



COMMISSION ORDER

STATE OF MISSOURI }
County of Franklin } ss.

Tuesday, March 28, 2023
Bid Award

IN THE MATTER OF AWARDING THE BID FOR "VEHICLE(S) – SHERIFF'S OFFICE" TO ST. CHARLES NISSAN

WHEREAS, a Public Notice to Bidders asking for sealed bids for "Vehicle(s) – Sheriff's Office" was published in the Washington Missourian March 01, 2023 edition for receipt by March 15, 2023; and

WHEREAS, one (1) bid was received from St. Charles Nissan; and

WHEREAS, after due deliberation, consideration and discussion with the Franklin County Sheriff's Office, it is the recommendation of the Franklin County Purchasing Department to award the contract for "Vehicle(s) – Sheriff's Office" to St. Charles Nissan; and

WHEREAS, the Franklin County Commission hereby finds and determines it is in the best interest of Franklin County to award the contract for "Vehicle(s) – Sheriff's Office" to St. Charles Nissan for two Nissan Pathfinders for the total cost not to exceed \$41,990.00 per vehicle.


IT IS THEREFORE ORDERED by the Franklin County Commission that the contract for "Vehicle(s) – Sheriff's Office" is hereby awarded to St. Charles Nissan for the total cost not to exceed \$83,980.00.

IT IS FURTHER ORDERED that Kyle Kitcher, Sheriff's Office, is authorized to execute any and all documents as may be necessary or desirable to carry out and comply with the intent of this Order, for and on behalf of the County of Franklin, Missouri.

IT IS FURTHER ORDERED that a copy of this Order be provided to St. Charles Nissan; Sheriff Steve Pelton; Mandy Warnecke, Sheriff's Office; Melissa Dahms, Sheriff's Office; Kyle Kitcher, Sheriff's Office; Shakara Bray, Purchasing Director; Lynne Maloney, Accounts Payable; and to Angela Gibson, Auditor.

I hereby certify that there is a balance otherwise unencumbered to the credit of the current year appropriation to which this order is chargeable and a cash balance otherwise unencumbered in the treasury to the credit of the fund which payment is to be made, each sufficient to meet this obligation.

Auditor Angela Gibson 3/28/23
Act. 620-020-685.100



Presiding Commissioner



Commissioner of 1st District



Commissioner of 2nd District



FRANKLIN COUNTY
PURCHASING DEPARTMENT

March 15, 2023

Tim Brinker, Presiding Commissioner
Todd Boland, 1st District Commissioner
Dave Hinson, 2nd District Commissioner

RE: RFB 2023-09 Vehicle(s) FCSO

Dear Commissioners:

On March 15th, the Purchasing Department received responses to the Request for Bid for Vehicle(s) FCSO. One response was received from St. Charles Nissan. Following discussion with the Franklin County Sheriff's Office, the Purchasing Department hereby recommends St. Charles Nissan to be awarded for 2023-09 Vehicle(s) FCSO.

Respectfully,

A handwritten signature in black ink that reads "Shakara Bray". The signature is written in a cursive, flowing style.

Shakara Bray
Purchasing Director, Franklin County

ATTACHMENT 1

SEALED RESPONSE LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF PACKAGE

SEALED BID RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department
400 East Locust St, Rm 004
Union, MO 63084

SOLICITATION # 2023-09 DATE: March 15, 2023 2:00PM

DESCRIPTION: Vehicle(s) – Sheriff’s Office

Vendor Name: ST CHARLES NISSAN

Vendor Address 5625 VETERANS MEMORIAL PARKWAY ST PETERS MO 63376



**FRANKLIN COUNTY
PURCHASING DEPARTMENT
REQUEST FOR BID (RFB) COVER PAGE**

RFB NO: 2023-09

TITLE: Vehicle(s) – Sheriff’s Office

Solicitation Schedule & Deadlines:

March 1, 2023	Solicitation Release/Advertising Date
March 6, 2023 10:00AM	Deadline for Submitting Questions
March 8, 2023 4:30PM	Deadline to post Addendum
March 15, 2023 2:00PM	Deadline to Submit Response
March 15, 2023 2:30 PM	Opening Date I Time

Responses must be received no later than “Deadline to Submit Response”

March 15, 2023 2:00 PM

Shakara Bray, Purchasing Agent

Meagan Cowsert, Assistant Purchasing Agent

Phone: 636-584-6274 Email: PURCHASING@FRANKLINMO.GOV

Submittal Instructions: Print this Packet in its entirety and complete all pages per instructions. Print the SEALED RESPONSE LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

Company Name: ST CHARLES NISSAN _____

SUBMISSION CHECKLIST

I have reviewed the bid schedule and deadlines, located on the solicitation cover page

I have read ALL Terms and Conditions and Bid documents closely

(Located at www.franklinmo.org)

THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A RESPONSE

USE THESE FORMS ONLY

Solicitation Cover page

Contractual Terms and Conditions Acknowledgement

Pricing Form (all pages) completed and signed

I have one original and two copies that are labeled accordingly

I have included contact information

COI (Certificate of Insurance)

Envelope is sealed and label attached

Affidavit for Work Authorization is completed and Notarized

Current, signed W-9 is included in solicitation packet

If you have already submitted W-9 information through Vendor Registry, you do not have to resubmit with response. Just reference Vendor Registry.

PURPOSE

Franklin County, Mo (Sheriff's Office) is seeking bids from qualified vendors to provide 2 vehicles for law enforcement purposes that meets or exceeds the specific requirements listed below.

SPECIFIC REQUIREMENTS

1. The vendor shall provide Model year 2023 with manufacturers' standard equipment.
2. All items of standard equipment which are normally provided with each vehicle by the manufacturer shall be furnished unless such items are specifically omitted by the request for bid specifications.
3. **The vehicles MUST include an offroad package.**
4. All options and/or accessories must be manufacturers' original equipment. No aftermarket options and/or accessories shall be acceptable.
5. All options must be factory installed.
6. The manufacturers' standard warranty shall apply to this vehicle.
7. All warranty service must be performed within a 70 mile radius from the Franklin County Sheriff's Office physical location: 1 Bruns Dr. Union, Mo 63084.
8. Vehicle shall come with owner's manual.
9. Vehicle shall come with proper form to apply for Missouri title and license including the Manufacturer's Statement of Origin and invoice.
10. Vehicle shall be delivered and/or picked up within one week from award date of this bid.
11. Delivery and/or pick up specifications of the vehicle will be one of the following:
 - a) Vehicle delivered to the Franklin County Sheriff's office at 1 Bruns Dr. Union, Mo
 - b) Vehicle picked up at awarded vendor's location no more than 70 miles from the Franklin County Sheriff's office at 1 Bruns Dr. Union, Mo. 63084
12. In the event that the awarded vendor cannot deliver and/or accommodate pick up for the Franklin County Sheriff's Office within one week of the award date, The Franklin County Sheriff's office reserves the right to find the same or similar vehicle from another source.
13. Payment will be a check from Franklin County, Mo which will be processed and sent after vehicle is in hands of Franklin County Sheriff's Office and after invoice is received by Franklin County Sheriff's Office. Invoice can be mailed or emailed it the following:

Franklin County Sheriff's Office
Attn: Mandy Warnecke
1 Bruns Dr. Union, Mo. 63084

purchasing@franklinmo.gov

14. Invoice will have the awarded vendor's remittance address, Legal Business name, Franklin County's Purchase order number, and pricing broke down by specifications.

15. The awarded vendor shall be responsible for repairing any item or components received in damaged condition at no cost to Franklin County, MO.
16. All prices shall be firm, fixed as indicated in the pricing pages within this bid.
17. Color of vehicle shall not be red or yellow. Red vehicles are associated with the fire departments in the area.

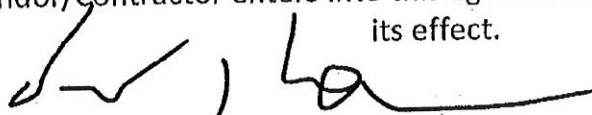
The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The offeror is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The offeror's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Franklin County. The offeror must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes in the appropriate section titled Pricing.

CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

The undersigned Vendor/Contractor has read, understood, and accepted the Terms and Conditions as published on the Franklin County Official Website located at:

<http://www.franklinmo.org>

All terms and conditions as stated shall be adhered to by Vendor/Contractor upon acceptance of contract. Vendor/Contractor enters into this agreement voluntarily, with full knowledge of its effect.



3-1-23

Vendor/Contractor Signature

Date

: • ST CHARLES NISSAN. DAVID LOW GSM

Vendor/Contractor Name and Title

AFFIDAVIT OF WORK AUTHORIZATION

The grantee, sub grantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now DAVID LOW (Name of Business Entity Authorized Representative)
as GSM (Position/Title)

first being duly sworn on my oath, affirm ST CHARLES NISSAN (Business Entity Name) is enrolled and will continue to participate in the E-Verify Federal Work Authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to VEHICLE (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontractor, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that ST CHARLES NISSAN (Business Entity Name)

does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to VEHICLE (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

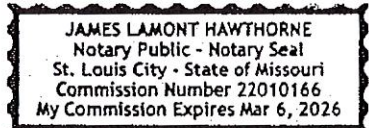
In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

[Signature] DAVID LOW
Authorized Representative's Signature Printed Name
GSM 03-01-23
Title Date

Subscribed and sworn to before me this 01-03-23 I am
Day Month, Year

commissioned as a notary public within the County of St Louis City, State of Missouri and my commission expires on Date

[Signature] 3-1-23
Signature of Notary Date



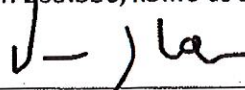
AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that ST CHARLES NISSAN (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

DAVID LOW



Authorized Business Entity
Representative's Name
(Please Print)
ST CHARLES NISSAN

Authorized Business Entity
Representative's Signature

3-1-23

Business Entity Name

Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- o Enroll and participate in the E-Verify Federal Work Authorization Program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218 Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- o Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify Federal Work Authorization Program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security - Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

PRICING FORM

2023-09 Vehicle(s) – Sheriff’s Office

REQUIRED PRICING

The bidder shall complete the following pricing form and provide firm, fixed pricing necessary to meet the mandatory requirements of the solicitation.

MODEL YEAR 2023 w/ Offroad Package Firm, Fixed Base Price Equipped as Specified Below: \$ <u>42500.00</u> each <i>In addition to the mandatory required equipment stated below, the vehicles shall be equipped with all standard equipment for the model specified.</i>	
Mandatory Specifications	Vendor should provide a description of each specification below for the vehicle proposed or indicate compliance.
ENGINE:6CYL	YES 3.5 295HP 270LB TORQUE
4WD:	YES
TIRES:	P26560R18 ALL TERRAIN TIRES
WHEELS:	ALLOY 18INCH
SINGLE KEY LOCKING SYSTEM:	YES
FRONT SEATS:	YES
SECOND ROW SEATING:	YES BUCKETS
THIRD ROW SEATING:	YES
FLOOR COVERING:	YES
FLOOR MATS: Manufacturer's carpeted mats required	YES
FRONT LICENSE BRACKET: Manufacturer's standard required	YES
AUXILIARY DOME LAMP:	YES
TOW PACKAGE:	YES
SKID PLATE GROUP:	PARTIAL
SPOTLIGHT:	NO
COLORS: Standard production solid color exterior and standard interior trim NO RED OR YELLOW!	List colors available: BLACK WHITE GRAY
MANDATORY MODEL: 2023 WITH OFFROAD PACKAGE	

SPECS:

- 3rd row seats: bench
- 4-Wheel Disc Brakes
- 6 Speakers
- ABS brakes
- AM/FM radio: SiriusXM
- Air Conditioning
- Alloy wheels
- Auto High-beam Headlights
- Automatic temperature control
- Axle Ratio: 4.334
- Black Splash Guards (Set of 4)
- Brake assist
- Delay-off headlights
- Driver door bin
- Driver vanity mirror
- Dual front impact airbags
- Dual front side impact airbags
- Electronic Stability Control
- Emergency communication system
- Four wheel independent suspension
- Front Bucket Seats
- Front Center Armrest
- Front anti-roll bar
- Front beverage holders
- Front dual zone A/C
- Front fog lights
- Front reading lights
- Fully automatic headlights
- Heated Front Bucket Seats
- Heated door mirrors
- Heated front seats
- Illuminated entry
- Knee airbag
- Leather steering wheel
- Leatherette Seating Surfaces
- Low tire pressure warning
- Occupant sensing airbag
- Outside temperature display
- Overhead airbag
- Overhead console
- Panic alarm
- Passenger door bin
- Passenger vanity mirror
- Power door mirrors
- Power driver seat
- Power steering
- Power windows
- Radio data system
- Radio: AM/FM Audio System
- Rear Parking Sensors
- Rear air conditioning

- Rear reading lights
- Rear side impact airbag
- Rear window defroster
- Rear window wiper
- Reclining 3rd row seat
- Remote keyless entry
- Roof rack
- Security system
- Speed control
- Speed-sensing steering
- Split folding rear seat
- Spoiler
- Steering wheel mounted audio controls
- Tachometer
- Telescoping steering wheel
- Tilt steering wheel
- Traction control
- Trip computer
- Turn signal indicator mirrors
- Variably intermittent wipers
- Wheels: 18"

Company Name _____ ST CHARLES NISSAN _____

Authorized Signature _____  _____

Printed name and title _____ DAVID LOW GSM _____

Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.

VENDOR INFORMATION

Company Name ST CHARLES NISSAN_____

Mailing Address_5625 VETERANS MEMORIAL PARKWAY ST PETERS MO
63376_____

Phone number_____3145755865_____

Contact Name_____DAVID LOW_____

Contact Name Title_____GSM_____

Email
Address_____DAVELOW@STCHARLESAUTO.COM_____

2023-09 Vehicle(s) Tab Sheet

Vendor Name:	Address:	Total Cost:
St. Charles Nissan	5625 Veterans Memorial Parkway St. Peters, MO. 63370	\$42500.00 each (\$85,000 total)

COMMISSION ORDER PRECERTIFICATION FORM

Please return this completed form to the Purchasing Department to make a request for solicitation, contract, or contract renewal for the expenditure of funds.

Date: 3/27/2023

Official/Appointed Requestor: Meagan Cowser

Name of Item/service requesting: Awarding RFB # 2023-09

Vehicle(s) to St. Charles Nissan (FCSO)

(Proposed specifications/contract documents/quotes should be attached to form)

Budget Information: List the account(s) and estimated amount(s) used to make the purchase.

Account
~~620-020-685.200~~
620-020-685.100

Estimated Amount
\$47,500 each
\$85,000 total

Auditor approval of funds: _____ Date: _____

Purchasing Director approval: [Signature] Date: 3/27/23

Circle One: Solicitation New Contract Renew Existing Signature

Attached solicitation information and no: 2023-09 Vehicle(s) FCSO

Previous Commission Order number if applicable: _____

Cooperative Agreement Number/Information: _____

Notes: _____

Date of Agenda for Commission approval: _____

(Attached is all corresponding information; signed contract, awarding vendor, required documents.)

Elizabeth S. Hellmann

From: Shakara Bray
Sent: Thursday, March 23, 2023 1:45 PM
To: Elizabeth S. Hellmann
Subject: FW: 2 rock creek path

~~My apologies for today, sorry originally I sent to my "lovely spam" sorry. Thanks Liz~~

-----Original Message-----

From: Low, Dave <Dave.Low@stcharlesauto.com>
Sent: Thursday, March 23, 2023 12:06 PM
To: Shakara Bray <SBray@franklinmo.gov>
Subject: 2 rock creek path

Just sending a confirmation email that St. Charles and Nissan agrees to sell Franklin County to rock Creek 2023 new Pathfinders 4 x 4 for the out the door price of 41, 990 a piece. One is white the other is black.
If you have any questions, please don't hesitate to call.

Sincerely
David Low
Gsm
St Charles Nissan
636-441-4481 ext 2100

Sent from my iPhone



ST. CHARLES NISSAN / HYUNDAI
 5625/5701 VETERANS MEMORIAL PARKWAY
 ST. PETERS, MO 63376
 636-441-4481

NEW VEHICLE

RETAIL Stock No: _____
 BUYERS Date: 3-20-2023
 ORDER Salesman: Ryan Schultz

Purchaser(s) Franklin County
 Address 400 E Locust City Union State MO Zip 63084
 Telephone (Home) _____ (Cell) 6365846828 (Work) _____ E-Mail _____

I (We) hereby agree to purchase from you under the terms specified, the following: New Demo: Mileage 56
 Year 2023 Make NISSAN Model Pathfinder Body SUV Color Black Upholstery cloth

NEW VEHICLE VIN																
5	N	1	D	R	3	B	D	1	P	C	2	4	8	1	9	7

TRADE-IN INFORMATION						
DESCRIPTION OF TRADE-IN:						MILEAGE
VIN						
YEAR	MAKE	MODEL	COLOR	BODY		
	<u>NISSAN</u>	<u>TRUCK</u>				
KNOWN DEFECTS All equipment (including tires) as appraised on my trade in will remain and the only existing material defects known to me on the motor vehicle that is being traded in to the dealer are:						
IF NONE, SO STATE						

REQUESTED FINANCING/LEASING TERMS

OPTIONAL EQUIPMENT/DEALER INSTALLED OPTIONS

FINANCE CONTINGENCY
 THIS IS A CASH SALE. DEALER DOES NOT EXTEND CREDIT. IF THE BALANCE DUE IS TO BE FINANCED BY A RETAIL LEASE OR INSTALLMENT LOAN CONTRACT, THIS ORDER SHALL NOT BE FINAL UNTIL DEALER OBTAINS CREDIT AND FINANCING APPROVAL FOR PURCHASER(S) ON TERMS ACCEPTABLE TO PURCHASER(S). PURCHASER(S) WILL IMMEDIATELY RETURN VEHICLE TO DEALER UPON NOTICE THAT LEASE/FINANCE TERMS HAVE BEEN TURNED DOWN OR UPON REJECTION OF APPROVED LEASE/FINANCE TERMS BY PURCHASER(S). THIS ORDER SHALL NOT BE BINDING ON DEALER UNTIL ACCEPTANCE OF THIS ORDER IN WRITING BY AN AUTHORIZED INDIVIDUAL ON BEHALF OF DEALER.

PURCHASER(S) DEPOSIT INFORMATION:
\$ _____ <input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CHARGE
APPLY DEPOSIT TO CASH DUE ON SALE? <input type="checkbox"/> YES <input type="checkbox"/> NO

SALE PRICE OF VEHICLE	\$
LESS REBATE	
LESS REBATE	
LESS REBATE/OTHER	
TOTAL CASH DELIVERED PRICE	<u>41425</u>
ADMINISTRATIVE FEE*	<u>565 00</u>
NET SELLING PRICE	<u>41990-</u>
LESS TRADE IN ALLOWANCE	
NET TRADE DIFFERENCE	
PLUS ESTIMATED BALANCE OWED ON TRADE-IN **	
TOTAL CASH DUE ON SALE	
LESS DEPOSIT	
BALANCE DUE	\$

*AN ADMINISTRATIVE FEE IS NOT AN OFFICIAL FEE, IS NOT REQUIRED BY LAW AND MAY RESULT IN PROFIT TO THE DEALER. NO PORTION OF THIS FEE IS FOR THE DRAFTING, PREPARATION OR COMPLETION OF DOCUMENTS, OR FOR PROVIDING LEGAL ADVICE. IF YOU HAVE QUESTIONS CONCERNING THIS FEE, ASK THE DEALER.
 ** DEALER SHALL REMIT THE "ESTIMATED BALANCE OWED ON TRADE-IN" SHOWN ABOVE TO THE LIEN HOLDER FOR THE TRADED-IN VEHICLE. IF THE ACTUAL PAYOFF AMOUNT EXCEEDS THE ESTIMATED PAYOFF AMOUNT, THEN THE "ESTIMATED BALANCE OWED ON TRADE-IN" SHALL BE INCREASED TO REFLECT THE FINAL PAYOFF AMOUNT AND PURCHASER SHALL PAY THE AMOUNT OF SUCH INCREASE TO DEALER.

PURCHASER'S CERTIFICATION AND ACCEPTANCE OF TERMS OF SALE

PURCHASER'S CERTIFICATION
 1. I hereby certify that this order includes all of the terms and conditions on both the face and reverse side hereof and on all pages of any addendum hereto, which are incorporated herein by reference as if set forth in their entirety; that this order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby.
 2. I have reviewed this order and fully understand that my new unit will be equipped only with the optional equipment specifically listed on the face of this order plus all standard equipment as designated by the manufacturer at time of delivery.
 3. I certify that I am 18 years of age or older, and that I have read the printed matter on the front and back hereof, and on the front and back of all pages of the addendum hereto which is incorporated herein by reference, and agree to it as a part of this order; the same as if it were printed above my signature. I/we authorize you to check my/our credit and employment history and to provide and/or obtain information about credit experience with me/us.

"THIS CONTRACT CONTAINS A BINDING ARBITRATION PROVISION (SECTION 10 ON REVERSE SIDE) WHICH MAY BE ENFORCED BY THE PARTIES."

ACCEPTED DEALER _____ BY: [Signature]
 ST. CHARLES NISSAN / HYUNDAI

THANK YOU !!!

