

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION transferring \$61,634.00 within the 2009 General Fund for the transition of the contracted janitorial services to an in-house program.

RESOLUTION #17099, December 1, 2009

INTRODUCED BY Bob Spence, County Legislator

WHEREAS, janitorial services are currently provided by an outside contractor; and,

WHEREAS, Facilities Management, a division of the Public Works Department, intends to take over the responsibilities with existing staff and with the addition of three employees; and,

WHEREAS, a transfer is necessary to cover the costs of janitorial equipment, cleaning supplies, and restroom supplies; and,

WHEREAS, the County Executive recommends this transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2009 General Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
001-1204	58020 - Buildings & Improve	\$30,000	
001-1205	58020 - Buildings & Improve	\$ 1,948	

001-1205	57340 - Paint & Supplies	\$ 1,500	
001-1205	57360 - Electrical Supplies	\$ 300	
001-1205	56510 - Maint & Rprs Build	\$ 6,000	
001-1206	58020 - Buildings & Improve	\$ 465	
001-1207	56510 - Maint & Rprs Build	\$ 1,000	
001-1207	56730 - Janitor & Extermin	\$ 488	
001-1207	57360 - Electrical Supplies	\$ 2,000	
001-1207	57370 - Building Oper Supplies	\$ 8,500	
001-1204	56730 - Janitor & Extermin	\$ 5,932	
001-1205	56730 - Janitor & Extermin	\$ 2,587	
001-1207	56730 - Janitor & Extermin	\$ 914	
001-1204	57370 - Building Oper Supplies		\$61,634

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

Pamela Fellin
Deputy/Assistant County Counselor

Acting County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17099 of December 1, 2009, was duly ~~passed~~^{dropped} on February 8, _____, 2009 by the Jackson County Legislature. The votes thereon were as follows:

Yeas _____ Nays _____
Abstaining _____ Absent _____

Date

Mary Jo Spino, Clerk of Legislature

Funds sufficient for this transfer are available from the source indicated below.

ACCOUNT NUMBER: 001 1204 58020
ACCOUNT TITLE: General Fund
Facilities Management KC
Buildings & Improvements
NOT TO EXCEED: \$30,000.00

ACCOUNT NUMBER: 001 1205 58020
ACCOUNT TITLE: General Fund
Facilities Management - Independence
Buildings & Improvements
NOT TO EXCEED: \$1,948.00

ACCOUNT NUMBER: 001 1205 57340
ACCOUNT TITLE: General Fund
Facilities Management - Independence
Paint & Supplies
NOT TO EXCEED: \$1,500.00

ACCOUNT NUMBER: 001 1205 57360
ACCOUNT TITLE: General Fund
Facilities Management - Independence
Electrical Supplies
NOT TO EXCEED: \$300.00

ACCOUNT NUMBER: 001 1205 56510
ACCOUNT TITLE: General Fund
Facilities Management - Independence
Maintenance & Repairs Buildings
NOT TO EXCEED: \$6,000.00

ACCOUNT NUMBER: 001 1206 58020
ACCOUNT TITLE: General Fund
Facilities Management - Independence Square
Buildings & Improvements
NOT TO EXCEED: \$465.00

ACCOUNT NUMBER: 001 1207 56510
ACCOUNT TITLE: General Fund
Facilities Management - Community Justice Building
Maintenance & Repairs Buildings
NOT TO EXCEED: \$1,000.00

ACCOUNT NUMBER: 001 1207 56730
ACCOUNT TITLE: General Fund
Facilities Management - Community Justice Building
Janitor & Extermination
NOT TO EXCEED: \$488.00

ACCOUNT NUMBER: 001 1207 57360
ACCOUNT TITLE: General Fund
Facilities Management - Community Justice Building
Electrical Supplies
NOT TO EXCEED: \$2,000.00

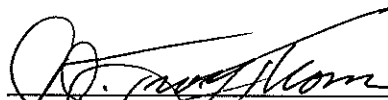
ACCOUNT NUMBER: 001 1207 57370
ACCOUNT TITLE: General Fund
Facilities Management - Community Justice Building
Building Operating Supplies
NOT TO EXCEED: \$8,500.00

ACCOUNT NUMBER: 001 1204 56730
ACCOUNT TITLE: General Fund
Facilities Management - Kansas City
Janitor & Extermination
NOT TO EXCEED: \$5,932.00

ACCOUNT NUMBER: 001 1205 56730
ACCOUNT TITLE: General Fund
Facilities Management - Independence
Janitor & Extermination
NOT TO EXCEED: \$2,587.00

ACCOUNT NUMBER: 001 1207 56730
ACCOUNT TITLE: General Fund
Facilities Management - Community Justice Building
Janitor & Extermination
NOT TO EXCEED: \$914.00

November 24, 2009
Date


Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION


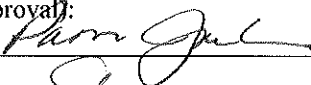
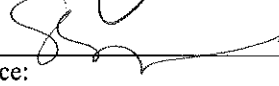
Completed by County Counselor's Office:

Res/Ord No.: 17099

Sponsor(s): Bob Spence

Date: December 1, 2009

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Facilities Management Janitorial project</u></p>																																																
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$61,634</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$61,634</td> </tr> <tr> <td>Amount budgeted for this item *:</td> <td style="text-align: right;">\$61,634</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number</td> </tr> <tr> <td colspan="2"><u>General Fund, Facilities Management KC</u></td> </tr> <tr> <td>001-1204-58020 Bldg Improvement</td> <td style="text-align: right;">30,000</td> </tr> <tr> <td colspan="2"><u>General Fund, Facilities Management Indep</u></td> </tr> <tr> <td>001-1205-58020 Bldg Improvement</td> <td style="text-align: right;">1,948</td> </tr> <tr> <td>001-1205-57340 Paint Supplies</td> <td style="text-align: right;">1,500</td> </tr> <tr> <td>001-1205-57360 Electrical Supplies</td> <td style="text-align: right;">300</td> </tr> <tr> <td>001-1205-56510 Maint/Repair Bldgs</td> <td style="text-align: right;">6,000</td> </tr> <tr> <td colspan="2"><u>General Fund, Facilities Management Indep Square</u></td> </tr> <tr> <td>001-1206-58020 Bldg Improvement</td> <td style="text-align: right;">465</td> </tr> <tr> <td colspan="2"><u>General Fund, Facilities Management CJB</u></td> </tr> <tr> <td>001-1207-56510 Maint/Repair Bldgs</td> <td style="text-align: right;">1,000</td> </tr> <tr> <td>001-1207-56730 Janitorial/Exterminating</td> <td style="text-align: right;">488</td> </tr> <tr> <td>001-1207-57360 Electrical Supplies</td> <td style="text-align: right;">2,000</td> </tr> <tr> <td>001-1207-57370 Bldg Oper Supplies</td> <td style="text-align: right;">8,500</td> </tr> <tr> <td colspan="2"><u>Add'l Savings from PO's that will be closed out:</u></td> </tr> <tr> <td>001-1204-56730 Gen Fund Fac Mgmt KC Janitorial/Exterminating</td> <td style="text-align: right;">5,932</td> </tr> <tr> <td>001-1205-56730 Gen Fund Fac Mgmt Ind Janitorial/Exterminating</td> <td style="text-align: right;">2,587</td> </tr> <tr> <td>001-1207-56730 Gen Fund Fac Mgmt CJB Janitorial/Exterminating</td> <td style="text-align: right;">914</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right; border-top: 1px solid black;">\$61,634</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p>Prior Year Budget (if applicable): n/a Prior Year Actual Amount Spent (if applicable): n/a</p>	Amount authorized by this legislation this fiscal year:	\$61,634	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$61,634	Amount budgeted for this item *:	\$61,634	Source of funding (name of fund) and account code number		<u>General Fund, Facilities Management KC</u>		001-1204-58020 Bldg Improvement	30,000	<u>General Fund, Facilities Management Indep</u>		001-1205-58020 Bldg Improvement	1,948	001-1205-57340 Paint Supplies	1,500	001-1205-57360 Electrical Supplies	300	001-1205-56510 Maint/Repair Bldgs	6,000	<u>General Fund, Facilities Management Indep Square</u>		001-1206-58020 Bldg Improvement	465	<u>General Fund, Facilities Management CJB</u>		001-1207-56510 Maint/Repair Bldgs	1,000	001-1207-56730 Janitorial/Exterminating	488	001-1207-57360 Electrical Supplies	2,000	001-1207-57370 Bldg Oper Supplies	8,500	<u>Add'l Savings from PO's that will be closed out:</u>		001-1204-56730 Gen Fund Fac Mgmt KC Janitorial/Exterminating	5,932	001-1205-56730 Gen Fund Fac Mgmt Ind Janitorial/Exterminating	2,587	001-1207-56730 Gen Fund Fac Mgmt CJB Janitorial/Exterminating	914	Total	\$61,634
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): none Prior resolutions and (date): none</p>																																																
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Marilyn Scothorne, Office Administrator, 881-3258</p>																																																
<p>REQUEST SUMMARY</p>	<p>Facilities Management, a division of Public Works Dept., requests a resolution to authorize transferring funds from accounts listed above into General Fund, Facilities Management KC Bldg Operating Supplies 001-1204-57370 for the purchase of janitorial equipment, cleaning supplies, and restroom supplies including paper products and hand soap.</p> <p>Keeping with the budgetary constraints, effective December 21, 2009, contracted janitorial service will be terminated. Janitorial responsibilities will be shifted to Facilities Management and will be performed by existing staff with the addition of three employees (two in Kansas City and one in Independence).</p> <p>The buildings affected are the Kansas City Courthouse, Independence Annex, Examiner Building, Tech Center, Old Truman Courthouse, and the Jackson County Election Board.</p>																																																

CLEARANCE	<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)	
ATTACHMENTS	none	
REVIEW	Department Director: Jerry A Page, PE 	Date: 11/23/2009
	Finance (Budget Approval): If applicable 	Date: 11/23/09
	Division Manager: 	Date: 11/23/09
	County Counselor's Office:	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:
001-1204-58020	General Fund. Facilities Management KC Building Improvement	30,000
001-1205-58020	General Fund. Facilities Management Indep Building Improvement	1,948
001-1205-57340	General Fund. Facilities Management Indep Paint Supplies	1,500
001-1205-57360	General Fund. Facilities Management Indep Electrical Supplies	300
001-1205-56510	General Fund. Facilities Management Indep Maint/Repair Buildings	6,000
001-1206-58020	General Fund. Facilities Management Indep Square Building Improvement	465
001-1207-56510	General Fund. Facilities Management CJB Maint/Repair Buildings	1,000
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<u>Savings from PO's that will be closed out:</u>		
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		<u>\$61,634</u>

- 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.

