

Request for Legislative Action

Res. #21209
Sponsor: Megan L. Marshall
Date: March 27, 2023

Completed by County Counselor's Office			
Action Requested:	Resolution	Res.Ord No.:	21209
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	3/27/2023

Introduction
Action Items: ['Authorize']
Project/Title:
Authorizing the Purchase of Annual Software Maintenance Agreement pursuant to Jackson County Chapter 10, 1030.1, Sole Source, with Mitchell Humphrey Financial Management System (FMS) of St. Louis, MO for use by various Departments for Software Maintenance for 2023. This purchase is a Sole Source due to proprietary software maintenance.

Request Summary
The Financial Management System (FMS) Software is in need of annual maintenance and the Maintenance Agreement with Mitchell Humphrey of St. Louis, MO is in need of renewal. This software is utilized by various Departments and will be a total cost to the County of \$87,310. The software for the Annual Software Maintenance Agreement is considered a Sole Source purchase under Jackson County Chapter 10, 1030.1, Sole Source, as the maintenance can only be provided by the developer of the software.

Contact Information			
Department:	Finance	Submitted Date:	3/13/2023
Name:	Craig A. Reich	Email:	CReich@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3265

Budget Information			
Amount authorized by this legislation this fiscal year:		\$87,310	
Amount previously authorized this fiscal year:		\$ 0	
Total amount authorized after this legislative action:		\$87,310	
Is it transferring fund?		No	
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
001 (General Fund)	1404 (Finance)	56662 (Software Maintenance)	\$87,310

Request for Legislative Action

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
20886	February 28, 2022
20672	May 17, 2021
20406	June 15, 2020
20103	March 18, 2019
15550	June 27, 2005

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Sole Source
Core 4 Tax Clearance Completed:	Not Applicable
Certificate of Foreign Corporation Received:	Not Applicable
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Goals Not Applicable for following reason: Sole Source	
MBE:	.00%
WBE:	.00%
VBE:	.00%
Prevailing Wage	
Not Applicable	

Fiscal Information	
<ul style="list-style-type: none"> Funds sufficient for this appropriation and/or transfer are available from the source indicated on the budget information tab. 	

Request for Legislative Action

History

Submitted by Finance requestor: Craig A. Reich on 3/13/2023. Comments:

Approved by Department Approver Bob Crutsinger on 3/13/2023 12:22:44 PM. Comments:

Returned for more information by Purchasing Office Approver Barbara J. Casamento on 3/13/2023 12:45:36 PM. Comments: As discussed

Submitted by Requestor Craig A. Reich on 3/14/2023 10:12:18 AM. Comments: Provided requested information in title and summary.

Approved by Department Approver Bob Crutsinger on 3/14/2023 12:34:40 PM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 3/14/2023 1:08:39 PM. Comments:

Approved by Compliance Office Approver Lisa Honn on 3/15/2023 9:34:05 AM. Comments: Jaime and Ikeela are unable to complete this task due to technical issues. LH completing at the request of Jaime.

Approved by Budget Office Approver David B. Moyer on 3/15/2023 10:25:21 AM. Comments:

Approved by Executive Office Approver Troy Schulte on 3/16/2023 12:35:44 PM. Comments:

Approved by Counselor's Office Approver Jamesia Manning on 3/23/2023 10:52:12 AM. Comments:



DEPARTMENT OF FINANCE AND PURCHASING

Jackson County Courthouse
415 East 12th Street, Room 105
Kansas City, Missouri 64106
jacksongov.org

To: Craig Reich, Senior Buyer
From: Bob Crutsinger, Director of Finance and Purchasing
Date: March 8, 2023
Subject: RLA to approve Mitchell Humphrey Software maintenance for 2023

Mitchell Humphrey provides our software maintenance for FMS, our financial database application. FMS is used throughout Jackson County for our financial application, including budgeting, purchasing, accounts receivable, and payables. Mitchell Humphrey is the sole source for these software applications.

The 2023 maintenance is:

FMS	\$ 87,310.00
Account: 001-1404-56662	\$87,310.00



1285 Fern Ridge Parkway
St. Louis, Missouri 63141-4402

800 237-0028 • 314 991-2440
www.mitchellhumphrey.com

January 15, 2023

Jackson County
415 East 12th Street, Room G8
Kansas City, Missouri 64106
ccolter@jacksongov.org

Attn: Ms. Cheryl Colter

Reference:

Invoice No.: 44980000000018

Terms: Net 30 Days

I N V O I C E

Annual maintenance fee for FMS Software Products for the period
March 1, 2023 through February 28, 2024

87,310.00

Amount Due

\$87,310.00

Make check payable to Mitchell Humphrey & Co.

AFFIDAVIT

STATE OF MISSOURI)
) SS.
COUNTY OF SAINT LOUIS)

JOHN R. HOVEN of the city of SAINT LOUIS
County of SAINT LOUIS State of MISSOURI being duly sworn on her or his oath, deposes and says;

1. That I am the VICE PRESIDENT-ENGINEERING (Title of Affiant) of MITCHELL HUMPHREY & CO. (Name of Respondent) and have been authorized by said Respondent to make this Affidavit upon my best information and belief, after reasonable inquiry as to the representations herein.
2. No Officer, Agent or Employee of Jackson County, Missouri is financially interested directly or indirectly what Respondent is offering to sell to the County pursuant to this Invitation (though no representation is made regarding potential ownership of publicly traded stock of respondent).
3. If Respondent were awarded any contract, job, work or service for Jackson County, Missouri, no Officer, Agent or Employee of the County would be interested in or receive any benefit from the profit or emolument of such.
4. Either Respondent is duly listed and assessed on the tax rolls of Jackson County, Missouri and is not delinquent in the payment of any taxes due to the County or Respondent did not have on December 31, 2022 any property subject to taxation by the County and if respondent is duly listed and assessed on the tax rolls of Jackson County, Missouri, respondent agrees to permit an audit of its records, if requested by the Jackson County Director of Assessment, as they relate to the assessment of Business Personal Property.
5. Respondent has not participated in collusion or committed any act in restraint of trade, directly or indirectly, which bears upon anyone's response or lack of response to the Invitation.
6. Respondent certifies and warrants that Respondent or Respondent's firm/organization is not listed on the General Services Administration's Report of Debarred and/or Suspended Parties, or the State of Missouri and City of Kansas City, Missouri Debarment List.
7. Respondent certifies and affirms its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.
8. Respondent certifies and affirms that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

MITCHELL HUMPHREY & CO. (Name of Respondent)
By: [Signature] (Signature of Affiant)
VICE PRESIDENT-ENGINEERING (Title of Affiant)

Subscribed and sworn to before me this 13th day of MARCH, 2023

[Signature]
NOTARY PUBLIC in and for the County of ST. LOUIS (SEAL)
State of MISSOURI

My Commission Expires: NOVEMBER 8, 2023

CINDY BARI
Notary Public - Notary Seal
State of Missouri
Commissioned for St. Louis County
My Commission Expires: November 08, 2023
Commission Number: 11355891

Jackson County Missouri

Certificate of Compliance



In accordance with Jackson County Code Chapter(s) 6 and 10,
this Certificate of Compliance is hereby issued to:

Mitchell Humphrey & Co.
1285 Fern Ridge Pkwy Ste 140
Saint Louis, MO 63141
2023 Certificate: 20230310VC304

Issued: 2023-03-10

Expires: 2023-12-31

The above named firm/agency has met the following requirements:

Is duly listed and assessed on the tax rolls of Jackson County, Missouri and is not delinquent in the payment of any taxes due to the County, or did not have on December 31st of the previous year any property subject to taxation by the County

Attests and agrees to Chapter 6 of the Jackson County Code which prohibits discriminatory employment practices and promotes equal employment opportunity by contractors doing business with Jackson County.

Chief Compliance Review Officer
Jackson County Missouri
816-881-3302
compliance@jacksongov.org