

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19728

Sponsor(s): Scott Burnett

Date: February 5, 2018

<b>SUBJECT</b>	<p>Action Requested</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting the Transfer of \$121,396 from the Reserve Account into the Non-Departmental Fund to purchase 2018 annual telephone maintenance from Arrow Systems Integration, a current Term &amp; Supply vendor.</u></p>																		
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$121,396.00</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 style="text-align: right;">\$121,396.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$121,396.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>Transfer From: 001-8006-56835</td> <td style="text-align: right;">\$121,396.00</td> </tr> <tr> <td style="padding-left: 20px;">General Fund, Reserve, Reserve-Operating</td> <td></td> </tr> <tr> <td>Transfer To: 001-5101-56662</td> <td style="text-align: right;">\$121,396.00</td> </tr> <tr> <td style="padding-left: 20px;">General Fund, Non-Departmental, Software Maintenance</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p><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:	\$121,396.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$121,396.00	Amount budgeted for this item * (including transfers):	\$121,396.00	Source of funding (name of fund) and account code number:		Transfer From: 001-8006-56835	\$121,396.00	General Fund, Reserve, Reserve-Operating		Transfer To: 001-5101-56662	\$121,396.00	General Fund, Non-Departmental, Software Maintenance	
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<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date): 5062 12/6/2017</p> <p>Prior resolutions and (date): _____</p>																		
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Kyle Brack, Senior Buyer, 816-881-3265</p>																		
<b>REQUEST SUMMARY</b>	<p>The annual Arrow Systems Integration invoice for 2018 Avaya telephone maintenance is due. This maintenance is for the entire County. A transfer of funds is necessary for timely invoice payment and to prevent an enterprise-wide outage.</p> <p>The Maintenance Agreement for Avaya telephone maintenance at a cost of \$121,396 to the County will be provided by Arrow Systems Integration of Plano, Texas, an existing Term and Supply vendor.</p> <p>The Information Technology Department request the transfer of \$121,396 from the Reserve Fund into the Non-Departmental budget as follows:</p> <table style="width:100%; margin-top: 10px;"> <tr> <td style="width: 60%;"></td> <td style="text-align: center;">From:</td> <td style="text-align: center;">To:</td> </tr> <tr> <td>001-8006-56835 General Fund, Reserve, Reserve-Operating</td> <td style="text-align: center;">\$121,396</td> <td></td> </tr> <tr> <td>001-5101-56662 General Fund, Non-Departmental, Software Maintenance</td> <td></td> <td style="text-align: center;">\$121,396</td> </tr> </table>		From:	To:	001-8006-56835 General Fund, Reserve, Reserve-Operating	\$121,396		001-5101-56662 General Fund, Non-Departmental, Software Maintenance		\$121,396									
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001-5101-56662 General Fund, Non-Departmental, Software Maintenance		\$121,396																	
<b>CLEARANCE</b>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A</p> <p><input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A</p> <p><input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		

COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals      N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Memorandum from the Director of IT and Arrow Systems Integration invoice	
REVIEW	Department Director: <i>[Signature]</i> FOR MICHAEL GRICKSON	Date:
	Finance (Budget Approval): If applicable <i>[Signature]</i>	Date: 1/29/18
	Division Manager: <i>[Signature]</i>	Date: 1.31.18
	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.





**Department of  
INFORMATION TECHNOLOGY  
JACKSON COUNTY, MISSOURI**

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(816) 881-3151

415 EAST 12TH STREET, ROOM G-8  
KANSAS CITY, MO 64106

**TO: KYLE BRACK, SENIOR BUYER**

**FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIS**

*MEO*

**DATE: JANUARY 23, 2018**

**RE: REQUEST FOR RLA TO TRANSFER FUNDS FOR AVAYA TELEPHONE MAINTENANCE PROVIDED BY ARROW SYSTEMS INTEGRATION**

ARROW SYSTEMS INTEGRATION IS THE TERM AND SUPPLY VENDOR THAT PROVIDES THE COUNTY WITH THE ANNUAL TELEPHONE MAINTENANCE FOR OUR AVAYA TELEPHONE SYSTEM. THE ATTACHED INVOICE (OAI-284954) IN THE AMOUNT OF \$121,396 IS FOR THE MAINTENANCE DURING 2018. WITHOUT THE MAINTENANCE COVERAGE WE RISK HAVING A TELEPHONE SYSTEM FAILURE. THE MAINTENANCE WAS SCHEDULED TO BE PAID FROM 001-5101-56662 BUT NO FUNDS FOR 2018 HAVE BEEN PUT INTO THAT ACCOUNT. PLEASE TRANSFER \$121,396 FROM THE RESERVE ACCOUNT TO 001-5101-56662 SO WE CAN PAY FOR THE 2018 MAINTENANCE. THE PAYMENT WAS DUE ON JANUARY 14, 2018

dba Shared Solutions and Services, Inc., previously branded as ArrowS3.

**On-account invoice**

Invoice Number.....: **OAI-264954**   
 Page.....: 1 of 4   
 Invoice Date.....: 12/15/2017   
 Due Date.....: 1/14/2018   
 Invoice Account.....: ACN-150507   
 Customer ID.....: 1022269   
 Invoice Amount.....: 121,396.00   
 Credits/Payments.....: 0.00   
 Open Balance as of.....: 1/22/2018   
 Open Balance.....: 121,396.00

**Jackson County Courthouse**  
 Information Technology  
 415 E 12th St.  
 ROOM G-6  
 Kansas City, MO 64106

**Note:** Arrow may assign accounts to an Arrow affiliate. To defray the cost of customer account administration, any credit balance or other sum owed to customer which remains unclaimed for twelve months will become the property of Arrow.

Site id	Cust Ref/PO Name Number	Ent ID#	Service Dates / Description	Contract Term	Amount	
2108485	N/A	Jackson County - Main 415 12th Street Rm. G6 Kansas City, MO 64106-2704	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	85,012.00
	N/A	Jackson County - Main 415 12th Street Rm. G6 Kansas City, MO 64106-2704	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	34,038.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	119,050.00
2113506	N/A	308 W Kansas Dr. - Court House Annex 308 W Kansas Independence, MO 64050-3728	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00
	N/A	308 W Kansas Dr. - Court House Annex 308 W Kansas Independence, MO 64050-3728	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	354.00
2113508	N/A	1300 Cherry St- Corrections 1300 Cherry St Kansas City, MO 64106-2828	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	38.00
	N/A	1300 Cherry St- Corrections 1300 Cherry St Kansas City, MO 64106-2828	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	46.00
2113512	N/A	303 W Walnut - Public Works Admin 303 W Walnut Kansas City, MO 64111-0000	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00

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Site id	Cust Ref/PO Number	Name	Ent ID#	Service Dates / Description	Contract Term	Amount
						<b>Sales tax</b> 0.00
						<b>Total</b> 346.00
2113516	N/A	201 W Lexington 0 Legis East 201 W Lexington Independence, MO 64050-3706	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00
	N/A	201 W Lexington 0 Legis East 201 W Lexington Independence, MO 64050-3706	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
						<b>Sales tax</b> 0.00
						<b>Total</b> 354.00
2113518	N/A	34900 E Old 40 HWY - PW VSC 34900 E Old 40 HWY Grain Valley, MO 64075-0000	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00
	N/A	34900 E Old 40 HWY - PW VSC 34900 E Old 40 HWY Grain Valley, MO 64075-0000	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
						<b>Sales tax</b> 0.00
						<b>Total</b> 354.00
2113520	N/A	1305 Locust St - Court Data Center 1305 Locust St. Kansas City, MO 64106-2912	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	38.00
	N/A	1305 Locust St - Court Data Center 1305 Locust St. Kansas City, MO 64106-2912	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
						<b>Sales tax</b> 0.00
						<b>Total</b> 46.00

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Site id	Cust Ref/PO Name Number	Ent ID#	Service Dates / Description	Contract Term	Amount	
2113522	N/A	625 E 26th St. - Family Justice Center 625 E 26th St. Kansas City, MO 64108-2719	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00
	N/A	625 E 26th St. - Family Justice Center 625 E 26th St. Kansas City, MO 64108-2719	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	354.00
2113523	N/A	660 E 24th St. - Medical Examiner 660 E 24th Kansas City, MO 64106-2606	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	346.00
	N/A	660 E 24th St. - Medical Examiner 660 E 24th Kansas City, MO 64106-2606	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	354.00
2113526	N/A	3310 NE Reannau - Old Sheriff's Dept. 3310 NE Reannu Lees Summit, MO 64064-2129	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	38.00
	N/A	3310 NE Reannau - Old Sheriff's Dept. 3310 NE Reannu Lees Summit, MO 64064-2129	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
					<b>Sales tax</b>	0.00
					<b>Total</b>	46.00
2113639	N/A	22807 SW Woods Chapel Rd - Park Admin 22807 SW Woods Chapel Rd Blue Springs, MO 64015-9799	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	38.00



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	N/A	22807 SW Woods Chapel Rd - Park Admin 22807 SW Woods Chapel Rd Blue Springs, MO 64015-9799	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
				<b>Sales tax</b>	0.00	
				<b>Total</b>	46.00	
2113641	N/A	4001 NE Lakewood Way - Sheriffs Dept 4001 NE Lakewood Way Lee's Summit, MO 64064-1703	41697378	01/01/18-12/31/18 Avaya Preferred with NBD Parts ? No On-site; No Sets	01/01/17 - 12/31/19	38.00
	N/A	4001 NE Lakewood Way - Sheriffs Dept 4001 NE Lakewood Way Lee's Summit, MO 64064-1703	41697391	01/01/18-12/31/18 Avaya Upgrade Advantage	01/01/17 - 12/31/19	8.00
				<b>Sales tax</b>	0.00	
				<b>Total</b>	46.00	

USD	Sales balance	Total discount	Misc. charges	Sales tax	Round-off	Total
	121,396.00	0.00	0.00	0.00	0.00	121,396.00

<b>B</b>	Jackson County Courthouse	Invoice number..:	OAI-264954	Please Return Remittance with Payment
<b>I</b>	Information Technology	Invoice account..:	ACN-150507	Amount Paid
<b>L</b>	415 E 12th St.	Payment due by..:	1/14/2018	_____
<b>L</b>	ROOM G-6	Amount due .....	121,396.00	_____
<b>L</b>	Kansas City, MO 64106	Customer ID .....	1022269	_____

**T  
o**

**Wire Information:**  
 Capital One, N.A.  
 ABA Routing - 111901014  
 Acct # - 3620321574 Swift Code: HIBKUS44  
 Beneficiary - Arrow Systems Integration, Inc. - Wiring Acct.

**Remit To**  
 Arrow Systems Integration, Inc.  
 P.O. Box 4869  
 Department #145  
 Houston, TX 77056

Arrow SI offers you the ability to receive your invoices via email. If you would like to take advantage of this option, please email ArrowSIBilling@arrowSI.com or call 1-888-781-2627.