

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:
 Res. ~~OR~~ No.: 20406
 Sponsor(s): Charlie Franklin
 Date: April 20, 2020

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Authorizing the Purchase of Annual Software Maintenance Agreement for the use by Various County Departments from Mitchell Humphrey at a total cost to the County of \$100,621 as a Sole Source purchase.</u>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$100,621</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 style="text-align: right;">\$100,621</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$100,621</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 001-1305-56662 General Fund, Assessment, Software Maintenance</td> <td style="text-align: right; vertical-align: bottom;">\$100,621</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> 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): \$99,885 Prior Year Actual Amount Spent (if applicable): \$99,885	Amount authorized by this legislation this fiscal year:	\$100,621	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$100,621	Amount budgeted for this item * (including transfers):	\$100,621	Source of funding (name of fund) and account code number: 001-1305-56662 General Fund, Assessment, Software Maintenance	\$100,621
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PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date): 20103 March 18, 2019; 15550, 6/27/2005;										
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Craig Reich, Senior Buyer, 881-3265										
REQUEST SUMMARY	The Annual Software Maintenance Agreement for Various County Departments are expiring and need to be renewed. The maintenance agreements support critical application necessary for County business. The software for the Annual Software Maintenance Agreements are considered Sole Source purchases, as the maintenance can only be provide by the developer of the software. <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Vendor Name and Location</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td>Mitchell Humphrey, St. Louis, MO</td> <td style="text-align: right;">\$100,621</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$100,621</td> </tr> </tbody> </table> <p>Pursuant to Section 1030.1 of the Jackson County Code,. The Director of Finance and Purchasing recommends the Purchase of Annual Software Maintenance Agreement for the use by Various County Department at a total cost to the County of \$100,621 as Sole Source purchases.</p>	Vendor Name and Location	Amount	Mitchell Humphrey, St. Louis, MO	\$100,621	Total	\$100,621				
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Mitchell Humphrey, St. Louis, MO	\$100,621										
Total	\$100,621										
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department)N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A										
COMPLIANCE	<input type="checkbox"/> MBE Goals N/A <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals N/A										
ATTACHMENTS	Information Technology Memorandum, vendor's invoices, Affidavit, Certificate of Compliance										

REVIEW	Department Director: <i>ML</i>	Date: 3/30/2020
	Finance (Budget Approval): <i>If applicable</i>	APPROVED By Mark Lang at 4:09 pm, Mar 31, 2020
	Division Manager: <i>[Signature]</i>	Date: 4/1/2020
	County Counselor's Office: <i>Jay - County</i>	Date: 4/1/20

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:

- 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.



**Department of
INFORMATION TECHNOLOGY
JACKSON COUNTY, MISSOURI**

816-881-3151

415 EAST 12TH STREET, ROOM G-8
KANSAS CITY, MO 64108

TO: CRAIG REICH, SENIOR BUYER

FROM: MICHAEL ERICKSON, DIRECTOR OF IT AND GIB *MEB*

DATE: FEBRUARY 10, 2020

RE: RLA TO APPROVE MITCHELL HUMPHREY SOFTWARE MAINTENANCE FOR 2020

Mitchell Humphrey Software provides our software maintenance for FastTrackGov and FMS, our financial database application. FastTrakGov is used by Environmental Health. FMS is used throughout Jackson County for our financial applications including budgeting, purchasing, accounts receivable and payables.

The 2020 maintenance is:

FMS	\$77,965.00
FastTrackGov	<u>22,656.00</u>
2020 total	\$100,621.00

Account: 001-1305-56662

This is a sole source request of proprietary software that can only be maintained by Mitchell Humphrey Software.



1285 Fern Ridge Parkway
St. Louis, Missouri 63141-4408

800 297-0028 • 314 991-2440
www.mitchellhumphrey.com

January 15, 2020

Jackson County
415 East 12th Street, Room G8
Kansas City, MO 64106

Attn: Mr. Michael G. Ohlson-Dicus

Invoice No.: 11058000000006
Terms: Net 30 Days

Reference:

I N V O I C E

FastTrackGov Annual Software as a Service fee for the period March 1, 2020
through February 28, 2021

FTG Base Annual Software Service Fee: \$21,798.35 (CPI increase of 2.1%)

FTG Additional User: \$857.65 (CPI increase of 2.1%)

22,656.00

Amount Due

\$22,656.00

Make check payable to Mitchell Humphrey & Co.

AFFIDAVIT

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

KIM A. SCHAEFER 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 PRESIDENT/COO (Title of Affiant) of MITCHELL HUMPHREY & CO. (Name of Bidder) and have been authorized by said Bidder 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 Bidder is offering to sell to the County pursuant to this Invitation (though no representation is made regarding potential ownership of publicly traded stock of bidder).

3. If Bidder 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 Bidder 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 Bidder did not have on December 31, 2019, any property subject to taxation by the County and if bidder is duly listed and assessed on the tax rolls of Jackson County, Missouri, bidder 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. Bidder 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. Bidder certifies and warrants that Bidder or Bidder's firm/organization is not listed on the General Services Administration's Report of Debarred and/or Suspended Parties.

7. Bidder 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. Bidder 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 Bidder)
By: [Signature] (Signature of Affiant)
President/Chief Oper. Off. (Title of Affiant)

Subscribed and sworn to before me this 15th day of JANUARY, 2020

Cindy Bari
NOTARY PUBLIC in and for the County of ST. LOUIS (SEAL)
State of MISSOURI

My Commission Expires: NOVEMBER 8, 2023





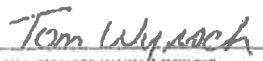
**Jackson County, Mo
Certificate of Compliance**

**Issued To:
Mitchell Humphrey & Co.**

Who is found to be in compliance with Chapter 4 Jackson County Code which prohibits discriminatory employment practices and promotes equal employment opportunity by contractors doing business with Jackson County.

This certificate is effective for a twelve (12) month period following its date of execution.

Executed this 1st day of January, 2020.


COMPLIANCE REVIEW OFFICER
JACKSON COUNTY, MISSOURI

Certificate ID: 1912091048TV1727