

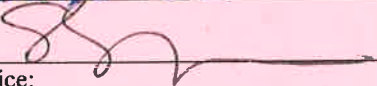


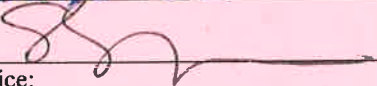


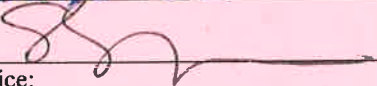


# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18545  
 Sponsor(s): Scott Burnett  
 Date: June 16, 2014

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <b>A RESOLUTION hiring Carter-Rice Communications to create a video in digital format documenting and celebrating the 40-year history of the Jackson County Legislature.</b></p>											
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="313 632 1516 856"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM/TO</td> <td>FROM ACCT 001-0112-56080</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:  <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: \$ _____                  Prior Year Budget (if applicable): _____                  Prior Year Actual Amount Spent (if applicable): _____</p>		Amount authorized by this legislation this fiscal year:	\$3,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$3,000	Amount budgeted for this item * (including transfers):	\$3,000	Source of funding (name of fund) and account code number; FROM/TO	FROM ACCT 001-0112-56080
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>											
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Auditor's Office – 816-881-3310</p>											
<p>REQUEST SUMMARY</p>	<p>Video of Legislative History                  Details regarding the scope of services are attached.</p>											
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>											
<p>ATTACHMENTS</p>	<p><b>Proposal Attached</b></p>											
<p>REVIEW</p>	<table border="1" data-bbox="313 1556 1536 1810"> <tr> <td>Department Director: </td> <td>Date: 6.6.14</td> </tr> <tr> <td>Finance (Budget Approval): If applicable </td> <td>Date: 6-10-14</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 6/11/14</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director: 	Date: 6.6.14	Finance (Budget Approval): If applicable 	Date: 6-10-14	Division Manager: 	Date: 6/11/14	County Counselor's Office:	Date:		
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Division Manager: 	Date: 6/11/14											
County Counselor's Office:	Date:											





CARTER-RICE  
communications

## **Professional Services Proposal for Jackson County, Missouri Jackson County Legislature Video**

**Submitted June 3, 2014**

### **Project Description:**

Carter-Rice Communications proposes to create a video in digital format documenting and celebrating the 40-year history of the Jackson County Legislature. Elements of the approximately 20-minute video include:

- Voice-over narration incorporating quotes from key Jackson County officials and civic leaders.
- Archival and original photography depicting key events, personalities, Jackson County buildings, parks, roads and other facilities
- Public domain musical soundtrack
- Appropriate titles, credits and graphics

### **Time Schedule:**

All work will be completed June through November 2014.

### **Scope of Work:**

- Work with Jackson County staff in conducting all necessary research of county archives, including photographs
- Interview key officials and civic leaders
- Perform original photography and archival copying where needed
- Write and edit script
- Edit narration and musical soundtrack
- Produce DVDs of video in quantity to be determined by Jackson County
- Arrange and conduct presentation at celebration event at a date to be determined by Jackson County

### **Compensation:**

Total compensation for this project will be \$3,000, including out-of-pocket expenses. Carter-Rice Communications will invoice Jackson County month for reimbursement for professional services and out-of-pocket expenses.

**Gary Panethiere**

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**From:** Jim Rice <jim\_rice@carter-rice.com>  
**Sent:** Friday, June 06, 2014 3:01 PM  
**To:** Gary Panethiere  
**Subject:** ADDITIONAL INFO

Per your request

Carter-Rice Communications  
P.O. Box 25251  
Kansas City, MO 64119

Fed I.D. 32-0387032



This email is free from viruses and malware because [avast! Antivirus](#) protection is active.

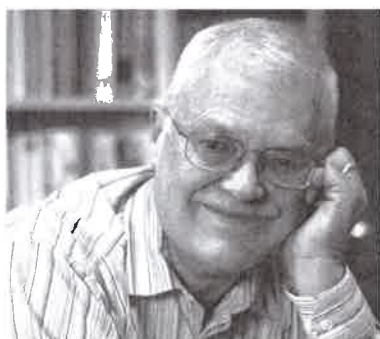


# CARTER-RICE

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## communications

### Jim Rice



Jim Rice is President of Carter-Rice Communications. He was formerly CEO and Senior Associate for Planning and Development at Northland Neighborhoods, Inc. (NNI). He has forty-eight years of government, health care management and community development experience. In 1980, he served as Executive Assistant to Richard Berkley, Mayor of Kansas City, Missouri. He came to that post from positions at Truman Medical Center and the City Manager's office in Kansas City. In 1970, Rice became the first assistant to the City Council in the history of Kansas City. He served for 23 years as Vice President, Community Affairs for Health Midwest before leaving there in 2003 to join NNI. Rice holds a master's degree in public administration from the University of Missouri-Kansas City. He has held graduate level faculty posts in public and health care administration with two area universities.

Rice is a past president of the Kansas City Chapter of the American Society for Public Administration. He has served on the boards of Starlight Theatre; the Southtown Council; the Downtown Council; Genesis School; MainCor; North Oak Corridor Plan Steering Committee (Co-Chair); Metropolitan Crime Commission; KCMO Economic Development & Incentive Policy Task Force; KC MO Charter Review Commission, the KCMO Municipal Revenue Commission, and the Greater Kansas City Community Foundation Task Force on the Arts.

Rice currently serves on boards and committees of the following organizations:

- Northland Regional Chamber - Planning and Development, Parks committees
- Board Member, Forward Kansas City
- Board Member, Citizens Association
- Southtown Council planning and development committee

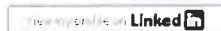
Riki Carter handles the administrative and technical end of Carter-Rice Communication's business. Riki has worked for nearly 30 years in advertising and marketing departments for a variety of industries and companies in the greater Kansas City area. Whatever her job title has been, she has always become a go-to tech person at work, and her love of graphic design found its way into her day-to-day tasks.

Riki is a passionate volunteer, and has often used volunteer positions to advance her skills and experience.

She is Microsoft Certified for Office products, including Word and Excel. She has had formal training for database administration.

She is an avid self-studier and is experienced in Adobe products.

Riki works as a virtual assistant for a variety of clients who may need some support staff, but aren't ready to bring on permanent employees yet. She also does marketing consultation work, with a special love for small businesses and startups.



### Riki Carter



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