

# REQUEST FOR LEGISLATIVE ACTION




Completed by County Counselor's Office:

Resolution No.: 19160

Sponsor(s): Dennis Waits

Date: May 23, 2016

<p>SUBJECT</p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transferring \$240,000.00 within the 2016 Public Building Corporation Capital Project Fund for the completion of projects related to the Eastern Jackson County Courthouse Project.</u></p>												
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="313 558 1192 1087"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$240,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$0</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$240,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 015-1510-58040 (Public Building Corporation Capital Project Fund; Roads Expense)</td> <td>\$240,000</td> </tr> <tr> <td>TO: 015-1510-58020 (Public Building Corporation Capital Project Fund; Buildings &amp; Improvements Expense)</td> <td>\$240,000</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:	\$240,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$240,000	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number: FROM: 015-1510-58040 (Public Building Corporation Capital Project Fund; Roads Expense)	\$240,000	TO: 015-1510-58020 (Public Building Corporation Capital Project Fund; Buildings & Improvements Expense)	\$240,000
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Ord. 4680, 10/20/2014; 4730, 4/27/2015</p> <p>Prior resolutions and (date): Res. 18957, 10/5/2015; Res. 18815, 4/27/2015</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Mark Trosen, Deputy COO, ext. 11377</p>												
<p>REQUEST SUMMARY</p>	<p>The Legislature awarded a contract on Oct. 20, 2014 for the Eastern Jackson County Courthouse Renovation Project No. 3164. Subsequent legislative actions have approved additional work toward this renovation project.</p> <p>Resolution 18957, dated October 5, 2015, authorized the transfer of \$245,000.00 within the 2015 Special Road and Bridge Fund-Non-Departmental-Buildings and Improvements for additional project items that were to be procured under the County's existing term and supply contract. There were projects where funding was not obligated (encumbered) at the time; Locksets, Additional floor covering improvements, Courtroom Light Box, and Removal of Boiler. In addition, this funding includes the installation of a new elevator instead of repairing the current one. Therefore, as this did not occur in 2015, this funding lapsed at the end of the year which now</p>												

	necessitates a request to transfer \$240,000.00 within the Public Building Corporation Capital Project Fund to complete certain improvements for the Eastern Jackson County Courthouse Renovation Project using existing County term and supply contracts.	
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		
REVIEW	Department Director: 	Date: 5.16.2016
	Finance (Budget Approval): If applicable 	Date: 5/16/16
	Division Manager:  Marylou Brown 5/19/16	Date: 8/16/16
	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.



**Memorandum**

To: Q. Troy Thomas, Chief Financial Officer

From: Brian Gaddie, P.E.

Date: May 16, 2016

Re: EJCCH Upcoming RLA for \$240,000

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Please accept this memo as explanation for the need of additional funds for the EJCCH remodel project.

Previously, the Department of Public Works received a proposal to upgrade the existing elevator at the EJCCH. This quote was supplied by a Term and Supply vendor and dollars were encumbered in 2015 to accomplish this task. What wasn't supplied at the time was the additional funds necessary to bring the elevator and all of its components up to proper code. This effort increase the cost of upgrade from approximately \$80,000 to \$172,000. At this time Public Works found it necessary to determine if this was the proper course of action. It was discovered that to replace the elevator entirely could result in a \$30,000 cost savings. It is recommended that the elevator be replaced entirely for the cost savings described.

In addition to the elevator solution, several additional items have been identified by the Courts as necessary improvements. These items were not initially programmed in either the original program or in the additional court requested RLA. Public Works finds it reasonable that the County support the wishes of the Courts and supplies them with the necessary improvements. These improvements are as follows: Proprietary Lock Sets under 1 master key, Courtroom Signage, Additional Floor Coverings and Additional Building Security. The items above will constitute the remainder of the funds requested.

Please let me know if you find questions or concerns with the above information and I will be happy to address, as necessary.

Thank you,



Brian Gaddie, P.E.

Director of Public Works