

REQUEST FOR LEGISLATIVE ACTION


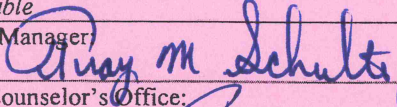
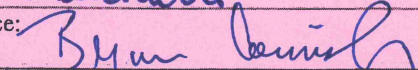
Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20663

Sponsor(s): Theresa Cass Galvin

Date: May 3, 2021

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing a Twelve Month Term and Supply Contract with One Twelve Month Option to Extend for the furnishing of Steam HVAC parts for the Facilities Management Division from Spence Engineering/Control Products of Fenton, Missouri as a Sole Source purchase.</u></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>N/A</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>N/A</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>N/A</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td>N/A</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 checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Facilities Management Division Estimated Use: \$75,000</p> <p>This RLA only approves the Term and Supply Contract. The funds were appropriated through the annual budget adoption. Figures included in the Budget Information Section are for informational purposes to provide an estimate of the annual contract amount.</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:	N/A	Amount previously authorized this fiscal year:	N/A	Total amount authorized after this legislative action:	N/A	Amount budgeted for this item * (including transfers):	N/A	Source of funding (name of fund) and account code number:	N/A
Amount authorized by this legislation this fiscal year:	N/A										
Amount previously authorized this fiscal year:	N/A										
Total amount authorized after this legislative action:	N/A										
Amount budgeted for this item * (including transfers):	N/A										
Source of funding (name of fund) and account code number:	N/A										
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): N/A Prior resolutions and (date): 19740 (February 26, 2018)</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Keith E. Allen, Senior Buyer, 816-881-3465</p>										
<p>REQUEST SUMMARY</p>	<p>The downtown Courthouse and the Detention Center are heated by a steam system that is supplied by a city provider. The steam is 'stepped down' to a usable temperature utilizing high pressure valves and then routed to the individual radiator units. The high pressure valves, bellows and pilot valves needed to rebuild and repair the County radiators are manufactured by Spence Engineering/Control Products of Fenton, Missouri.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Purchasing Department recommends the purchase of Steam HVAC parts from Spence Engineering/Control Products of Fenton, Missouri as a Sole Source purchase. Research done by both the Purchasing Department and the Facilities Management Division indicates these parts can only be obtained by the manufacturer of the radiators, high pressure valves, bellows and pilot valves.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County, Missouri for any specific amount. The availability of funds for specific purchases are subject to appropriation.</p>										
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" 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 <input type="checkbox"/> VBE Goals	NO GOALS ASSIGNED
ATTACHMENTS	Memorandum from Rick Gerla, Facilities Management Administrator	
REVIEW	Department Director: 	Date: 4/22/2021
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 10:38 am, Apr 23, 2021
	Division Manager: 	Date: 4-23-2021
	County Counselor's Office: 	Date: 4/28/2021

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.



JACKSON COUNTY
Facilities Management Division

Jackson County Courthouse
415 East 12th Street, Third Floor Mezzanine
Kansas City, Missouri 64106
jacksongov.org

(816) 881-3258
Fax: (816) 881-3583

MEMORANDUM

From: Rick Gerla Facilities Management Administrator

To: Keith Allen, Purchasing Department

Date: 1/29/2021

Subject: Spence Engineering Sole Source

Keith,

This memorandum is being prepared and submitted to request the use of Spence Engineering of Fenton, MO as a sole source vendor for HVAC parts relative to the Facilities Management Division's needs.

The Downtown Courthouse and The Jackson County Detention Center are provided heat via a steam system that is supplied to these buildings by a city provider. This steam is "stepped down" to a usable temperature utilizing high pressure valves that then route this steam to the individual radiator units in the respective complexes. These specific, high pressure valves are manufactured by Spence Engineering. Spence is also the manufacturer of a majority of the valves, bellows, and pilot valves that correspond to radiators throughout the county.

With the ongoing maintenance of these facilities, the Facilities Management Division has identified Spence Engineering as the solitary regional distributor and manufacturer of these types of equipment and are willing and able to ship them for next-day installation.

I am requesting Spence Engineering be designated as a sole source Term and Supply distributor for HVAC material and equipment.

Your consideration in this matter is greatly appreciated.

Thank you,

Rick Gerla
Facilities Management Administrator

Frank White, Jr., County Executive