BILL NO.: 24-0203

ORDINANCE NO.: 24- 0125

INTRODUCED BY: COUNCIL MEMBER (s) Grattela

AN ORDINANCE AWARDING BIDS FOR CERTAIN PRODUCTS AND 1 SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE 2 **RESPONSES TO CERTAIN INVITATIONS FOR BID AND REQUESTS FOR** 3 PROPOSALS FOR GENERAL VETERINARY SERVICES 2024; AND 4 AUTHORIZATION FOR THE COUNTY EXECUTIVE TO EXECUTE ANY 5 NECESSARY AGREEMENTS OR CONTRACTS TO EFFECTUATE THE 6 AWARD OF THE BIDS AND PROPOSALS. 7 WHEREAS, Jefferson County, Missouri, (hereafter, the "County") in response to 8 certain Invitations for Bids and Requests for Proposals issued by the County, received bids 9 10 and proposals for the following items or services: **BID NAME** 11 General Veterinary Services 2024 12 NUMBER OF BIDS RECEIVED 13 FILED 3 14 FEB 15 2024 DATE OF BID OPENING 15 JEANNIE GOFF COUNTY CLERK, JEFFERSON COUNTY, MO 1-16-24 16

17 WHEREAS, after reviewing the bids and proposals set forth above, the

18 Department of County Services, Division of Animal Control has determined that certain

Jefferson County, Missouri Contractil: 24-6603

bids and proposals represent the lowest and best bid for the respective items or services 1 2 and met the bid or proposal specifications issued by the County; and WHEREAS, the Jefferson County, Missouri, Council finds it is in the best interest 3 of the County to award the bids and proposals to Happy Tails Animal Hospital DBA 4 Animal House Veterinary Hospital and Ivan Animal Hospital for a term from date of 5 approval to 2-12-25 upon approval for up to \$75,000.00 per term, for total amount not 6 to exceed \$75,000.00 for the term, subject to budgetary limitations. 7 BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL, 8 9 AS FOLLOWS: The County awards the following bids and proposals which are 10 Section 1. incorporated by this reference as if fully set out herein, to the lowest and best vendor(s) 11 bidding for each respective item or service as follows: 12 **BID NAME** 13 General Veterinary Services 2024 14 TERM 15 Date of approval to 2-12-25 16 AMOUNT 17 Up to \$75,000.00 per term, 18 for total amount not to exceed \$75,000.00 for the term, 19 subject to budgetary limitations 20 AWARDED BIDDERS 21 Happy Tails Animal Hospital DBA Animal House Veterinary Hospital (A1) 22

## Ivan Animal Hospital (A2)

1

| 2  | Section 2. The Jefferson County, Missouri, Council hereby authorizes the                   |
|----|--|
| 3  | County Executive to execute the agreement attached hereto and incorporated herein by       |
| 4  | Reference as Exhibit "A1-A2" and any agreements or contracts necessary to effectuate the   |
| 5  | award of the bids and proposals set forth in this Ordinance. The County Executive is       |
| 6  | further authorized to take any and all actions necessary to carry out the intent of this   |
| 7  | Ordinance.   |
| 8  | Section 3. Copies of all Invitations for Bid, Requests for Proposals, responses            |
| 9  | thereto, and any contracts or agreements shall be maintained by the Department of the      |
| 10 | County Clerk consistent with the rules and procedures for the maintenance and retention    |
| 11 | of records as promulgated by the Secretary of State.                                       |
| 12 | Section 4. This Ordinance shall be in full force and effect from and after its             |
| 13 | date of approval. If any part of this Ordinance is invalid for any reason, such invalidity |
| 14 | shall not affect the remainder of this Ordinance.  |

# THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

Council Member District 1, Brian Haskins Council Member District 2, Gene F. Barbagallo Council Member District 3, Lori Arons Council Member District 4, Charles Groeteke Council Member District 5, Scott Seek Council Member District 6, Daniel Stallman Council Member District 7, Bob Tullock yes yes yes

THE ABOVE BILL ON THIS 13 DAY OF -UOA ctry, 2024:

PASSED FAILED Charles Groeteke, County Council Chair

Cherlynn Boyer, Council Executive Assistant

APPROVED BY THE JEFFERSON COUNTY THIS BILL WAS EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 5 DAY OF February, 2024.

VETOED AND RETURNED TO THE THIS BILL WAS JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS \_\_\_\_ DAY OF , 2024.

ennot amos

Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:

Jeannie Goff, County Clerk BY: <u>Shelley Blankenship</u>

First Reading: 02-13-2024



JEFFERSON COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICE 729 MAPLE ST / PO BOX 100 HILLSBORO MO 63050 WWW.JEFFCOMO.ORG



BID #: 24-0003

### Date Issued: 12-12-2024 Invitation for Bid: GENERAL VETERINARY SERVICES 2024

BIDS SHALL BE ACCEPTED UNTIL: TUESDAY, JANUARY 16, 2024 AT 2:00 P.M. LOCAL TIME.

| Specification<br>Contact:<br>Contract<br>Contact:  | BETH STEINNERD<br>Animal Control<br>636-797-6414<br>BSteinnerd@jeffcomo.org<br>JACKIE DOYLE<br>Department of Administrative Services<br>636-797-5380   |
|--|--|
|  | SAMPLE ENVELOPE  |
| Mail (3) Three<br>Complete Copies  | VENDOR NAME<br>VENDOR ADDRESS  |
| With Vendor And  | CONTACT NUMBER DEPARTMENT OF THE COUNTY CLERK  |
| <b>Bid Information As</b>  | JEFFERSON COUNTY MISSOURI  |
| Shown In Sample:   | 729 MAPLE ST / PO BOX 100  |
|  | HILLSBORO MO 63050-0100  |
|  | SEALED BID: (BID NAME)   |
| Contract Term:<br>Two year contract<br>with one (1)<br>additional one year<br>renewal option<br>upon approval of the<br>county council and<br>county executive<br>Vendor<br>Information: | The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Bid, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one (1) additional one-year term with the written consent of the successful Bidder. Price increases for renewals are not authorized unless approved in writing by the County. Happy 10,15 Ammal Hospital Shurry Van Low Authorized Agent (Print) |
|  | Address<br>Address<br><u>Arnold</u> , <u>MO</u> <u>U</u> 3010<br><u>City/State/Zip Code</u><br><u>U36 464 1036</u><br>Telephone #<br><u>Animalhousk ut Stl@gma;1 Com</u> <u>U36 464 - 0734</u><br><u>E-mail</u><br><u>Fax #</u>  |
| Invitation for Bid   | Bidders Initials   |

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## **\*REQUIRED DOCUMENTS\***

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid. (County must be added as additional insured if awarded)
- 2a. Proof that Bidder does not owe delinquent real or personal property tax in Jefferson County (tax receipts for past 3 years)

Obtain receipts at http://jeffersonmo.devnetwedge.com

\*Or\*

- 2b. A notarized affidavit, on company letterhead stating that the applicant does not own any real or personal property in Jefferson County, Missouri.
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation. (pages 9 & 10)
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive. (Bidder is required to complete company information and execute signature)
- 5. Cooperative Bid Form (last page)
- 6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.
- 7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)

\*BIDS MAY BE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY

Bidders Initials

#### 1.0 BID REQUIREMENTS

## Bidder shall initial all pages and return where the Bid Document denotes "BIDDER"S INITIALS: \_\_\_\_\_

#### 1.1 BID SUBMISSION:

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic bids shall be accepted and shall be rejected. The Vendor prior to the submission deadline as stated on page 1 must submit all bids. Late bids will not be accepted and returned to the vendor unopened. The County reserves the right to request additional written or oral information from Respondents in order to obtain clarification. A fully executed Affidavit is required by Section 285.530 RSMo, and shall be submitted with the bid form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the bid being rejected. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

#### 1.2 BASIS OF BID AWARD:

Award may be made on an item-by-item basis to the lowest and best Bidder(s) or award may be made to the lowest and best bid total, whichever provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or any other reason deemed to be in the best interest of the County. Quantities stated herein represent an estimate for the period stated. Orders shall be placed for actual requirements as needed. The County may reject any or all bids for any reason and may waive any informality. Bids submitted from a Missouri State Contract shall include a copy of the State Contract with the bid. Bid award does not constitute an order or obligation to order by the County. The issuance of a Purchase Order Number shall be construed as acceptance of a Contract with all terms, conditions, and prices firm during the length of the agreement terms.

#### 1.3 BID AWARD:

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no Bid or Bids have been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.

#### 1.4 BID PREPARATION:

- 1. Bidders are responsible for examination of drawings, specifications, schedules and instructions. Failure to do so will be at the Bidder's risk.
- 2. Each Bidder shall furnish the information required by the invitation. The Bidder shall sign all required documents. All deletions and erasures shall be initialed
- 3. Alternate bids for supplies or services other than specified shall not be considered unless authorized by invitation.
- 4. Bidder shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the invitation for bid.
- 5. When specified, samples must be timely submitted and at no expense to the County.
- 6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

#### 1.5 MODIFICATION OR WITHDRAWAL OF BIDS:

Bids may be modified or withdrawn prior to the exact hour and date specified for receipt of bids, provided the modification or withdrawal is in writing and is delivered in the same manner as a bid submission.

#### 1.6 LATE BIDS:

It is the responsibility of the Bidder to deliver his bid or bid modification on or before the date and time of the bid closing to the Department of the County Clerk. Bids received late will be rejected and returned unopened to the Bidder.

#### 1.7 BID DEPOSITS/BONDS:

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

#### 1.8 MATERIAL AVAILABILITY:

Bidders must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Bidder to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

#### 1.9 ALTERNATE BIDS:

Alternate Bids for items will be accepted except when stated "NO SUBSTITUTIONS". Bidders must submit complete specifications on all alternate bids with the bid form. Alternate bids without complete specifications may be rejected. Alternate bids and exceptions to bid clauses must be clearly noted on the bid form. The County may accept or reject alternate bids; whatever is most advantageous to the County.

Bidders Initials

#### 1.10 INCORPORATION OF DOCUMENTS:

The terms of the Bid Invitation, Bid Specifications, Bid Form are and shall be incorporated into the contract as if fully setout therein. The Bid, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

#### 1.11 ADDENDA:

Addenda to bid specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda prior to submission of bid forms. Verification is made by contacting the Office of Contracts and Grants at (636) 797-5380, or by reviewing the County Web Site. (www.jeffcomo.org).

#### 1.12 INSURANCE:

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at its own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

A. (X)Required () Not Required Comprehensive General Liability Insurance

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

B. (X)Required () Not Required Professional Liability Insurance

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

C. (X)Required () Not Required Worker's Compensation Insurance: per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statues of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

#### 1.13 BID SUBMISSIONS

Bids submitted on separate forms are NOT acceptable unless specified in the Bid Document. Failure to complete bid forms to the satisfaction of the County may result in rejection of your bid. It is the responsibility of each Bidder before submitting a bid to examine ALL documents thoroughly, and request written or oral interpretation of clarifications soon after discovering any conflicts, ambiguities, errors, or omissions in the bidding documents. Request for clarification must be received prior to bid openings.

Bidders Initia)

#### 1.14 BID OPENINGS

Bids will be publicly opened and read aloud at the time indicated on page 1. The Bidders and the public are invited but not required to attend the formal opening of the bids. No decisions relating to the award of a contract or agreement will be made at the opening.

#### 1.15 BID TABULATIONS

Bid Tabulations are not available for 5 to 7 business days following the Bid Opening. Bid submissions are open for public review at the time of the Bid Opening. Bid tabulations are posted on the County's web-site address, <u>www.jeffcomo.org</u>. **NO COPIES** of bid tabulations are sent to vendors.

#### 2.0 BID RESPONSE AND CONTRACT

#### 2.1 BIDDER REPRESENTATIONS:

The Bidder, by executing the Bid form certifies that:

- A. The bid complies with Invitation for Bid form and Bid Specifications.
- B. Bidder is not debarred or suspended from participation in Federal Assistance programs.

#### 2.2 TAXES:

No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <a href="http://jeffersonmo.devnetwedge.com/">http://jeffersonmo.devnetwedge.com/</a> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County county affidavit stating that the applicant does not own any real or personal property in Jefferson County affidavit stating that the applicant does not own any real or personal property in Jefferson County on company letterhead.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

### 2.3 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

- A. The prices in the bid shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Bidder or other person.
- B. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Bidder prior to opening.
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

#### 2.4 PRICE:

The price(s) specified in this bid shall be firm and not subject to contingency or reservation. If the Vendor fails to honor stated prices as submitted in the Bid Form or Contract, the County reserves the right to obtain the same items from the next lower vendor who submitted a bid price for the item. The original vendor shall be responsible for the difference in price and required to make restitution to the County for the difference in price. The Bidder represents prices specified in the bid do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the Bidder's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. Bid prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.

### 2.5 MISSOURI DOMESTIC PRODUCT PROCUREMENTACT:

Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo., known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

Bidders Initials

#### 2.6 NON-EXCLUSIVE AGREEMENT:

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

#### DEFINITIONS: 2.7

- A. The term "County" means the Jefferson County, Missouri and its designated representatives.
- B. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
- C. The term "IFB" means Invitation for Bid.D. The term "Agreement/Contract means Binding Agreement, Contract, Request for Purchase, Order.

#### INSPECTION, ACCEPTANCE AND APPROVALS: 2.8

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

#### 2.9 WARRANTY:

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or nonconforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

#### 2.10 PAYMENT:

County will pay Supplier for goods upon delivery to, submission of certified invoices with attached tipping fee receipts and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

#### 2.11 CHANGE ORDER:

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

#### 2.12 DELIVERIES:

Deliveries shall be made in strict accordance with any delivery schedule contained in the bid specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

#### 2.13 **RESPONSIBILITY FOR SUPPLIES:**

Pursuant to Section 290,560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

#### 2.14 SUBCONTRACTS:

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.

#### 2.15 CHOICE OF LAW:

This bid and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

### 2.16 TERMINATION:

- A. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County with a thirty (30) day written notice. The Vendor may terminate the Agreement/Contract upon a sixty (60) day prior notice in writing. In the event of any terminated and for Agreement/Contract by the Vendor, the County may purchase such supplies and/or services similar to those terminated and for the duration of the Agreement/Contract period the Vendor will be liable for all costs in excess of the established contract pricing.
- B. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability. The County may cancel the Agreement/Contract or affirm the Contract and hold the Vendor responsible for damages.
- C. Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.
- D. Default: County may terminate the whole Contract or any part in either of the following circumstances:
  - D-1. If supplier fails to deliver the items required by the contract within the time specified; or
    - D-2. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
    - D-3. In the event of the Supplier's non-compliance with the provisions as set forth, this Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

#### 2.17 NOTICE AND SERVICE THEREOF:

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the bid form.

#### 2.18 CONTRACT TERM:

Performance shall be governed solely by the terms and conditions as set forth in the Invitation for Bid, Bid Specifications, Bid Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

#### 2.19 COMPLIANCE WITH APPLICABLE LAWS:

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended, including provisions of the Home Rule Charter of Jefferson County, Missouri requiring all workers performing work under any contract with Jefferson County be paid a wage that is at least the prevailing hourly rate of wages for work of a similar character in Jefferson County.

Bidders Initia

#### 2.20 ACTS OF GOD:

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

#### 2.21 SELLER'S INVOICES:

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

#### 2.22 APPROVAL:

It is agreed the acceptance of a Bid shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council, and the County Counselor.

#### 2.23 RENEWAL OPTION:

The County reserves the right to negotiate the contract for one (1) additional one-year term with the written consent of the awarded vendor. If the contractor/vendor requests an increase in compensation for any renewal period, the vendor shall notify the Office of Contracts and Grants no less than 60 days prior to the end of the contract period. The County shall notify the Vendor of the intent to exercise the renewal option. However, failure to notify the Vendor does not waive the County's right to exercise the renewal option.

Indicate: [ ] Individual: [ ] Partnership: [ ] Corporation.

### 2.24 INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:

Incorporated in the State of Mi SSOUri

#### 2.25 LITIGATION:

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

2.26 LANGUAGE: Bids and all related documents will only be accepted in the English Language.

**Bidders** Initial

## 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 Shury Van Londer (Name of Business Entity Authorized Representative) as ( Position/Title) first being duly sworn on my oath, affirm Palsdert. Haptrails Animal Hospital (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 bid (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 Happel Toils Usen och Holp 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 (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.)

Authorized Representative's Signature

ature Shevry von Londen Printed Name 1/5/2624 Subscribed and sworn to before me this  $5^{\text{th}}$  of  $7^{\text{churry 2024}}$ . I am (MONTH YEAR)

 $\frac{\mathcal{D}C}{(\text{NAME OF STATE})} \text{ and my commission expires on } \frac{\mathcal{D}C}{(\text{DATE})} \text{ (DATE)}, \text{ State of } \mathcal{D}COUNTY}, \text{ State of } \mathcal{D}COUNTY}$ 

Blace Jui

0/105/2024

**Bidders** Initials

Signature of Notary

Date

BLAKE LILGE Notary Public-Notary Seal STATE OF MISSOURI Jefferson County My Commission Expires May 8, 2027 Commission # 23640704

## AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

CURRENT BUSINESS ENTITY STATUS BA Animal House Veterinary Hospital MACHINA HOUSE Veterinary Hospital MEETS the definition of a business I certify that L entity as defined in section 285.525, RSMo., pertaining to section 285.530, RSMo., as stated above.

Authorized Business Authorized Business Entity Representative's Signature Representative's Name (Please Print) appy Tails Animal Hospital Animal House Veterinory Hospital Business Entity Name

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:

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

AND

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).

# Certification Regarding Debarment, Suspension, Ineligibility, And Voluntary Exclusion

**Contractor Covered Transactions** 

- (1) The prospective contractor of the Recipient, <u>Happ Tails Amai the</u>, certifies, by submission of this document, that neither it nor its representatives is presently disbarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the Recipient's contractor is unable to certify to the above statement, the prospective contractor shall attach and explanation to this form.

He Hospitalle Sherry on London CONTRACTOR

Signature Recipient's Name

Name and Title Division Contract Number 4002 Arnold, MO City, State, Zip 43010 12-29-23

Date

DUNS number

Cage Code

| General Vete                                 | erinary Services Bid Specifications                    |
|--|--|
|  | Shind you Londing Taylor Bruler                        |
| Name of Veterinarian and Business:           | Animal How Uterinary Hop, tal                          |
| Business Address:                            | Acrold, MO 43010                                       |
| Business Phone & Fax Numbers:                | 636-464-1038<br>636-464-0734                           |
| State of Missouri Veterinary License Number: | 005535- Dr. Van Londen<br>20150149B6- Dr. Taylor Bruer |

## Sterilization of Animals

Canines over two months of age: Felines over two months of age/two pounds: \$75.00 per dog \$75.00 per cat

<u>Instructions</u>: This fee shall reflect all costs incurred for the sterilization of the animal. This fee should include any antibiotics, anesthetic costs, and procedure costs. If pain medication is required or recommended, those fees shall be paid by the animal's adopter. When abnormal or unusual medical circumstances exist or arise during the procedure that would result in more intense levels of care of service, additional fees may be charged only with prior approval from the Animal Control Manager.

<u>Bidding Information</u>: The veterinarian shall provide spay or neuter services of dogs and cats for the County at the rate indicated above. The County will contact the veterinarian's practice to set up an appointment and shall deliver the animal to the practice on the morning of the animal's scheduled surgery. The animal's owner will take possession of the animal from the veterinarian's practice following the procedure. If the animal must return to the County, arrangements will be made for the County to pick up the animal.

| General Health Examination   |         |
|------------------------------|---------|
| DHLPP+CVK                    | \$14.00 |
| FVRCP-C                      | \$14.00 |
| Bordatella                   | \$14.00 |
| Rabies Vaccine               | \$12.00 |
| Heartworm Test               | \$20.00 |
| Fecal Examination            | \$7.00  |
| Feline Leukemia/FIV Test     | \$30.00 |
| Microchip Installation       | \$5.00  |
| Ear Tipping (when requested) | \$10.00 |

<u>Instructions:</u> When an animal is brought to the veterinarian's practice from the Animal Control Center as part of an adoption, the practice will be notified in advance which of the above items are needed, if any. Any services exceeding those indicated above must be approved, and billed, to the animal's adoptive owner. Services or treatments provided to animals delivered to the veterinarian's practice by rescue groups will not be paid by the County, unless approved by the Animal Control Manager.

<u>Bidding Information</u>: The veterinarian shall provide vaccinations and services, as requested, at the rates indicated above. The veterinarian may provide additional vaccinations as recommended to and/or requested by

Bidders Initials

the animal's adoptive owner, at the rates determined by the veterinarian's practice, and billed at that rate to the animal's new owner. The County shall, when possible, microchip, de-worm, and administer initial vaccinations, to all animals prior to delivering the animal to the veterinarian's practice. The County will provide all available medical records for the animal upon delivery to the practice.

Office Visits, Examinations, Treatments, and Euthanasia Services

| Office visit at veterinarian's practice        | \$35.00 |
|--|---------|
| Euthanasia services at veterinarian's practice | \$15.00 |

<u>Instructions:</u> The office visit fee will be charged once per office visit, per animal delivered for examination and/or treatment. The office visit fee will be charged once per animal or group of animals delivered for euthanasia. The euthanasia fee is a flat fee that should reflect the combined costs of euthanasia solution, supplies, and administration of the solution for each animal euthanized. Examinations and treatment estimated to exceed \$500.00 must be approved by the Animal Control Manager prior to beginning the treatment.

<u>Bidding Information</u>: Sick or injured animals brought into the veterinarian's practice will be examined at the office visit rate indicated above. The veterinarian shall provide emergency medical examination and treatments not to exceed \$500.00, report the findings to the Animal Control Manager, and offer a recommended course of action. The Animal Control Manager will decide the course of action based on the veterinarian's recommendation and County budgetary considerations, to provide treatments in excess of \$500.00.

Please indicate which euthanasia services can be provided:

- Humane euthanasia or sick or injured animals Humane euthanasia due to public safety threat
  - Humane euthanasia of feral animals
  - Humane euthanasia of wild animals suspected of rabies
  - Humane euthanasia for shelter population control

## Additional Information

Instructions: The following information will be included in the contract. These items do not require bidding, but are provided for the veterinarian's knowledge when considering their bid.

## **Bidding Information:**

- 1. Veterinarian understands that this is not an exclusive contract. The County reserves the right to enter into multiple contracts for veterinary services.
- 2. The term of this agreement is for one year from the date of its execution. The County reserves the right to extend the length of this agreement for an additional one-year term, but is not required to do so. Any extension must be approved by the County in writing. This agreement may be terminated by either party by providing thirty (30) days written notice to the other party.
- 3. Both the County and the Veterinarian agree that the Veterinarian will act as an independent contractor in the performance of its duties under this agreement. Accordingly, the Veterinarian shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Veterinarian's activities in accordance with this agreement, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fees as required.
- 4. The veterinarian shall not assign any rights or delegate any duties under this agreement without the express written consent of the County.



| In Witness thereof, the parties hereto has of this 3rd. day of <u>anualy</u> Happy Toils Animal Hospital BBA | ave executed this Agreement, in triplicate, as2024: |
|--|---|
| Animal House Valening Hospital   | County of Jefferson, State of Missouri              |
| Company Name   | 0   |
| Signature<br>Sherry van Londen<br>Print  | Dennis J. Gannon County Executive                   |
| Company Address:   |   |
| 4000 Jeffco Blud.  |   |
| Arnold, m0 1,3010  |   |
| Phone: 1.34-464-1038   |   |
|  |   |

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

Aristy Auditor

APPROVED AS TO FORM

**County Counselor** 

**Bidders** Initial

# Bid Name: GUNGA VERIMAN Services

**INSTRUCTIONS:** Bidders <u>MUST</u> fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

## COOPERATIVE PROCUREMENT CONTRACT

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?

Yes <u>No</u>

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

# Bidders are encouraged to extend contract prices to Municipalities and any other tax-supported entities.

If agreeable to the above, state the <u>minimum</u> dollar value *per order* you will require from a Municipality or any other tax-supported entity (this shall not apply to Jefferson County, Missouri Government, Departments or Divisions):

| MINIMUM DOLLAR VALUE PER ORDER: \$                                       |
|--|
| BY: Sherry van Lorden  |
| TITLE: Prisident   |
| COMPANY: Happy Tails Animal Hospital 137- Animal House Letinary Hospital |
| CONTACT INFORMATION FOR COOPERATIVE AGREEMENT                            |
| Phone 636-264-1038 E-mail animalhouse Vetst @ gmail. com                 |
|  |

# THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO JEFFERSON COUNTY, MISSOURI

|              | s and the statement of the   |         |  |   |  |  |  |                                 |
|--------------|--|---------|--|---|--|--|--|---------------------------------|
| A            |  |         |  | OF LIABILITY  |  |  |  | DATE (MM/DD/YYYY)<br>12/27/2023 |
| H<br>A<br>IS | HIS CERTIFICATE IS ISSUED AS<br>IOLDER. THIS CERTIFICATE DO<br>FFORDED BY THE POLICIES BEL<br>SSUING INSURER(S), AUTHORIZED<br>IPORTANT: If the certificate hold | OW.     | NOT AF   | FIRMATIVELY OR I<br>ERTIFICATE OF INSU<br>ITATIVE OR PRODUC | NEGATIVELY<br>RANCE DOES<br>ER, AND THE (<br>the policy(ies) | MEND, EXTE<br>NOT CONSTI<br>CERTIFICATE        | IND OR ALTER TH<br>TUTE A CONTRACT I<br>HOLDER.<br>Drsed. If SUBROGATI | ONIS WAIVED,                    |
| 6            | ubject to the terms and condition  | s of t  | he polic   | certain policies m  | ay require an e  | endorsement.                                   | A statement on this o  | ertificate does                 |
| -            | ot confer rights to the certificate h  | older   | in lieu (  | CONTACT NAME:   | 5].  |  |  |                                 |
|              | B INTL MIDWEST LTD/AVMA  |         |  |   | 228-7548   |  | FAX  |                                 |
|              | 56200  |         | 3  | (A/C, No, Ext):   |  |  | (A/C, No):   |                                 |
|              | EAST JACKSON BLVD STE 14A<br>ICAGO IL 60604  |         |  | E-MAIL ADDRESS:   |  |  |  |                                 |
|              |  |         |  |   |  | FFORDING COVER                                 |  | NAIC#                           |
|              |  |         |  | INSURER A : Hartfor   |  |  | bany   | 30104                           |
| 10200000     | JRED   |         |  | INSURER B : Twin C  | ity Fire Insuranc  | e Company                                      |  | 29459                           |
| 1112021      | LSON TORREGROSSA DEVELOPM  | IENT    |  | INSURER C :   |  |  |  |                                 |
| 1.12533      | 2 JEFFCO BLVD<br>NOLD MO 63010-4281  |         |  | INSURER D :   |  |  |  |                                 |
|              |  |         |  | INSURER E :   |  |  |  |                                 |
|              |  |         |  | INSURER F :   |  |  |  |                                 |
| CO           | VERAGES C  | ERTI    | ICATE  | NUMBER:   |  |  | ON NUMBER:   |                                 |
| IN           | HIS IS TO CERTIFY THAT THE POLICIE<br>IDICATED.NOTWITHSTANDING ANY RE<br>ERTIFICATE MAY BE ISSUED OR MA<br>ERMS, EXCLUSIONS AND CONDITIONS                       | QUIR    | EMENT,   | TERM OR CONDITION C<br>THE INSURANCE AFFO                   | OF ANY CONTRA<br>ORDED BY THE<br>MAY HAVE BEEN               | CT OR OTHER D<br>POLICIES DESC<br>REDUCED BY P | OCUMENT WITH RESPE   | ECT TO WHICH THIS               |
| INSF         | Y TYPE OF INSURANCE  | ADDL    | SUBR<br>WVD  | POLICY NUMBER   | POLICY EFF<br>(MM/DD/YYYY)                                   | POLICY EXP<br>(MM/DD/Y YYY)                    | LIMIT  | S                               |
| LIR          | COMMERCIAL GENERAL LIABILITY   | interie |  |   |  |  | EACH OCCURRENCE  | \$2,000,000                     |
|              | CLAIMS-MADE X OCCUR  |         |  |   |  |  | PREMISES (Ea occurrence)   | \$1,000,000                     |
|              | X General Liability  |         |  |   |  |  | MED EXP (Any one person)   | \$10,000                        |
| A            |  |         |  | 83 SBW AN9LRL   | 01/25/2024   | 01/25/2025                                     | PERSONAL & ADV INJURY  | \$2,000,000                     |
|              | GEN'L AGGREGATE LIMIT APPLIES PER:   |         |  |   |  |  | GENERAL AGGREGATE  | \$4,000,000                     |
|              | X POLICY PRO-<br>JECT LOC  |         |  |   |  |  | PRODUCTS - COMP/OP AGO   | \$ \$4,000,000                  |
|              | OTHER:   |         |  |   |  |  | COMBINED SINGLE LIMIT  | £0.000.000                      |
|              | AUTOMOBILE LIABILITY   |         |  |   |  |  | (Ea accident)  | \$2,000,000                     |
|              | ANY AUTO   |         |  |   |  |  | BODILY INJURY (Per person)   |                                 |
| A            | ALL OWNED SCHEDULED<br>AUTOS AUTOS   |         |  | 83 SBW AN9LRL   | 01/25/2024   | 01/25/2025                                     | BODILY INJURY (Per accider<br>PROPERTY DAMAGE                          | it)                             |
|              | X HIRED X NON-OWNED AUTOS  |         |  |   |  |  | (Per accident)   |                                 |
|              |  |         |  |   |  |  | EACH OCCURRENCE  |                                 |
|              | EXCESS LIAB CLAIMS-<br>MADE  |         |  |   |  |  | AGGREGATE  |                                 |
|              | DED RETENTION \$   |         |  |   |  |  |  |                                 |
| -            | WORKERS COMPENSATION   |         |  |   |  |  | X PER OTI  |                                 |
|              | AND EMPLOYERS' LIABILITY<br>ANY Y/N  |         |  |   |  |  | E.L. EACH ACCIDENT   | \$500,000                       |
| В            | PROPRIETOR/PARTNER/EXECUTIVE   | N/A     |  | 83 WBG AN9CZ5   | 01/25/2024   | 01/25/2025                                     | E.L. DISEASE -EA EMPLOYE   |                                 |
| 1            | OFFICER/MEMBER EXCLUDED?<br>(Mandatory in NH)<br>If yes, describe under  |         |  |   |  |  | E.L. DISEASE - POLICY LIMI   | т \$500,000                     |
|              | DESCRIPTION OF OPERATIONS below  |         |  |   |  |  | Each Claim Limit   | \$25,000                        |
| A            | Employment Practices Liability   |         |  | 83 SBW AN9LRL   | 01/25/2024   | 01/25/2025                                     | Annual Aggregate Lim   | 0 2                             |
| DES          | Insurance<br>CRIPTION OF OPERATIONS / LOCATIONS / V  | EHICLE  | ES (ACORI  | 0 101, Additional Remarks S                                 | chedule, may be att  | ached if more space                            | ce is required)  |                                 |
|              | se usual to the Insured's Operations   |         | 9500 - 1977 - 1979 (1978)<br>1979 - 1979 - 1979 (1979) |   |  |  |  |                                 |
| CEI          | RTIFICATE HOLDER   |         |  |   | CANCELLA   | ATION  | E DESCRIBED POLICIE  |                                 |
|              | Informational Purposes<br>2 JEFFCO BLVD  |         |  |   | BEFORE THE E   | XPIRATION DA                                   | TE THEREOF, NOTICE W<br>DLICY PROVISIONS.                              | ILL BE DELIVERED                |
| AR           | NOLD MO 63010-4281   |         |  | ŀ   | AUTHORIZED REF   |  |  |                                 |
|              |  |         |  |   | Sugard   | · Conto  |  |                                 |
|              |  |         |  |   | 11 T (C)                 |  | Service and the  | A 11                            |
| -            |  |         |  |   | © 19   | 88-2015 ACO                                    | RD CORPORATION.  | All rights reserved             |

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1/10/24, 1:57 PM

Personal Property Details for 041878

|  | Tax Code<br>C6RFRA | City |
|--|--------------------|------|
|--|--------------------|------|

Date Returned 4/20/2023

**Tax Rate** 6.7723

Return Status Completed

**Owner Name** 

HAPPY TAILS VETERINARY HOSPITAL 4202 JEFFCO BLVD ARNOLD, MO, 63010

|                    | Assessed Value    |          |
|--------------------|-------------------|----------|
| Z - Business Value | 6,400             | \$433.43 |
| Total              | al 6,400 \$433.43 | \$433.43 |

| Billing        |          |
|----------------|----------|
| Tax Billed     | \$433.43 |
| Penalty Billed |          |
|                |          |
|                | \$433.43 |
| Amount Paid    | \$433.43 |
| Total Unpaid   | \$0.00   |
| Date Paid      | 12/31    |
| Paid By        |          |

| Tax Due Amounts             |  |
|-----------------------------|--|
| Account Has No Balance Due. |  |

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| Tax Year | Total Due | Total Paid      | Amount Unpaid | Date Paid  |
|----------|-----------|-----------------|---------------|------------|
| 2023     | \$433.43  | \$433.43        | \$0.00        | 12/31/2023 |
| 2022     | \$198.22  | \$198.22        | \$0.00        | 12/20/2022 |
| 2021     | \$198.38  | \$198.38        | \$0.00        | 12/30/2021 |
| 2020     | \$209.03  | \$209.03        | \$0.00        | 12/31/2020 |
| 2019     | \$244.70  | \$244.70        | \$0.00        | 12/31/2019 |
| 2018     | \$208.09  | \$208.09        | \$0.00        | 11/26/2018 |
| 2017     | \$211.41  | \$211.41        | \$0.00        | 12/20/2017 |
| 2016     | \$196.15  | \$196.15        | \$0.00        | 12/6/2016  |
| 2015     | \$196.64  | \$196.64        | \$0.00        | 12/17/2015 |
| 2014     | \$195.65  | \$195.65        | \$0.00        | 12/31/2014 |
|          |           | Show 6 More (6) |               |            |

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1/10/24, 1:59 PM

Parcel Details for 09300503002003

| 09-3.0-05.0-3-002-003  | Site Address<br>4202 JEFFCO BL | te Address<br>4202 JEFFCO BLVD ARNOLD, MO 63010 | Tax Code<br>C6RFRA        |  |
|------------------------|--------------------------------|---|---------------------------|--|
| Tax Year<br>2023 •     | Total Tax<br>\$21,570.47       | PayTaxes  | Assessed Value<br>294,100 |  |
| Mapped Acres<br>1.9600 | Class<br>Commercial            | Land Use<br>S - Office - Single                 | <b>Tax Rate</b><br>7.3344 |  |

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| G Billing    |             |
|--------------|-------------|
| Tax Billed   | \$21,570.47 |
|              |             |
| Cost Billed  | \$0.00      |
|              | \$21,570.47 |
|              | \$21,570.47 |
| Total Unpaid |             |
|              | 12/31/2023  |
| Paid By      |             |
|              |             |

| Tax Due Amounts            |  |
|----------------------------|--|
| Parcel has no balance due. |  |
|                            |  |

| 2023     \$21,570.47     \$21,570.47     \$21,570.47     \$20.00     12/31/2023       2022     \$4,887.24     \$4,857.24     \$4,857.24     \$0.00     12/31/2023       2021     \$4,890.84     \$4,850.84     \$4,800.84     \$4,800.84     \$1/31/2023       2021     \$6,503.86     \$5,503.86     \$6,503.86     \$1/21/2023     \$1/231/2023       2020     \$5,503.86     \$5,529.18     \$5,529.18     \$0.00     \$1/21/2023       2019     \$5,229.18     \$5,529.18     \$5,529.18     \$0.00     \$1/21/2023       2018     \$3,4,115.22     \$3,4,115.22     \$3,700.83     \$3,718.94     \$0.00     \$1/21/2024       2016     \$3,709.83     \$3,709.83     \$3,709.83     \$3,718.94     \$3,709.83     \$3,718.94     \$3,709.80     \$1/21/2014       2014     \$3,700.92     \$3,718.94     \$3,718.94     \$3,709.80     \$1/21/2014     \$2,0100     \$2,0100     \$2,0100     \$2,0100     \$2,0100     \$2,0100     \$2,0100     \$2,0100     \$2,000     \$2,000     \$2,0100     \$2,0000     \$2,0100     \$2,0000     \$2, | Tax Year | Total Due   | Total Paid  | Amount Unpaid | Date Paid  |
|---|----------|-------------|-------------|---------------|------------|
| \$4,887.24   \$4,887.24   \$4,887.24   \$0.00     \$5,890.84   \$4,890.84   \$4,800.84   \$0.00     \$6,503.86   \$6,503.86   \$6,503.86   \$0.00     \$5,229.18   \$5,529.18   \$5,529.18   \$0.00     \$4,115.22   \$4,115.22   \$4,115.22   \$0.00     \$3,709.89   \$3,308.70   \$3,308.70   \$0.00     \$3,709.89   \$3,700.89   \$3,700.92   \$0.00     \$3,700.92   \$3,700.92   \$3,700.92   \$0.00     \$3,700.92   \$3,700.92   \$3,700.92   \$0.00   | 2023     | \$21,570.47 | \$21,570.47 | \$0.00        | 12/31/2023 |
| \$4,890.84   \$4,890.84   \$4,890.84   \$0.00     \$6,503.86   \$6,503.86   \$6,503.86   \$0.00     \$5,229.18   \$5,229.18   \$5,229.18   \$0.00     \$4,115.22   \$4,115.22   \$4,115.22   \$0.00     \$3,709.89   \$3,988.70   \$3,988.70   \$0.00     \$3,709.89   \$3,709.89   \$3,700.92   \$0.00     \$3,700.92   \$3,700.92   \$3,700.92   \$3,700.92   | 2022     | \$4,887.24  | \$4,887.24  | \$0.00        | 12/21/2022 |
| \$6,503.86     \$6,503.86     \$6,503.86     \$6,503.86     \$0.00       \$5,229.18     \$5,229.18     \$5,229.18     \$0.00     \$0.00       \$4,115.22     \$4,115.22     \$4,115.22     \$0.00     \$0.00       \$3,988.70     \$3,988.70     \$3,988.70     \$0.00     \$0.00       \$3,709.89     \$3,709.89     \$3,709.89     \$0.00     \$0.00       \$3,718.94     \$3,718.94     \$3,718.94     \$0.00     \$0.00       \$3,700.92     \$3,700.92     \$3,700.92     \$3,700.92     \$0.00     \$0.00   | 2021     | \$4,890.84  | \$4,890.84  | \$0.00        | 12/30/2021 |
| \$5,229.18   \$5,229.18   \$5,229.18   \$0.00     \$4,115.22   \$4,115.22   \$0.00   \$0.00     \$3,988.70   \$3,988.70   \$3,988.70   \$0.00     \$3,709.89   \$3,709.89   \$3,709.89   \$0.00     \$3,718.94   \$3,718.94   \$3,718.94   \$0.00     \$3,700.92   \$3,700.92   \$3,700.92   \$3,700.92   | 2020     | \$6,503.86  | \$6,503.86  | \$0.00        | 12/31/2020 |
| \$4,115.22 \$4,115.22 \$0.00   \$3,988.70 \$3,988.70 \$3,988.70   \$3,709.89 \$3,709.89 \$3,709.89   \$3,718.94 \$3,709.89 \$0.00   \$3,718.94 \$3,718.94 \$0.00   \$3,700.92 \$3,700.92 \$3,700.92   | 2019     | \$5,229.18  | \$5,229.18  | \$0.00        | 1/21/2020  |
| \$3,988.70   \$3,988.70   \$0.00     \$3,709.89   \$3,709.89   \$3,709.89     \$3,718.94   \$3,718.94   \$0.00     \$3,700.92   \$3,700.92   \$3,700.92   | 2018     | \$4,115.22  | \$4,115.22  | \$0.00        | 12/20/2018 |
| \$3,709.89 \$3,709.89 \$3,709.89 \$0.00   \$3,718.94 \$3,718.94 \$0.00   \$3,700.92 \$3,700.92 \$3,700.92   | 2017     | \$3,988.70  | \$3,988.70  | \$0.00        | 12/31/2017 |
| \$3,718.94 \$3,718.94 \$0.00<br>\$3,700.92 \$3,700.92 \$3,700.92  | 2016     | \$3,709.89  | \$3,709.89  | \$0.00        | 12/31/2016 |
| \$3,700.92 \$3,700.92 \$3,700.92  | 2015     | \$3,718.94  | \$3,718.94  | \$0.00        | 12/11/2015 |
|   | 2014     | \$3,700.92  | \$3,700.92  | \$0.00        | 12/19/2014 |



JEFFERSON COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES 729 MAPLE ST / PO BOX 100 HILLSBORO MO 63050 WWW.JEFFCOMO.ORG



Tax ID #

Fax #

636-671-3391

20-8442600

**Bidders** Initials

Owne

Date

BID #: 24-0003

# Invitation for Bid: <u>GENERAL VETERINARY SERVICES</u> Date Issued: <u>12-12-2024</u>

BIDS SHALL BE ACCEPTED UNTIL: TUESDAY, JANUARY 16, 2024 AT 2:00 P.M. LOCAL TIME.

| Specification<br>Contact:<br>Contract<br>Contact:   | BETH STEINNERD<br>Animal Control<br>636-797-6414<br>BSteinnerd@jeffcomo.org<br>JACKIE DOYLE<br>Department of Administrative Services<br>636-797-5380  |
|---|---|
|   | SAMPLE ENVELOPE   |
| Mail (3) Three<br>Complete Copies<br>With Vendor And<br>Bid Information As<br>Shown In Sample:  | VENDOR NAME     VENDOR ADDRESS     CONTACT NUMBER   DEPARTMENT OF THE COUNTY CLERK     JEFFERSON COUNTY MISSOURI     729 MAPLE ST / PO BOX 100     HILLSBORO MO 63050-0100     SEALED BID: (BID NAME)   |
| <b>Contract Term:</b><br>Two year contract<br>with one (1)<br>additional one year<br>renewal option<br>upon approval of the<br>county council and<br>county executive | The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Bid, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one (1) additional one-year term with the written consent of the successful Bidder. Price increases for renewals are not authorized unless approved in writing by the County. |
| Vendor<br>Information:  | <u>Ivan Animal Hospital</u><br><u>Company Name</u><br><u>30 Walters Place</u><br><u>Authorized Agent (Print)</u><br><u>Signature</u>  |

63051

gmail.com

HOUSE Springs, MU City/State/Zip Code

ivananimal Hospital

(036-671-0700 Telephone #

E-mail

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## **\*REQUIRED DOCUMENTS\***

- 1. Current and valid Certificate of Insurance or binder showing required insurance coverage must be provided with each bid. (County must be added as additional insured if awarded)
- 2a. Proof that Bidder does not owe delinquent real or personal property tax in Jefferson County (tax receipts for past 3 years)

Obtain receipts at http://jeffersonmo.devnetwedge.com

\*Or\*

- 2b. A notarized affidavit, on company letterhead stating that the applicant does not own any real or personal property in Jefferson County, Missouri.
- 3. A Notarized affidavit of work authorization and current business entity status with E-verification documentation. (pages 9 & 10)
- 4. Agreement to be executed by the County upon approval by the County Council and County Executive. (Bidder is required to complete company information and execute signature)
- 5. Cooperative Bid Form (last page)
- 6. All pages of the Invitation for Bid/Request for Proposal must be used when submitting your bid/proposal response along with initialing each page with the bid/proposal. Additional information may be included separately.
- 7. Bid deposits/bonds must be in the exact amount as stipulated in the bid. (if required)

**\*BIDS MAY BE REJECTED IF REQUIRED DOCUMENTATION IS NOT INCLUDED OR COMPLETED AT DISCRETION OF THE COUNTY** 

Invitation for Bid

#### 1.0 BID REQUIREMENTS

### Bidder shall initial all pages and return where the Bid Document denotes "BIDDER"S INITIALS:

#### 1.1 BID SUBMISSION:

Submit bid form in original (one original) and two (two copies) with all specification pages, if applicable. No facsimile or electronic bids shall be accepted and shall be rejected. The Vendor prior to the submission deadline as stated on page 1 must submit all bids. Late bids will not be accepted and returned to the vendor unopened. The County reserves the right to request additional written or oral information from Respondents in order to obtain clarification. A fully executed Affidavit is required by Section 285.530 RSMo. and shall be submitted with the bid form. A copy of the Affidavit is attached hereto. Failure to execute the Affidavit shall result in the bid being rejected. Failure to comply with any provision, provide any required documentation, insurance forms or deposits or bonds in exact amounts or any other term or condition that is not in strict conformance shall result in the bid being rejected.

#### 1.2 BASIS OF BID AWARD:

Award may be made on an item-by-item basis to the lowest and best Bidder(s) or award may be made to the lowest and best bid total, whichever provides the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, ability to deliver, or any other reason deemed to be in the best interest of the County. Quantities stated herein represent an estimate for the period stated. Orders shall be placed for actual requirements as needed. The County may reject any or all bids for any reason and may waive any informality. Bids submitted from a Missouri State Contract shall include a copy of the State Contract with the bid. Bid award does not constitute an order or obligation to order by the County. The issuance of a Purchase Order Number shall be construed as acceptance of a Contract with all terms, conditions, and prices firm during the length of the agreement terms.

#### 1.3 BID AWARD:

It is further agreed that the Contract shall not be valid and binding upon the County until approved by the County Counselor, as to legal form and is subject to the Ordinances, Resolutions and Orders of Jefferson County, Missouri, and State and Federal Law. If no Bid or Bids have been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.

#### 1.4 BID PREPARATION:

- 1. Bidders are responsible for examination of drawings, specifications, schedules and instructions. Failure to do so will be at the Bidder's risk.
- 2. Each Bidder shall furnish the information required by the invitation. The Bidder shall sign all required documents. All deletions and erasures shall be initialed
- 3. Alternate bids for supplies or services other than specified shall not be considered unless authorized by invitation.
- 4. Bidder shall state a definite time for delivery of goods or for performance of services unless otherwise specified in the invitation for bid.
- 5. When specified, samples must be timely submitted and at no expense to the County.
- 6. Failure to adhere to all requirements may result in the response being disqualified as non-responsive.

#### 1.5 MODIFICATION OR WITHDRAWAL OF BIDS:

Bids may be modified or withdrawn prior to the exact hour and date specified for receipt of bids, provided the modification or withdrawal is in writing and is delivered in the same manner as a bid submission.

#### 1.6 LATE BIDS:

It is the responsibility of the Bidder to deliver his bid or bid modification on or before the date and time of the bid closing to the Department of the County Clerk. Bids received late will be rejected and returned unopened to the Bidder.

#### 1.7 BID DEPOSITS/BONDS:

Bid Deposits/Bonds are not required unless specified in the specifications. Bid deposits/Bonds must be in the exact amount as stipulated in the bid.

#### 1.8 MATERIAL AVAILABILITY:

Bidders must accept responsibility for verification of material availability, product schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the Bidder to notify the County immediately if the materials specified are discontinued, replaced, or not available for an extended period of time. All materials ordered by the County, shall be as needed. A sample of materials may be requested.

#### 1.9 ALTERNATE BIDS:

Alternate Bids for items will be accepted except when stated "**NO SUBSTITUTIONS**". Bidders must submit complete specifications on all alternate bids with the bid form. Alternate bids without complete specifications may be rejected. Alternate bids and exceptions to bid clauses must be clearly noted on the bid form. The County may accept or reject alternate bids; whatever is most advantageous to the County.



#### 1.10 INCORPORATION OF DOCUMENTS:

The terms of the Bid Invitation, Bid Specifications, Bid Form are and shall be incorporated into the contract as if fully setout therein. The Bid, if accepted and approved by the County Council and County Executive shall constitute the terms of a Contract or Agreement with Jefferson County, Missouri, subject to any further Amendments, Memoranda or other documents or specifications which must be set forth in writing and signed by all parties.

#### 1.11 ADDENDA:

Addenda to bid specifications are incorporated by reference as if fully setout herein. It is the responsibility of the vendor to insure and verify that they are in receipt of and completed all attached addenda prior to submission of bid forms. Verification is made by contacting the Office of Contracts and Grants at (636) 797-5380, or by reviewing the County Web Site. (www.jeffcomo.org).

#### 1.12 INSURANCE:

The Vendor/Contractor shall purchase and maintain insurance with an insurance company licensed to do business in the State of Missouri or in the state where the vendor is incorporated or otherwise licensed to do business and which shall remain, at all times during the term of any contract with the County, in full force and effect. Preference will be given to a Vendor/Contractor who provides insurance with an insurance company licensed to do business in the State of Missouri, but in any event said Vendor/Contractor shall provide said insurance at its own expense. Such insurance shall be provided as will protect the Vendor/Contractor from claims which may arise out of or result from the Vendor/Contractor's execution of the work, whether such execution be by himself, his employees, agents, or by anyone for whose acts any of them may be liable. If any such work covered by the Contract is to be performed on County owned or leased premises, the Vendor agrees to carry liability and workman's compensation insurance, satisfactory to the County, and to indemnify the County against all liability, loss, and damage arising out of any injuries to persons and property caused by the Vendor, his sub-contractors, employees or agents. The insurance coverage shall be such as to fully protect the County and the general public from any and all claims for injury and damage resulting by any actions on the part of the Vendor/Contractor or its' forces as enumerated above. All policies must name the County as an additional insured and provide for thirty (30) days written prior to any material changes or cancellation. Any disputes regarding a breach, insurance amounts, liability, coverage, lapse or otherwise shall be litigated in the Circuit Court of Jefferson County, Missouri and the same shall be incorporated into any Contract agreed to by the parties.

THE COUNTY REQUIRES A CURRENT AND VALID CERTIFICATE OF INSURANCE OR BINDER SHOWING REQUIRED INSURANCE COVERAGE MUST BE PROVIDED WITH EACH BID. JEFFERSON COUNTY MUST BE ADDED AS AN ADDITIONAL INSURED AFTER AWARD OF THE BID. ANY LAPSE IN INSURANCE COVERAGE OR CANCELLATION THEREOF BY THE CONTRACTOR OR SUB-CONTRACTORS DURING THE TERMS OF THE CONTRACT SHALL IMMEDIATELY BE DEEMED A MATERIAL BREACH UNDER THE TERMS OF ANY CONTRACT.

## A. (X)Required () Not Required Comprehensive General Liability Insurance

The Vendor/Contractor shall maintain and keep in full force and effect during the terms of this Contract such comprehensive general liability insurance as shall protect them from claims which may arise from operations under this Contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$1,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

## B. (X)Required () Not Required Professional Liability Insurance

The Vendor/Contractor shall provide the County with proof of Professional Liability Insurance, which shall protect the County against any and all claims, which might arise as a result of the operation of the Vendor/Contractor in fulfilling the terms of this Contract during the life of the Contract. The minimum amounts of such insurance will be \$1,000,000.00. Should any work be subcontracted, these limits will also apply.

C. (X)Required () Not Required Worker's Compensation Insurance: per Missouri Revised Statutes Chapter 287

The Vendor/Contractor or his sub-contractor or contractors, shall maintain and keep in force of this Contract such worker's compensation insurance limits as required by the statues of the State of Missouri and Employer's Liability with limits no less than \$500,000.00.

#### 1.13 BID SUBMISSIONS

Bids submitted on separate forms are NOT acceptable unless specified in the Bid Document. Failure to complete bid forms to the satisfaction of the County may result in rejection of your bid. It is the responsibility of each Bidder before submitting a bid to examine ALL documents thoroughly, and request written or oral interpretation of clarifications soon after discovering any conflicts, ambiguities, errors, or omissions in the bidding documents. Request for clarification must be received prior to bid openings.

#### 1.14 BID OPENINGS

Bids will be publicly opened and read aloud at the time indicated on page 1. The Bidders and the public are invited but not required to attend the formal opening of the bids. No decisions relating to the award of a contract or agreement will be made at the opening.

#### 1.15 BID TABULATIONS

Bid Tabulations are not available for 5 to 7 business days following the Bid Opening. Bid submissions are open for public review at the time of the Bid Opening. Bid tabulations are posted on the County's web-site address, <u>www.jeffcomo.org</u>. **NO COPIES** of bid tabulations are sent to vendors.

#### 2.0 BID RESPONSE AND CONTRACT

#### 2.1 BIDDER REPRESENTATIONS:

The Bidder, by executing the Bid form certifies that:

- A. The bid complies with Invitation for Bid form and Bid Specifications.
- B. Bidder is not debarred or suspended from participation in Federal Assistance programs.

#### 2.2 TAXES:

No bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property taxes to Jefferson County. The prospective Bidder is required to provide proof in the form of an original paid tax receipt issued by the Jefferson County Collector or a verified affidavit stating that the applicant does not own any real or personal property in Jefferson County. Tax receipts for the past 3 years are required and may be obtained at <a href="http://jeffersonmo.devnetwedge.com/">http://jeffersonmo.devnetwedge.com/</a> or a notarized affidavit stating that the applicant does not own any real or personal property in Jefferson County.

Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.

### 2.3 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:

- A. The prices in the bid shall be independently determined, without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to price with any Bidder or other person.
- B. Unless otherwise required by law, the prices shall not have been knowingly disclosed by the Bidder prior to opening.
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid.

#### 2.4 PRICE:

The price(s) specified in this bid shall be firm and not subject to contingency or reservation. If the Vendor fails to honor stated prices as submitted in the Bid Form or Contract, the County reserves the right to obtain the same items from the next lower vendor who submitted a bid price for the item. The original vendor shall be responsible for the difference in price and required to make restitution to the County for the difference in price. The Bidder represents prices specified in the bid do not exceed current selling price for the same or substantially similar good or service, and are the same as or lower than other prices charged to the Bidder's most favored customer. In the event the stated prices are determined to be higher than the prices for which Supplier has sold the items, or services, to others, this contract price shall be reduced accordingly. Bid prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County). Prices shall be firm for ALL County departments and locations for term of the agreement.

#### 2.5 MISSOURI DOMESTIC PRODUCT PROCUREMENTACT:

Bidder represents that the goods provided comply with Sections 34.350 to 34.359, RSMo., known as the Domestic Product Procurement Act. The Act encourages the purchase of products manufactured or produced in the United States, State of Missouri, and Jefferson County, Missouri. Bidder shall include proof of compliance with the Act with the bid when requested.

#### 2.6 NON-EXCLUSIVE AGREEMENT:

The contractor shall understand and agree that the contract shall not be construed as an exclusive agreement and further agrees that the County may secure identical and/or similar services or products from other sources at anytime in conjunction with or in replacement of the contractor's services.

#### 2.7 DEFINITIONS:

- A. The term "County" means the Jefferson County, Missouri and its designated representatives.
- B. The term "Vendor" means Supplier, Contractor, and Seller and includes designated representatives.
- C. The term "IFB" means Invitation for Bid.
- D. The term "Agreement/Contract means Binding Agreement, Contract, Request for Purchase, Order.

#### 2.8 INSPECTION, ACCEPTANCE AND APPROVALS:

Goods shall at all times and places, including the period of manufacture, are subject to inspection and test by County. County will accept or give notice of rejection of goods delivered within a reasonable time after receipt. Acceptance shall not waive any warranty. All goods supplied are subject to final inspection and acceptance by County notwithstanding payment, prior inspections or approvals. County may require prompt replacement or correction of rejected goods at Supplier's expense, including a reduction in price for rejected goods. Supplier shall not resubmit rejected goods to County without prior written approval and instructions from County. In addition, Supplier shall identify resubmitted goods as previously rejected. Supplier shall provide and maintain a quality assurance and control system acceptable to County.

#### 2.9 WARRANTY:

Unless otherwise agreed to in writing by the parties, Supplier warrants that items ordered to specifications will conform thereto and to any drawings, samples or other descriptions furnished or adopted by County, or, if not ordered to specifications will be fit and sufficient for the purpose intended, and that all items will be new, merchantable, of good material and workmanship, and free from defect. Such warranties, together with Supplier's service warranties and guarantees, if any, shall survive inspection, test, acceptance of, and payment for the items and shall run to County and its assigns. Except for latent defects, the County shall give notice of any nonconformity to the Supplier within one (1) year after acceptance. County may return for credit or require prompt correction or replacement of the defective or non-conforming goods or have the defective good corrected or replaced at Supplier's expense. Return to Supplier of any defective or non-conforming goods and delivery to County of any corrected or replaced goods shall be at Supplier's expense. Defective or non-conforming items shall not be corrected or replaced without written authorization by County. Goods required to be corrected or replaced shall be subject to the provisions of this clause and the clause hereof entitled "Inspection, Acceptance and Approvals" in the same manner and to the same extent as goods originally delivered under this contract.

#### 2.10 PAYMENT:

County will pay Supplier for goods upon delivery to, submission of certified invoices with attached tipping fee receipts and acceptance. The County will not be responsible for articles or services furnished without a purchase order. Price is tax-exempt.

#### 2.11 CHANGE ORDER:

County may make changes within the general scope of this contract. If any such changes cause an increase or decrease in the cost of or the time required for the performance of any part of the work, whether changed or not changed by any such order, an equitable adjustment shall be made in the price or delivery schedule or both, and any change order shall be in writing. Any claim by a Supplier for adjustment under this clause shall be asserted within fifteen (15) days from the date of receipt of this written order directing the change, provided, however, County, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment.

#### 2.12 DELIVERIES:

Deliveries shall be made in strict accordance with any delivery schedule contained in the bid specification or contract and in the exact quantity ordered. Failure to adhere to delivery schedule is reason for termination in accordance with the "termination" clause. Deliveries are to be made at locations specified by the County at time of Order.

#### 2.13 RESPONSIBILITY FOR SUPPLIES:

Pursuant to Section 290.560 RSMo, Supplier/Contractor shall employ only Missouri laborers and laborers from nonrestrictive states except that other laborers may be used when Missouri laborers or laborers from nonrestrictive states are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the County. Except as otherwise provided, Supplier shall be responsible and bear all risks for loss and damage to goods until delivery at County's facilities, regardless of F.O.B. point, point of inspection or acceptance; and if the goods are rejected.

#### 2.14 SUBCONTRACTS:

Supplier shall not enter into any subcontract(s) in excess of \$25,000 or 20% of this contract price; whichever is less, for any goods without County's prior written approval.



#### 2.15 CHOICE OF LAW:

This bid and contract shall be governed and interpreted according to the laws of the State of Missouri. Venue for any court action shall be in Jefferson County, Missouri.

#### 2.16 TERMINATION:

- A. General: Performance of work may be terminated by the County in whole, or from time to time in part, whenever County shall determine that such termination is in the best interests of County with a thirty (30) day written notice. The Vendor may terminate the Agreement/Contract upon a sixty (60) day prior notice in writing. In the event of any termination of the Agreement/Contract by the Vendor, the County may purchase such supplies and/or services similar to those terminated and for the duration of the Agreement/Contract period the Vendor will be liable for all costs in excess of the established contract pricing.
- B. Bankruptcy or Insolvency: In the event bankruptcy proceedings are commenced by or against Supplier or under any provisions of the United States Bankruptcy Act or for the appointment of a receiver or trustee or a general assignment for the benefit of creditors of either party, County shall be entitled to terminate without further cost or liability. The County may cancel the Agreement/Contract or affirm the Contract and hold the Vendor responsible for damages.
- C. Section 135.040 of the Jefferson County Code of Ordinances (Ord. No. 10-0411) requires that no bid or proposal shall be awarded by Jefferson County unless the prospective Bidder provides proof that the Bidder does not owe delinquent real or personal property, or that the Bidder does not own any real or personal property in Jefferson County. All delinquent real or personal property taxes shall be paid, in-full, prior to the award of any bid, or proof shall be provided that the Bidder does not own any real or personal property in Jefferson County prior to the award of any bid. Jefferson County considers that the failure to pay any and all real or personal property taxes due Jefferson County, Missouri, the failure to report all real or personal property owned, held or used in Jefferson County, the failure to provide proof thereof, and/or the failure to keep said tax bills current shall be deemed a material breach of the contract and will subject the contract to immediate cancellation. All taxes, due and owing, must be paid in full at the time the bid is awarded by Jefferson County and remain paid during the entire term of the contract unless the prospective Bidder provides proof that the Bidder does not own real or personal property in Jefferson County. This requirement shall not apply to the award of bids for projects which are funded in whole or in part by Federal funds.
- D. Default: County may terminate the whole Contract or any part in either of the following circumstances:
  - D-1. If supplier fails to deliver the items required by the contract within the time specified; or
    - D-2. If supplier fails to perform any of the other provisions of the contract, or so fails to make progress as to endanger performance of the contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) days after notice from County specifying such failure. In the event of termination under subparagraph 1, County shall have the right to procure, on such terms and in such manner as it may deem appropriate, items similar to those terminated, and to recover from Supplier the excess cost for such similar items provided, however, Supplier shall not be liable for such excess costs where the failure upon which the termination is based has arisen out of causes beyond the control of Supplier and without the fault or negligence of Supplier. Such causes shall be deemed to include fires, floods, earthquakes, strikes, and acts of the public enemy. The rights of County provided in subparagraph 1 shall be in addition to any other rights provided by law or the contract.
    - D-3. In the event of the Supplier's non-compliance with the provisions as set forth, this Contract may be cancelled, terminated or suspended in whole or in part and the supplier may be declared ineligible for further County contracts. The rights and remedies of the County provided in this paragraph shall not be exclusive but are in addition to any remedies provided in this Contract or as provided for by law.

#### 2.17 NOTICE AND SERVICE THEREOF:

Any notice from the County shall be in writing and considered delivered and the service thereof completed when said notice is posted, by certified or regular mail, to the Supplier, at the address stated on the bid form.

#### 2.18 CONTRACT TERM:

Performance shall be governed solely by the terms and conditions as set forth in the Invitation for Bid, Bid Specifications, Bid Form and the Contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the Seller at any time and the acceptance by the County for any goods furnished.

#### 2.19 COMPLIANCE WITH APPLICABLE LAWS:

Supplier warrants it has complied with all applicable laws, rules and ordinances of the United States, Missouri or any other Governmental authority or agency in the manufacture or sale of the goods, including but not limited to all provisions of the Fair Labor Standards Act of 1938, as amended, including provisions of the Home Rule Charter of Jefferson County, Missouri requiring all workers performing work under any contract with Jefferson County be paid a wage that is at least the prevailing hourly rate of wages for work of a similar character in Jefferson County.

#### 2.20 ACTS OF GOD:

No party shall be liable for delays, nor defaults due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental actions of any kind or any other causes of a similar character beyond its control and without its fault or negligence.

#### 2.21 SELLER'S INVOICES:

Invoices shall contain the following information. Contract number (if any), Purchase Order Number, Item number, contract description of goods or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to the County Accounts Payable Clerk.

#### 2.22 APPROVAL:

It is agreed the acceptance of a Bid shall not be valid and binding upon the County until approved by the County Purchasing Agent, County Council, and the County Counselor.

#### 2.23 RENEWAL OPTION:

The County reserves the right to negotiate the contract for one (1) additional one-year term with the written consent of the awarded vendor. If the contractor/vendor requests an increase in compensation for any renewal period, the vendor shall notify the Office of Contracts and Grants no less than 60 days prior to the end of the contract period. The County shall notify the Vendor of the intent to exercise the renewal option. However, failure to notify the Vendor does not waive the County's right to exercise the renewal option.

Indicate: [ ] Individual: [ ] Partnership: [ ] Corporation.

#### 2.24 INDIVIDUAL, PARTNERSHIPS, CORPORATIONS:

Incorporated in the State of Missouri

#### 2.25 LITIGATION:

This agreement shall be interpreted under the laws of the State of Missouri. Any disagreements, questions, controversies, litigation or other causes of action whatsoever arising from or under the terms of this agreement shall be resolved in the trial courts of 23rd Judicial Circuit Court of the State of Missouri-Hillsboro, Missouri.

2.26 LANGUAGE: Bids and all related documents will only be accepted in the English Language.

## 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 Ivan Animal Hospital Lavia Ivan (Name of Business Entity Authorized Representative) as <u>DVM</u> (Position/Title) first being duly sworn on my oath, affirm <u>Ivan Animal Hospital</u> (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 <u>County Vet Strvices</u> (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 <u>Ivan Animal Hospital</u> (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 <u>General Vet Services for deferson County</u> (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.)

| Authorized Representative's Signature         | Laura IJan<br>Printed Name  |
|---|---|
| DVM Owner Operator                            | 1-3.24<br>Date  |
| Subscribed and sworn to before me this(       | 3rd of January 2024I am<br>DAY) (MONTH, YEAR)   |
| commissioned as a notary public within the Co | ounty of <u>JEFFEYSON</u> , State of<br>(NAME OF COUNTY)  |
| (NAME OF STATE) and my con                    | mission expires on $1-3 - 2026$ (DATE).   |
| Signature of Notary                           | 1-3-2024<br>Date  |
|   | ANGIE DAVIS<br>Notary Public, Notary Seal<br>State of Missouri<br>Jefferson County<br>Commission # 22596607<br>My Commission Expires 01-31-2026 |

## AFFIDAVIT OF WORK AUTHORIZATION

(Continued)

## **CURRENT BUSINESS ENTITY STATUS**

I certify that <u>Ivan Animal Hospital</u> (Business Entity Name) <u>MEETS</u> the definition of a business entity as defined in section 285.525, RSMo., pertaining to section 285.530, RSMo., as stated above.

Laura Wan

Authorized Business Entity Representative's Name (Please Print)

Authorized Business Entity

Representative's Signature

Ivan Animal Hospital Business Entity Name

1-3.24

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:

Date

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

AND

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 subcontrator's name, then no additional pages of the MOU must be submitted).

# Certification Regarding Debarment, Suspension, Ineligibility, And Voluntary Exclusion

## **Contractor Covered Transactions**

- (1) The prospective contractor of the Recipient, <u>Lawa Wan</u>, <u>Ivm Animul</u>, certifies, by submission of this document, that neither it nor its representatives is presently disbarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the Recipient's contractor is unable to certify to the above statement, the prospective contractor shall attach and explanation to this form.

| CONTRACTOR: Lawra Ivan, Ivan Animal Mospital                                    |
|---|
| By:<br>Signature Recipient's Name   |
| Laura Ivan, DVM Ivan Animal Hospital<br>Name and Title Division Contract Number |
| 30 Waltes Place<br>Street Address   |
| House Springs, Mo 63051<br>City, State, Zip                                     |
| 1 23 24<br>Date   |
| DUNS number   |

Cage Code

| Name of Veterinarian and Business:           | Laura Ivan, Ivan Amimai Hospital   |
|--|--|
| Business Address:                            | 30 Walters Place<br>House Springs, MO 67051<br>Buismuss # Fax #<br>636-671-0700 636-671-3391 |
| Business Phone & Fax Numbers:                | Buisness # fax #<br>636-671-0700 636-671-3391  |
| State of Missouri Veterinary License Number: | QR5317   |

## **General Veterinary Services Bid Specifications**

## Sterilization of Animals

| Canines over two months of age:  | \$75.00 per dog                         |
|--|---|
| Felines over two months of age/two pounds:   | \$75.00 per cat                         |
| additional in heat charge  | \$25.00 per Animal                      |
| additional extra large spay charge   | \$25.00 pe dog                          |
| The second for the se | the starilization of the animal This fo |

<u>Instructions:</u> This fee shall reflect all costs incurred for the sterilization of the animal. This fee should include any antibiotics, anesthetic costs, and procedure costs. If pain medication is required or recommended, those fees shall be paid by the animal's adopter. When abnormal or unusual medical circumstances exist or arise during the procedure that would result in more intense levels of care of service, additional fees may be charged only with prior approval from the Animal Control Manager.

<u>Bidding Information:</u> The veterinarian shall provide spay or neuter services of dogs and cats for the County at the rate indicated above. The County will contact the veterinarian's practice to set up an appointment and shall deliver the animal to the practice on the morning of the animal's scheduled surgery. The animal's owner will take possession of the animal from the veterinarian's practice following the procedure. If the animal must return to the County, arrangements will be made for the County to pick up the animal.

| General Health Examination   | \$14.00 \$20.00              |
|------------------------------|------------------------------|
| DHLPP+CVK                    | <del>\$11</del> .00 f        |
| FVRCP-C                      | \$14.00 \$ 20.00             |
| Bordatella                   | \$14.00 \$ 20.00             |
| Rabies Vaccine               | <del>\$12.00</del> \$ 16.00  |
| Heartworm Test               | \$20.00                      |
| Fecal Examination            | <del>\$7.00</del> \$12.00    |
| Feline Leukemia/FIV Test     | <del>\$30.0</del> 0 \$ 35.00 |
| Microchip Installation       | \$5.00                       |
| Ear Tipping (when requested) | \$10.00                      |

<u>Instructions:</u> When an animal is brought to the veterinarian's practice from the Animal Control Center as part of an adoption, the practice will be notified in advance which of the above items are needed, if any. Any services exceeding those indicated above must be approved, and billed, to the animal's adoptive owner. Services or treatments provided to animals delivered to the veterinarian's practice by rescue groups will not be paid by the County, unless approved by the Animal Control Manager.

<u>Bidding Information</u>: The veterinarian shall provide vaccinations and services, as requested, at the rates indicated above. The veterinarian may provide additional vaccinations as recommended to and/or requested by

the animal's adoptive owner, at the rates determined by the veterinarian's practice, and billed at that rate to the animal's new owner. The County shall, when possible, microchip, de-worm, and administer initial vaccinations, to all animals prior to delivering the animal to the veterinarian's practice. The County will provide all available medical records for the animal upon delivery to the practice.

## Office Visits, Examinations, Treatments, and Euthanasia Services

| Office visit at veterinarian's practice        | \$35.00<br><del>\$15.00</del> \$20.00 |
|--|---------------------------------------|
| Euthanasia services at veterinarian's practice | 515.00 \$ 20.00                       |

<u>Instructions:</u> The office visit fee will be charged once per office visit, per animal delivered for examination and/or treatment. The office visit fee will be charged once per animal or group of animals delivered for euthanasia. The euthanasia fee is a flat fee that should reflect the combined costs of euthanasia solution, supplies, and administration of the solution for each animal euthanized. Examinations and treatment estimated to exceed \$500.00 must be approved by the Animal Control Manager prior to beginning the treatment.

<u>Bidding Information</u>: Sick or injured animals brought into the veterinarian's practice will be examined at the office visit rate indicated above. The veterinarian shall provide emergency medical examination and treatments not to exceed \$500.00, report the findings to the Animal Control Manager, and offer a recommended course of action. The Animal Control Manager will decide the course of action based on the veterinarian's recommendation and County budgetary considerations, to provide treatments in excess of \$500.00.

Please indicate which euthanasia services can be provided:

- $\checkmark$  Humane euthanasia or sick or injured animals
- $\checkmark$  Humane euthanasia due to public safety threat
- $\lambda$  Humane euthanasia of feral animals
- X Humane euthanasia of wild animals suspected of rabies
- X Humane euthanasia for shelter population control

## **Additional Information**

<u>Instructions</u>: The following information will be included in the contract. These items do not require bidding, but are provided for the veterinarian's knowledge when considering their bid.

## **Bidding Information:**

- 1. Veterinarian understands that this is not an exclusive contract. The County reserves the right to enter into multiple contracts for veterinary services.
- 2. The term of this agreement is for one year from the date of its execution. The County reserves the right to extend the length of this agreement for an additional one-year term, but is not required to do so. Any extension must be approved by the County in writing. This agreement may be terminated by either party by providing thirty (30) days written notice to the other party.
- 3. Both the County and the Veterinarian agree that the Veterinarian will act as an independent contractor in the performance of its duties under this agreement. Accordingly, the Veterinarian shall be responsible for payment of all taxes including Federal, State and local taxes arising out of the Veterinarian's activities in accordance with this agreement, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fees as required.
- 4. The veterinarian shall not assign any rights or delegate any duties under this agreement without the express written consent of the County.

In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this \_\_\_\_\_\_ day of \_\_\_\_\_\_ 2024:

Ivan Animal Hospital

**Company Name** 

Signature

County of Jefferson, State of Missouri

Dennis J. Gannon County Executive

Print

Company Address: \_\_\_\_\_

30 Walters Place

House Springs, MO 63051

Phone: 636-671-0700

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

Heart

APPROVED AS TO FORM

## **COOPERATIVE BID FORM**

# Bid Name: General Vet Services

**INSTRUCTIONS**: Bidders <u>MUST</u> fill out this form as part of the bidding process and attach to your bid response to Jefferson County, Missouri.

## **COOPERATIVE PROCUREMENT CONTRACT**

This is a cooperating supply contract in accordance with Chapter 130, Section 130.020. K.3., of the Procurement Policy and Procedures, Jefferson County Code of Ordinances.

Will you extend bid prices, cash terms, and all other terms and conditions of any contract resulting from this bid with Jefferson County, Missouri, to any Jefferson County, Missouri, Municipality, government agency, district, sub-district or other tax-supported entity?

Yes X No\_\_\_\_

Although agreeing to the extension of the terms of this contract to municipalities or other tax-supported entities, *is not a prerequisite for award*, Jefferson County, Missouri, may take this factor into consideration if tie bids are received, in addition to the normal Terms and Conditions of the Invitation for Bid, enclosed herewith as a part of this bid.

## Bidders are encouraged to extend contract prices to Municipalities and any other tax-supported entities.

If agreeable to the above, state the <u>minimum</u> dollar value *per order* you will require from a Municipality or any other tax-supported entity (this shall not apply to Jefferson County, Missouri Government, Departments or Divisions):

MINIMUM DOLLAR VALUE PER ORDER: \$ 3500 office

BY: Lawa Wan

TITLE: DVM OWNER

COMPANY: Ivan Animal Mospital

## CONTACT INFORMATION FOR COOPERATIVE AGREEMENT

Phone 636-671 - 0700 E-mail ivan animal Hospital @gmail. com

# THIS FORM WILL BECOME PART OF THE BID DOCUMENT PACKAGE SUBMITTED TO JEFFERSON COUNTY, MISSOURI

|                         | 1-1 |
|-------------------------|-----|
|                         | V   |
| <b>Bidders</b> Initials | ~   |



THE HARTFORD BUSINESS SERVICE CENTER 3600 WISEMAN BLVD SAN ANTONIO TX 78251

December 15, 2023

Briana Ragsdale PO Box 100 HILLSBORO MO 63050

## Account Information:

Policy Holder Details : IVAN ANIMAL HOSPITAL, LLC

Contact Us

Need Help?

Chat online or call us at (866) 467-8730. We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team

| AC              | CERTIF  | ICA               | TE C      | F LIABILITY                               |                                  | ANCE                        |   | DATE (MM/DD/YYYY)<br>12/15/2023  |
|-----------------|---|-------------------|-----------|---|----------------------------------|-----------------------------|---|----------------------------------|
| H               | HIS CERTIFICATE IS ISSUED A<br>OLDER. THIS CERTIFICATE D<br>FFORDED BY THE POLICIES BE<br>SUING INSURER(S), AUTHORIZE                 | DES I             | NOT AF    | FIRMATIVELY OR I                          | NEGATIVELY                       | AMEND, EXT                  | END OR ALTER TH                               | E COVERAGE                       |
| IN              | IPORTANT: If the certificate hole<br>ubject to the terms and condition<br>of confer rights to the certificate l                       | der is<br>ns of t | an ADD    | ITIONAL INSURED,<br>v. certain policies m | the policy(ies)<br>ay require an | must be end                 | orsed. If SUBROGATI                           | ONIS WAIVED,<br>certificate does |
|                 | DUCER   | loiuei            | In neu c  | CONTACT NAME:                             | 37.                              |                             |   |                                  |
|                 | BALGREEN INSURANCE AGENC  | Y                 |           | TOTO TAKEN AND A STREET                   | 677-3970                         |                             | FAX   |                                  |
|                 | 31681   |                   |           | (A/C, No, Ext):                           | 011 0010                         |                             | (A/C, No):                                    |                                  |
| 00-             | 7 HIGH RIDGE BLVD   |                   |           | E-MAIL ADDRESS:                           |                                  |                             |   |                                  |
| HIG             | H RIDGE MO 63049  |                   |           |   | INSURER(S) A                     | FFORDING COVER              | RAGE  | NAIC#                            |
|                 |   |                   |           | INSURER A : Sentine                       | el Insurance Cor                 | mpany Ltd.                  |   | 11000                            |
| INSU            | RED   |                   |           | INSURER B : Hartfor                       | d Accident and                   | Indemnity Com               | ipany   | 22357                            |
| 10000000000     | N ANIMAL HOSPITAL, LLC  |                   |           | INSURER C :                               |                                  |                             |   |                                  |
| 30 V            | VALTERS PL  |                   |           | INSURER D :                               |                                  |                             |   |                                  |
| HOL             | JSE SPRINGS MO 63051-1491   |                   |           | INSURER E :                               |                                  |                             |   |                                  |
| 1               |   |                   |           |   |                                  |                             |   |                                  |
|                 |   |                   |           | INSURER F :                               |                                  | DEVIS                       | ION NUMPED.                                   |                                  |
| CO              | VERAGES C   | ERTI              | FICATE    | NUMBER:                                   |                                  |                             | FON NUMBER:                                   | THE POLICY PERIOD                |
| IN              | HIS IS TO CERTIFY THAT THE POLICI<br>DICATED.NOTWITHSTANDING ANY F<br>ERTIFICATE MAY BE ISSUED OR M<br>ERMS, EXCLUSIONS AND CONDITION | REQUIR            | EMENT, T  | TERM OR CONDITION O                       | F ANY CONTRA                     | CT OR OTHER<br>POLICIES DES | DOCUMENT WITH RESPI<br>CRIBED HEREIN IS SUI   | ECT TO WHICH THIS                |
| INSR            |   | ADDL              | SUBR      | POLICY NUMBER                             | POLICY EFF                       | POLICY EXP                  | LIMI  | rs                               |
| LTR             | COMMERCIAL GENERAL LIABILITY  | INSR              | WVD       |   | (MM/DD/YYYY)                     | (MM/DD/Y YYY)               | EACH OCCURRENCE                               | \$1,000,000                      |
|                 | CLAIMS-MADE X OCCUR   |                   |           |   |                                  |                             | DAMAGE TO RENTED                              | \$1,000,000                      |
|                 | X General Liability   |                   |           |   |                                  |                             | MED EXP (Any one person)                      | \$10,000                         |
|                 | X General Liability   | -                 |           | 84 SBA UH0305                             | 12/05/2023                       | 12/05/2024                  | PERSONAL & ADV INJURY                         | \$1,000,000                      |
| A               |   | -                 |           | 04 00A 010000                             | TE/OO/E0E0                       |                             | GENERAL AGGREGATE                             | \$2,000,000                      |
|                 | GEN'L AGGREGATE LIMIT APPLIES PER:  |                   |           |   |                                  |                             | PRODUCTS - COMP/OP AG                         | G \$2,000,000                    |
|                 |   |                   |           |   |                                  |                             |   |                                  |
| -               |   |                   |           |   |                                  |                             | COMBINED SINGLE LIMIT                         |                                  |
|                 | AUTOMOBILE LIABILITY  |                   |           |   |                                  |                             | (Ea accident)<br>BODILY INJURY (Per person    | <u></u>                          |
|                 | ANY AUTO  |                   |           |   |                                  |                             |   |                                  |
|                 | AUTOS AUTOS   |                   |           |   |                                  |                             | BODILY INJURY (Per accider<br>PROPERTY DAMAGE | nt)                              |
|                 | HIRED NON-OWNED AUTOS   |                   |           |   |                                  |                             | (Per accident)                                |                                  |
|                 |   |                   |           |   |                                  |                             |   |                                  |
| -               | UMBRELLA LIAB OCCUR   |                   |           |   |                                  |                             | EACH OCCURRENCE                               |                                  |
|                 | EXCESS LIAB CLAIMS-<br>MADE   |                   |           |   |                                  |                             | AGGREGATE                                     |                                  |
| 1               | DED RETENTION \$  |                   |           |   |                                  |                             |   |                                  |
| -               | WORKERS COMPENSATION  | -                 |           |   |                                  |                             | X PER OT                                      |                                  |
|                 | AND EMPLOYERS' LIABILITY  |                   |           |   |                                  |                             | E.L. EACH ACCIDENT                            | \$100,000                        |
| в               | ANY Y//<br>PROPRIETOR/PARTNER/EXECUTIVE   | N/A               |           | 84 WBC BW9599                             | 12/05/2023                       | 12/05/2024                  | E.L. DISEASE -EA EMPLOYE                      |                                  |
| Б               | OFFICER/MEMBER EXCLUDED?<br>(Mandatory in NH)   |                   |           | 04 HBC Briddoo                            |                                  |                             | E.L. DISEASE -EA EMPLOYE                      |                                  |
|                 | If yes, describe under  |                   |           |   |                                  |                             | E.L. DISEASE - POLICY LIM                     | * \$500,000                      |
|                 | DESCRIPTION OF OPERATIONS below<br>EMPLOYMENT PRACTICES   | -                 |           |   | 40/05/0000                       | 10/05/2024                  | Each Claim Limit                              | \$50,000                         |
| A               | LIABILITY   |                   |           | 84 SBA UH0305                             | 12/05/2023                       | 12/05/2024                  | Aggregate Limit                               | \$50,000                         |
| DESC            | CRIPTION OF OPERATIONS / LOCATIONS /  | VEHICLI           | ES (ACORE | 101, Additional Remarks S                 | chedule, may be att              | ached if more spa           | ce is required)                               |                                  |
| 1.65 (16) (20)  | se usual to the Insured's Operation   |                   |           |   |                                  |                             |   |                                  |
|                 | RTIFICATE HOLDER  |                   |           |   | CANCELLA                         | ATION                       | E DESCRIBED POLICIE                           | S RE CANCELLED                   |
|                 | na Ragsdale   |                   |           |   | BEFORE THE E                     | XPIRATION DA                | TE THEREOF, NOTICE W                          | ILL BE DELIVERED                 |
| 1. Sec. 19 19 1 | Box 100<br>_SBORO MO 63050  |                   |           |   | IN ACCORDANC                     | CE WITH THE P               | OLICY PROVISIONS.                             |                                  |
|                 |   |                   |           | F   | AUTHORIZED REP                   | RESENTATIVE                 |   |                                  |
|                 |   |                   |           |   | Sugard                           | Costa                       | 1000  |                                  |
|                 |   |                   |           |   |                                  |                             |   |                                  |
| 0               |   |                   |           |   | © 19                             | 88-2015 ACO                 | RD CORPORATION.                               | All rights reserved              |

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Online and IVR payments are made through a 3rd Party provider. Service fees will apply, and a paid receipt is not immediately available. A paid receipt will be mailed the next business day to the address on file. If your payment is unfunded additional return check fees will apply.

PLEASE BE AWARE: If using an online-banking payment system through a bank, please initiate payment at least five working days prior to Dec. 31/Month End. The payment date for these transactions are registered as the date payment is received by the Collector of Revenue office, not the date a taxpayer initiates the transaction through their bank.

DO NOT SEND THE UPPER HALF OF THE BILL. RETURN ONLY THE LOWER STUB WITH PAYMENT.

ACCT # 410994

Taxes Due



|   |  | AMOUNT OF 2 | No. and the second s |  |
|---|--|-------------|---|--|
|   | CHANGE OF ADDRESS  | JAN<br>FEB  | 0.00<br>0.00  |  |
| IVAN ANIMAL HOSPITAL                    |  | MAR         | 0.00  |  |
| 30 WALTERS PL                           |  | APR         | 0.00  |  |
| HOUSE SPRINGS, MO 63051-1491            |  | JUN         | 0.00  |  |
|   |  | JUL         | 0.00  |  |
|   |  | AUG         | 0.00  |  |
| MAKE CHECKS                             |  | SEP         | 0.00  |  |
| PAYABLE TO:                             | If delinquent taxes are due,                                   | OCT         | 0.00  |  |
|   | the oldest year must be paid                                   | NOV         | 0.00  |  |
| MICHELLE WORTH, COLLECTOR<br>PO BOX 100 | first. If not paying in a month<br>specified please call for a | DEC         | 0.00  |  |
| HILLSBORO, MO 63050                     | corrected amount.  |             |   |  |



E ADDRESS 30 WALTERS PL

HOUSE SPRINGS, MO 63051

LEGAL DESCRIPTION

Parcel # 07-2.0-04.0-2-001-001. HOUSE SPRINGS PLAZA 5 LOT G

Township: 42 Range: 4 Acres 0.47 Section: 04

> LNI PROPERTIES LLC 30 WALTERS PL HOUSE SPRINGS, MO 63051

#### 2023 REAL ESTATE COUNTY OF JEFFERSON

| VALUATIO | ON    |                                    |            |                      |
|----------|-------|------------------------------------|------------|----------------------|
| 0        | RESI  |                                    | TAX        | AMOUNT               |
| 0        | AGRI  | STATE TAX                          | - M        | \$54.09              |
| 180,300  | COMM  | HEALTH UNIT TAX                    | _          | \$180.84             |
| 180,300  | TOTAL | BIG RIVER AMBULANC                 | E          | \$996.52<br>\$561.09 |
| 180,300  | IOIAL | NORTHWEST SCHOOL                   |            | \$7,733.25           |
| TAX RAT  | E     | HIGH RIDGE FIRE                    |            | \$1,570.23           |
| 7.4034   |       | JC DEV DISABILITIES                |            | \$154.52             |
| 7.4004   |       | SHERIFF DEPARTMENT                 | 83         | \$580.75             |
|          |       | PARK TAX                           |            | \$46.16              |
|          |       | MERCHANT SUR TAX                   |            | \$432.72             |
|          |       | MENTAL HEALTH TAX                  |            | \$154.52             |
|          |       | LIBRARY / R1                       |            | \$476.53             |
|          |       | ROAD & BRIDGE TAX                  |            | \$407.12             |
|          |       | TOTAL TAX                          |            | 13,348.34            |
|          |       | INTEREST / PENALTY                 |            | 0.00                 |
|          |       | FEES                               | Detail and | 0.00                 |
|          |       | AMOUNT PAID                        | Paid on    | 13,348.34            |
|          |       | TOTAL DUE IF PAID BY<br>01/08/2024 | 12/31/2023 | 0.00                 |

Lending Code:

| MICHELLE WORTH<br>JEFFERSON COUNTY COLLECTOR                | WAYS TO PAY and ACCEPTED FORMS OF PAYMENT<br>In Person (M-F 8am - 5pm) or Drop Box (24/7) > Administration Center, 729 Maple Street, Hillsboro, MO 63050                                  |
|---|---|
| PO BOX 100, 729 MAPLE STREET<br>HILLSBORO, MO 63050         | U.S. Mail > Michelle Worth, Collector, PO BOX 100, Hillsboro, MO 63050   IVR (Phone) > 1-877-289-0099     Online > www.jeffcomo.org   Department: Collector   Mobile Phone > Scan QR Code |
| Phone: 636-797-5406<br>Email: <u>collector@jeffcomo.org</u> | VISA 🌒 🔤 GPay 🏟 PayPal Venmo  |
| New Features >  | Go Paperless Chedule a payment C Sign-up for Auto Pay   |

Online and IVR payments are made through a 3rd Party provider. Service fees will apply, and a paid receipt is not immediately available. A paid receipt will be mailed the next business day to the address on file. If your payment is unfunded additional return check fees will apply.

PLEASE BE AWARE: If using an online-banking payment system through a bank, please initiate payment at least five working days prior to Dec. 31/Month End. The payment date for these transactions are registered as the date payment is received by the Collector of Revenue office, not the date a taxpayer initiates the transaction through their bank.

DO NOT SEND THE UPPER HALF OF THE BILL. RETURN ONLY THE LOWER STUB WITH PAYMENT.

1 E



07-2.0-04.0-2-001-001.

CHANGE OF ADDRESS

LNI PROPERTIES LLC 30 WALTERS PL HOUSE SPRINGS, MO 63051

MAKE CHECKS PAYABLE TO:

MICHELLE WORTH, COLLECTOR **PO BOX 100** HILLSBORO, MO 63050

If delinquent taxes are due, the oldest year must be paid first. If not paying in a month specified please call for a corrected amount.

| AMOUNT O<br>BILL IF PAIL |      |
|--------------------------|------|
| JAN                      | 0.00 |
| FEB                      | 0.00 |
| MAR                      | 0.00 |
| APR                      | 0.00 |
| MAY                      | 0.00 |
| JUN                      | 0.00 |
| JUL                      | 0.00 |
| AUG                      | 0.00 |
| SEP                      | 0.00 |
| OCT                      | 0.00 |
| NOV                      | 0.00 |
| DEC                      | 0.00 |

Taxes Due

#### 1/16/24, 2:38 PM

#### 

| • Account mormation          |           |                          |                            |  |
|------------------------------|-----------|--------------------------|----------------------------|--|
| Account Number<br>410994     |           | Account Type<br>BUSINESS | Return Status<br>Completed |  |
| Tax Year<br>2023 -           |           | Tax Code<br>R1HRBR       | Date Returned<br>6/2/2023  |  |
| <b>Total Tax</b><br>\$307.02 | Pay Taxes | City<br>Entire County    | <b>Tax Rate</b><br>6.8413  |  |
| Owner Name                   |           |                          |                            |  |

IVAN ANIMAL HOSPITAL 30 WALTERS PL HOUSE SPRINGS, MO, 63051-1491

| ⊖ Items            |          |                |            |
|--------------------|----------|----------------|------------|
| Item               | Quantity | Assessed Value | Tax Amount |
| Z - Business Value | 1        | 3,830          | \$262.02   |
| Total              |          | 3,830          | \$262.02   |

| Billing        |                      |
|----------------|----------------------|
| Tax Billed     | \$262.02             |
| Penalty Billed | \$0.00               |
| Cost Billed    | \$45.00              |
| Total Billed   | \$307.02             |
| Amount Paid    | \$307.02             |
| Total Unpaid   | \$0.00               |
| Date Paid      | 12/31/2023           |
| Paid By        | IVAN ANIMAL HOSPITAL |

#### • Tax Due Amounts

Account Has No Balance Due.

| Tax Year | Total Due | Total Paid      | Amount Unpaid | Date Paid  |
|----------|-----------|-----------------|---------------|------------|
| 2023     | \$307.02  | \$307.02        | \$0.00        | 12/31/2023 |
| 2022     | \$306.88  | \$306.88        | \$0.00        | 12/12/2022 |
| 2021     | \$304.62  | \$304.62        | \$0.00        | 12/29/2021 |
| 2020     | \$311.11  | \$311.11        | \$0.00        | 11/3/2020  |
| 2019     | \$310.94  | \$310.94        | \$0.00        | 12/19/2019 |
| 2018     | \$546.50  | \$546.50        | \$0.00        | 12/11/2018 |
| 2017     | \$523.63  | \$523.63        | \$0.00        | 12/13/2017 |
| 2016     | \$71.35   | \$71.35         | \$0.00        | 12/12/2016 |
| 2015     | \$71.70   | \$71.70         | \$0.00        | 12/31/2015 |
| 2014     | \$62.40   | \$62.40         | \$0.00        | 12/23/2014 |
|          |           | Show 6 More (6) |               |            |