

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20293

Sponsor(s): Crystal Williams

Date: November 4, 2019

OCT 22 2019

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| <p>SUBJECT</p> | <p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting a Resolution transferring \$35,900 within the Sheriff's Office budget and the purchase of Vehicles for the Sheriff's Office from the Missouri State Highway Patrol of Jefferson City, Missouri as an Acquisition from Other Government.</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>M \$35,900</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>M 0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>M \$35,900</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$35,900</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>TRANSFER FROM:</td> <td></td> </tr> <tr> <td>001-420-157110 General Fund, Sheriff's Office, Gasoline</td> <td>\$35,900</td> </tr> <tr> <td>TRANSFER TO:</td> <td></td> </tr> <tr> <td>001-4201-58120 General Fund, Sheriff's Office, Automobiles</td> <td>\$35,900</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 checked="" 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): Prior Year Actual Amount Spent (if applicable):</p> | Amount authorized by this legislation this fiscal year: | M \$35,900 | Amount previously authorized this fiscal year: | M 0 | Total amount authorized after this legislative action: | M \$35,900 | Amount budgeted for this item * (including transfers): | \$35,900 | Source of funding (name of fund) and account code number: | | TRANSFER FROM: | | 001-420-157110 General Fund, Sheriff's Office, Gasoline | \$35,900 | TRANSFER TO: | | 001-4201-58120 General Fund, Sheriff's Office, Automobiles | \$35,900 |
| Amount authorized by this legislation this fiscal year: | M \$35,900 | | | | | | | | | | | | | | | | | | |
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| 001-420-157110 General Fund, Sheriff's Office, Gasoline | \$35,900 | | | | | | | | | | | | | | | | | | |
| TRANSFER TO: | | | | | | | | | | | | | | | | | | | |
| 001-4201-58120 General Fund, Sheriff's Office, Automobiles | \$35,900 | | | | | | | | | | | | | | | | | | |
| <p>PRIOR LEGISLATION</p> | <p>Prior ordinances and (date): Prior resolutions and (date):</p> | | | | | | | | | | | | | | | | | | |
| <p>CONTACT INFORMATION</p> | <p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3258</p> | | | | | | | | | | | | | | | | | | |
| <p>REQUEST SUMMARY</p> | <p>The Sheriff's Office would like to purchase Used Fleet Vehicles from the Missouri State Highway Patrol. The two vehicles to be purchased are lower mileage vehicles that will replace two higher mileage vehicles from the existing fleet of vehicles.</p> <p>The purchase would be made pursuant to Section 1030.2 of the Jackson County Code, Acquisition from Other Government.</p> <p>The Sheriff's Office also requests the transfer of funds within their budget as follows:</p> <table border="0"> <tr> <td></td> <td style="text-align: right;">FROM:</td> <td style="text-align: right;">TO:</td> </tr> <tr> <td>001-4201-57110 General Fund, Sheriff's Office, Gasoline</td> <td style="text-align: right;">\$35,900</td> <td></td> </tr> <tr> <td>001-4201-58120 General Fund, Sheriff's Office, Automobiles</td> <td></td> <td style="text-align: right;">\$35,900</td> </tr> </table> | | FROM: | TO: | 001-4201-57110 General Fund, Sheriff's Office, Gasoline | \$35,900 | | 001-4201-58120 General Fund, Sheriff's Office, Automobiles | | \$35,900 | | | | | | | | | |
| | FROM: | TO: | | | | | | | | | | | | | | | | | |
| 001-4201-57110 General Fund, Sheriff's Office, Gasoline | \$35,900 | | | | | | | | | | | | | | | | | | |
| 001-4201-58120 General Fund, Sheriff's Office, Automobiles | | \$35,900 | | | | | | | | | | | | | | | | | |
| <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 type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A</p> | | | | | | | | | | | | | | | | | | |
| <p>COMPLIANCE</p> | <p><input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals Goals would not apply to this purchase <input type="checkbox"/> VBE Goals</p> | | | | | | | | | | | | | | | | | | |

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|-------------|---|----------------|
| ATTACHMENTS | Memorandum from Deputy Murphy of the Sheriff's Office and the Quote from the Missouri State Highway Patrol. | |
| REVIEW | Department Director: <i>Mage L. [Signature]</i> | Date: 10-18-19 |
| | Finance (Budget Approval) <i>[Signature]</i> If applicable | Date: 10/22/19 |
| | Division Manager: <i>[Signature]</i> | Date: 10-22-19 |
| | County Counselor's Office: <i>Bryan [Signature]</i> | Date: 10/30/19 |

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.

OFFICE OF THE JACKSON COUNTY

SHERIFF

INTER-OFFICE MEMO

To: Barb Casamento, Purchasing

From: Deputy Murphy, R/82/0339

Date: 10-01-19

Subject: Purchase of 2 Highway Patrol Vehicle's

Ms. Casamento,

The Sheriff's Office is requesting the purchase of two (2) used Dodge Chargers from the Missouri State Highway Patrol. The Chargers are both 2017 models with between 50 to 55 thousand miles. The cost for each vehicle will be \$17,950, totaling \$35,900.

The reason for the purchase of the vehicles is to replace Captain Covey and Captain Epperson's high mileage vehicles. Capt. Covey is currently driving a 2012 Dodge Charger with 100,665 miles and Capt. Epperson is currently driving a Dodge Charger with 127,432 miles.

The transfer of funds will be as follows: \$35,900 from 001-4201-57110 (gasoline) to 001-4201-58120 (automobiles).

Respectfully submitted,

Deputy Murphy

MISSOURI STATE HIGHWAY PATROL
Fleet & Facilities Division
P.O. Box 568
Jefferson City, MO 65102
VEHICLE SALES INVOICE

SHP-381E 07/13

Invoice Number:

Page 1 of 1

Under provisions of 43.260 RSMo, the Missouri State Highway Patrol is authorized to sell the following used vehicles.

(1) Year and Make of Vehicle: 2017 Dodge Charger AWD Title Number: _____
Serial Number: 2C3CDXKT3HH566246 P Number: 17312 Price: \$17,950.00
Comments: _____

(2) Year and Make of Vehicle: 2017 Dodge Charger AWD Title Number: _____
Serial Number: 2C3CDXKT2HH566223 P Number: 17463 Price: \$17,950.00
Comments: _____

(3) Year and Make of Vehicle: _____ Title Number: _____
Serial Number: _____ P Number: _____ Price: _____
Comments: _____

(4) Year and Make of Vehicle: _____ Title Number: _____
Serial Number: _____ P Number: _____ Price: _____
Comments: _____

(5) Year and Make of Vehicle: _____ Title Number: _____
Serial Number: _____ P Number: _____ Price: _____
Comments: _____

Agency: Jackson County MO.

Address: _____

By: _____ Title: _____ Date: _____

Upon receipt of a check in the amount of \$35,900.00, payable to the Missouri State Highway Patrol, title(s) to the above identified vehicle(s) will be transferred to the above buyer. No guarantee on the used vehicle(s) is expressed or implied by the Missouri State Highway Patrol.

MISSOURI STATE HIGHWAY PATROL

Sally Duhl
By

Fleet Control Coordinator
Title

9/30/19
Date