



# St. Charles County Government

Department of Finance

Robert W. Schnur, CPA  
Director

## MEMORANDUM

TO: Steve Ehlmann, County Executive

FROM: Robert W. Schnur, Director *RS*

DATE: June 28, 2011

RE: Notification of Bid Award – EVS, Inc

*Approved by  
July 11, 2011  
Consent Agenda*

Attached please find a Notification of Bid Award to **EVS, Inc** for vehicle equipment change-over services for the Sheriff's department. The bid opening was held on June 27, 2011, and the following bids were received:

Vendor	Remove Equipment	Install Equipment	Total
EVS	\$450.00	\$1,940.00	\$2,390.00
Communication Associates	\$835.00	\$2,330.00	\$3,165.00
Superior Transport	\$517.00	\$1,932.00	\$2,449.00

The estimated annual expenditure for this year is **\$44,000.00**. The account number this service will be charged to is 601-1020-44415.

After your review of the attached, if this meets with your approval, please sign and forward to the Council for inclusion on the next agenda.

If you have any questions, please call.

Enclosure

APPROVED:

*Chuck Gross*  
Chuck Gross  
Director of Administration

Date 6/30/11

*Steve Ehlmann*  
Steve Ehlmann  
County Executive

Date 7/1/11

**RECEIVED**

JUL 05 2011

ST. CHARLES COUNTY COUNCIL

RECEIVED

JUN 29 2011

COUNTY EXECUTIVE OFFICE

**RECEIVED**

JUL - 1 2011

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

ST. CHARLES COUNTY  
COUNSELOR'S 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 Finance

Contact Person Steve McPherson Telephone 3047

Item Bid or Service Vehicle Equipment Change-over Services

Bid Opening was held on: 6/27 Bids Opened by: Hooker/McPherson

The following bids were received:

*ESTIMATED 18 VEHICLES*

Vendor: Emergency Vehicle Service (EVS) Price: Remove & Install \$2,390 per car  
*5% parts markup - 21 days to build*

Bid meets all specifications:  Yes  No

Vendor: Superior Towing Price: Remove & Install \$2,449 per car  
*10% parts markup - 4 days to build*

Bid meets all specifications:  Yes  No

Vendor: Communications Associates Price: Remove & Install \$3,165 per car  
*20% parts markup - 54 days to build*

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: Emergency Vehicle Services

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

### Authorization:

Account number purchase will be charged against: 6011020 44415

Bid over \$5,000 Dept. Head/Elected Official Approval *[Signature]*

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

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