




St. Charles County Government

Department of Finance

Robert W. Schnur, CPA
Director

MEMORANDUM

TO: Steve Ehlmann, County Executive
FROM: Robert W. Schnur, Director 
DATE: September 15, 2011
RE: Notification of Bid Award – SQS, Inc

Attached please find a Notification of Bid Award to **SQS, Inc**, in the amount of **\$13,900.90**, for one (1) Industrial Washer and one (1) industrial Dryer for Community Health-Humane Services. The bid opening was held on August 17, 2011. These bids were received:

Vendor	Location	Amount	Vendor	Location	Amount
SQS, Inc	Fenton MO	\$13,900.90	RJ Kool Co	N Kansas City MO	\$18,399.00

The account number this purchase will be charged to is 301-9800-47431.

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 9/23/11



Steve Ehlmann
County Executive

Date 9/29/11

RECEIVED

SEP 19 2011

COUNTY EXECUTIVE OFFICE

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

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 Community Health & the Environment

Contact Person Scott Green Telephone xt. 7347

Item Bid or Service Washer & Dryer

Bid Opening was held on: 8/17/11 Bids Opened by: _____

The following bids were received:

Vendor: SQS Inc. Price: 13,900.90

Bid meets all specifications: Yes No

Vendor: RJ Kool Company Price: 18,399.00

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: SQS Inc.

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

Authorization:

Account number purchase will be charged against: 301-9800-47431 Mo Foundation

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

Bid Form 11-167 submitted by (SOS) inc. did not have all the cost included, thus I have included this spread sheet. Scott Green

Washer		6923.8							
Drain trough		400							
Installation		400							
Dryer		3283.15							
Installation		200							
Freight		735.95							
Vents + Gas line installation		1958							
Total Cost		13,900.90							