


REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19018

Sponsor(s): Scott Burnett

Date: November 30, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the award of a twelve (12) month contract for the furnishing of VEHICLE LIABILITY INSURANCE to Missouri Public Risk Management Fund (MOPERM) of Jefferson City, Missouri as a Sole Source Purchase.</u></p>												
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="321 590 1453 783"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$217,376.00</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>\$217,376.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$217,376.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>060-5160-56370; Self-Insurance Fund – Non-departmental – Liability Insurance</td> <td>\$217,376.00</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): \$192,000.00 Prior Year Actual Amount Spent (if applicable): \$191,793.00</p>	Amount authorized by this legislation this fiscal year:	\$217,376.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$217,376.00	Amount budgeted for this item * (including transfers):	\$217,376.00	Source of funding (name of fund) and account code number:		060-5160-56370; Self-Insurance Fund – Non-departmental – Liability Insurance	\$217,376.00
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060-5160-56370; Self-Insurance Fund – Non-departmental – Liability Insurance	\$217,376.00												
PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date): 17421, November 29, 2010												
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Jessica Johnson, Senior Buyer, 881-3465												
REQUEST SUMMARY	<p>The current Vehicle Liability Policy expires December 31, 2015 with zero options to extend on the current term and supply contract. Purchasing issued Request for Proposal 59-15.</p> <p>A total of 42 notification were distributed. There were no bids received.</p> <p>These services were competitively bid in 2010 and Missouri Public Risk Management Fund (MOPERM) of Jefferson City, Missouri was awarded the contract via Resolution No. 17421 dated November 29, 2010. MOPERM has been providing these services and the continuation of these services with MOPERM will assure a seamless and continuous vehicle liability insurance coverage.</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 the furnishing of Vehicle Liability Insurance to Missouri Public Risk Management Fund (MOPERM) of Jefferson City, Missouri as a Sole Source Purchase.</p>												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
ATTACHMENTS	RFP 59-15 Bid abstract; Memo from Celestine Williams, Risk Manager; Quote from MOPERM												
REVIEW	Department Director:  Date: 11/30/2015												

Finance (Budget Approval): <i>If applicable</i>	Mary Rasmussen	Date: 11/19/15
Division Manager:	Mary Jo Brown	Date: 11/20/15
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.

ABSTRACT OF BIDS

BID NO: RFP: 59-15
 DATE: 11/17/15
 COMMODITY: Vehicle Liability Insurance

Res. 19018

See Proposal

NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
	See Proposal								

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED

ON: 17 Nov. 2015 - BY

Shirley Stacey
 CLERK OF THE LEGISLATURE

Kevin W. [Signature]
 PURCHASING



**JACKSON COUNTY
Finance Department**

415 East 12th Street, First Floor
Kansas City, Missouri 64106
www.jacksongov.org

Administration
(816) 881-3126
Fax (816) 881-3877

Accounting
(816) 881-3180

Accounts Payable
(816) 881-3270

Budget
(816) 881-3851

Grants Management/
Pension Management
(816) 881-3454

Office Services
(816) 881-3265

Payroll
(816) 881-3201

Purchasing
(816) 881-3253

Risk Management
(816) 881-3202

Tax Refund/Distribution
(816) 881-3063

Treasury
(816) 881-3358

November 18, 2015

Barbara Casamento
Purchasing Supervisor
Jackson County
415 East 12th Street, Ground Floor
Kansas City, MO 64106

Subject: Bid No. 59-15 Vehicle Liability Insurance Proposals

Dear Barb:

On yesterday, November 17, 2015, the vehicle liability insurance bid No. 59-15 was closed. We did not receive any proposals for this bid and our policy with MOPERM expires on 1/1/2016.

My recommendation is that we request a one-year contract with MOPERM who is our current carrier and the only one that is willing to currently insure the county. Per the loss runs we have had major claims that may have excluded other carriers from bidding on this insurance.

Please let me know what we can do to get this insurance in place, even if they are considered a sole source provider due to the major losses that we have had in the past five years. Attached is the amount for renewal without any vehicle updates.

Listed below is the account that this premium is to be paid from:

060-5160-56370

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Celestine I. Williams".

Celestine I. Williams
Audit Procedures Analyst/Risk Manager

Michael D. Sanders, County Executive

Do Not Pay

This is not an invoice. Invoice will be issued December 1st.



Renewal Pricing for COUNTY OF JACKSON
Memorandum No. 2035
Date: 11-18-2015

<u>Line of Business</u>	<u>Annual Contribution</u>	<u>Deductible</u>	<u>Deductible Applicability</u>
Auto Physical Damage (Fleet)	Included		
Comprehensive	\$43,694.00	Per Schedule	
Automobile Liability (Fleet)	\$161,055.00	\$250,000.00	Loss
Uninsured Motorist	\$12,627.00	\$0.00	
Hired and Non-Owned Vehicles	\$0.00	\$250,000.00	Loss
TOTAL RENEWAL PRICING:	<u>\$217,376.00</u>		

If "Loss & LAE" (Loss Adjustment Expense) is indicated under *Deductible Applicability*, the Member will be responsible for defense and other adjustment costs up to the deductible amount.

*Price is based on information on file as of the date indicated above. Changes requested after that date will affect the actual amount invoiced December 1st. MOPERM reserves the right to correct any errors discovered before the renewal invoice is issued. If such corrections result in a change in contribution, notice will be sent to the appropriate parties.