

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18825

Sponsor(s): Scott Burnett

Date: May 4, 2015

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the County Executive to execute an MOU with Mid-America Regional Council for assistance with TIGER grant applications for funding opportunities for the Rock Island Corridor Acquisition and construction project.</u></p>										
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1" data-bbox="313 575 1195 919"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$38,000</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>\$38,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$38,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO Road and Bridge, Non-Departm. Other Prof. 004-5104-56080</td> <td>FROM ACCT TO ACCT \$38,000</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:	\$38,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$38,000	Amount budgeted for this item * (including transfers):	\$38,000	Source of funding (name of fund) and account code number; FROM / TO Road and Bridge, Non-Departm. Other Prof. 004-5104-56080	FROM ACCT TO ACCT \$38,000
Amount authorized by this legislation this fiscal year:	\$38,000										
Amount previously authorized this fiscal year:	\$0										
Total amount authorized after this legislative action:	\$38,000										
Amount budgeted for this item * (including transfers):	\$38,000										
Source of funding (name of fund) and account code number; FROM / TO Road and Bridge, Non-Departm. Other Prof. 004-5104-56080	FROM ACCT TO ACCT \$38,000										
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): Res. 17495 Feb. 7, 2011 Res. 17590 May 10, 2011</p>										
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Joseph Tomlinson, Special Projects, (816)881-6486</p>										
<p>REQUEST SUMMARY</p>	<p>Funds needed to execute an MOU with the Mid-America Regional Council with reference to the hiring of a private consulting group to aid in the updating and writing of the TIGER (Transportation Investment Generating Economic Recovery) VII Grant, FY 2015 from the Department of Transportation. This grant is sought to lend assistance to the Rock Island Acquisition and Construction Project. MOU to follow.</p>										
<p>CLEARANCE</p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing & Department)</p>										

	<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:
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>4/24/15</i>
	Division Manager: <i>Mary Jo Brown</i>	Date: <i>4/28/15</i>
	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.

Jackson County Rock Island Corridor Acquisition & Construction TIGER VII Application Proposed Scope of Work and Budget Estimate

The following provides a scope of work and budget for Parsons Brinckerhoff (PB) to develop a benefit-cost analysis (BCA) and prepare a TIGER application for Jackson County, Missouri's Rock Island Corridor Acquisition and Construction Project (Project).

Scope of Work

1. Benefit-Cost Analysis

This task includes the following services: calculations, estimates, and narrative necessary to prepare the BCA section of the TIGER grant application for the Project. For the BCA, PB will use its proprietary online tool – PRISM™, which uses “dollar equivalents” to analyze impacts and benefits in a customized manner across the Triple Bottom Line (i.e., environment, economy, and society). More information on the tool may be found at <http://prism.pbworld.net>.

PRISM's benefit-cost methodology is consistent with the most recent guidelines developed by USDOT, currently as described in the agency's TIGER guidelines. PB's methodology, particularly in the valuation of benefits, will be adapted to inputs specific to this project. The resulting analysis will provide the project's Benefit Cost Ratio (BCR) - the present value of incremental benefits divided by the present value of incremental costs. PB will provide a write-up that can be incorporated into the application as well as separate documentation detailing the assumptions used in the BCA (e.g. maintenance cost savings, travel time savings for rail and vehicles, fuel cost savings, safety benefits, and emissions reductions) that should be submitted as an appendix to the application.

In order to conduct the BCA, PB will require a number of data inputs, which is expected to be provided by Jackson County based on a previous submission with limited support from PB. Data needs will vary based on the nature of the project and its impacts. Upon receipt of Notice to Proceed and after initial consultation with Jackson County, PB will provide a list of data needs for the Project.

Estimated Fee (BCA)

PB estimates a budget of \$18,000 to perform the BCA for the Project. This fee assumes PB will conduct a full BCA. Actual fee may be lower depending on the availability and suitability of existing BCA spreadsheets and data inputs, as used for Jackson County's previous application submission.

2. Prepare Application Narrative

PB will hold primary responsibility for the development of the application sections for the final application in accordance with the application outline and guidelines set in the Notice of Funding Availability for the TIGER funding opportunity. This task will include research as needed to bolster the previous year's application and refinement of some Project elements as needed to increase

competitiveness of the application, such as technical feasibility and project risks. It also will include time for PB to help Jackson County refine the project scope as needed.

Jackson County will be a critical partner to ensure the application appropriately reflects Project conditions. Specifically, it is expected that Jackson County will make available any Project- or county-specific information necessary for PB to “make the case” for the Project. It is also assumed that Jackson County will be responsible for preparing the Pre-Application, with PB providing input as needed, as well as SF 424.

PB staff will prepare the final document for publication and submit it as an Adobe PDF file. Jackson County will provide any needed graphics at a suitable resolution and in a format that PB can use.

Estimated Fee (BCA)

PB estimates a budget of \$20,000 to prepare the application for the Project. This includes facilitating a kick-off workshop to refine the project scope and discuss content for the application narrative, including project benefits, risks, and readiness.

Total Fee and Schedule

The total fee for the proposed scope of work would be \$38,000 for preparation of both the BCA and application.

PB can initiate services immediately upon Notice to Proceed. It is assumed this would be granted the week of April 20, 2015.

PB will provide a final application and requisite supporting documentation to Jackson County by Wednesday, June 3, 2015, with one (1) interim draft provided in advance of this deadline for Jackson County’s review and county. The final package submitted to Jackson County will be appropriate for direct submission to Grants.gov.