

Request for Legislative Action

Res. #20909
Sponsor: Tony Miller
Date: April 4, 2022

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	20909
Sponsor(s):	Tony Miller	Legislature Meeting Date:	4/4/2022

Introduction

Action Items: ['Authorize']

Project/Title:

Jackson County Historical Society-To authorize the County Executive to enter into a sole source cooperative agreement with the Jackson County Historical Society for the archival preservation of the historical records.

Request Summary

Whereas it is in the best interest of the County that records having historical value be preserved and professionally archived for the scholars and citizens of the County.

The Jackson County Historical Society has the expertise to provide professional record archiving services. Pursuant to Section 1030.1 of the Jackson County Code, research done by the Recorder of Deeds and Purchasing indicates these services are a sole source.

Requesting approval for payment in the amount of \$36,000 for the contract period of January 1, 2022 through December 31, 2022. We did not receive the invoice until March, due to JCHS change in executive staffing during Covid.

Contact Information

Department:	Recorder of Deeds	Submitted Date:	3/11/2022
Name:	Anissia M. Manuleleua	Email:	AManuleleua@jacksongov.org
Title:	Operations Coordinator	Phone:	816-881-4484

Budget Information

Amount authorized by this legislation this fiscal year:	\$36,000		
Amount previously authorized this fiscal year:	\$ 0		
Total amount authorized after this legislative action:	\$36,000		
Is it transferring fund?	No		
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
044 (Recorder's Fee Fund)	1805 (JC Historical Society)	56070 (Intergovernmental Agreements)	\$36,000

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Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
20733	August 9, 2021

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Sole Source
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Not Applicable
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Less than \$50000	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information	
<ul style="list-style-type: none"> 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. 	

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History

Anissia M. Manuleleua at 3/11/2022 12:10:15 PM - [Submitted |]
Department Director: Diana M. Smith at 3/11/2022 1:39:24 PM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 3/11/2022 2:32:23 PM - [Approved |]
Compliance: Katie M. Bartle at 3/11/2022 3:10:46 PM - [Returned for more information | Jackson County Historical Society is not in compliance. They can go to <https://jacomocompliance.com/login.php> to renew their certificate. Email compliance@jacksongov.org with any questions.]
Submitter: Anissia M. Manuleleua at 3/21/2022 9:16:55 AM - [Submitted | JCHS has completed their compliance certificate.]
Department Director: Diana M. Smith at 3/21/2022 11:28:43 AM - [Approved |]
Finance (Purchasing): Barbara J. Casamento at 3/21/2022 12:52:44 PM - [Approved |]
Compliance: Katie M. Bartle at 3/21/2022 1:18:40 PM - [Approved |]
Finance (Budget): Mark Lang at 3/21/2022 3:47:57 PM - [Approved | The fiscal note is attached.]
Executive: Sylvia Stevenson at 3/22/2022 1:51:10 PM - [Approved |]
Legal: Elizabeth Freeland at 3/30/2022 9:36:37 AM - [Approved |]

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# 180522001 000

Date: March 21, 2022

RES # 20909
 eRLA ID #: 428

Org Code/Description	Object Code/Description	Not to Exceed
044 Recorder's Fee Fund		
1805 JC Historical Society	56070 Intergovernmental Agreements	\$ 36,000
		<u>\$ 36,000</u>

APPROVED
 By Mark Lang at 3:46 pm, Mar 21, 2022

Budget Office

Memo

To: Finance/Purchasing
From: Diana Smith, Director
Date: 03/11/2022
Re: Jackson County Historical Society

Pursuant to 59.319 RSMo, Two dollars of such fee shall be retained by the recorder and deposited in a recorder's fund and not in county general revenue for record storage, microfilming, and preservation, including anything necessarily pertaining thereto.

The Resolution is our annual cooperative agreement with the Jackson County Historical Society for services rendered to the Recorder of Deeds and Jackson County for records preservation and services provided to the County in the form of genealogy services, tours of the Historic Truman Courthouse including Truman's office, Brady Courtroom and the Jackson County Museum of Art, all previously handled by the National Parks Department.

The Jackson County Historical Society was founded in 1909. The society is able to preserve and archive material related to the local and regional history of Jackson County dating back to 1821 when Jackson County became part of the new state of Missouri, later organized in 1826.

Pursuant to Section 1030.1 of the Jackson County Code, research done by the Recorder of Deeds and the Purchasing Department indicates these services are a sole source.

Jackson County Historical Society

112 W Lexington Ave
Independence | MO 64050
816.461.1897



Invoice

Submitted on 03/08/2022

Invoice for

JCHS Recorder of Deeds
Independence Office
Jackson County - Missouri

Payable to

JCHS

Invoice

3722

Project

Archival & Records
Service

Due date

Payable upon receipt

Description	Qty	Unit price	Total price
Preservation consultation services; providing technical expertise in storage of various county records, and on-going archival advisory services to Jackson County Records Center.	Jan 22 - Dec 22	\$15,000.00	\$15,000.00
Repository Services of Probate Court records; index books, microfilm held at JCHS. Collaborate with Missouri State Archives office to organize and prepare for digitization. On-going project.	Jan 22 - Dec 22	\$500.00 per month (12)	\$6,000.00
Storage of 12980 linear feet of Jackson County Circuit Court Records, per Administrative order 90-33	12980 liniar ft.	\$2.50/Li.ft	\$3,200.00
Responding to info inquiries from county depts regarding records and retention. Providing resources to county legislators for presentations, and providing resources to county officials on historic monuments and statues.	Jan 22 - Dec 22	\$10,000.00	\$10,000.00
Responding to public requests for county records including house histories after referral by Recorder of Deeds, provide general info to citizens or redirect citizens to county offices, provide twice daily guided tours through the Historic Truman Courthouse, Mon - Fri by appointment	Jan 22 - Dec 22	\$1,800.00	\$1,800.00

Notes:

Subtotal **\$36,000.00**

Adjustments

\$36,000.00