

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a nine-month contract for the furnishing of assessment consulting services for use by the Assessment Department to Assessed Value Analysis, LLC, of Kansas City, MO, at a cost to the County for 2013 not to exceed \$70,000.00, and at a total cost to the County not to exceed \$90,000.00, as a sole source purchase.

**RESOLUTION NO. 18188**, June 3, 2013

**INTRODUCED BY** Greg Grounds and Dennis Waits, County Legislators

WHEREAS, the Assessment Department is conducting a re-examination of valuation of more than 18,000 real property parcels and is reviewing the department's assessment process; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a contract for assessment consulting services to Assessed Value Analysis, LLC, of Kansas City (Jackson County), MO, to assist with this process; and,

WHEREAS, section 1030.1, Jackson County Code, 1984, eliminates the requirement for competitive bidding when items to be purchased can be obtained from only one source and requires notification of and approval by the Legislature on such sole source purchases exceeding \$25,000.00; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a nine-month contract to Assessed Value Analysis, LLC, as a sole source, because Bob Burnett, the proprietor of Assessed Value Analysis, LLC, is the former Deputy Director

of the Jackson County Assessment Department and has unique experience and background that would be beneficial in this review process; now therefore,

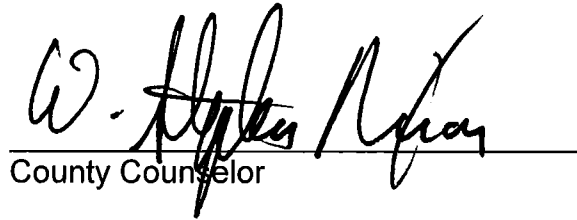
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the County Executive be, and is hereby, authorized to execute for the County any documents necessary to the accomplishment of the award in a form to be approved by the County Counselor; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 18188 of June 3, 2013, was duly passed on June 3, 2013 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

Nays 0

Abstaining 0

Absent 1

6.3.13  
Date

  
Mary Jo Spino Clerk of Legislature

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.

Funding for future years is subject to annual appropriation in the County's then current budget.

ACCOUNT NUMBER: 045 4500 56080  
ACCOUNT TITLE: Assessment Fund  
Non-Departmental  
Other Professional Services  
NOT TO EXCEED: \$55,000.00

ACCOUNT NUMBER: 045 1902 56790  
ACCOUNT TITLE: Assessment Fund  
Assessment Department  
Other Contractual Services  
NOT TO EXCEED: \$15,000.00

June 3, 2013  
Date

[Signature]  
Director of Finance and Purchasing

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18188

Sponsor(s): Greg Grounds & Dennis Waits

Date: June 3, 2013

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the award of a Contract for Assessment Consulting Services for the Assessment Department to Assessed Value Analysis of Kansas City, Missouri, in an amount not to exceed \$90,000.00 as a Sole Source.</u></p>																
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="316 619 1388 871"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$70,000.00</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>\$70,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$70,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>045-4500-56080 Assessment Fund, Non Departmental, Other Professional Services</td> <td>\$55,000.00</td> </tr> <tr> <td>045-1902-56790 Assessment Fund, Assessment, Other Contractual Services</td> <td>\$15,000.00</td> </tr> <tr> <td>Total</td> <td>\$70,000.00</td> </tr> </table> <ul style="list-style-type: none"> <li>• If account includes additional funds for other expenses, total budgeted in the account is: \$167,686.00 – 045-4500-56080</li> <li>• \$114,312.00 – 045-1902-56790</li> </ul> <p>OTHER FINANCIAL INFORMATION:</p> <p>Note: This Contract is for nine months and will be in effect into the next fiscal year. Funds sufficient for the obligation of \$20,000.00 to be paid next fiscal year are subject to appropriation in the 2014 annual budget.</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:	\$70,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$70,000.00	Amount budgeted for this item * (including transfers):	\$70,000.00	Source of funding (name of fund) and account code number:		045-4500-56080 Assessment Fund, Non Departmental, Other Professional Services	\$55,000.00	045-1902-56790 Assessment Fund, Assessment, Other Contractual Services	\$15,000.00	Total	\$70,000.00
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____          Prior resolutions and (date): _____</p>																
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																
<p>REQUEST SUMMARY</p>	<p>The Assessment Department is conducting a re-examination of valuation of more than 18,000 real property parcels and intends to review the department's assessment process. Bob Burnett is the proprietor of Assessed Value Analysis and as the former Deputy Director of the Jackson County, Missouri Assessment Department has unique experience and background that would be beneficial in this review process and would be considered a sole source.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a contract for Assessment Consulting Services for the Assessment Department to Assessed Value Analysis LLC of Kansas City, Missouri as a sole source. The term of the contract is nine months and the monthly cost is \$10,000.00.</p>																
<p>CLEARANCE</p>	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																

ATTACHMENTS	Memorandum from V. Edwin Stoll, Deputy Chief Administrative Officer	
REVIEW	Department Director: <i>V. Edwin Stoll</i>	Date: 6-3-13
	Finance (Budget Approval): <i>If applicable</i> <i>Stephen J. Ball</i>	Date: 6-3-13
	Division Manager: <i>Cal [unclear]</i>	Date: 6-3-13
	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# 45002013005

Date: June 3, 2013

RES # 18188

<u>Department / Division</u>	<u>Character/Description</u>	<u>Not to Exceed</u>
<b>045 - Assessment Fund</b>		
4500 - Non-departmental	56080 - Other Professional Services	55,000
1902 - Assessment	56790 - Other Contractual Services	15,000
<b>Total</b>		<b>70,000</b>

*Alexander S. Ball* 6-3-13  
 Budgeting



**Memorandum**

Date: May 30, 2013

From: V. Edwin Stoll, Deputy Chief Administrative Officer

To: Barbara Casamento

RE: Sole Source – Consulting Contract with Assessed Value Analysis, LLC

Assessed Value Analysis, LLC is a Missouri limited liability company whose sole member is Bob Burnett, former Deputy Director of Assessment for Jackson County. The Assessment Department is conducting a re-examination of valuation of more than 18,000 real property parcels, and intends to review the department's assessment process. As former Deputy Director of Assessment for Jackson County, Bob Burnett has experience unique to that background that would be beneficial in that re-examination and review, and consequently, this is a sole source contract.

The cost estimate under the consulting contract is not to exceed \$10,000.00 per month for nine months.