

**AN ORDINANCE APPROVING AN AGREEMENT FOR OFFICE
MOVING SERVICES WITH MICHAEL E. MUNIE D/B/A ABC QUALITY
MOVING & STORAGE.**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, AS FOLLOWS:

Section 1. The Board of Aldermen hereby approves, and the Mayor is hereby authorized to enter into, a contract on behalf of the City of Twin Oaks with Michael E. Munie, an individual, doing business as ABC Quality Moving & Storage, for moving services for office furniture, records and miscellaneous items from the current office space to the new Twin Oaks Town Hall per the attached two-page Quote for Moving Service, marked "Exhibit A" attached hereto and incorporated herein by reference.

Section 2. The contract for the moving services shall be in substantially the form of the contract marked "Exhibit B" attached hereto incorporated herein by reference. The terms of the contract shall include a three-man crew at \$146.00 per hour plus a one-time "travel fee" of \$146.00. If necessary, Packing Service for the Storage and Kitchen Areas shall be at the rate of \$146/hour plus approximately \$40.00 - \$60.00 for materials. Payment will be made by City upon satisfactory performance of the Moving Services. Contractor shall furnish the City certificates of insurance for workers' compensation, public liability, and property damage, including automobile coverage in the amounts specified by the City Administrator.

Section 3. Missouri law requires that all applicants *at the time of application* for any contract provided by a local government provide "affirmative proof that the applicant is a citizen or a permanent resident of the United States or is lawfully present in the United States." §208.009.3 RSMo. The affirmative proof must be established through (i) a Missouri driver's license, (ii) any "documentary evidence recognized by the department of revenue when processing an application for a driver's license," or (iii) "any document issued by the federal government that confirms an alien's lawful presence in the United States."

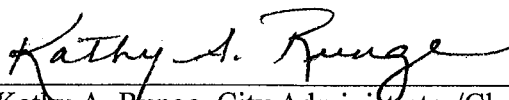
Section 4. This Ordinance shall be in full force and effect on and after its passage and approval by the Mayor.

PASSED AFTER HAVING BEEN READ IN FULL OR BY TITLE TWO TIMES PRIOR TO PASSAGE BY THE BOARD OF ALDERMEN OF THE CITY OF TWIN OAKS, MISSOURI, THIS 3rd DAY OF JANUARY 2018.



Russ Fortune, Mayor

Attest:



Kathy A. Runge, City Administrator/Clerk

Exhibit A
Proposal/Scope of Services



"Professional Movers at a Price YOU can afford"

Quote for Moving Service for the Offices The City Of Twin Oaks

From: 1393 Big Bend Rd. Suite F St. Louis, MO 63021
To: 1381 Big Bend Rd. St. Louis, MO 63021
Contact: Theresa Gonzales Phone: 636.225.7873

This quote is based on the information provided by the client to the estimator (Michael Munie) during the onsite survey. This is simply an estimate; this is not a guaranteed quote. We feel it is most fair to give a range in price, allowing the high range to compensate for any occurrence's we cannot predict. Please understand we prefer to overestimate rather than underestimate. All estimates can be altered by events such as long walks, unusual traffic conditions, weather conditions (extreme heat, rain, snow, etc.), as well as the state of preparedness on the part of the client being moved. Additionally, this quote is for initial placement of furniture, changing configuration of rooms or moving furniture multiple times may result in the move taking longer and incurring additional charges. Please note that if elevators and loading areas are not reserved for the sole use of our moving crew, this moving quote will no longer be valid.

Moving Services Estimate:

Based on the information given, ABC Quality Moving will supply a three-man crew with one moving truck at a weekday (Monday - Thursday) hourly rate of \$146.00 per hour. The time will begin when the moving team arrives and begins the moving process, and ends when the move is completed. There is a one-hour travel fee added on (calculated using the hourly rate), which covers moving teams time and fuel for driving to and from the move site and our office. There is a two hour minimum plus the one hour travel fee, providing a three hour minimum total. We estimate your move to take 4 - 6 hours in total including the one-hour travel fee.

Total Estimate for Moving Service Including the Travel Fee: \$584.00 - \$876.00

To Include Packing Service for the Storage and Kitchen Areas, Please Add One Hour and Approximately \$40.00 - \$60.00 for Materials.

Items Specified Not to Be Included: Kathy Runge's Office, the televisions, and the Client will hang the bookshelves on the wall.

Included in this price:

All necessary insurance including workman's comp., cargo (covers furniture), liability, and general liability with an umbrella policy.

Quilt wrapping service for every piece providing maximum protection.

Disassembly and assembly of furniture as needed for moving.

Protection of floors, walls, and banisters.

Placement of furniture as directed by customer.

For moving and packing tips or to preview our contract, you may visit us online at www.abcqualitymovers.com. To schedule this move or for questions pertaining to scheduling, please phone our office.

Thank you for the opportunity to quote your very important move!

ABC Quality Moving & Storage

Office: (314) 772-1887 / (636) 467-7555 / 636-441-4108

Toll-free 1-888-983-MOVE (6683)

Fax: (636) 467-7553

abcqualitymoving@att.net

Don't forget to view our reviews on Angie's List & Google!

WWW.ABCQUALITYMOVERS.COM



Exhibit B Form of Agreement



Moving Services Agreement

How Did You Hear About Us: _____

Date: _____ Time: _____ Men: _____ Trucks: _____ Rooms/Description: _____

Client

Name: _____ Phone: _____

From

Address: _____ Zip: _____ Floor: _____

To

Address: _____ Zip: _____ Floor: _____

Additional PU/DEL:

Zip: _____ Floor: _____

Special Instructions:

Check Policy: _____ Explained Travel Fee: _____ Referred to Website for Damage Claims Policy: _____ Washer / Dryer Policy: _____ Water Line Policy: _____

TV Kits: SM _____ LG _____ Mattress Covers: Twin _____ Full _____ Qu. _____ King _____ Carpet Shield _____ Wardrobes _____

Start Time: _____ Finish Time: _____ - _____ Break Time + _____ HR Travel Fee = _____ Total Hours
Crew: _____

Hourly Rate \$ _____ x _____ Total Hours = \$ _____

Packing Materials \$ _____

Misc. \$ _____

Discount \$ _____

*Gratuities Accepted, Not Required *Tip \$ _____

Total Due \$ _____

Payment: Payment can be made by any major debit/credit card, cash, cashiers check, money order or travelers checks. The card holder must present card at time of payment. If ABC Quality Moving is required to take any legal action in any effort to collect any outstanding debt arising from this agreement, this contract grants ABC Quality Moving the express right to recover our reasonable attorneys fees, interest, or court costs, expenses and collection fees from you the client. ABC Quality Moving reserves the right to collect for services rendered before the move is completed.

Damages/Claims: Although our staff will be as careful as possible, damages may occur. If a damage is caused by our staff, at our discretion, we will: repair the item or compensate for its depreciated value. Items such as: China, glass, clocks, glassware, lamps, mirrors, pictures, artwork, IT equipment, flat panel televisions, or any other fragile articles that are not packed & un-packed by our staff will only be moved at the owners risk. Because the mechanical condition of electronics and appliances is unknown; we will only assume responsibility for items which are mishandled or receive visible damage by our staff. ABC Quality Moving will not accept liability for washing machines & dryers which require bolt installation prior to moving, nor will we be liable for interior or mechanical condition to these appliances during the handling and transit process or the condition thereafter moving, unless the machine/appliance shows non-pro-existing, exterior visible damage. This includes disconnecting and reconnecting water lines, this should be handled by the client in advance. If due to an inherent weakness in a piece of furniture (I.E. defect, prior repair or unstable construction) a damage occurs, you understand that we will not be liable for any damage (s) to that piece. ABC Quality Moving is only responsible for items in our immediate care. ABC Quality Moving assumes no responsibility for money, jewelery, or other valuables, please make sure these items are safely put away before our team arrives. Policy for particle board/ready-to-assemble furniture is as follows: These items are not structurally created to be moved once assembled, we will not repair or replace these items in the event they are damaged during the move. ABC Quality Moving will not be responsible for claims not specified on this contract. Please inspect all goods before signing the release section of the contract. If ABC Quality Moving has prepared an on-site survey, acceptance of the terms and policies set forth in the survey are also accepted per this agreement.

I accept these terms and conditions set forth: _____ Date: _____

I the undersigned do agree that I have inspected all of my household/office goods and find them in the same/good condition. I have inspected the moving van and agree I have received all of my goods. I hereby release ABC Quality Moving from any claims which are not noted on this agreement. All furniture and boxes are placed where I want them and the items which I wanted assembled are put back together and in working order. I have inspected my origin location and find no damage (s) and there were not any items expected to be moved left behind.

Signed Release: _____ Date: _____

Please note any damages and/or comments below: