehlmann
County Executive

Date 4/11/11

RECEIVED

APR 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 Assessor + Collector

Contact Person Brenda Muschany Telephone X7442

Item Bid or Service 11-088 Notice of Real Est. Assmt / Property Tax Liability Notices

Bid Opening was held on: March 23, 2011 Bids Opened by: Rick Hooker

The following bids were received:

Vendor: Input Technology Inc
 Bid meets all specifications: Yes No

	2011	2012 Option
Assessor -	\$16,046	\$3,049
Collector -	6,452	1,094
Price:	\$22,498	\$4,143

Vendor: Paragone Corporation
 Bid meets all specifications: Yes No

	2011	2012 Option
Assessor	\$18,590	1,298
Collector	17,873	1,315
Price:	\$36,463	\$2,613

Vendor: _____
 Bid meets all specifications: Yes No

Price: _____

Vendor: _____
 Bid meets all specifications: Yes No

Price: _____

Vendor: _____
 Bid meets all specifications: Yes No

Price: _____

Vendor: _____
 Bid meets all specifications: Yes No

Price: _____

Bid awarded to: Input Technology Inc

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

Authorization: Assessor 211-1100-413-45500
 Account number purchase will be charged against: Collector 001-0700-415-5500
 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