



Julie K. Dill, Assistant Superintendent

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August 29, 2016

We sent out a request for proposal for fixed asset inventory services in July, to be due back on July 25, 2016. I received three competitive bids back. These services are needed to bring our district into compliance with the new OMNI federal program requirements.

I am recommending the firm "Asset Services" for your approval to come to our district to perform the following:

- \*Conduct a physical inventory of assets throughout the district
- \*Create an inventory database that can be maintained by the district locally
- \*Inventory database will be compliant to the federal OMNI guidance inventory requirements
- \*Tag all inventory with a barcode for tracking purposes
- \*Provide asset valuations for physical inventory

This company is based in Merriam, Kansas. The project requires that all personnel will complete the DESE MACH Background Check before having access to the district facilities.

I checked all listed references provided by Asset Services, Inc. A couple of the larger districts that have used them was St Joseph, Missouri and Olathe, Kansas. All references are still using this firm and are very pleased with the attention to detail they have shown. The total project will cost \$36,200. Once the initial inventory sweep is completed, there will be a \$1,200 annual service fee for the online inventory software.

Two other companies bid on the service:

Monarch Inventory Services	\$14,760.00
Asset Works	\$50,356.00

Please let me know if you have any questions.

## SUMMARY OF FIXED ASSET INVENTORY SERVICES

September 2016

The Camdenton R-III School District solicited bids for the District's fixed asset inventory services to bring our district into compliance with the new OMNI federal program requirements.

Company	Bid Information
Tim Michener *Asset Services, Inc. 6750 Antioch Road, Suite 300 Merriam KS 66204	\$36,200 \$1,200 Annual Service Fee
Lindsey Smith Monarch Inventory Services 9716 Rosehill Road Lenexa KS 66215	\$14,760
Eric Scapillato Asset Works LLC 101 Lakeside Drive Southampton PA 18966	\$50,356

*\*Recommend Asset Services, Inc.*