

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18624

Sponsor(s): Theresa Garza-Ruiz

Date: October 6, 2014

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the County Executive to Execute an Addendum to the Consulting Agreement with John Q. Ebert and Associates of Bluffton, OH, at an additional cost to the County not to exceed \$60,000.00.</u></p>												
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="324 546 1201 861"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$60,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$40,000.00</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$100,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$100,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT</td> </tr> <tr> <td>045-4500-56080</td> <td>TO ACCT</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): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$60,000.00	Amount previously authorized this fiscal year:	\$40,000.00	Total amount authorized after this legislative action:	\$100,000.00	Amount budgeted for this item * (including transfers):	\$100,000.00	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT	045-4500-56080	TO ACCT
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): Resolution 18541, dated June 9, 2014</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Lisa Honn, 881-3593</p>												
<p>REQUEST SUMMARY</p>	<p>The Assessment Department requires the services of a highly qualified, nationally recognized, experienced consultant with Assessor experience. The Director of Finance and Purchasing issued Request for Proposal No. 45-14 and Legislature awarded a twelve-month contract with one twelve-month options to extend, for these services, to John Q. Ebert and Associates.</p> <p>The Assessment Department now desires to expand the scope of services provided by Ebert and Associates at an additional cost. Ebert & Associates will provide additional services related to the 2015 re-assessment process, at an additional cost in the amount of \$60,000. This request is to authorize the County Executive to execute an Addendum to the Consulting Agreement with Ebert and Associates for these additional services.</p> <p>The availability of funds for future period is subject to annual appropriation.</p>												
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department)</p>												

	<input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS		
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager: <i>for Calvin Willesford</i>	Date: <i>10-1-14</i>
	County Counselor's Office:	Date: <i>9/30/14</i>

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.

Res. 18624

Scope of Services (As Amended)

- In conjunction with and additional to the professional services of the Company as provided in the original Scope of Services, the following services shall be provided:
 - Company shall provide the professional services of Mr. John Q. Ebert as the Lead Consultant and Manager of the County's 2015 Reappraisal.
 - Company shall provide professional services redundant to Mr. Ebert to assure an ongoing on-site continuation of Mr. Ebert's leadership if and when Mr. Ebert is unable to be on-site.
 - Company shall engage the Assessment Department appraisal and technical support staff with the view of rendering them self-sustainable for supporting the new processes ongoing.
 - In addition to directing and serving the 2015 Reappraisal, the Company shall detail, with recommendation, the principal options to the County for best accomplishing the 2017 Reassessment.

Compensation (As Amended)

- For the professional services as set forth regarding the Scope of Services (as Amended), the Company will be compensated a total of Sixty-Thousand Dollars (\$60,000.00) over the three months period of this Amended Agreement.
Payable:
 - \$10,000 upon the effective date of this Agreement Amendment
 - \$10,000, October 31, 2014
 - \$20,000, November 30, 2014
 - \$20,000, December 31, 2014