

COOPERATIVE AGREEMENT

**THIS AGREEMENT**, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri; hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **KANSAS CITY ST. PATRICK'S DAY PARADE COMMITTEE, 107 WEST 104TH STREET, KANSAS CITY, MO 64114**, hereinafter referred to as "Organization".

WHEREAS, the County and Organization desire to enter into a Cooperative Agreement whereby County will provide funds to help provide security for the 2014 St. Patrick's Day Parade, held March 17, 2014; and,

WHEREAS, the County deems it to be in the best interest of the citizenry to support such efforts;

NOW THEREFORE, in consideration of the foregoing and the terms and provisions herein contained, the County and Organization respectively promise, covenant and agree with each other as follows:

1. **Services To Be Provided.** St. Patrick's Committee shall use said \$5,000.00 as funding for security at the 2014 St. Patrick's Day Parade, as is more fully set out in the attached proposal marked as Exhibit A. The budget Organization submitted as part of Exhibit A is considered final and non-changeable. If Organization encounters unforeseen circumstances that require a change to Organization's budget, Organization shall submit a written request to the Jackson County Legislative Auditor's no later than October 31, 2014. Any changes to the budget must be approved by the Jackson County Legislature.

FILED  
AUG 11 2014  
MARY JO SPINO  
COUNTY CLERK

2. **Terms of Payment.** The County agrees to pay the amount of \$5,000.00 to St. Patrick's Committee in a lump sum payment upon receipt of adequate documentation showing all costs incurred by St. Patrick's Committee for services rendered in compliance with the terms of this Agreement.

3. **Annual Report.** St. Patrick's Committee shall submit an annual report including invoices and cancelled checks and/or a copy of the face of the check and corresponding bank statements, invoices, and any other documents requested by the Director of Finance and Purchasing, to establish that the funds provided pursuant to this Agreement were used for the purposes set forth herein. Said report shall be submitted no later than December 31, 2014, to the Director of Finance and Purchasing, 415 East 12<sup>th</sup> Street, Kansas City, Missouri 64106. Failure to file said annual report shall disqualify St. Patrick's Committee from future funding by the County.

Organization must notify the County in writing on Organization's letterhead, within five working days of the following changes:

- a. Organization name, address, telephone number, administration, or board of directors
- b. Organization funding that will affect the program under this contract
- c. Liability insurance coverage
- d. Management or staff responsible for providing services pursuant to this contract
- e. Any proposed or actual merger or acquisition either taken by the Organization or toward the Organization

4. **Submission Of Documents.** No payment shall be made under this Agreement unless Organization shall have submitted to the County's Director of Finance and Purchasing: (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) Organization's

IRS Form 990 from the previous fiscal or calendar year; (3) a statement of Organization's total budget for its most recent fiscal year; and (4) a detailed explanation of actual expenditures of the County's funds (pertains to final payments and payments on contracts for future years). If Organization has previously received funding from the County, to be eligible for future payments, Organization must submit either an audited financial statement for Organization's most-recent fiscal or calendar year by March 31 of the following year, or a certified public accountant's program audit of the County's funds by January 31 of the following year. Any documents described herein which were submitted to the Director of Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. No payment shall be made if Organization is out of compliance on any other County contract, or has not paid county taxes on all properties owned by Organization and assessed by the County.

5. **Equal Opportunity**. Organization shall maintain policies of employment as follows:

A. Organization and Organization's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Organization shall take affirmative action as set forth to ensure that applicants are employed and employees are treated without regard to their race, religion, color, sex, age, disability, or national origin. Such action shall include, but not be limited, to the following: recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Organization

agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.

B. Organization and Organization's subcontractor(s) shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, age, disability, or national origin.

6. **Employment Of Unauthorized Aliens Prohibited.** Pursuant to §285.530.1, RSMo, Organization assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Organization shall sign an affidavit, attached hereto and incorporated herein as Exhibit B, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

7. **Audit.** The parties agree that the County may, for any reason and at any given time, examine and audit the books and records of Organization pertaining to its finances and operations. Further, Organization agrees to establish and adopt such accounting standards and forms as recommended by the County prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document expenditure of these funds may be changed from time to time by the County.

8. **Default.** If Organization shall default in the performance or observation of any

covenant, term or condition herein contained to be performed by Organization, the County shall give Organization ten days written notice, setting forth the default. If said default shall continue and not be corrected by Organization within ten days after receipt of notice from the County, the County may, at its election, terminate this Agreement and withhold any payments not yet made to Organization. Said election shall not, in any way, limit the County's rights to sue for breach of this Agreement.

9. **Appropriation Of Funds**. Organization and the County recognize that the County intends to satisfy its financial obligation to Organization hereunder out of funds annually appropriated for that purpose by the County. County promises and covenants to make its best efforts to appropriate funds in accordance with this Agreement. In the event no funds or insufficient funds are appropriated and budgeted, or are otherwise unavailable by any means whatsoever for payment due hereunder, County shall immediately notify Organization of this occurrence and this Agreement shall terminate on the last day for which appropriations were received, without penalty or expense to the County of any kind whatsoever, except as to the portions of the payment amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available, or at any time after the last date that County has paid for the Services, if earlier.

County further agrees:

A. That any funds authorized or appropriated for services rendered under this Agreement shall be applied to the payments hereunder until all such funds are exhausted.

B. That County will use its best efforts to obtain authorization and appropriation of such funds including, without limitation, the inclusion in its annual budget, a request for adequate funds to meet its obligation under this Agreement in full.

10. **Conflict Of Interest.** Organization warrants that no officer or employee of the County, whether elected or appointed, shall, in any manner whatsoever, be interested in or receive any benefit from the profits or emoluments of this Agreement.

11. **Severability.** If any covenant or other provision of this Agreement is invalid, or incapable of being enforced by reason of any rule of law or public policy, all other conditions and provisions of this Agreement shall, nevertheless, remain in full force and effect; and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

12. **Indemnification.** Organization shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Organization during the performance of this Agreement.

13. **insurance.** Organization shall maintain the following insurance coverage during the term of this Agreement.

A. Organization shall maintain Commercial General Bodily Injury and Property Damage Liability insurance, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property

damage liability.

B. Organization shall maintain, if any motor vehicles are used in the performance of the Services, Commercial General Bodily Injury and Property Damage Liability insurance, and Automobile Liability insurance including owned, non-owned, or hired vehicles, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

C. Organization agrees to provide the County with certificates of insurance evidencing the above described coverage prior to the start of Services, and annually thereafter, if required by the County. Such certificates shall provide that the applicable insurance policies have been endorsed to provide a minimum of thirty days advance notice to the County in the event of cancellation, non-renewal, or reduction in limits by endorsement.

14. **Term.** The term of this Agreement shall commence January 1, 2014, and shall continue until December 31, 2014, unless sooner terminated pursuant to paragraph 8, 15, or 19 hereof. If this Agreement is terminated by either party, the County shall pay only for those services actually performed by Organization as verified by the County's audit.

15. **Termination.** This Agreement may be terminated for any reason or no reason by either of the parties upon thirty (30) days' written notice to the other party's designated fiscal representative. All services and payments shall continue through the effective date of termination. Termination of this Agreement shall not constitute a waiver of the rights or obligations which the County or Organization may be entitled to

receive as provided in this Agreement, or be obligated to perform under this Agreement for services prior to the date of termination. Should this Agreement terminate, all County written materials of any kind must be delivered and returned by Organization to the County within ten (10) days of the termination of this Agreement.

16. **Standard Of Care.** Organization shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by professionals operating under similar circumstances.

17. **Financial Contact.** Organization shall designate a fiscal representative to act as a liaison between the parties to resolve any problems, complaints, or special circumstances encountered in the billing of the services agreed upon here.

Fiscal Representative

Q. Troy Thomas  
415 E. 12<sup>th</sup> Street, Suite 100  
Kansas City, MO 64106

**Kansas City St. Patrick's Day Parade  
Committee**

Anne McKeown, President  
107 West 104th Street  
Kansas City, MO 64114  
(816) 941-2556

18. **Compliance.** The performance of this Agreement shall be subject to review by the County. The County Compliance Review Officer shall review this contract according to his responsibilities as set out in Chapter 6 of the Jackson County Code. Organization shall file quarterly compliance reports as required by the County Compliance Review Office. The County warrants that all books, records, accounts, and any other documents in the possession of the County relating to this Agreement are public records open for inspection in accordance with Chapter 610, RSMo.

19. **Remedies For Breach.** Organization agrees to faithfully observe and perform



all of the terms, provisions, and requirements of this Agreement, and Organization's failure to do so constitutes a breach of this Agreement. In such event, Organization consents and agrees as follows:

A. The County may, without prior notice to Organization, immediately terminate this Agreement; and

B. The County shall be entitled to collect from Organization all payments made by the County to Organization for which Organization has not yet rendered services in accordance with this Agreement, and to collect the County's reasonable attorney's fees, court costs and service fees if it is necessary to bring action to recover such payments.

20. **Transfer And Assignment**. Organization shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.

21. **Organization Identity**. If Organization is merged or purchased by another entity, the County reserves the right to terminate this Agreement. Organization shall immediately notify the county in the event it is merged or purchases by any other entity.

22. **Confidentiality**. Organization's records concerning the identities of those participating in its programs shall be strictly confidential; the County shall be entitled to examine said records in performing its audit and review functions, but shall not disclose said identities to any third party in any fashion.

23. **Incorporation**. This Agreement incorporates the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the County and Organization have executed this Agreement this 11 day of August, 2014.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI

W. Stephen Nixon  
W. Stephen Nixon  
County Counselor

By Michael D. Sanders  
Michael D. Sanders  
County Executive

ATTEST:

ST PATRICKS DAY PARADE  
COMMITTEE

Mary Jo Spino  
Mary Jo Spino  
Clerk of the Legislature

By Ex-Officio President  
Title Ex-Officio President  
Federal Tax I.D. 43-1773363

**REVENUE CERTIFICATE**

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this Agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$5,000.00, which is hereby authorized.

August 7, 2014  
Date

[Signature]  
Director of Finance and Purchasing  
Account No. 003-1220-6789

PC 12202014004



# OUTSIDE AGENCY FUNDING REQUEST FORM 2014 BUDGET

415 E 12th Street, 2nd Floor  
Kansas City, MO 64106

Email: [auditor@jacksongov.org](mailto:auditor@jacksongov.org)

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## Section A: Organization or Agency Information

Name: Kansas City St. Patrick's Day Parade Committee

Address: 107 W. 104th Street

Phone No: 816.941.2556

Fax:

Website Address: [kcirishparade.com](http://kcirishparade.com)

Federal Tax ID No: 43-1773363

Fiscal Year Cycle: 2014

Executive Director:

Name and Title of Principal Contact Person:

Anne McKeown, President

Phone No: 816.941.2556

Email Address: [amckeown@kc.rr.com](mailto:amckeown@kc.rr.com)

Submittal of this request has been authorized by: The KCSPDPC Board of Directors

Date:

8/27/2013

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AUG 28 2013

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AUDITORS OFFICE  
KANSAS CITY, MISSOURI

Section A

## Section B: Agency's 2013 and 2014 Revenue Information

### Agency's 2014 Projected Revenue Information

Funding Entity	Agency's 2014 Total Projected Revenue Source You Will Request 2013 Funding From	Projected Amount	% of Total Revenue
Federal		\$ -	0
State		\$ -	0
Jackson County		\$ 5,000	7
Other Counties		\$ -	0
City	NTDF	\$ 25,000	38
Charity/Donations		\$ -	0
Fundraisers	Golf Tournament	\$ 11,000	17
Other	Parade Entries / Vendors	\$ 25,000	38
<b>2014 Total Projected Revenue</b>		<b>\$ 66,000</b>	

### Agency's 2013 Revenue Information

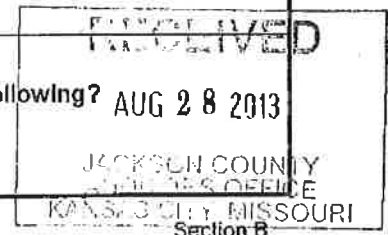
Funding Entity	Agency's 2013 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal		\$ -	0
State		\$ -	0
Jackson County		\$ 5,000	8
Other Counties		\$ -	0
City	NTDF	\$ 20,000	31
Charity/Donations		\$ -	0
Fundraisers	Golf Tournament	\$ 11,000	19
Other (please list)	Parade Entries / Vendors	\$ 25,000	42
<b>2013 Total Revenue</b>		<b>\$ 61,000</b>	

**If your agency received funding from Jackson County in 2013, please identify the funding source, amount and program name below.**

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Mental Health Levy	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 5,000	
<b>2013 Total Jackson County Funding</b>			<b>\$ 5,000</b>	

**Did your agency receive funding or resources in 2013 from either of the following?**

Mid America Regional Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -
Harvesters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -



## Section C: **REVISED** 2014 Program Budget

*Complete a separate program budget for each program your agency is applying for funding.*

**Agency Name:** KC St. Patrick's Day Parade

**Program Name:** \_\_\_\_\_

<b>Personal Services</b>			
For each salary request below please attach a job description or duties.			
Position / Title	Annual Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries			\$ -
Total Fringe Benefits			\$ -
<b>Total Personal Services</b>			<b>\$ -</b>
<b>Contractual Services</b>			
Kansas City Police Department			\$ 5,000
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Contractual Services</b>			<b>\$ 5,000</b>
<b>Supplies</b>			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Supplies</b>			<b>\$ -</b>

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KANSAS CITY MISSOURI

**Total Program Request \$ 5,000**

## Section D: 2014 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Kansas City St. Patrick's Day Parade Committee

Program Name: Kansas City St. Patrick's Day Parade

### Proposed Program

Detail functions to be performed by each program.

The St. Patrick's Day parade will be held on March 17, 2014. It will be staged on Broadway and 33rd street and will progress south on Broadway to 45th Street. There will be approximately 120 entries and 4,000 participants along with an estimated 200,000 spectators.

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KANSAS CITY, MISSOURI  
Section D

## Section D: 2014 Program Information

*Complete a separate program information sheet for each program your agency is applying for funding.*

**Agency Name:** Kansas City St. Patrick's Day Parade Committee

**Program Name:** Kansas City St. Patrick's Day Parade

<b>Participants</b>	
Identify the number of participants by County that each program serves.	
Jackson, MO	
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	No official records exist tracking the Counties of Origin for our parade participants and spectators.

<b>Target Population</b>
Describe target population and demographics to be served by each program.

Our target population is the greater Kansas City metro area as well as visitors from Springfield, MO, Columbia, MO, Lawrence, KS, Wichita, KS, St. Louis, MO as well as Nebraska and Iowa.

Would you provide these services to anyone at your door? **Answer Yes or No**  
 Is anyone denied services? **Answer Yes or No**  
 What level of indigents (below poverty level) do you serve?  
 Please classify your program from the following types by percentage of your agency's overall service

Senior Program	NA
Indigent Program (Below Poverty Level)	NA
Senior Indigent Program	NA

What criteria do you have for the clients you serve?  
**Not Applicable**

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KANSAS CITY, MISSOURI

## Section D: 2014 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

**Agency Name:** Kansas City St. Patrick's Day Parade Committee

**Program Name:** Kansas City St. Patrick's Day Parade

### Service Delivery Area

Identify your specific geographic service delivery area for each program.

The entire metropolitan Kansas City, Missouri area is serviced by the Parade. Most specifically, Westport and downtown KCMO area benefits from additional increase in business from the population of participants and spectators who flock to the parade.

### Fund Separation

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

The funds are intended to be utilized for providing security for the parade. The security will be provided for all participants, but the payment of services will go directly to the KCMO Police Department (a Jackson County entity).

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KANSAS CITY, MISSOURI  
Section D



## Section D: 2014 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Kansas City St. Patrick's Day Parade Committee

Program Name: Kansas City St. Patrick's Day Parade

### Approach & Method

List the top three (3) objectives for each program.

1. Promote a safe, fun and sensible parade

2. Promote Irish heritage and encourage ethnic diversity

3. Promote unity and community spirit in the metropolitan area

Detail specific methods you will use to achieve these objectives.

1. We will hold a mandatory logistics meeting that will outline all the rules and regulations for participants and parade committee workers. Additionally, we allow no consumption of alcoholic beverages on our floats or in the staging areas by participant

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JACKSON COUNTY  
AUDITOR'S OFFICE  
KANSAS CITY, MISSOURI

Section D

WORK AUTHORIZATION AFFIDAVIT

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **St Patrick's Day Parade Committee**, is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **St Patrick's Day Parade Committee**, does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

*Anne McKeown*  
Authorized Representative's Signature  
*Ex-officio President*  
Title

ANNE MCKEOWN  
Printed Name  
7-23-14  
Date

Subscribed and sworn before me this 23 day of July, 2014. I am commissioned as a notary public within the County of Wynantalle, State of KS, and my commission expires on 7-28-15.

*Patricia Aylward Kald*  
Signature of Notary

