




REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 18292
 Sponsor(s): Scott Burnett
 Date: November 4, 2013

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Declaring certain personal property as Surplus and authorizing its disposal pursuant to Chapter 11 of the Jackson County Code.</u>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION: <input checked="" 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:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:	
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Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number:											
PRIOR LEGISLATION	Prior ordinances and (date): N/A Prior resolutions and (date): N/A										
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253										
REQUEST SUMMARY	Circuit Court, Department of Corrections, Parks + Rec, Assessment and IT have requested Purchasing assist in disposing of unusable personal property. The Director of Finance and Purchasing recommends the unusable personal property on the attached Exhibits A thru O be declared surplus and unusable personal property and disposal in accordance with Chapter 11 of the Jackson County Code, 1984, be authorized. Disposal Plans: The disposal plan for the vehicles and computer items at Circuit Court; computer items at IT; one vehicle and kitchen equipment at Corrections; the kitchen equipment, boats and outboard motors at Parks + Rec are all scheduled for disposal with Affiliated Auctioneers, our contracted auction company for surplus disposal. The disposal plan for the tilt skillet at Corrections is to recycle the skillet for its scrap metal. All proceeds must be credited to the General Fund per Chapter 5, Section 535.2 of the County Code.										
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	Surplus Declaration Forms: Exhibits A – O and a letter from the Kansas City Zoo requesting the donation of the Corrections vehicle.										
REVIEW	<table border="1" style="width: 100%;"> <tr> <td>Department Director:</td> <td>Date:</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td>Date:</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 10/29/13</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>	Department Director:	Date:	Finance (Budget Approval): <i>If applicable</i>	Date:	Division Manager: 	Date: 10/29/13	County Counselor's Office:	Date:		
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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:

- 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.

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- 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 # _____
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October 7, 2013

Amiee Wenson
County Executive's Office, Suite 200
415 E. 12th Street
Kansas City, MO 64106

Re: Surplus Vehicle

Dear Ms. Wenson:

The Friends of the Zoo (KC Zoo) would like to request the donation of a surplus van that the county owns. The Friends of the Zoo operates on a 202 acre campus and has a number of structures located throughout the campus with each requiring supplies on a daily basis. Currently the zoo disperses the supplies in an open pickup truck which is not ideal with the varying weather conditions. The relationship between Jackson County and the zoo dates back many years and has always been strong; your continued support of the zoo is as always greatly appreciated.

Please contact Steve Reinking or myself should you have any questions, thanks.

Respectfully,

A handwritten signature in black ink that reads "Danny Carmichael". The signature is fluid and cursive.

Danny Carmichael
Directors of Facilities and Fleet Management

Barbara J. Casamento

From: Amiee Wenson
Sent: Monday, October 14, 2013 11:30 AM
To: Barbara J. Casamento
Subject: RE:

It is a corrections van, 2002 Chevrolet van (V-7039) last listed mileage is 241529.
VIN:1GNEL19X82B147216

-----Original Message-----

From: Barbara J. Casamento
Sent: Monday, October 14, 2013 11:27 AM
To: Amiee Wenson
Subject: RE:

Amiee:

Which vehicle?

BJC

-----Original Message-----

From: Amiee Wenson
Sent: Monday, October 14, 2013 11:23 AM
To: Barbara J. Casamento
Subject: FW:

Hi Barb,

We intend to donate a vehicle to the Friends of the Zoo. Please see request letter attached. What else do you need from me?

Thanks,
Amiee

-----Original Message-----

From: ExecOfc_scans@jacksongov.org [mailto:ExecOfc_scans@jacksongov.org]
Sent: Monday, October 14, 2013 10:19 AM
To: Amiee Wenson
Subject:

This E-mail was sent from "RNPE17436" (Aficio MP C3500).

Scan Date: 10.14.2013 11:18:55 (-0400)
Queries to: ExecOfc_scans@jacksongov.org