

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 4985

Sponsor(s): Tony Miller

Date: June 5, 2017

<b>SUBJECT</b>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Appropriating \$93,400.00 from the Undesignated Fund Balance of the 2017 Park Enterprise Fund and awarding a contract for the purchase and delivery of Pontoon Boats for the Parks + Rec Department from PlayCraft Boats of Richland, Missouri under the terms and conditions of Invitation to Bid No. 16-17</u></p>																				
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$101,500.00</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 style="text-align: right;">\$101,500.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$101,500.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>APPROPRIATE FROM: 300-2810 Park Enterprise Fund, Undesignated Fund Balance</td> <td style="text-align: right;">\$ 93,400.00</td> </tr> <tr> <td>APPROPRIATE TO: 300-1653-58165 Park Enterprise Fund, Marinas, Boats and Motors</td> <td style="text-align: right;">\$ 93,400.00</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>003-1608-58165 Park Fund, Parks Construction Services Projects, Boats and Motors</td> <td style="text-align: right;">\$ 8,100.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$101,500.00</b></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:	\$101,500.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$101,500.00	Amount budgeted for this item * (including transfers):	\$101,500.00	Source of funding (name of fund) and account code number:		APPROPRIATE FROM: 300-2810 Park Enterprise Fund, Undesignated Fund Balance	\$ 93,400.00	APPROPRIATE TO: 300-1653-58165 Park Enterprise Fund, Marinas, Boats and Motors	\$ 93,400.00			003-1608-58165 Park Fund, Parks Construction Services Projects, Boats and Motors	\$ 8,100.00	<b>Total</b>	<b>\$101,500.00</b>
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<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):          Prior resolutions and (date):</p>																				
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>																				
<b>REQUEST SUMMARY</b>	<p>The Parks + Rec Department requires new Pontoon Boats for their Marina Rental Fleet. The Purchasing Department issued Invitation to Bid No. 16-17 in response to those requirements.</p> <p>A total of twenty-three notifications were distributed and two bids were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>PlayCraft, Richland, MO</th> <th>Smithville Marina, Smithville, MO</th> </tr> </thead> <tbody> <tr> <td>24' Pontoon Boats – 5 Each</td> <td></td> <td></td> </tr> <tr> <td>Price Each</td> <td style="text-align: right;">\$ 20,300.00</td> <td style="text-align: right;">\$ 25,425.00</td> </tr> <tr> <td>Total Price</td> <td style="text-align: right;">\$ 101,500.00</td> <td style="text-align: right;">\$ 127,125.00</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of Pontoon Boats to PlayCraft Boats of Richland, MO for the Parks + Rec Department as the lowest and best bid received under the terms and conditions of Invitation to Bid No. 16-17.</p> <p>The Director of Finance and Purchasing also requests the appropriation of \$93,400.00 from the Undesignated Fund Balance of the 2017 Park Enterprise Fund as follows:</p>	Description	PlayCraft, Richland, MO	Smithville Marina, Smithville, MO	24' Pontoon Boats – 5 Each			Price Each	\$ 20,300.00	\$ 25,425.00	Total Price	\$ 101,500.00	\$ 127,125.00								
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		FROM:	TO:
	300-2810 Park Enterprise Fund, Undesignated Fund Balance 300-1653-58165 Park Enterprise Fund, Marinas, Boat and Motors	\$93,400.00	\$93,400.00
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)		
ATTACHMENTS	The Abstract of Bids Received, an Award Recommendation Memorandum from Bob McMillin of the Parks + Rec Department and the pertinent pages of PlayCraft's bid.		
REVIEW	Department Director:	Date:	
	<i>Michelle Neuman</i>	5-22-17	
	Finance (Budget Approval): If applicable	Date:	
	<i>[Signature]</i>	5/30/17	
Division Manager:	Date:		
<i>[Signature]</i>	5/30/17		
County Counselor's Office:	Date:		

## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date:	May 30, 2017		ORD # 4985
Department / Division	Character/Description	From	To
<b>Park Enterprise Fund - 300</b>			
9999	2810 - Undesignated Fund Balance	\$ 93,400	\$ -
1653 - Marinas	58165 - Boats & Motors		93,400
		<u>\$ 93,400</u>	<u>\$ 93,400</u>

### Fiscal Note:

Funds sufficient for this expenditure are available from the source indicated below.

PC# \_\_\_\_\_

Date:	May 30, 2017		RES # _____
Department / Division	Character/Description		Not to Exceed
<b>Park Enterprise Fund - 300</b>			
1653 - Marinas	58165 - Boats & Motors		\$ 93,400
<b>Park Fund - 003</b>			
1608 - Construction Services	58165 - Boats & Motors		8,100
			<u>\$ 101,500</u>

 5/30/17  
 Budget Office

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:
2810	Underestimated Fund Balance	\$ 93,400

- 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.

ABSTRACT OF BIDS

NO	DESCRIPTION	UNIT	QTY	Playcraft		Smithville Marine		AMOUNT	AMOUNT	AMOUNT
				AMOUNT	AMOUNT	AMOUNT	AMOUNT			
1	24' Pontoons			20,300.00		25,425.00				

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED

ON: April 14, 2017 BY \_\_\_\_\_

CLERK OF THE LEGISLATURE

*Richard Casamento*  
 PURCHASING

**JACKSON COUNTY  
Parks + Rec**

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
MakeYourDayHere.com

Michele Newman, Director  
(816) 503-4800  
Fax: (816) 795-1234

May 2, 2017

Barbara,

Jackson County Parks + Rec recommends Playcraft Boats out of Richland Missouri for the purchase of (5) pontoons with motors on Bid No. 16-17 Pontoon Boats. We like the 24' Playcraft Clipper 2400 w/10' Bimini w/ canvas top including overhead straps & braces for a total of \$101,500. Along with unappropriated surplus from the Enterprise Fund, use account 003-1608-58165.

**Breakdown:**

Enterprise Fund –\$93,400 unappropriated surplus account  
Park Fund – \$8,100 003-1608-58165

**Total \$101,500**

**Bob McMillin**

*Superintendent of Golf & Marina's*  
Jackson County Parks + Rec  
11100View High Drive  
Kansas City, Missouri 64134  
Office: 816-765-8405  
Email: [bmcmillin@jacksongov.org](mailto:bmcmillin@jacksongov.org)  
Web: [www.MakeYourDayHere.com](http://www.MakeYourDayHere.com)



*Frank White, Jr., County Executive*

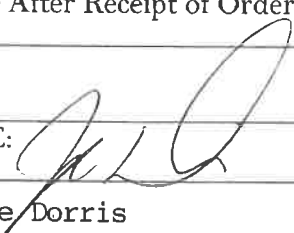
**6.0 QUESTIONS**

- 6.1 All questions regarding this Invitation to Bid must be in writing and emailed as detailed under General Conditions, Item 5 of Page 10 of this Invitation to Bid by 5:00 PM, CDT on April 4, 2017.
- 6.2 Point of Contact is Barbara Casamento, email address [bcasamento@jacksongov.org](mailto:bcasamento@jacksongov.org).
- 6.3 All questions will be answered in the form of Addenda and posted on the Jackson County, Missouri website.
- 6.4 Bidders and their agents (including subcontractors, employees, consultants or anyone else acting on their behalf) must follow this procedure. Bidders or their agents may not contact any other County personnel regarding the matters covered by this Invitation to Bid during the solicitation and evaluation process. Inappropriate contacts are grounds for REJECTION of your bid.

**7.0 QUOTATIONS**

24" Pontoon meeting or exceeding specifications	\$ 20,300.00 /Each	\$ 101,500.00 /Total
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Manufacturer and Model Number Bid	PlayCraft Boats - Clipper 2400
Delivery Date After Receipt of Order	150 Days

SIGNATURE: 	DATE: 4/5/17
NAME: Joe Dorris	PHONE: 573-765-3265
TITLE: Vice President	CELL:
COMPANY NAME: PlayCraft Boats	FAX: 573-765-3202
EMAIL ADDRESS: joe@playcraftboats.com	
WEB ADDRESS: www.playcraftboats.com	