



**CLAY COUNTY**  
**PURCHASING DEPARTMENT**  
**INVITATION FOR BID (IFB)**

**IFB No.: 38-19**  
**TITLE: GENERATOR SERVICES**  
**ISSUE DATE: 4/25/2019**

**PURCHASING STAFF TITLE: PATRICK WEST**  
**PHONE No.: 816-407-3630**  
**E-MAIL: [PWEST@CLAYCOUNTYMO.GOV](mailto:PWEST@CLAYCOUNTYMO.GOV)**

**BID RESPONSES MUST BE RECEIVED BY NO LATER THAN ("CLOSE/RETURN DATE and TIME"):  
MAY 23, 2019 AT 2:00 PM CENTRAL TIME**

**SUBMITTAL INSTRUCTIONS:** In effort to support the County's initiative for conservation, it is preferred that bids be submitted via [www.PublicPurchase.com](http://www.PublicPurchase.com). Sealed bids may be delivered to the Clay County Purchasing Office prior to the return date and time. Print the Sealed Bid Label found in Attachment 1 or type **IFB Number, IFB Title and Return Due Date** on the lower left hand corner of the envelope or package. In order for a bid to be considered complete, the Clay County document must be completed in its entirety. The cover page **MUST** be completed, all pages **MUST** be initialed and the Terms and Conditions Acknowledgement Form **MUST** be signed.

**RETURN BID TO:** **CLAY COUNTY ~ PURCHASING DEPARTMENT**  
**ATTN: PATRICK WEST**  
**16 W. FRANKLIN, SUITE 16-B**  
**LIBERTY, MO 64068**

**AGREEMENT PERIOD: DATE OF AWARD THROUGH ONE YEAR; WITH FOUR ONE-YEAR RENEWAL OPTIONS**  
**DELIVER SUPPLIES/SERVICES/INVOICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:**

**FACILITES MANAGEMENT**  
**115 SOUTH MAIN STREET**  
**LIBERTY, MISSOURI 60468**

By signing this IFB cover page, the Vendor shall hereby declare understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Agreement Terms and Conditions. The Vendor shall further agree that the language of this IFB shall govern in the event of a conflict with their bid. In addition, the Vendor shall further agree that upon receipt of an authorized purchase order from Clay County or when an Official Action is signed and issued by an authorized official of Clay County, a binding Agreement shall exist between the Vendor and Clay County.

**SIGNATURE REQUIRED**

<b>Company Name</b>		<b>Authorized Representative (Print)</b>		<b>Title</b>	
<b>Street Address</b>		<b>Authorized Signature</b>			
<b>City/State/ZIP</b>	<b>County</b>	<b>Date</b>	<b>Company Tax ID No.</b>		
<b>Telephone No.</b>	<b>Facsimile No.</b>	<b>E-mail</b>			
___ Corporation		___ Individual		___ State/Local Government	
___ Partnership		___ Sole Proprietor		___ IRS Tax-Exempt	
<b>Vendor Tax Filing Type With IRS (Check One)</b>					

## 1. INTRODUCTION AND GENERAL INFORMATION

*This section of the IFB includes a brief introduction and background information about the intended acquisition for which the requirements herein are written. The contents of this section are intended for informational purposes and do not require a response.*

**Submittal instructions and Determination of Award information can be found on our website by clicking the following link [https://www.claycountymo.gov/departments/purchasing#Current Solicitations](https://www.claycountymo.gov/departments/purchasing#CurrentSolicitations)**

### 1.1 Purpose:

1.1.1 This document constitutes a request for competitive, sealed bids from prospective Vendors for Generator Services for Clay County Facilities Management Department in accordance with the requirements and provisions stated herein.

1.1.2 This document is divided into the following parts:

Section 1:	Introduction and General Information
Section 2:	Scope of Work
Section 3:	Agreement Terms and Conditions Acknowledgement Form
Section 4:	Affidavit of Work Authorization and Documentation

Exhibit A:	Pricing
Exhibit B:	Experience and Expertise
Exhibit C:	Miscellaneous Information

Attachment 1: Sealed Bid Label

### 1.2 Questions:

1.2.1 Questions relating to the IFB must be submitted via the [www.PublicPurchase.com](http://www.PublicPurchase.com) website or e-mailed to [Purchasing2@ClayCogov.com](mailto:Purchasing2@ClayCogov.com)

1.2.2 **All questions and issues should be submitted no later than May 13, 2019.**

- a. If not received prior to the aforementioned date, the County may not be able to fully research and consider the respective questions or issues.

### 1.3 Background Information:

1.3.1 Clay County most recently utilized OA 2015-189 IFB 13-15 Generator Services awarded to Power Pro-Tech Services, Inc.

- a. There were 2 renewals remaining on this Official Action, however, the Vendor has relinquished their right to renew this Agreement.
- b. This Agreement is due to expire June 21, 2019 and will be replaced by this IFB 38-19.

1.3.2 Clay County previously utilized Resolution 2009-429 IFB 32-09 for Generator Services which was awarded to Central Power Systems and Dean Engine Systems (which was later acquired by Foley Equipment Company).

- a. This Agreement has expired in its entirety.

Vendor's Initials: \_\_\_\_\_

1.3.3 Although an attempt has been made to provide accurate and up-to-date information, Clay County does not warrant or represent that the background information provided herein reflects all relationships or existing conditions related to this IFB.

#### **1.4 Estimated Quantities:**

1.4.1 The quantities indicated in this IFB are estimates that pertain to the total aggregate quantities that may be ordered throughout the stated Agreement period.

- a. The estimates do not indicate single order amounts unless otherwise stated.
- b. Clay County shall not make guarantees about single order quantities or total aggregate order quantities.

1.4.2 The County shall not guarantee any minimum or maximum amount of the Vendor's Generator Services that may be required under the agreement.

- a. The Vendor shall provide Generator Services on an as needed, if needed basis.
- b. The County shall not guarantee any usage of the agreement whatsoever.

## **2. SCOPE OF WORK**

*This section of the IFB includes requirements as well as desirable attributes and provisions relating specifically to the scope of work requirements of the Clay County Entity. The contents of this section include mandatory requirements that will be required of the successful Vendor and subsequent Vendor. The Vendor is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The Vendor's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Clay County. The Vendor must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes by the Vendor (if any) in the appropriate sections of Exhibit A, Pricing Pages.*

### **2.1 Specific Requirements:**

2.1.1 The Vendor shall provide Generator Services which meets or exceeds the specifications contained in this document.

- a. A listing of generators at each Clay County Department is provided in Exhibit A.

2.1.2 The Vendor shall provide all Labor, Equipment, Materials and Services required to perform a semi-annual preventative maintenance service program on at least sixteen (16) emergency powered generators at various site locations as outlined herein.

2.1.3 The Vendor shall provide minor repairs and tune-ups at the time of a maintenance visit with approval from the County's Assistant County Administrator for Facilities Management or their designee.

- a. For the Highway Department equipment, the preventative maintenance is primarily for the purpose of making sure the generator is electrically sound and in good operational condition because the Highway Department performs their own maintenance work of the engines; however, these generators still require the Vendor to perform load bank testing.

2.1.4 Semi-annual preventative maintenance shall include but not be limited to the following:

- a. Inspection of belts and hoses;
- b. Check of coolant and cooling system;
  - 1) Level
  - 2) Anti-freeze protection level

Vendor's Initials: \_\_\_\_\_

- 3) Anti-freeze
- 4) Adequate cooling water to heat exchanger
- 5) Rod out heat exchanger
- 6) Adequate fresh air through radiator
- 7) Clean exterior of radiator
- 8) Fan and alternator belt
- 9) Water pump(s)
- 10) Condition of flexible hoses and connection
- 11) Jacket water heater
- 12) Inspect duct work, clean louvers
- c. Inspection of louvers and vents where applicable;
- d. General clean-up of equipment area;
- e. Change of oil and fuel filters (Fuel filters must be changed every two years or 200 hours, whichever comes first);
  - 1) Oil level
  - 2) Check oil pressure
  - 3) Oil Change
  - 4) Oil filter(s)
  - 5) Lube oil heater
  - 6) Crack-case breather
- f. Inspection and testing of battery, starter and charging system under load;
- g. Inspection and testing of automatic engine controls;
- h. Inspection and testing of voltage regulator and excitation system;
  - 1) Electrolyte level
  - 2) Terminals clean and tight
  - 3) Remove corrosion, case exterior clean and dry
  - 4) Specific gravity or state of charge
  - 5) Charger and charge rate
- i. Inspection and testing of automatic transfer switch;
  - 1) Tighten control and power wiring connections
  - 2) Wire chafing where subject to movement
  - 3) Boxes, panels and cabinets
  - 4) Transfer switch main contacts
  - 5) Calibration of voltage-sensing relays/devices
- j. Inspection and testing of fuel delivery system;
  - 1) Test LPG and NG systems for proper fuel pressure;
    - i. Day tank float switch
    - ii. Supply or transfer pump operation
    - iii. Water in system
    - iv. Flexible hose and connectors
- k. Check of diesel fuel for water;
- l. Inspection of exhaust system;
  - 1) Leakage
  - 2) Drain condensate trap
  - 3) Excessive back-pressure
  - 4) Exhaust system hangers and supports
- m. Annual Load Bank testing per manufacturers' specifications at the request of the County Department;
- n. Rodent control;
- o. Inspection of critical wiring;
- p. Inspection of output connections and breaker;
- q. Inspection of coolant and oil heaters;
- r. Inspection of air intake system;

Vendor's Initials: \_\_\_\_\_

- 1) General inspection
  - 2) Service air cleaner
  - 3) Governor oil level and linkage
  - 4) Governor oil
  - 5) Ignition system-plugs, points, coil, cap, rotor, secondary wire insulation
  - 6) Choke setting and carburetor adjustment
  - 7) EPS at minimum of 80% nameplate rating
- s. Inspection of governor;
- t. Inspection of remote enunciators, etc.

2.1.5 The Vendor shall include at no additional cost lubricating oil and oil filters as part of the preventative maintenance services.

- a. Air filters, fuel filters, and coolant filters shall be supplied by the Vendor as needed and may be invoiced separately to the County.

2.1.6 When the Vendor is requested to perform services on-site at a County facility or job site, the work performed must occur during the normal business hours, unless the County Department has otherwise authorized after-hours access for the Vendor.

- a. Normal, regular business hours varies by Department from 6:30 a.m. to 5:00 p.m. central time, excluding County Holidays.
- b. It shall be at the County's sole discretion as to allow the Vendor's staff any after-hours access to the County facility or job site.

Vendor's Initials: \_\_\_\_\_

**3. AGREEMENT TERMS AND CONDITIONS ACKNOWLEDGEMENT FORM**

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

[HTTPS://WWW.CLAYCOUNTYMO.GOV/TERMSANDCONDITIONS](https://www.claycountymo.gov/termsandconditions)

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

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vendor Name

Vendor's Initials: \_\_\_\_\_

#### 4. AFFIDAVIT OF WORK AUTHORIZATION AND DOCUMENTATION

The Vendor who meets the section 285.525, RSMo (<http://www.moga.mo.gov/statutes/C200-299/2850000525.HTM>), definition of a business entity must understand and agree that it is a mandatory requirement for the Vendor to be 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 Agreement(s) with Clay County for the duration of the Agreement(s), if awarded in accordance with subsection 2 of Section 285.530, RSMo. The Vendor also affirms that the Vendor does not and will not knowingly employ a person who is an undocumented or unauthorized immigrant worker in connection with the Agreement services provided under the Agreement(s) for the duration of the Agreement(s), if awarded. By signing the solicitation cover page, the Vendor shall be affirming thereof, the facts stated above are true and correct. The Vendor understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo. At any time during the Agreement, the County shall have the right to request proof of enrollment in the E-Verify federal work authorization program and the Vendor shall comply with such requests.

##### Authorized Personnel:

The Vendor shall only employ personnel authorized to work in the United States in accordance with applicable federal and state laws. This includes but is not limited to the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA) and INA Section 274A.

If the Vendor is found to be in violation of this requirement or the applicable state, federal and local laws and regulations, and if Clay County has reasonable cause to believe that the Vendor has knowingly employed individuals who are not eligible to work in the United States, the state shall have the right to cancel the Agreement immediately without penalty or recourse and suspend or debar the Vendor from doing business with Clay County. Clay County may also withhold up to twenty-five percent of the total amount due to the Vendor.

The Vendor shall agree to fully cooperate with any audit or investigation from federal, state, or local law enforcement agencies.

If the Vendor meets the definition of a business entity as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, the Vendor shall maintain enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the Agreement services included herein. If the Vendor's business status changes during the life of the Agreement to become a business entity as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, then the Vendor shall, prior to the performance of any services as a business entity under the Agreement:

- 1) Enroll and participate in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein; AND
- 2) Provide to the Clay County Purchasing Department the documentation required affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program; AND
- 3) In accordance with subsection 2 of section 285.530, RSMo, the Vendor should renew their Affidavit of Work Authorization annually. A valid Affidavit of Work Authorization is necessary to award any new Agreement.

**NOTE:** E-Verify Documentation proof shall include EITHER the E-Verify Employment Eligibility Verification page OR a page from the E-Verify Memorandum of Understanding (MOU) listing the Vendor's name and the MOU signature page completed and signed, at minimum, by the Vendor and the Department of Homeland Security – Verification Division.

Affidavit of Work Authorization and Documentation - Pursuant to section 285.530, RSMo, if the Vendor meets the section 285.525, RSMo, definition of a "business entity"

(<http://www.moga.mo.gov/mostatutes/stathtml/28500005301.html?&me=285.530>), the Vendor must affirm the Vendor's enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services requested herein.

#### **E-Verify Documentation must be submitted with solicitation response.**

Vendor's Initials: \_\_\_\_\_

**EXHIBIT A  
Pricing Pages**

**PRICING TABLE 1: REQUIRED PRICING**

The Vendor shall complete the following pricing table(s) (or in a form similar to the pricing tables) and provide firm, fixed pricing necessary to meet the mandatory requirements of the IFB.

Item #	Location	Item Description	Model/ Serial Number	SEMI- ANNUAL Preventive Maintenance Cost Per Generator per Service call	ANNUAL Preventive Maintenance Cost Per Generator per Service call	ANNUAL LOAD BANK TESTING Cost Per Generator Per Service Call
001	Facilities Management	Kohler 400 kW 400RE0ZD 410kW, 480VAC Spec GM13280-6A1 Detroit Diesel Three-axle trailer	721643	\$	\$	\$
002	Facilities Management	Generac, 130 kW, 7.5L DO130-6367.5018CPYYY Model 1441150100 120/208 Tandem axle trailer New Holland 6	2061747	\$	\$	\$
003	Administration Bldg.	Kohler 100KW, 120/280 – 3 PHASE, Diesel	SGM32K9XW	\$	\$	\$
004	Rooney Justice Center	Kohler 200KW, 277/480 – 3 PHASE, Diesel	SGM32JRVW	\$	\$	\$
005	Detention Center	3412TA Caterpillar, 620kW, 480VAC Arrangement #2W7900 5 automatic transfer switches 2 Bypass isolation switches	81Z03070	\$	\$	\$
006	Detention Center	Caterpillar EPG LTO Model # 8008 800kW 480/277	CAT00027LGDS 00477	\$	\$	\$
007	Juvenile Center	Cummins/Onan, 80kW 80DGDB/76250J F950578980 OT225/5784J F950579012	F950578980	\$	\$	\$
008	Shrader	Generac, 100, kW, 5L SD0100-A165.0D18EPYYN Cutler/Hammer 600 amps ATU1MAE20600WRU 60NW KK00432	2062521	\$	\$	\$
009	Radio Tower	Generac, 23 kW 97A02116-S SG023 A151.6V3GCONN	2034466	\$	\$	\$
010	Highway	Kawaski Generator K4800 Winco	14055	\$	\$	\$
011	Highway	Diesel Generator 5KW Hollingworth	6115004651044 MBP	\$	\$	\$
012	Highway	Federal Electric 60 K Diesel Generator	71-1828	\$	\$	\$
013	Highway	Caterpillar Generator for Back-up power Engine; Model# D353L; Power Unit# 46B559	210RH630	\$	\$	\$
014	Highway	Libby Diesel Generator 100 KW	RZ01799	\$	\$	\$
015	Highway	Fermont Diesel Generator 60 KW	9006	\$	\$	\$
016	Highway	Generac 50kW Natural Gas Fueled 120/240 Volts, Single Phase, 60HZ	SG0050AG36.8V 18HPYYA	\$	\$	\$

Vendor's Initials: \_\_\_\_\_



**EXHIBIT A, continued**

**PRICING TABLE 2: OTHER REQUIRED PRICING**

The Vendor must state below all other applicable costs necessary to satisfy the mandatory requirements of the IFB. Unless stated in Exhibit A, the County shall assume that absolutely no other fees or charges, including upgrade fees, will be assessed to the County whatsoever in connection with the Generator Services herein and to satisfy the IFB requirements.

DESCRIPTION/COMMENTS	UNIT OF MEASURE	UNIT PRICE
Hourly Labor Rate for Regular Work Hours Monday through Friday _____ AM to _____ PM	Hourly	\$
Overtime Hourly Labor Rate after _____ PM Monday through Friday	Hourly	\$
Saturday and Sunday hourly labor rate	Hourly	\$
Emergency Service labor rate Monday thru Friday – _____ AM to _____ PM	Hourly	\$
Emergency Service labor rate Monday thru Friday – After _____ PM	Hourly	\$
Emergency Service labor rate Saturday, Sunday, and Holidays, anytime	Hourly	\$
Guaranteed percentage of mark-up for all parts Cost Plus	Percentage	%
Travel Charge (If applicable)	Total Per Trip	\$

**PRICING TABLE 3: OPTIONAL PRICING**

The Vendor may provide firm, fixed pricing for optional features, expansion options and/or enhancements for the proposed Generator Services solution. Also list any pricing discounts.

DESCRIPTION/COMMENTS	UNIT OF MEASURE	UNIT PRICE

Vendor’s Initials: \_\_\_\_\_

**EXHIBIT A, continued**

**PRICING TABLE 4: FEE SCHEDULE**

If additional services are requested by the County, the Vendor shall prepare and submit to the County an estimate of the total cost associated with such additional services. The Vendor must indicate in the pricing table below the firm, fixed hourly rates for the personnel job classifications that may be necessary to fulfill the requirements of the IFB.

**TASK/PERSONNEL BREAKDOWN  
SCHEDULE OF HOURLY BILLING RATES FOR SERVICES**

PERSONNEL CLASSIFICATION	TYPICAL WORK TASKS	HOURLY RATE

Optional: During the course of the Agreement year, the using departments may need to order items not specifically listed above. Please state below, any discounts for such purposes, from your listed prices.

\_\_\_\_\_ % Discount off list price

Vendor's Initials: \_\_\_\_\_

**EXHIBIT B  
Experience and Expertise**

The evaluation of the Vendor's experience and expertise shall be subjective based on the requirements stated herein. Therefore, the Vendor should present detailed information regarding current and/or prior experiences in providing the services and expertise of the organization as well of its personnel. The County shall have the right to use the information provided herein, including information gained from any other source, in the evaluation process.

**B.1 EXPERIENCE:**

A MINIMUM of one (1) year experience is required of the successful Vendor, in similar services, as described in the scope. Experience and references provided by Vendors shall be verified and will be a significant factor in the evaluation. Vendors should provide the information below.

How many years has your company been providing Generator Services?

\_\_\_\_\_

List a minimum of three (3) references showing Agreements held by your company providing the same or similar services for other public entities, local governments or private companies.

Reference No. 1 of 3	
<b>Company/Organization Name:</b>	
<b>Address:</b>	
<b>Name of Contact and Title:</b>	
<b>E-mail Address:</b>	
<b>Telephone No.:</b>	
<b>Agreement or Service Period (dates of services):</b>	

Reference No. 2 of 3	
<b>Company/Organization Name:</b>	
<b>Customer Name:</b>	
<b>Address:</b>	
<b>Name of Contact and Title:</b>	
<b>E-mail Address:</b>	
<b>Telephone No.:</b>	
<b>Agreement or Service Period (dates of services):</b>	

Reference No. 3 of 3	
<b>Company/Organization Name:</b>	
<b>Customer Name:</b>	
<b>Address:</b>	
<b>Name of Contact and Title:</b>	
<b>E-mail Address:</b>	
<b>Telephone No.:</b>	
<b>Agreement or Service Period (dates of services):</b>	

Vendor's Initials: \_\_\_\_\_



**EXHIBIT C  
Miscellaneous Information**

**C.1 LOCAL GOVERNMENT USE (COOPERATIVE PROCUREMENT):**

1) This section is optional, it will not affect bid award. If the County awarded you the proposed Agreement, would you sell under the prices and terms of this Agreement to any Municipal, County Public Utility, Hospital, Educational Institution, or any other non-profit organization having membership in the Mid-America Council of Public Purchasing (MACPP) or Mid-America Regional Council (MARC) and located within the Greater Kansas City Metropolitan Trade Area? (All deliveries shall be F.O.B. Destination and there shall be no obligations on the part of any member of said Council to utilize this Agreement).

YES: \_\_\_\_\_ NO: \_\_\_\_\_

INITIALS: \_\_\_\_\_

2) Sales will be made in accordance with the prices, terms, and conditions of the IFB and any subsequent term Agreement.

3) There shall, however, be no obligation under the cooperative procurement agreement for any organization represented by MACPP or MARC to utilize the bid or Agreement unless they are specifically named in the IFB as a joint participating entity.

4) All sales to other jurisdictions shall be made on purchase orders issued by that jurisdiction. All receiving, inspection, payments and other Agreement administration shall be the responsibility of the ordering jurisdiction.

5) The Purchasing Manager shall be responsible to handle the solicitation and award the Agreement. The Purchasing Manager shall have the sole authority to modify the Agreement and handle disputes regarding the substance of the Agreement.

6) Each jurisdiction that is a party to the joint bid has authority to act as Administrative Contracting Officer with responsibility to issue purchase orders, inspect and receive goods, make payments and handle disputes involving shipment to the jurisdiction.

**C.2 WEBSITE INFORMATION:**

1) Does your company have a website? YES: \_\_\_\_\_ NO: \_\_\_\_\_

2) If yes, please provide the website address:

www. \_\_\_\_\_

Vendor's Initials: \_\_\_\_\_

**EXHIBIT C, continued**

**C.3 EMPLOYEE BIDDING/CONFLICT OF INTEREST:**

Vendors who are elected or appointed officials or employees of Clay County or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the Vendor or any owner of the Vendor’s organization is currently an elected or appointed official or an employee of Clay County or any political subdivision thereof, please provide the following information.

Name and title of elected or appointed official  
or employee of Clay County or any  
Political subdivision thereof:

\_\_\_\_\_

If employee of Clay County or political  
sub-division thereof, provide name of Clay  
County entity or political subdivision where  
employed:

\_\_\_\_\_

Percentage of ownership interest in Vendor’s  
Organization held by elected or appointed  
Official or employee of Clay County  
or Political sub-division thereof:

\_\_\_\_\_ %

Vendor’s Initials: \_\_\_\_\_

**ATTACHMENT 1  
Sealed Bid Label**

PLEASE ATTACH LABEL TO OUTSIDE OF BID PACKAGE

**SEALED BID RESPONSE ENCLOSED**

**DELIVER TO:**

**CLAY COUNTY ~ PURCHASING DEPARTMENT  
ATTN: PATRICK WEST  
16 W. FRANKLIN, SUITE 16-B  
LIBERTY, MO 64068**

**BID No.: 38-19    DATE: May 23, 2019**

**BIDS MUST BE RECEIVED BEFORE 2:00 PM CENTRAL TIME**

**DESCRIPTION: GENERATOR SERVICES**

SPECIFY VENDOR NAME: \_\_\_\_\_

SPECIFY VENDOR'S CITY, STATE LOCATION: \_\_\_\_\_

Vendor's Initials: \_\_\_\_\_