

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19













Completed by County Counselor's Office:

Res/Ord No.: 20332

Sponsor(s): Theresa Galvin

Date: December 9, 2019

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A RESOLUTION transferring \$1,309,400.00 within the 2019 County Improvement Fund, awarding a contractual Master Agreement for Owner's Representative Services for the County's detention facilities to JCDC Partners, LLC, of Kansas City, MO, under the terms and conditions of Request for Proposals No. 17-19, and authorizing execution and initiation of two Component Services Agreements under the Master Agreement, at an actual cost to the County not to exceed \$1,309,400.00, with all additional Component Services Agreements that may be executed under the Master Agreement being subject to specific legislative approval for execution and a notice to proceed and transfer or appropriation of funds.</u></p>														
<p>BUDGET INFORMATION <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>\$ 1,309,400</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>\$ 1,309,400</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$ 1,309,400</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>TRANSFER FROM: 013-5113-58020 County Improvement Fund, Non-Departmental, Buildings and Improvements</td> <td>\$ 1,309,400</td> </tr> <tr> <td>TRANFER TO: 013-5113-56790 County Improvement Fund, Non-Departmental, Other Contractual Services</td> <td>\$ 1,309,400</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:	\$ 1,309,400	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$ 1,309,400	Amount budgeted for this item * (including transfers):	\$ 1,309,400	Source of funding (name of fund) and account code number:		TRANSFER FROM: 013-5113-58020 County Improvement Fund, Non-Departmental, Buildings and Improvements	\$ 1,309,400	TRANFER TO: 013-5113-56790 County Improvement Fund, Non-Departmental, Other Contractual Services	\$ 1,309,400
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____ Prior resolutions and (date): _____</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>														
<p>REQUEST SUMMARY</p>	<p>Jackson County requires Jail Owner's Representative Consulting Service to assist the County with the continuation of jail facility related solutions, including but not limited to the delivery of a new Jackson County jail facility. A detailed list of scope of services is provided as attachment to this RLA but generally, the services are to include the management or completion of benchmarking, validation of needs, programming, architectural criteria, project procurement, delivery, transition and close out of a new detention facility. In order to locate a consultant that would assist the County in completing such a critical project, the Purchasing Department issued the Request for Proposals No. 17-19.</p> <p>The County notified 52 professional service providers for assistance with this critical need. In response to the RFP, the County received 5 proposals of which 3 were determined to be qualified. All 3 qualified responses were interviewed, and the following scoring tabulations were compiled as presented below.</p> <table border="1"> <thead> <tr> <th>Respondent and Respondent Location</th> <th>Avg Score</th> <th>Ranking</th> </tr> </thead> <tbody> <tr> <td>JCDC Partners, LLC of Kansas City, MO</td> <td>89</td> <td>1</td> </tr> <tr> <td>Kitchell of Phoenix, AZ</td> <td>81</td> <td>2</td> </tr> <tr> <td>JLL of Kansas City, MO</td> <td>70</td> <td>3</td> </tr> </tbody> </table>	Respondent and Respondent Location	Avg Score	Ranking	JCDC Partners, LLC of Kansas City, MO	89	1	Kitchell of Phoenix, AZ	81	2	JLL of Kansas City, MO	70	3		
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	<p>Pursuant to section 1054.6 of the Jackson County Code, the Department of Finance and Purchasing recommends to award a Master Agreement for Consulting Services for professional Jail Owner's Representative Services to JCDC Partners, LLC of Kansas City, Missouri under the terms and conditions of RFP 17-19 as the best selected proposal received. After the selection of the best proposal, overall pricing was negotiated and is included in this recommendation as part of the Master Agreement.</p> <p>The appropriations requested will fund the initial two Components (1.0 – Validation of Need and 2.0 - Programming), as described by the Master Agreement Scope of Services. As proposed, these services will prepare the project for Architectural Criteria Building, which will be considered the next critical step within the Master Agreement.</p> <p>Request the transfer within the County Improvement Fund as follows:</p> <table border="0" style="width: 100%; text-align: right;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%;">FROM</th> <th style="width: 10%;">TO</th> </tr> </thead> <tbody> <tr> <td>013-5113-58020 County Improvement Fund, Non-Departmental, Buildings & Improvements</td> <td>\$ 1,309,400</td> <td></td> </tr> <tr> <td>013-5113-56790 County Improvement Fund, Non-Departmental, Other Contractual Services</td> <td></td> <td>\$ 1,309,400</td> </tr> </tbody> </table>		FROM	TO	013-5113-58020 County Improvement Fund, Non-Departmental, Buildings & Improvements	\$ 1,309,400		013-5113-56790 County Improvement Fund, Non-Departmental, Other Contractual Services		\$ 1,309,400			
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)												
COMPLIANCE	<input checked="" type="checkbox"/> MBE Goals 9.5% <input checked="" type="checkbox"/> WBE Goals 11.7% Goals are being met and CUP approved by Compliance Review Office <input checked="" type="checkbox"/> VBE Goals 1.5%												
ATTACHMENTS	Bid Abstract, Bid Committee Selections and Tabulations, pertinent pages of JCDC's response and the Schedule of Fees and Pricing												
REVIEW	<table border="0" style="width: 100%;"> <tr> <td style="width: 70%;">Department Director:</td> <td style="width: 20%; text-align: center;"></td> <td style="width: 10%;">Date: 12.3.19</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td style="text-align: center;"></td> <td>Date: 12/4/19</td> </tr> <tr> <td>Division Manager: CAO</td> <td style="text-align: center;"></td> <td>Date: 12/4/19</td> </tr> <tr> <td>County Counselor's Office:</td> <td style="text-align: center;"></td> <td>Date: 12/4/19</td> </tr> </table>	Department Director:		Date: 12.3.19	Finance (Budget Approval): <i>If applicable</i>		Date: 12/4/19	Division Manager: CAO		Date: 12/4/19	County Counselor's Office:		Date: 12/4/19
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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.

