

**REQUEST FOR LEGISLATIVE ACTION**



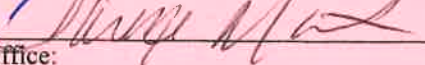


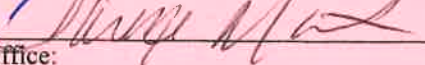


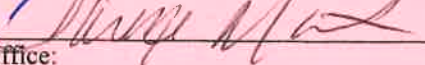
**EXECUTIVE OFFICE**

Completed by County Counselor's Office:

Res/Ord No.: #19909

Sponsor(s): Crystal Williams **02** 2018

Date: July 9, 2018

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing a Sixty (60) Day Extension of Contract No. 67-14 for the furnishing of Forensic Toxicology Services for the Medical Examiner's Office with Children's Mercy Hospital of Kansas City, Missouri</u></p>													
<p><b>BUDGET INFORMATION</b>  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="326 548 1463 741"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></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></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:</td> <td></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>  <input type="checkbox"/> No budget impact (no fiscal note required)  <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:                  Department: Medical Examiner's Office Estimated Use: \$80,000.00                  Prior Year Budget (if applicable):                  Prior Year Actual Amount Spent (if applicable):</p>		Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:			
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<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):                  Prior resolutions and (date): 18775, April 6, 2015</p>													
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>													
<p><b>REQUEST SUMMARY</b></p>	<p>The Medical Examiner's Office requests the authorization of a Sixty (60) Day Extension of Contract No. 67-14 for Forensic Toxicology Services.</p> <p>Resolution No. 18775 was passed on April 6, 2015 awarding a Twenty-Four (24) Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Forensic Toxicology Services for the Medical Examiner's Office to Children's Mercy Hospital of Kansas City, Missouri. The Contract has been rebid and is in evaluation. The Medical Examiner would like to request a Sixty (60) Day Extension of the current contract to give her office time to finish the evaluations and award the Contract.</p> <p>The requested extension will run from July 1, 2018 until August 31, 2018.</p>													
<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 type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A</p>													
<p><b>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals - No goals assigned  <input type="checkbox"/> VBE Goals</p>													
<p><b>ATTACHMENTS</b></p>	<p>A Memorandum from Dr. Diane Peterson, Chief Medical Examiner</p>													
<p><b>REVIEW</b></p>	<table border="1" data-bbox="315 1692 1557 1938"> <tr> <td>Department Director:</td> <td></td> <td>Date: 06/27/2018</td> </tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td> <td></td> <td>Date: 6/27/18</td> </tr> <tr> <td>Division Manager:</td> <td></td> <td>Date: 6-2-18</td> </tr> <tr> <td>County Counselor's Office:</td> <td></td> <td>Date:</td> </tr> </table>		Department Director:		Date: 06/27/2018	Finance (Budget Approval): <i>If applicable</i>		Date: 6/27/18	Division Manager:		Date: 6-2-18	County Counselor's Office:		Date:
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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.



**OFFICE OF THE JACKSON COUNTY MEDICAL EXAMINER**

950 East 21<sup>st</sup> Street  
Kansas City, Missouri 64108  
(816) 881-6600  
(816) 881-6641 fax

Memo

June 25, 2018

To: Barbara Casamento, Purchasing Supervisor; Jay Haden, County Counselor

Please draft a 60-day extension on the Medical Examiner's current contract with Children's Mercy Hospital for toxicology services. As you are aware, the contract is up for bid. The Medical Examiner's Office is currently reviewing the bid proposals and will have a selection by the end of this week (June 29<sup>th</sup>). The current contract is due to expire on June 30<sup>th</sup>. This does not allow for sufficient time to get the new contract through the legislative process. A 60-day extension would sufficiently allow for this to occur.

If you have any questions, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Diane Peterson MD".

Diane C. Peterson, MD  
Chief Medical Examiner