Meeting Attachments

ATTACHMENTS:

1 - COVER SHEET - MAC BOARD DELEGATES

2 - COVER SHEET - RENEWAL ITB #2024-14 COURTHOUSE OUTDOOR LIGHTING

3 - 15 OCTOBER 2026 - HOLIDAY DECOR ORIGINAL PROPOSAL

4 - 15 OCTOBER 2026 - AWARD LETTER - RENEWAL ITB #2024-14

5 - COVER SHEET - BURN BAN DISCUSSION

6 - 15 OCTOBER 2026 - CURRENT DROUGHT CONDITIONS MAP

Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

MAC Board Delegates

Paula Brumfield - County Clerk

Tally votes for MAC Board

Requested by: pbrumfield@christiancountymo.gov 2026-09-22 11:36

Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

Contract Renewal - ITB #2024-14 Christian County Courthouse Outdoor Lighting & Installation & Remova

Kim Hopkins-Will Richard Teague

Background for Commission:
This procurement is for the Historic Courthouse Lighting Installation and Removal. Lighting the Historic Courthouse and lawn for the holidays is an annual tradition. The vendor, Holiday Decor, provides all labor and a utility vehicle (with a lift) to install and remove the decor.
Note: Holiday Decor is a Christian County company.

This is the second contract renewal (year 3).

Cost: No increase in cost.

We recommend renewing the contract with Holiday Decor for one year.

Attachment:
Holiday Decor's Original Proposal
Holiday Decor's Award Letter

ATTACHMENTS:

Holiday Decor Original Proposal

Award Letter

Requested by: purchasing@christiancountymo.gov 2026-10-07 15:48

2024-14
Holiday Decor LC
Supplier Response

Event Information

Number: 2024-14
Title: CHRISTIAN COUNTY COURTHOUSE OUTDOOR LIGHTING INSTALLATION AND REMOVAL
Type: Invitation to Bid
Issue Date: 9/10/2024
Deadline: 9/23/2024 09:00 AM (CT)
Notes: Christian County invites qualified vendors to submit responses in accordance with the requirements for ITB #2024-14 Christian County Courthouse Outdoor Lighting Installation and Removal of Lighting.

PROJECT GOAL:
Christian County invites qualified vendors to submit responses in accordance with the requirements stated herein for Courthouse Outdoor Lighting Installation and Removal for holiday lights at the lowest possible cost, qualifications considered, and to be good stewards of public funds. The awarded vendor will provide all the materials needed for this job. The removal of the lights will be after the holidays are over and a mutually agreed upon date by the Maintenance Supervisor, Richard Teague, and the awarded bidder.

BACKGROUND:
The Historic Courthouse is located on the square in Ozark, Missouri

and is the County seat. The entire county comes to the square to celebrate the holidays.

SCOPE OF WORK:
See Scope of Work under the ATTACHMENTS tab.

PICTURES:
Attached are pictures of the square from previous years. This is not inclusive of all the lights, but gives you an idea of what has been done in the past.

AWARD:
The contract will begin on the date the Commissioners award the contract with three options to renew.
Note: Christian County reserves the right to make a single or multiple awards for this solicitation. All contracts by the county are nonexclusive contracts.

TERM:
This is for one year which is estimated to begin on **September 20, 2024 through September 19, 2025**. The County reserves the right to **renew the contract for three (3) additional one (1) year periods**.
Note: Christian County reserves the right to make single or multiple awards for this solicitation. All contracts by the County are nonexclusive contracts.

QUESTIONS:
Questions should be **submitted online through the Christian County Electronic Bidding portal** before **8:00 am on September 16, 2024.**

No faxed or emailed submittals will be accepted. Online bids are accepted. Please register to bid.

PRE-BID CONFERENCES/SITE VISIT:

A pre-bid conference will be held at:
9:00 a.m. (CST) on September 16, 2024 at
Christian County Employee Services
Purchasing Department
202 W. Elm Street
Ozark, Missouri 65721

A site tour of the proposed site will be made available after the pre-bid conference. Vendors are not required to attend the pre-proposal conference, **<u>however, each vendor is required to attend a site visit before the bid is submitted</u>**.
If you are unable to attend the pre-bid conference/site visit please contact Richard Teague at 417-839-3186 or email maintenance@christiancountymo.gov to set up a site visit. The site

visit should be completed no later than 4 days before the bid is due. This visit will familiarize prospective bidders with the building and all the environmental conditions that may affect the work involved.

INSURANCE/AFFIDAVIT:
Insurance Certificate and an E-Verify Affidavit/MOU will be required after the award has been made, but before work has begun.

HISTORY:
Christian County is a first-class county without a charter form of government. The governing body of Christian County is the County Commission. The Commission consists of a Presiding Commissioner, a Western Commissioner, and an Eastern Commissioner. Its county seat is Ozark, Missouri. The County was organized in 1959 and continues to be one of the fastest-growing counties in the state. Cities in Christian County include Billings, Clever, Fremont Hills, Highlandville, Nixa, Ozark, Sparta and Village of Saddlebrooke.

Contact Information

Contact: Kim Hopkins-Will, MBA, NIGP-CPP, CPPO, CPPB
Address: Christian County Purchasing
202 West Elm Street
Ozark, MO 65721
Phone: 1 (417) 582-4309
Email: purchasing@christiancountymo.gov

Holiday Decor LC Information

Address: 261 Wind River Dr.
Ozark, MO 65721
Phone: (417) 766-6161

By submitting your response, you certify that you are authorized to represent and bind your company.

Craig Sudheimer
Signature

springfieldholidaydecor@gmail.com
Email

Submitted at 9/22/2024 07:32:02 AM (CT)

Supplier Note

Requested Attachments

DECLARATION PAGE MUST BE UPLOADED HERE dec pg CC.pdf

The Declaration page found in attachments, must be filled out and signed and uploaded for this bid to be responsive and considered. Pleased do not list any exceptions on the Declaration page as they will not be considered.

Bid Attributes

1	**CC Terms and Conditions** Please download and thoroughly review the Christian County Bidder Requirements, and Terms and Conditions and acknowledge your acceptance below. ☑ I have downloaded and read all attachments.
2	**Bid Attachments** It is necessary to download and review all attachments that pertain to this event. ☑ I have downloaded and read all attachments.
3	**No Deviations or Exceptions** I certify that there are NO deviations or exceptions from the attached specific terms, conditions, and specifications. Agree - No Deviations
4	**Deviations and Exceptions** If your company intends to deviate from the Specifications listed in the attached documents, all such deviations and exceptions must be listed here, with complete and detailed conditions and information included. The County will consider any deviations or exceptions in its bid award decisions. The County reserves the right to accept or reject any proposals based upon any deviations indicated below. If none, please enter N/A (Not Applicable). N/A

5 Communications Statement

Contact between vendors and Christian County personnel during the proposal process or evaluation process is prohibited. Any attempt by vendors during the proposal process to contact Christian County personnel may result in disqualification. All communication shall go through the Purchasing Office during this competitive process. All questions received and the corresponding answers will be distributed to all bidders. No verbal responses will be provided. The deadline for questions about this proposal is stated in the Bid Activities and the County will not respond to questions after this time and date. Response to questions will be posted in the form of an addendum to this proposal. The vendors will be responsible for checking the website for any posted addenda.

6 Attachments Required

VERY IMPORTANT:
Upload the filled out and signed Declaration Page in the "Response Attachments" tab of this bid event.

7 Proposal Opening

Any proposal received later by any other method shall be disqualified. Any questions pertaining to the proposal procedures should be addressed to the Purchasing Manager at 417-582-4309.

If the County office location where bids/proposals are to be submitted is closed due to inclement weather, natural disaster, or for any other cause including if the electronic bid system is unavailable on the due date, the deadline for submission shall be extended until the next County calendar business day, unless the bidder is otherwise notified by the County, the time of day for submission shall remain the same.

8 Section 2

PROPOSAL REQUIREMENTS

The following items require an answer

9 Conflict of Interest Questionnaire

Does this vendor have conflict of interest with Christian County?

No

10 Conflict of Interest pt. 2

If responder stated there is a conflict of interest with the Christian County, please list the name and details below. If no conflict exists, enter N/A.

N/A

11 Felony Conviction Details

If your firm is owned or operated by anyone who has been convicted of a felony, please list their name and the details of the conviction. If not applicable, please enter N/A (not applicable).

N/A

12 Anti-Collusion Statement

I affirm that I am duly authorized to execute this contract; that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

☑ I agree.

13	**Debarment or Suspension Certification** Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement of good or services equal to or in excess of $100,000. Vendors receiving individual awards of $100,000 or more and all sub-recipients must certify that the organizations and its principals are not suspended or debarred. (I) Certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department of agency under the Federal OMB, A-102, common rule. Failure to certify will render bidder non-responsive and will not be considered for award. Agree
14	**REFERENCES** Reference #1: Name of Company Contact Name Email: Phone: Project: Christian County
15	**REFERENCES** Reference #2: Name of Company Contact Name Email: Phone: Project: City of Ozark
16	**REFERENCES** Reference #3: Name of Company Contact Name Email: Phone: Project: CMH Chuck Mahk 417-298-1915 Lighting

17	**RENEWALS**

RENEWALS

We anticipate this contract to be valid for a period of one (1) year from date of award.
Christian County will have the sole option to extend the agreement period in one-year increments, or any portion thereof, for a total cumulative period of three additional one (1) year terms.
If exercised, the option shall be executed as quoted herein subject to a **maximum percentage** of increase, for each applicable option period. All percentages of increased stated shall be computed against the previous year's agreement prices.

1. 1st Renewal Period estimated (**year 2**): Maximum Increase _____%.
2. 2nd Renewal Period estimated (**year 3):** Maximum Increase _____%
3. 3rd Renewal Period estimated (**year 4**): Maximum increase _____%

Agreements signed by Christian County must be signed by at least a majority of the members of the *County Commission*. Contract Agreements must be attested by the *County Clerk* and approved to form by the *County Counselor*. In addition, the *County Auditor must* certify that there is an unencumbered balance available to pay the contract cost.
Please write your Maximum Increase you will take for year 2, 3 an 4 below. Please note, the vendor may be asked to **provide justification** for any increase. The **Commission must approve any increase in price.**

5% per year, Mostly based on how much insurance prices increase in the future.

Bid Lines

1 LUMP SUM:
INSTALLATION AND REMOVAL OF HOLIDAY LIGHTS ON AND AROUND THE CHRISTIAN COUNTY COURTHOUSE.

Both parties will come to a mutual agreement to when the installation and removal will take place.

Quantity: 1 UOM: LUMP SUM Price: $16,500.00 Total: $16,500.00

2 HOURLY SERVICE RATE FOR ON-CALL WORK ONLY. WEEKENDS/AFTER HOURS. NOTE: THIS IS NOT INCLUDED IN THE LUMP SUM.

Quantity: 1 UOM: HOURLY Price: $50.00 Total: $50.00

3 PRICING FOR ONE (1) LARGE TREE WRAP: Please provide a price to decorate the large tree (near the cannon).
Note: CHRISTIAN COUNTY WILL PROVIDE THE LIGHTS FOR THIS TREE):

Quantity: 1 UOM: LUMP SUM Price: $1,000.00 Total: $1,000.00

Response Total: $17,550.00

DECLARATION PAGE

The vendor hereby declares understanding, agreement, and certification of compliance to provide the items and/or services at the prices quoted in accordance with all terms and conditions, requirements, and specifications of this original invitation to bid. By signing this document, you certify that the company you represent is not disbarred by the U.S. government under the SAM.gov website and/or any entity in the state of Missouri. The vendor further agrees that upon receipt of an authorized purchase order from the Christian County Commission or when a Notice of Award is signed and issued by the Commission, a binding contract shall exist between the vendor and Christian County. **An authorized Company representative's signature is required below to confirm understanding of this statement.**

Doing Business as (DBA) Name Holiday Décor LC	Legal Name of Entity/Individual Filed with IRS for this Tax ID No. Holiday Décor LC / Craig Sudheimer
Mailing Address 261 Wind River Dr.	IRS Form 1099 Mailing Address 261 Wind River Dr.
City, State, Zip Code Ozark, MO 65721	City, State, Zip Code Ozark, MO 65721

Contact Person Craig Sudheimer	Email Address: SpringfieldHolidayDecor@gmial.com
Phone Number 417-766-6161	Fax Number: None
Authorized Signature	**Date** **20Sept2024**

Rev. 071724

Christian County Commission

100 W. Church Street Room 100
Ozark, Missouri 65721
(417)582-4300

Lynn Morris
Presiding Commissioner

Bradley A. Jackson
Eastern Commissioner

Johnny Williams
Western Commissioner

October 15, 2026

Holiday Decor
261 Wind River Dr.
Ozark MO 657221
417-766-6161
springfieldholidaydecor@gmail.com

Re: Contract Renewal of ITB #2024-14 Christian County Courthouse Outdoor Lighting Installation & Removal

The Christian County Commission voted in session today to renew the contract for Christian County Courthouse Outdoor Lighting Installation & Removal to Holiday Decor.

The contract (originally awarded October 3, 2024) was for one year with options to renew for three additional one-year periods. This is the second renewal of the contract (year three).

Your point of contact will be Maintenance Supervisor Richard Teague. Mr. Teague can be reached by email at maintenance@christiancountymo.gov or by phone at 417-839-3186.

_____	_____	_____
Johnny Williams Western Commissioner	Lynn Morris Presiding Commissioner	Bradley A. Jackson Eastern Commissioner
_____	_____	_____
Date	Date	Date

Christian County Commission

100 West Church St, Room 100
Ozark, MO 65721

Burn Ban Discussion

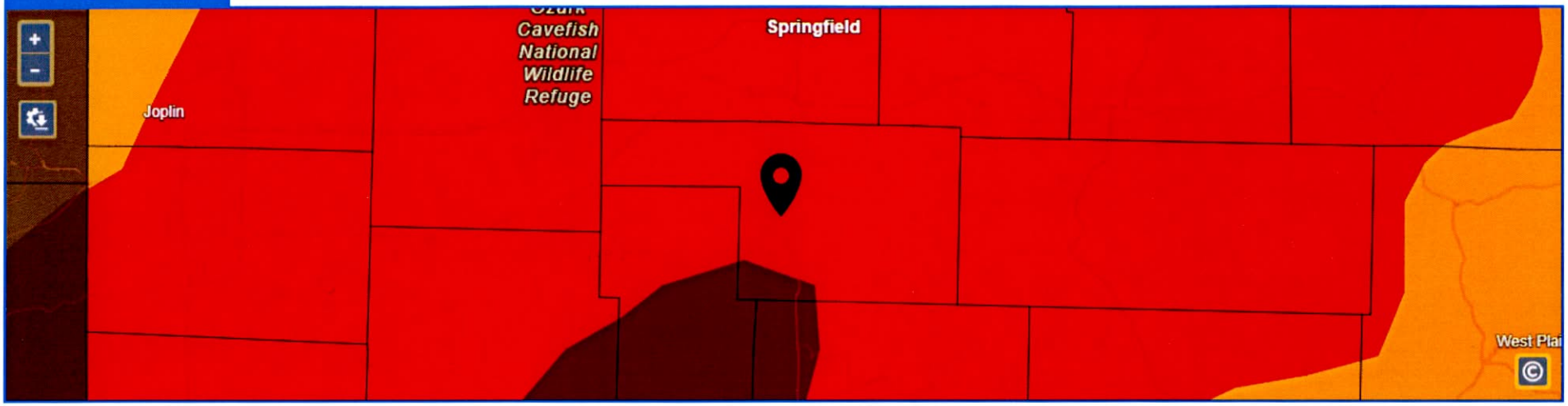
Brenda Porterfield

We will be getting another update on the drought conditions and will have a discussion if the lifted burn ban decision should be reversed or if the predicted rainfall is sufficient.

Requested by: bporterfield@christiancountymo.gov 2026-10-09 10:08

Current Conditions for Christian County

U.S. Drought Monitor | 30-Day Precipitation | 30-Day Temperature



The U.S. Drought Monitor depicts the location and intensity of drought across the country using 5 classifications: Abnormally Dry (D0), showing areas that may be going into or are coming out of drought, and four levels of drought (D1–D4).

The U.S. Drought Monitor is a joint effort of the National Drought Mitigation Center, U.S. Department of Agriculture, and National Oceanic and Atmospheric Administration.

Source(s): NDMC, NOAA, USDA

Drought Index | Water Supply | Agriculture

DATA VALID: 10/13/26

Legend –

Drought & Dryness Categories	% of Christian County
D0 - Abnormally Dry	0%
D1 – Moderate Drought	0%
D2 – Severe Drought	0%
D3 – Extreme Drought	95.33%
D4 – Exceptional Drought	4.67%
Total Area in Drought (D1–D4)	100.00%

Updates +

VIEW MORE NATIONAL DROUGHT MAPS

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