

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5337

Sponsor(s): Theresa Cass Galvin

Date: May 11, 2020

<p>SUBJECT</p>	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$250,000 from the CARES Act Fund for enhanced Covid-19 County facility cleaning and disinfecting services as well as modest building improvements for the purpose of improving the safety of County associates and visitors.</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>\$250,000</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>\$250,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$250,000</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td>From: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td>\$250,000</td> </tr> <tr> <td>To: 040-1204-56730 CARES Act – Fac. Mgmt Kansas City – Janitor & Exterminating Services</td> <td>\$150,000</td> </tr> <tr> <td>040-1204-56790 CARES Act – Fac. Mgmt Kansas City – Other Contractual Services</td> <td>50,000</td> </tr> <tr> <td>040-1204-57370 CARES Act – Fac. Mgmt Kansas City – Building Operating Supplies</td> <td>50,000</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): \$0 Prior Year Actual Amount Spent (if applicable): \$0</p>	Amount authorized by this legislation this fiscal year:	\$250,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$250,000	Amount budgeted for this item * (including transfers):	\$250,000	Source of funding (name of fund) and account code number:		From: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	\$250,000	To: 040-1204-56730 CARES Act – Fac. Mgmt Kansas City – Janitor & Exterminating Services	\$150,000	040-1204-56790 CARES Act – Fac. Mgmt Kansas City – Other Contractual Services	50,000	040-1204-57370 CARES Act – Fac. Mgmt Kansas City – Building Operating Supplies	50,000
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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, PE, Director of Public Works, 816-881-4496</p>																		
<p>REQUEST SUMMARY</p>	<p>The Facilities Management Division of Public Works is in process of providing disinfecting and deep cleaning services to the Downtown Courthouse, Eastern Jackson County Courthouse and Historic Truman Courthouse using an emergency contract not to exceed \$150,000 with Burtin and Associates of Kansas City, Missouri. The focus of these services will be to ensure that all public spaces are free of any potentially viral conditions by utilizing approved Covid-19 sanitizing solutions and that the spaces are clean and welcoming as the public, Courts and County associates re-enter the facilities.</p> <p>In addition, it is necessary for the County to construct plexiglass barriers for all locations where county associates directly interface with a large number of general public visitors. Work has started using existing County term and supply contractors. \$100,000 is being appropriated for this purpose and other miscellaneous construction activities related to preparing the Courthouse for effective COVID-19 response.</p> <p>Funding for the services defined above will be provided by the CARES Act (Covid-19 Relief Fund)</p>																		

	<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	Burtin and Associates Scope of Services, Contractual Terms and Conditions	
REVIEW	Department Director:	Date: 5-05-2020
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 12:14 pm, May 07, 2020
	Division Manager: <i>Troy Schulte by J. M. Stoll</i>	Date: 5-07-2020
	County Counselor's Office: <i>Bryan County</i>	Date: 5/7/20

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 # _____
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Undesignated Fund Balance	\$250,000

- 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.

