

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

~~Res~~ Ord No.: 5394

Sponsor(s): Theresa Cass Galvin

Date: August 31, 2020

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: Appropriating \$426,081 in CARES Act funding for use by various departments of the County to pay unanticipated COVID-19 costs for PPE, virtual meeting software, and signage, and health screenings at County facilities.															
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:75%;">Amount authorized by this legislation this fiscal year:</td> <td style="width:25%; text-align: right;">\$426,081</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$600,000</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$1,026,081</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$426,081</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td style="text-align: right; vertical-align: top;"><b>FROM ACCT:</b> \$426,081</td> </tr> <tr> <td>TO: <b>CARES Act Fund</b> 040-1001-57170 County Administration – Medical and Dental Supplies 040-1001-56060 County Administration – Medical Services 040-1001-56661 County Administration – Software Purchases 040-1001-57160 County Administration – Food 040-1001-57400 County Administration - Signs <b>Total:</b></td> <td style="text-align: right; vertical-align: top;"><b>TO ACCT:</b> \$232,443 \$190,960 \$990 \$660 \$1,028 <hr/>\$426,081</td> </tr> <tr> <td colspan="2">* If account includes additional funds for other expenses, total budgeted in the account is: \$</td> </tr> </table>		Amount authorized by this legislation this fiscal year:	\$426,081	Amount previously authorized this fiscal year:	\$600,000	Total amount authorized after this legislative action:	\$1,026,081	Amount budgeted for this item * (including transfers):	\$426,081	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$426,081	TO: <b>CARES Act Fund</b> 040-1001-57170 County Administration – Medical and Dental Supplies 040-1001-56060 County Administration – Medical Services 040-1001-56661 County Administration – Software Purchases 040-1001-57160 County Administration – Food 040-1001-57400 County Administration - Signs <b>Total:</b>	<b>TO ACCT:</b> \$232,443 \$190,960 \$990 \$660 \$1,028 <hr/> \$426,081	* If account includes additional funds for other expenses, total budgeted in the account is: \$	
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	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): N/A Prior Year Actual Amount Spent (if applicable): N/A															
PRIOR LEGISLATION	Prior ordinances and (date): #5367 + #5333 Prior resolutions and (date):															
CONTACT INFORMATION	RLA drafted by Troy Schulte, County Administrator at 881-1079															
REQUEST SUMMARY	This ordinance appropriates \$426,081 in CARES Act funding to the County Executive for the purchase of various basic needs of the County to address the COVID-19 pandemic. \$233,471 will be allocated for the purchase of additional masks, gloves, hand sanitizer, wet wipes, labels, paper towels, and disinfectant spray for the next five months through December of 2020. Virtual software expense of \$990, directional signage for \$1,028 and food for volunteers of \$660 is included as well. \$190,960 will be used to pay for temporary labor services to handle the daily temperature checks at the Downtown Courthouse, Family Courts, Truman Courthouse, Eastern Jackson County Courthouse, and the Albert Riederer Community Justice building from August through December of 2020. Previous ordinances allocated a total of \$600,000 for County-wide purchases of PPE, health screenings, and computer hardware and software.															
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A															



	<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      N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS	See attached budget summary	
REVIEW	Department Director: <i>Andy M. Shatto</i>	Date: 8/27/20
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> <small>By Mark Lang at 9:50 am, Aug 26, 2020</small>
	Division Manager: <i>Chief Administrative Officers</i> <i>[Signature]</i>	Date: 8/27/2020
	County Counselor's Office: <i>[Signature]</i>	Date: 8/27/20

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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$426,081

- 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.





	Vendor	Item	Quantity	Unit Price	Shipping	Total
<b>Medical Supplies</b>						
	Guardian	Associate Masks-KN 95	35,000	\$ 1.98	Inclusive	69,300
	Frontline	Associate Masks-KN 95	55,000	\$ 1.98	Inclusive	108,900
	Frontline	3-Ply Masks for Public entering Courthouses	20,000	\$ 0.53	Inclusive	10,600
	Frontline	500 each sm, med, lrg, xlrgr nitrile gloves	2,000	\$ 0.20	72.95	463
	Frontline	Sanitizer Gel for Standing Dispensers	720	\$ 14.58	341	10,841
	Frontline	Signs for Standing Dispensers	61	\$ 27.50	Included in above	1,678
	Frontline	Anti Bacterial Wet Wipes	63 cartons (2,646 Packets)	\$ 185.00	Inclusive	11,655
	J. Rieger & Co.	Hand Sanitizer				9,000
	Office Product Alliance	White Associate Labels	30 Pckts/5 months	\$ 6.95	Inclusive	1,043
	Office Product Alliance	Colored Labels	20 Pckts/5 months	\$ 4.24	Inclusive	424
	Office Product Alliance	Paper towels	2 cartons	\$ 25.66	Inclusive	52
	Office Product Alliance	Disinfectant Spray	10 boxes for 5 months	\$ 79.07	Inclusive	3,954
	Arrowhead Scientific	3-Ply Masks for Public entering Courthouses	2000	\$ 1.20		2,400
	Arrowhead Scientific	Latex and vinyl gloves				351
	Restaurant Depot	Latex and vinyl gloves				1,555
	Restaurant Depot	3-Ply Masks for Public entering Courthouses				229
					<b>Subtotal:</b>	<b>\$ 232,443</b>
<b>Signage</b>						
	Almar Printing	Signs for COVID-19 Awareness	28	\$ 11.64		326
	Corporate Copy Print	Directional & Informational Signage				702
					<b>Subtotal:</b>	<b>\$ 1,028</b>
<b>Medical Services</b>						
	A-List and AtWork	Temp Agencies-6 Temp Screeners-Regular hours	22 Weeks	\$7,000	N/A	154,000
	A-List and AtWork	Temp Agencies-6 Temp Screeners-Overtime hours	22 Weeks	\$1,680	N/A	36,960
					<b>Subtotal:</b>	<b>\$ 190,960</b>
<b>Volunteer Support</b>						
	Andre's Confiserie Suisse	Food for volunteers				660
					<b>Subtotal:</b>	<b>\$ 660</b>
<b>Virtual Software</b>						
	Lifesize Standard	virtual meeting platform	1	\$ 149.95		150
	Streamyard.com	Virtual meeting software	1	\$ 240.00		240
	Zoom. US	Zoom Access for County	4	\$ 149.90	Inclusive	600
					<b>Subtotal:</b>	<b>\$ 990</b>
					<b>Total:</b>	<b>426,081</b>