

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20275


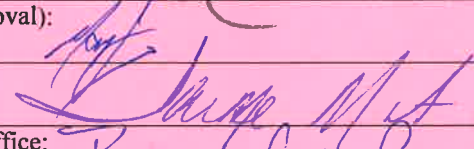
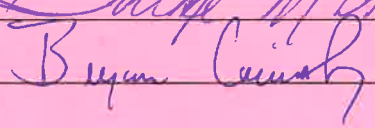
Sponsor(s): Ronald E. Finley

Date: October 7, 2019

EXECUTIVE OFFICE

SEP 20 2019

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Requesting a Transfer of \$120,000 within the General Fund for Maintenance Purposes at the Department of Corrections.</p>																								
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$120,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$120,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM:</td> <td></td> </tr> <tr> <td>001 (General Fund)-5101 (Non-Departmental)-58020 (Buildings & Improvements)</td> <td>\$120,000</td> </tr> <tr> <td>TO:</td> <td></td> </tr> <tr> <td>001 (General Fund)-1210-56510 (Maint & Repair - Buildings)</td> <td>\$70,000</td> </tr> <tr> <td>001 (General Fund)-1210-57330 (Plumbing Supplies)</td> <td>\$20,000</td> </tr> <tr> <td>001 (General Fund)-1210-57360 (Electrical Supplies)</td> <td>\$5,000</td> </tr> <tr> <td>001 (General Fund)-1210-57370 (Building Operating Supplies)</td> <td>\$15,000</td> </tr> <tr> <td>001 (General Fund)-1210-57371 (HVAC Supplies)</td> <td>\$10,000</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:	\$120,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$120,000	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number: FROM:		001 (General Fund)-5101 (Non-Departmental)-58020 (Buildings & Improvements)	\$120,000	TO:		001 (General Fund)-1210-56510 (Maint & Repair - Buildings)	\$70,000	001 (General Fund)-1210-57330 (Plumbing Supplies)	\$20,000	001 (General Fund)-1210-57360 (Electrical Supplies)	\$5,000	001 (General Fund)-1210-57370 (Building Operating Supplies)	\$15,000	001 (General Fund)-1210-57371 (HVAC Supplies)	\$10,000
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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, & phone): Brian Gaddie, Director of Public Works, 881.4496</p>																								
<p>REQUEST SUMMARY</p>	<p>In order to properly maintain the Department of Corrections facilities, Public Works and Facilities Management require certain funding in place. This Resolution requests that funding be restored to complete the necessary routine services in these correctional facilities.</p> <p>Facilities Management as part of its' typical services, maintains the buildings systems in a proactive manner which requires routine expenditures to be made. These areas of expected monthly maintenance include onsite contracted services to inspect and maintain various systems such as the fire suppression system, the fire alarm system, elevator maintenance, routine generator testing, among many others.</p> <p>In addition to the routine known maintenance activities, the Facilities Management Division makes typical repairs to the plumbing, electrical and mechanical systems caused by age, abuse or preventive maintenance protocols. These activities create a second category of costs necessary to maintain the facilities.</p> <p>These two sets of activities create a monthly cost of \$25k-\$30k in predictable and known costs. Given that there are a small amount of appropriations remaining in the 6510 account we are requesting the transfer of funds to cover the remaining routine costs through the end of 2019.</p>																								

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: 	Date: 9-10-19
	Finance (Budget Approval): <i>If applicable</i>	Date: 9/20/19
	Division Manager: 	Date: 9-23-19
	County Counselor's Office: 	Date: 10/2/19

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 transfer are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
001-5101-58020	General Fund – Non-Departmental – Buildings & Improvements	\$120,000

- 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:

Funds sufficient for this transfer are available from the sources indicated below.

PC# _____

Date: September 20, 2019

RES # 20275

Department / Division		Character/Description	From	To
001	General Fund			
5101	Non-Departmental - General	58020 Buildings & Improvements	\$ 120,000	\$ -
1210	Fac. Mgmt. Correctional Facility	56510 Maint. & Repair - Buildings	-	70,000
1210	Fac. Mgmt. Correctional Facility	57330 Plumbing Supplies	-	20,000
1210	Fac. Mgmt. Correctional Facility	57360 Electrical Supplies	-	5,000
1210	Fac. Mgmt. Correctional Facility	57370 Building Operating Supplies	-	15,000
1210	Fac. Mgmt. Correctional Facility	57371 HVAC Supplies	-	10,000
			\$ 120,000	\$ 120,000

 9/20/19
 Budget Officer