

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20445

Sponsor(s): Theresa Cass Galvin

Date: June 15, 2020

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Transferring \$94,934 from existing appropriations in the Jackson County CARES Act Fund for use by the Central Jackson County Fire Protection District to reimburse for unanticipated COVID-19 costs and authorizing the County Executive to execute an intergovernmental agreement on the use of those funds.</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>\$94,934</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>n/a</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$94,934</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$94,934</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: CARES Act Fund 040-5140-57230 Non-Departmental – Other Operating Supplies</td> <td>FROM ACCT: \$94,934</td> </tr> <tr> <td>TO: CARES Act Fund 040-1530-56070 Central Jackson County Fire – Intergovernmental Agreement</td> <td>TO ACCT: \$94,934</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): N/A Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$94,934	Amount previously authorized this fiscal year:	n/a	Total amount authorized after this legislative action:	\$94,934	Amount budgeted for this item * (including transfers):	\$94,934	Source of funding (name of fund) and account code number: FROM: CARES Act Fund 040-5140-57230 Non-Departmental – Other Operating Supplies	FROM ACCT: \$94,934	TO: CARES Act Fund 040-1530-56070 Central Jackson County Fire – Intergovernmental Agreement	TO ACCT: \$94,934
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): #5335 on May 11, 2020 Prior resolutions and (date):</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
<p>REQUEST SUMMARY</p>	<p>This ordinance transfers \$94,934 in CARES Act funding previously allocated for first responders in Jackson County to the Central Jackson County Fire Protection District for the purpose of providing reimbursement funding for unanticipated COVID-19 costs from March 1, 2020 to December 30, 2020 such as the purchase of personal of protective equipment (PPE), employee backfill and testing, medical treatment, and virtual operations and any other costs deemed reasonable under CARES Act guidelines. It further authorizes the County Executive to enter into an intergovernmental agreement with the CJC Fire Protection District as to the use of these CARES Act funds.</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p>COMPLIANCE</p>	<p><input type="checkbox"/> MBE Goals</p>												

	<input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>Way M. Schultz</i>	Date: <i>6-9-2020</i>
	Finance (Budget Approval): <i>If applicable</i>	APPROVED <small>By Mark Lang at 4:57 pm, Jun 08, 2020</small>
	Division Manager: <i>J. M. [Signature]</i>	Date: <i>6-11-2020</i>
	County Counselor's Office: <i>Bryan County</i>	Date: <i>6/11/20</i>

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 #5335
- 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.

Central Jackson County Fire Protection District

Mr. Troy Shulte

Jackson County Administrator

Dear Sir,

The following Executive Summary outlines the expenses incurred by the Central Jackson County Fire Protection District since March 2020 in our response to the Jackson County COVID-19 crisis. The summary addresses the functional areas outlined in the CARES ACT of 2020. The costs outlined are for PPE and associated DECON, expenses incurred due to transitioning to virtual government operations, medical expenses incurred treating any emergency workers exposed to COVID-19, and staffing backfill costs due to quarantined emergency workers.

Virtual Government Operations

Transitioning non-emergency personnel to work from home and still maintaining fire district operationality, the following costs were incurred. In addition to working from home, implementing these technologies allowed the District to hold 2 official monthly Board meetings in a virtual format.

Item	Number	Cost Each	Total Cost	Vendor	PO Number
Laptops	3	\$1,493.91	\$4,481.73	RTI	31375
Laptops Bags	3	\$43.00	\$129.00	RTI	31375
Monitor	1	\$209.98	\$209.98	Office Depot	31356
Monitor	1	\$256.41	\$256.41	RTI	31375
Monitors	3		\$642.86	BestBuy	31354
Web Cams	2	\$199.99	\$399.98	Amazon	31374
Mitel UC360	1	\$1,255.00	\$1,255.00	Sky Technologies	31349
POE Injectors	5	\$18.74	\$93.70	Amazon	31350
Cables	3	\$14.99	\$44.97	Amazon	31350
Client VPN Support	1	\$225.00	\$225.00	ConvergeOne	31351
GoToMeeting Pro	4	\$348.00	\$1,392.00	LogMeIn	31353

The **total costs** are **\$9,130.63**

Jeff Grote
Fire Chief

805 N.E. Jefferson
Blue Springs, MO 64014
816-229-2522 Fax: 816-229-5110
www.cjcfpd.org

CJCFPD

Central Jackson County Fire Protection District

Medical Treatment Cost of Emergency Workers

These costs were low for the District. At the time of this summary, no employees have tested positive for COVID-19. Several employees were exposed and tested with one visit to St. Luke's Urgent Care. **Total costs - \$259.90**

Backfill and PPE Fit Testing

There are two different costs incurred due to COVID-19 that apply to the CARES ACT. First, due to the constant changing variety of N95 respirators received through the PPE supply chain, per OSHA, CDC, and NFPA standards, everyone issued an N95 was required to be fit tested to ensure proper protection levels. Secondly, the District has quarantined 11 employees since March 2020. The back-fill cost for these 11 employees is also calculated in this category. A separate spreadsheet is attached breaking down these costs. The District's **total cost** for these is **\$16,683.82**.

PPE and DECON

PPE utilization is driven by the number of calls. Our fire district employed a standard medical supply ordering system before the COVID-19 crises reached our communities. One element that was not included in the numbers below was the cost of supplies that would have normally been consumed. The data below represents additional orders specifically to prepare for or mitigate COVID-19. Additionally, DECON supplies were purchased in preparation for the coming pandemic and updated DECON procedures were implemented in District communities to include first response and mutual aid partners. CJCFFPD assisted the Blue Springs Police Department, the Sni Valley Fire Protection District and the Lees Summit Fire Department in the early stages of our region's response to this pandemic by decontaminating partner emergency response vehicles as they were exposed to the virus.

Item Description	Amount	Date Purchased	Name of Supplier	Cost
Surgical Masks	(500)	2/25/2020	Mckesson	\$115.10
PPE Kits	(50)	3/3/2020	Mckesson	\$439.60
Cavicide Spray	(12)	3/6/2020	Mckesson	\$129.58
Cavicide Gallon	(4)	3/6/2020	Mckesson	\$95.37
PPE Kits	(50)	3/6/2020	Mckesson	\$436.60
BVM HEPA Filter	(20)	3/11/2020	Mckesson	\$95.37
BVM HEPA Filter	(20)	3/11/2020	Mckesson	\$85.44

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Thermometer	(10)	3/16/2020	Mckesson	\$124.00
Tyvek Boot	(100)	3/16/2020	Mckesson	\$52.17
Shoe covers	(50)	3/16/2020	Mckesson	\$21.58
Tyvek Boot Cov.	(100)	3/30/2020	Mckesson	\$52.17
PPE Kits	(100)	3/30/2020	Mckesson	\$879.20
Safety Glasses	(50)	3/30/2020	Mckesson	\$196.70
Pulse Oximeter	(1)	4/3/2020	Walgreens	\$69.99
Hand Sanitizer	(36)	4/6/2020	Mckesson	\$295.20
Bleach Wipes	(12)	4/6/2020	Mckesson	\$99.57
Cavicide Gallon	(4)	4/6/2020	Mckesson	\$129.59
Cavicide Spray	(12)	4/6/2020	Mckesson	\$95.14
Tyvek Covers	(100)	4/6/2020	Mckesson	\$52.17
Surgical Masks	(400)	4/6/2020	Mckesson	\$46.72
Intake Ventilators	(10)	4/7/2020	Life Assist	\$69.99
Thermometer	(6)	4/10/2020	Wal Mart	\$74.16
Facemasks	(1000)	4/14/2020	Fully Promoted	\$790.00
Isolation Gowns	(300)	4/22/2020	Dowco Inc.	\$1,159.32
Intake Ventilators	(10)	4/28/2020	Life Assist	\$52.00
Isolation Gowns	(600)	5/13/2020	Dowco Inc.	\$2,325.44

Total PPE Costs \$7,982.17

DECON Equipment purchased:

Aeroclave Machines (4)	03/06/2020	Aeroclave	\$58,702.40
Aeroclave fluid (5)	03/06/2020	Aeroclave	\$800.00
Aeroclave fluid (55 Gallon)	04/14/2020	Aeroclave	\$1375.00

Total PPE/DECON Costs \$ 68,859.57

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Final Calculations

PPE/DECON	\$68,859.57
Backfill/Testing	\$16,683.82
Medical Treatment	\$259.90
Virtual Operations	\$9,130.63
Grand Total	\$94,933.92

On behalf the Board of Directors of the Central Jackson County Fire Protection District, we appreciate the County's leadership in our region's fight against COVID-19. If there are any other steps, data or procedures necessary for reimbursement, please do not hesitate to contact me directly.

Respectfully,

Jeff Grote
Fire Chief

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