

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18841

Sponsor(s): Alfred Jordan

Date: June 1, 2015

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Contract for Life Skills Training for the "Teens in Transition" Summer Program for the Jackson County, Missouri Prosecuting Attorney's Office to Michael Toombs of Kansas City, Missouri under the terms and conditions of Request for Proposal No. 24-15</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>\$36,100.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$36,100.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$36,100.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 001-4105-56790 General Fund, Teens in Transition Program, Other Contractual Services</td> <td>\$36,100.00</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:	\$36,100.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$36,100.00	Amount budgeted for this item * (including transfers):	\$36,100.00	Source of funding (name of fund) and account code number: 001-4105-56790 General Fund, Teens in Transition Program, Other Contractual Services	\$36,100.00		
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): N/A 4728 (April 27, 2015) Prior resolutions and (date): N/A</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>												
<p>REQUEST SUMMARY</p>	<p>The Prosecuting Attorney's Office requires Life Skills Training for the "Teens in Transition" Summer Program. The Purchasing Department issued Request for Proposal No. 24-15 in response to those requirements.</p> <p>A total of thirty-eight notifications were distributed and three responses were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>Respondent</th> <th>Amount</th> <th>Points Awarded</th> </tr> </thead> <tbody> <tr> <td>Michael Toombs, Kansas City, Missouri</td> <td>\$31,600.00</td> <td>88.2</td> </tr> <tr> <td>Young Life, Kansas City, Missouri</td> <td>\$30,000.00</td> <td>87.4</td> </tr> <tr> <td>Swope Corridor Renaissance, Kansas City, Missouri</td> <td>\$41,400.00</td> <td>36.4*</td> </tr> </tbody> </table> <p>*Not evaluated on pricing</p> <p>Points Awarded were based on the Respondent's Qualifications and Experience, References, Previous Successful Programs and Pricing.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Contract for Life Skills Training for the "Teens in Transition" Summer Program for the Prosecuting Attorney's Office to Michael Toombs of Kansas City, Missouri as the best proposal received.</p>	Respondent	Amount	Points Awarded	Michael Toombs, Kansas City, Missouri	\$31,600.00	88.2	Young Life, Kansas City, Missouri	\$30,000.00	87.4	Swope Corridor Renaissance, Kansas City, Missouri	\$41,400.00	36.4*
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<p>CLEARANCE</p>	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <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>												

ATTACHMENTS	The Abstract of Proposals Received, a Memorandum from Caleb Clifford of the Prosecuting Attorney's Office and the pertinent pages of Michael Toombs proposal.	
REVIEW	Department Director: <i>Jean Peters Baker</i>	Date: <i>5/18/15</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>5/19/15</i>
	Division Manager: <i>Mary Jo Brown</i>	Date: <i>5/27/15</i>
	County Counselor's Office:	Date:

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 PROSECUTOR'S INTEROFFICE MEMORANDUM

TO: MS. BARBARA CASAMENTO
FROM: CALEB CLIFFORD, DIRECTOR OF INTERGOVERNMENTAL AFFAIRS AND POLICY
SUBJECT: REQUEST FOR PROPOSALS
DATE: MAY 15, 2015
CC: MS. GINA ROBINSON, CHIEF OF OPERATIONS

Ms. Casamento:

After a careful review of all submissions our office has determined that it is in the best interest of our office and the County to engage in a contract with bidder Michael Toombs. Mr. Toombs proposal, coupled with his direct experience implementing such a program last year, dictate that he is the most qualified and provides the greatest product for the price proposed.

Within our office a committee was created to evaluate the proposals and scores were given according to Jackson County policy. Following that process scores were tabulated and Mr. Toombs' was determined to be the best bidder.

If you need any further information please let me know.

Sincerely,

/s/ Caleb Clifford

Caleb Clifford
Assistant Prosecuting Attorney
Director of Intergovernmental Affairs and Policy
Jackson County Prosecutor's Office