

**REQUEST FOR LEGISLATIVE ACTION**

Completed by County Counselor's Office:

Res/Ord No.: 19803

Sponsor(s): Dennis Waits

Date: April 2, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting the Transfer of \$15,775.13 from the Reserve-Operating Account into the Non-Departmental Fund to Purchase Service Pins from The Green Company of Lenexa, Kansas as a Sole Source Purchase.</u></p>														
<p><b>BUDGET INFORMATION</b>  <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>\$15,775.13</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>\$15,775.13</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$15,775.13</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td><b>Transfer From:</b> 001-8006-56835 General Fund, Reserve, Reserve Operating</td> <td>\$15,775.13</td> </tr> <tr> <td><b>Transfer To:</b> 001-5101-57230 General Fund, Non-Departmental, Other Operating Supplies</td> <td>\$15,775.13</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></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:	\$15,775.13	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$15,775.13	Amount budgeted for this item * (including transfers):	\$15,775.13	Source of funding (name of fund) and account code number:		<b>Transfer From:</b> 001-8006-56835 General Fund, Reserve, Reserve Operating	\$15,775.13	<b>Transfer To:</b> 001-5101-57230 General Fund, Non-Departmental, Other Operating Supplies	\$15,775.13
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): 5062, 12/6/2017;  Prior resolutions and (date):</p>														
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Kyle Brack, Senior Buyer, 881-3265</p>														
<p><b>REQUEST SUMMARY</b></p>	<p>The Human Resources Department requires the purchase of Service Pins for County associates as a show of appreciation for many years of dedication.</p> <p>The Service Pins are at a cost to the County of \$15,775.13 will be provided by The Green Company of Lenexa, Kansas as a Sole Source purchase. The Green Company has been determined a Sole Source provider of these pins, as they are the only company to offer a specific high-quality blend of metals (including gold) that allow for durability, longevity, and appearance that is satisfactory to the Human Resources Department.</p> <p>The Human Resources Department requests the transfer of \$15,775.13 from the Reserve Fund into the Non-Departmental budget as follows:</p> <table> <tr> <td></td> <td>From:</td> <td>To:</td> </tr> <tr> <td>001-8006-56835 General Fund, Reserve, Reserve-Operating</td> <td>\$15,775.13</td> <td></td> </tr> <tr> <td>001-5101-57230 General Fund, Non-Departmental, Other Operating Supplies</td> <td></td> <td>\$15,775.13</td> </tr> </table>		From:	To:	001-8006-56835 General Fund, Reserve, Reserve-Operating	\$15,775.13		001-5101-57230 General Fund, Non-Departmental, Other Operating Supplies		\$15,775.13					
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<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p> <p style="text-align: right;"><b>EXECUTIVE OFFICE</b></p>														

MAR 20 2018

COMPLIANCE	<input type="checkbox"/> MBE Goals N/A <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals N/A	
ATTACHMENTS	Sole Source Memo from the Human Resources Department and The Green Company quote	
REVIEW	Department Director: <i>[Signature]</i>	Date: <i>3/19/18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>3/20/18</i>
	Division Manager: <i>[Signature]</i>	Date:
	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.

# MEMO

To: Purchasing Department  
From: Dennis Dumovich, Human Resources Director  
Date: March 16, 2018  
Subject: Sole Proprietor and Request for RLA to transfer funds

The Department of Human Resources is requesting a sole source to purchase Jackson County Service Pins to administer to Jackson County Associates in recognition for their years of service with Jackson County. This letter serves as a request to use The Green Company/Transcend Engagement, LLC as sole source to purchase Employee Service Pins for employees who have worked for 5, 10, 20, 25, 30, 35 and 40 years of service here at the County.

We are also requesting an Request for Legislative Action (RLA) be submitted to transfer funds from account 001-8006-56835 Reserve-Operating, to account 001-5101-57230 Non Departmental Other Operating Supplies.

If you have any questions, please contact me at 816-881-3140. Thank you.

**The Green Company**  
*A Division of Transcend Engagement*



Don Spenner  
 Kansas City, MO  
 816-514-2779  
[dspenner@thegreengroup.com](mailto:dspenner@thegreengroup.com)  
<http://transcendengagement.com>

**Quote Date** 3/15/18  
**Ceremony Date** TBD  
**Ship Date**  
**Due at Customer**

**Quoted For** **Jackson County Missouri**  
 Maria Leathers  
 Employment/Compensation Admin  
 415 E 12<sup>th</sup> St, HR 1<sup>st</sup> Floor  
 Kansas City, MO 64106  
 (816) 881-1201  
[mleathers@jacksongov.org](mailto:mleathers@jacksongov.org)

**Terms** *Net 30 Invoice at Shipment*

**Service Awards Price for February-December 2018**

Item	Stones	Qty	Unit Price	Extended
5 Year AlluraGold Combination Tac Tutone Box	None	78	40.96	3,195.04
10 Year AlluraGold Combination Tac Tutone Box	1-.03 Synthetic. Emerald	47	44.13	2,074.11
15 Year AlluraGold Combination Tac Tutone Box	1-.03 Synthetic Ruby	32	44.13	1,412.16

20 Year AlluraGold Combination Tac Tutone Box	2 -.03 Synthetic Rubies	41	47.30	1,939.22
25 Year AlluraGold Combination Tac Tutone Box	3 -.03 Synthetic Rubies	20	50.47	1,009.32
30 Year AlluraGold Combination Tac Tutone Box	2-.03 Synthetic Rubies & 1 -.03 Diamond	23	99.71	2,293.42
35 Year AlluraGold Combination Tac Tutone Box	1-.03 Synthetic Ruby & 2- .03 Diamonds	15	148.96	2,234.43
40 Year AlluraGold Combination Tac Tutone Box	3 -.03 Diamonds	8	198.21	1,585.68
<b>Subtotal</b>		<b>264</b>		<b>15,743.38</b>
<b>Ship &amp; Handling Est.</b>				<b>31.75</b>
<b>Total</b>				<b>15,775.13</b>

**Award** Service

**Material** AlluraGold

**Weight** 1.4 dwt. Approximate

**Attachment** Combination Tac with #250 / #14 Clutch

**Finish** Polished Highlights, Satin Back

**Label** Years of Service Each Box

**Remarks** The above pricing is based on a \$1,323.55 gold market. It will be necessary to add or subtract \$0.01 on the AlluraGold for each \$5.00 increase or

**Die/Tooling** New-Proof Shown-No Charge for Die Tooling