

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20471

Sponsor(s): Ronald E. Finley

Date: August 10, 2020

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|---|--|---|---------------------|--|---|--|-------------------|--|-------------------|---|--|--|----------|
| SUBJECT | Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance Project/Title: <u>Authorizing the purchase of an Annual Maintenance Agreement for use by the Sheriff's Office from Omnigo Software of St. Louis, Missouri in the amount of \$66,934 as a Sole Source purchase.</u> | | | | | | | | | | | | |
| 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>\$66,934</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>\$66,934</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$66,934</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>001-4201-5662 General Fund, Sheriff's Office, Software Maintenance</td> <td>\$66,934</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): _____ Prior Year Actual Amount Spent (if applicable): _____ | Amount authorized by this legislation this fiscal year: | \$66,934 | Amount previously authorized this fiscal year: | | Total amount authorized after this legislative action: | \$66,934 | Amount budgeted for this item * (including transfers): | \$66,934 | Source of funding (name of fund) and account code number: | | 001-4201-5662 General Fund, Sheriff's Office, Software Maintenance | \$66,934 |
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| Total amount authorized after this legislative action: | \$66,934 | | | | | | | | | | | | |
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| 001-4201-5662 General Fund, Sheriff's Office, Software Maintenance | \$66,934 | | | | | | | | | | | | |
| PRIOR LEGISLATION | Prior ordinances and (date): _____ Prior resolutions and (date): 20267, September 23, 2019 | | | | | | | | | | | | |
| CONTACT INFORMATION | RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253 | | | | | | | | | | | | |
| REQUEST SUMMARY | The Sheriff's Office requires a Maintenance Agreement on their Records Management and CAD Software Systems used in their Dispatching System. Omnigo is considered a Sole Source as they are the original developer and owner of the software and would provide maintenance and upgrades on the software. Pursuant to Section 1030.1 of the Jackson County Code, the Sheriff's Office and the Purchasing Department recommend the purchase of the Annual Software Maintenance Agreement for use by the Sheriff's Office from Omnigo Software of St. Louis, Missouri in the amount of \$66,934 as a Sole Source purchase. | | | | | | | | | | | | |
| CLEARANCE | <input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) | | | | | | | | | | | | |
| COMPLIANCE | <input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals No goals assigned <input type="checkbox"/> VBE Goals | | | | | | | | | | | | |
| ATTACHMENTS | A Sole Source Memorandum submitted by Sgt. Danny Barnes of the Sheriff's Office and the invoice from Omnigo for the Maintenance Agreement renewal. | | | | | | | | | | | | |
| REVIEW | <table border="1"> <tr> <td>Department Director: <i>[Signature]</i></td> <td>Date: 07-31-2020</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>APPROVED By Mark Lang at 4:41 pm, Jul 31, 2020</td> </tr> <tr> <td>Division Manager: <i>[Signature]</i></td> <td>Date: 8-4-2020</td> </tr> <tr> <td>County Counselor's Office: <i>[Signature]</i></td> <td>Date: 8-6-2020</td> </tr> </table> | Department Director: <i>[Signature]</i> | Date: 07-31-2020 | Finance (Budget Approval): <i>If applicable</i> | APPROVED By Mark Lang at 4:41 pm, Jul 31, 2020 | Division Manager: <i>[Signature]</i> | Date: 8-4-2020 | County Counselor's Office: <i>[Signature]</i> | Date: 8-6-2020 | | | | |
| Department Director: <i>[Signature]</i> | Date: 07-31-2020 | | | | | | | | | | | | |
| Finance (Budget Approval): <i>If applicable</i> | APPROVED By Mark Lang at 4:41 pm, Jul 31, 2020 | | | | | | | | | | | | |
| Division Manager: <i>[Signature]</i> | Date: 8-4-2020 | | | | | | | | | | | | |
| County Counselor's Office: <i>[Signature]</i> | Date: 8-6-2020 | | | | | | | | | | | | |

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.

Fiscal Note:

This expenditure was included in the Annual Budget.

PC# _____

Date: July 31, 2020

RES # 20471

| Department / Division | Character/Description | Not to Exceed |
|-----------------------|-----------------------|---------------|
|-----------------------|-----------------------|---------------|

001 General Fund

| | | |
|-----------------|-------------------------------|-----------------|
| 4201 Sheriff | 56662 Software Maintenance | \$ 66,935 |
|-----------------|-------------------------------|-----------------|

\$ 66,935

APPROVED
By Mark Lang at 4:41 pm, Jul 31, 2020

Budget Office