

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19388

Sponsor(s): Tony Miller

Date: February 13, 2017

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Director of Finance and Purchasing to execute an Agreement with Central Jackson County Training and EMS Education Center for Facility Use at a cost to the County not to exceed \$300.</u></p>										
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="310 531 1192 814"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$300</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>\$300</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$300</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: Park Fund- Office of the Director- Meeting Expense 003-1601-56160</td> <td>\$300</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:	\$300	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$300	Amount budgeted for this item * (including transfers):	\$300	Source of funding (name of fund) and account code number: Park Fund- Office of the Director- Meeting Expense 003-1601-56160	\$300
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by Michele Newman, Director, Jackson County Parks + Rec; 503-4820</p>										
<p>REQUEST SUMMARY</p>	<p>The Parks + Rec Department is requesting approval of a Facility Use Agreement with <u>Central Jackson County Training and EMS Education Center</u> for the purpose of using their training auditorium for two upcoming Jackson County Parks + Rec Training Events at a cost of \$150/ea.</p> <p>The attached Agreement includes indemnification language that requires the approval of the Legislature.</p> <p>The rental fees will be processed on a Purchase Order under Section 1030.5 - Purchases of less than \$5,000.000 of the Jackson County Code.</p>										
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<p>ATTACHMENTS</p>	<p>Facility Use Agreement from Central Jack Fire Protection District; Memorandum from Michele Newman, Director, Parks + Rec Department</p>										
<p>REVIEW</p>	<p>Department Director: _____ Date: _____</p>										

	Finance (Budget Approval): <i>If applicable</i>	<i>Mary Rasmussen</i>	Date: <i>2/7/17</i>
	Division Manager	<i>[Signature]</i>	Date: <i>2-7-17</i>
	County Counselor's Office:	<i>[Signature]</i>	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 Parks + Rec

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

To: Barbara Casamento, Purchasing Supervisor

From: Michele Newman, Director 

Date: February 6, 2017

Re: Facility Use Agreement with Central Jack Fire Protection District

Jackson County Parks + Rec hosts two annual trainings for our staff that require an auditorium-type setting with access to audio visual equipment. The Central Jackson County Training and EMS Education Center located at 1450 West US 40 Highway, Blue Springs, Mo, provides an ideal setting and location for our staff. The rental cost for the entire day is \$150 per event. They will also allow us to bring in outside food and beverage, which is a plus.

The proposed agreement includes indemnification language that requires Legislative approval.

Please don't hesitate to contact me if further information is needed.



Frank White, Jr., County Executive