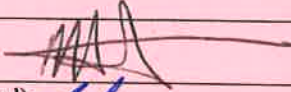




REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office **MAY 09 2018**
 Res/Ord No.: 19865
 Sponsor(s): Dennis Waits
 Date: May 21, 2018

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Authorizing the Purchase of Annual Software Maintenance Agreement for use by the Information Technology/Communications Departments from CivicPlus of Manhattan, Kansas at a total cost to the County of \$35,725.27 as a Sole Source purchase.</u>																				
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$35,725.27</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$35,725.27</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$35,725.27</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>004-1305-56662</td> <td style="text-align: right;">\$10,575.00</td> </tr> <tr> <td>Special Road & Bridge Fund, Information Technology, Software Maintenance</td> <td></td> </tr> <tr> <td>045-1305-56662</td> <td style="text-align: right;">\$25,150.27</td> </tr> <tr> <td>Assessment Fund, Information Technology, Software Maintenance</td> <td></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$35,725.27</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____</p>	Amount authorized by this legislation this fiscal year:	\$35,725.27	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$35,725.27	Amount budgeted for this item * (including transfers):	\$35,725.27	Source of funding (name of fund) and account code number:		004-1305-56662	\$10,575.00	Special Road & Bridge Fund, Information Technology, Software Maintenance		045-1305-56662	\$25,150.27	Assessment Fund, Information Technology, Software Maintenance		Total	\$35,725.27
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PRIOR LEGISLATION	Prior ordinances and (date): _____ Prior resolutions and (date): 19482, May 9, 2017																				
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Kyle Brack, Sr. Buyer, 881-3265																				
REQUEST SUMMARY	The CivicPlus Annual Software Maintenance Agreement for use by Information Technology/Communications is expiring and need to be renewed. The maintenance agreement provides annual support and website hosting for the County's website, www.jacksongov.org. The software for the Annual Software Maintenance Agreements are considered Sole Source purchases, as the maintenance can only be provided by the developer of the software. <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">Vendor Name and Location</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td>CivicPlus; Manhattan, Kansas</td> <td style="text-align: right;">\$35,725.27</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$35,725.27</td> </tr> </tbody> </table> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of Annual Software Maintenance Agreements for use by Various County Departments at a total cost to the County of \$35,725.27 as Sole Source purchases.</p>	Vendor Name and Location	Amount	CivicPlus; Manhattan, Kansas	\$35,725.27	Total	\$35,725.27														
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Total	\$35,725.27																				

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A	
COMPLIANCE	<input type="checkbox"/> MBE Goals N/A <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals N/A	
ATTACHMENTS	Information Technology Memorandum and vendor invoice	
REVIEW	Department Director: 	Date: 5/9/2018
	Finance (Budget Approval): <i>If applicable</i> 	Date: 5/6/18
	Division Manager: 	Date: 5/9/18
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# _____

Date: May 9, 2018

RES # ~~00065~~ 19865

Department / Division Character/Description Not to Exceed


004 Special Road & Bridge Fund

1305 Information Technology 56662 Software Maintenance \$ 10,575

045 Assessment Fund

1305 Information Technology 56662 Software Maintenance 25,151

\$ 35,726



Budget Officer



CIVICPLUS

HELPING COMMUNITIES ENGAGE & INTERACT

RE 321158090034193673 000

Remit to:
302 S 4th St. Suite 500
Manhattan, KS 66502
P 888-228-2233 ext 291
F 785-587-8951

Invoice

Bill To

Michael Ohlson-Dicus
Jackson County
415 East 12th Street
Room G8
Kansas City MO 64106

Invoice # 171041
Date 3/31/2018
Terms Net 30
Due Date 4/30/2018
PO #
Contract Start Date 3/18/2018
Contract End Date 3/17/2019
Shipping Code (2)

1	CivicSend Annual Renewal	4,955.74	4,955.74	3/18/2018	3/17/2019
1	Website Annual Fee Renewal for Website Hosting & Support	17,244.20	17,244.20	3/18/2018	3/17/2019
1	Prosecutor Subsite Annual Fee Renewal for Website Hosting & Support	1,736.44	1,736.44	3/18/2018	3/17/2019
1	Sheriff Subsite Annual Fee Renewal for Website Hosting & Support	1,736.44	1,736.44	3/18/2018	3/17/2019
1	Parks and Rec Subsite Annual Fee Renewal for Website Hosting & Support	1,736.44	1,736.44	3/18/2018	3/17/2019
1	Combat Subsite Annual Fee Renewal for Website Hosting & Support	1,736.44	1,736.44	3/18/2018	3/17/2019
1	Intranet Subsite Annual Fee Renewal for Website Hosting & Support	1,736.44	1,736.44	3/18/2018	3/17/2019
1	Annual Fee for Website Media Center Storage.	1,102.50	1,102.50	3/18/2018	3/17/2019
1	Custom Mobile App Annual Fee	2,149.88	2,149.88	3/18/2018	3/17/2019
1	LDAP Annual Fee	330.75	330.75	3/18/2018	3/17/2019
1	Dedicated Server	1,260.00	1,260.00	3/18/2018	3/17/2019
	-Jacksongov.org				
	-Makeyourdayhere.com				
	-Jacksoncountycombat.com				
	-Jacksoncountysheriff.org				
	-Jacksoncountyprosecutor.com				
	-Jcoolaccess.org				

Total Amount Due 35,725.27
\$35,725.27

Did you know? We now accept ACH payments.
If you are interested, please email accounting@civicplus.com or call (785) 370-7830.

A Finance Charge of 1.5% Per Month Will Be Added To Past Due Accounts.

PAYMENT POLICY: Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s).



RE 32115809 0034193673 000

Department of
INFORMATION TECHNOLOGY

Jackson County, Missouri – 415 E. 12th Street, Room G-8, Kansas City, MO 64106
816-881-3151-Phone 816-881-3949-Fax

MEMORANDUM

TO: KYLE BRACK, SENIOR BUYER
FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS *Ma*
DATE: APRIL 19, 2018
SUBJECT: SOLE SOURCE DESIGNATION FOR CIVIC PLUS

CIVIC PLUS IS THE PROVIDER FOR THE JACKSON COUNTY WEB SITE HOSTING. THEY WERE APPROVED AS A SOLE SOURCE PROVIDER FOR THESE SERVICES ON RESOLUTION 19482 ON MAY 9, 2017. THIS PURCHASE ORDER IS TO PAY FOR THE ANNUAL MAINTENANCE PROVIDED BY CIVIC PLUS.

NO TRANSFERS ARE NECESSARY.

FUNDS/ACCOUNTS TO BE USED:

004-1305-56662	\$10,575.00
045-1305-56662	<u>25,150.27</u>
TOTAL	\$35,725.27