

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18934

Sponsor(s): Scott Burnett

Date: September 21, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the award of a Contract for the furnishing of Consulting and Training Services on the Mobile Assessor Software Program for the Assessment Department to Data Cloud Solutions of Springfield, Ohio as a Sole Source.</u></p>																
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$15,000.00</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>\$15,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$15,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:045-4500-56080</td> <td></td> </tr> <tr> <td>Assessment Fund, Non-Departmental, Other Professional Services</td> <td>\$15,000.00</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:	\$15,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$15,000.00	Amount budgeted for this item * (including transfers):	\$15,000.00	Source of funding (name of fund) and account code number:045-4500-56080		Assessment Fund, Non-Departmental, Other Professional Services	\$15,000.00				
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PRIOR LEGISLATION	<p>Prior ordinances and (date): _____ Prior resolutions and (date): 18473, April 7, 2014</p>																
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																
REQUEST SUMMARY	<p>The Assessment Department purchased the Mobile Assessor Software Program from Data Cloud Solutions of Springfield, Ohio as a Sole Source purchase via Resolution No. 18473 dated April 7, 2014. The Mobile Assessor Software Program has helped the Assessment Department increase efficiency, productivity and accountability of its appraisal process. The Assessment Department has an ongoing need for Consulting and Training Services related to the Mobile Assessor Software Program and Data Cloud Services, as the developer of this Software Program, would be considered a Sole Source.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a contract for the furnishing of Consulting and Training Services for the Assessment Department to Data Cloud Solutions of Springfield, Ohio as a Sole Source.</p>																
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																
ATTACHMENTS	<p>Sole Source Memorandum from Jeph BurroughsScanlon, Deputy Director of Assessment</p>																
REVIEW	<table border="1"> <tr> <td>Department Director:</td> <td><i>Jeph Burroughs Scanlon</i></td> <td>Date:</td> <td>9/9/2015</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td><i>Keith Allen</i></td> <td>Date:</td> <td>9.9.15</td> </tr> <tr> <td>Division Manager:</td> <td><i>Calvin Williford</i></td> <td>Date:</td> <td>9/9/15</td> </tr> <tr> <td>County Counselor's Office:</td> <td><i>Thank You 9/15/15 Brown</i></td> <td>Date:</td> <td></td> </tr> </table>	Department Director:	<i>Jeph Burroughs Scanlon</i>	Date:	9/9/2015	Finance (Budget Approval): <i>If applicable</i>	<i>Keith Allen</i>	Date:	9.9.15	Division Manager:	<i>Calvin Williford</i>	Date:	9/9/15	County Counselor's Office:	<i>Thank You 9/15/15 Brown</i>	Date:	
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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:
045-4500-56080	Other Professional	\$ 15,000

- 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.

**ASSESSMENT DEPARTMENT****JACKSON COUNTY**(816) 881-3239
Fax: (816) 881-1388JACKSON COUNTY COURTHOUSE
415 EAST 12TH STREET, FIRST FLOOR MEZZANINE
KANSAS CITY, MISSOURI 64106
WWW.JACKSONGOV.ORG

FROM: Jeph BurroughsScanlon, Deputy Director of Assessment
TO: Q. Troy Thomas, Director of Finance and Purchasing
CC: Barbara Casamento
DATE: September 3, 2015
RE: Daniel Anderson and Data Cloud Solutions

The Assessment Department has an ongoing need to obtain consultation/training services related to Mobile Assessor. Mobile Assessor is a product offered by Daniel Anderson of Data Cloud Solutions. The Jackson County Assessment Department has been actively engaged in the use of this product for nearly two years. This product has helped the Assessment Department increase efficiency and productivity for field and clerical staff; enable supervisors to generate a variety of specific reports; improve staff accountability and credibility; supplement existing processes; enhance sales verification procedures and increase the accuracy of assessments.

We are familiar with Daniel Anderson and Data Cloud Solutions, they have been engaged with Jackson County Assessment in this capacity for nearly two years and we are unaware of any other similar company who can offer the same services in an immediate manner as required for the seamless and consistent work of the ongoing reappraisal process. I believe it would be an undue burden on the department to seek out a new consultant and to bring that consultant up to speed in the short period of time needed. For these reasons we believe Daniel Anderson and Data Cloud Solutions to be a sole source vendor for the specific services we need.