

May 4, 2020

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19



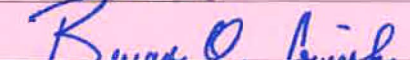
Completed by County Counselor's Office:

Res/Ord No.: 20417

Sponsor(s): Theresa Cass Galvin

Date: April 27, 2020

SUBJECT	<p>Action Requested</p> <p><input checked="" type="checkbox"/> Resolution</p> <p><input type="checkbox"/> Ordinance</p> <p>Project/Title: Request the transfer of funds with the County Improvement Fund in order to extend the architectural scope of services provided by BNIM for Construction Administration services for the Jackson County Courthouse located in downtown Kansas City as a component of the water damage restoration project.</p>																		
<p>BUDGET INFORMATION</p> <p><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>\$140,234</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>\$140,234</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$140,234</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td colspan="2">From:</td> </tr> <tr> <td>County Improvement Fund – Non-Departmental – Other Contractual Services 013-5113-56790</td> <td>\$140,234</td> </tr> <tr> <td colspan="2">To:</td> </tr> <tr> <td>County Improvement Fund – DTCH Repairs & Improvements – Other Contractual Services 013-1241-56790</td> <td>\$140,234</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)</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):</p> <p>Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$140,234	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$140,234	Amount budgeted for this item * (including transfers):	\$140,234	Source of funding (name of fund) and account code number:		From:		County Improvement Fund – Non-Departmental – Other Contractual Services 013-5113-56790	\$140,234	To:		County Improvement Fund – DTCH Repairs & Improvements – Other Contractual Services 013-1241-56790	\$140,234
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 20199, 7-15-2019;</p>																		
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Brian Gaddie, PE, Director of Public Works, 816-881-4496</p>																		
REQUEST SUMMARY	<p>As a result of the flood damage incurred on February 3rd to the Downtown Courthouse, Jackson County retained the architectural firm BNIM to assist with building restoration services under emergency declaration. Phase II documentation and bidding services performed by BNIM were completed in November 2019 and allowed Jackson County to bid the building restoration. Bids for the Repair and Restoration of Water Damage at the Downtown Courthouse were opened in late December 2019 and a contract was awarded to Rand Construction. Recently, the contract has been finalized and executed and the project has begun.</p> <p>In order for the restoration work to be delivered to the expectation of the County, Construction Administration services must be performed. These services will track the contractor's adherence to project documentation including criteria, specifications and design via on-site inspections, as well as maintaining overall project coordination, correspondence and general project administration. It will also be the responsibility of the Construction Administrator to assist with communications between the contractor and owner to ensure that project expectations are maintained in terms of cleanliness, noise, interference with general facility operations, among other non-restoration related items.</p>																		

	<p>This request is for the transfer of funds within the County Improvement Fund to cover the costs for BNIM to complete Phase III Construction Administration services, as dictated in their attached Phase III Scope of Services. The Construction Administration services to be provided by BNIM in Phase III were included as part of the insurance settlement for flood damages incurred. Additional County funds outside of proceeds from the global settlement will not be required for this contracted work.</p> <p>The duration of these services will generally accompany the length of the restoration project, which is expected to be no more than 240 calendar days. An additional 30 days is scoped to allow for any necessary project close out tasks to be completed.</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	BNIM Scope of Services, Miscellaneous Terms and Conditions, Schedule of Hours	
REVIEW	Department Director:	Date: 4-09-2020
		
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 1:43 pm, Apr 14, 2020
	Division Manager	Date: 4-20-2020
		
	County Counselor's Office:	Date: 4-23-2020
		

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.

Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

PC# _____

Date: April 13, 2020

RES # 20417

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<u>013 County Improvement Fund</u>			
5113 Non-Departmental - Cnty Imprmnt	56790 Other Contractual Services	\$ (140,234)	\$ -
1241 DTCH Repairs & Improvements	56790 Other Contractual Services	-	140,234
		<u>\$ (140,234)</u>	<u>\$ 140,234</u>

APPROVED
 By Mark Lang at 1:43 pm, Apr 14, 2020

Budget Office