

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** repealing sections 5000. and 5002., Jackson County Code, 1984, relating to County Parks and the Rock Island Rail Corridor, and enacting, in lieu thereof, two sections relating to the same subject.

**ORDINANCE NO. 5216**, April 23, 2019

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Director of Parks and Recreation and the Program Coordinator for the Rock Island Rail Corridor Authority recommend that chapter 50 of the County Code relating to County park regulations be revised to bring the corridor under the enforcement authority of the County's park rangers; and,

WHEREAS, the adoption of the proposed revision will assist County staff managing the corridor and put in place a more uniform regulatory and enforcement regimen for all County recreational properties; and,

WHEREAS, the adoption of the recommended revision is in the best interest of the health, welfare, and safety of the citizens of Jackson County; now therefore,

BE IT ORDAINED by the Legislature of Jackson County, Missouri, as follows:

Section A. Enacting Clause.

Sections 5000. and 5002., Jackson County Code, 1984, are hereby repealed and two

new sections enacted in lieu thereof, to read as follows:

5000. Scope.

The provisions of this chapter govern the use and management of the Jackson County Park System, the Rock Island Rail Corridor and other County-owned properties used at least in part for recreations purposes.

5002. Definitions.

When used in this chapter, the following words and phrases shall have the following meanings. If any words and phrases are not defined by this chapter but are defined in the state laws regulating the use of parks, the state law definition shall apply.

5002.1 Waterway.

Any body of water, lake, pond, stream, or waterway owned or controlled by Jackson County. Jackson County waterways include, but are not limited to, Longview Lake, Prairie Lee Lake, Blue Springs Lake and Lake Jacomo.


5002.2 Rock Island Rail Corridor.

The non-parkland property acquired by Jackson County for use as common carrier asset and for transit facilities, economic development, and multi-modal transportation services, including bicycle and pedestrian facilities.

Effective Date: This Ordinance shall be effective immediately upon its passage by the County Executive.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

  
\_\_\_\_\_  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5216 introduced on April 23, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No.5216.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~R337~~ Ord No.: 5216

Sponsor(s): Tony Miller

Date: April 23, 2019

<p>SUBJECT</p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Amend Chapter 50 of the Jackson County Code to include the Rock Island Rail Corridor and other County Properties used in part for recreational purposes.</u></p>												
<p>BUDGET INFORMATION  <i>To be completed                  By Requesting                  Department and                  Finance</i></p>	<table border="1" data-bbox="316 556 1198 865"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$0</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>\$0</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT</td> </tr> <tr> <td>N/A</td> <td>TO ACCT</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 checked="" 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:	\$0	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$0	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT	N/A	TO ACCT
Amount authorized by this legislation this fiscal year:	\$0												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$0												
Amount budgeted for this item * (including transfers):	\$0												
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT												
N/A	TO ACCT												
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): _____</p> <p>Prior resolutions and (date): _____</p>												
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, &amp; phone): Matt Davis, Program Coordinator, RIRCA 816-503-4849</p>												
<p>REQUEST SUMMARY</p>	<p>RIRCA is requesting an amendment to Chapter 50 of the Jackson County Code to implement rules and regulations upon the Rock Island Corridor.</p> <p>The initial segment of the Rock Island Trail will soon be open to the public and there is a need for rules and regulations as well as enforcement. At issue is the non-park classification of the Rock Island Rail Corridor property and how that impacts operations, security and maintenance of the Rock Island Trail.</p> <p>The land comprising the Rock Island Corridor is owned by Jackson County and is considered County property in the general sense; it is not designated as park land. Because the Rock Island Corridor is not designated as park land, it does not fall under the regulations of Chapter 50 that pertain to Jackson County Parks. Consequently, the Jackson County Parks + Rec Ranger Division, who will patrol and secure the trail, have no enforcement authority. Currently, only the Jackson County Sheriff Department and local police have authority for enforcement of state and municipal law within the corridor. This is insufficient for the security and operations needs of the trail. Amending Chapter 50 allows Parks + Rec to secure, operate and maintain the trail to the degree necessary.</p>												

	<p>The Kansas City Area Transportation Authority (KCATA), as our partner in this project, pays half of the annual debt service for the bond issuance related to the purchase of this property. KCATA's interest in this property is for a future transit project and converting the property to park land may threaten the prospect of a future transit project. Amending Chapter 50 allows Parks + Rec to secure, operate and maintain the trail to the degree necessary, without the property becoming park land.</p>	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Proposed Chapter 50 Revision to Include the Rock Island Corridor and other County Properties used in part for recreational purposes.	
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager:	Date: 3/5/19
	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.

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$3,526.00 from the undesignated fund balance of the 2019 General Fund in acceptance of insurance proceeds to be applied toward the cost of a replacement vehicle for use by the Sheriff's Office.

**ORDINANCE NO. 5217**, April 23, 2019

**INTRODUCED BY** Jeanie Lauer, County Legislator

WHEREAS, the County has received a payment from State Farm Insurance Company representing the value of a Sheriff's Office patrol vehicle declared a total loss as a result of an accident that occurred on December 18, 2018; and,


WHEREAS, an appropriation is necessary to place the insurance payment in the proper spending account, so that the funds may be applied toward the cost of a replacement vehicle; now therefore,

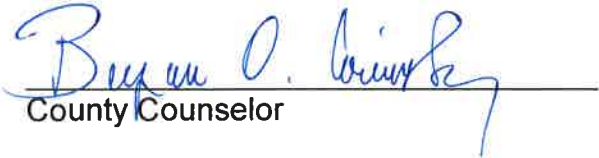
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2019 General Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
001-9999	47040 – Reimb. Damage Claims	\$3,526	
001-2810	Undesignated Fund Balance		\$3,526
001-2810	Undesignated Fund Balance	\$3,526	
Sheriff			
001-4201	56530 – Maint & Repair Auto Equip.		\$3,526

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

  
County Counselor

I hereby certify that the attached Ordinance, Ordinance No. 5217 introduced on April 23, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5217.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

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

ACCOUNT NUMBER: 001 2810  
ACCOUNT TITLE: General Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$3,526.00

4/17/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**  
**EXECUTIVE OFFICE**

Completed by County Counselor's Office:  
 Res/Ord No.: 5217  
 Sponsor(s): Jeanie Lauer  
 Date: April 23, 2019

APR 11 2019

<b>SUBJECT</b>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: An ordinance authorizing the appropriation of an insurance settlement for a 2008 Ford Crown Victoria Patrol vehicle to the Sheriff's Office line item auto equipment.</p>																		
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="326 590 1208 1119"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$3,526.50</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>\$3,526.50</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>FROM:</td> <td></td> </tr> <tr> <td>Undesignated fund balance 001-2810</td> <td>\$3,526.50</td> </tr> <tr> <td>TO:</td> <td></td> </tr> <tr> <td>001-4201-56530 auto equipment</td> <td>\$3,526.50</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:	\$3,526.50	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$3,526.50	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number:		FROM:		Undesignated fund balance 001-2810	\$3,526.50	TO:		001-4201-56530 auto equipment	\$3,526.50
Amount authorized by this legislation this fiscal year:	\$3,526.50																		
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Undesignated fund balance 001-2810	\$3,526.50																		
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001-4201-56530 auto equipment	\$3,526.50																		
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>																		
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Captain David Epperson, Commander, (816) 541-8017</p>																		
<b>REQUEST SUMMARY</b>	<p>An ordinance authorizing the appropriation of \$3,526.50 from the undesignated fund balance 001-2810 to line item 001-4201-56530 for reimbursement of the total loss of a 2008 Ford Crown Victoria police vehicle VIN# 2FAHP71V38X169188. The funds were received from State Farm Mutual Automobile Insurance Company for the loss, via check through claim number 16-6985-K89 from the insured, Eric Hoffman, reference an accident occurring on 12/18/2018. Draft #1 26 028131 j was received by Jackson County from State Farm Mutual Automobile Insurance Company in the amount of \$3,526.50.</p>																		



CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Copy of State Farm Check # 1260281315	
REVIEW	Department Director: <i>[Signature]</i>	Date: 04-10-19
	Finance (Budget Approval): If applicable <i>[Signature]</i>	Date: 4/10/19
	Division Manager: <i>[Signature]</i>	Date: 4.11.19
	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 \_\_\_\_\_.
- 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:
001-9999-47040	General Fund - Reimb Dmg Claim	\$3,526.50

- 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.



PAYMENT NO 1 26 028131 J  
PAYMENT AMOUNT \$3,526.50  
ISSUE DATE 03-25-2019  
AUTHORIZED BY RIEHN, SARAH  
PHONE (844) 696-0477

CLAIM NO 16-6985-K89  
LOSS DATE 12-18-2018  
POLICY NO 1044-803-16B  
INSURED HOFFMAN, ERIC J

JACKSON COUNTY SHERIFF DEPT  
4001 NE LAKEWOOD WAY  
LEES SUMMIT MO 64064-2100

COVERAGE DESCRIPTION	ON BEHALF OF	AMOUNT
PROPERTY DAMAGE LIABILITY	SHERIFF DEPT, JACKSON COUNTY	3,526.50

001-9999-47040

STATE FARM - SHERIFF DMG CLAIM

RETAIN STUB FOR RECORDS

**StateFarm** STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY 1 26 028131 J  
TITLE DOCUMENT PROCESSING JPMORGAN CHASE BANK, NA 56-1544/441  
TDP CHVL OFFICE P07PCL315 COLUMBUS, OH  
DATE 03-25-2019  
MM DD YYYY  
CLAIM NO 16-6985-K89 INSURED HOFFMAN, ERIC J  
LOSS DATE 12-18-2018

\*\*EXACTLY THREE THOUSAND FIVE HUNDRED TWENTY-SIX AND 50/100 DOLLARS

\$\*\*\*\*\*3,526.50

Pay to the  
Order of: JACKSON COUNTY SHERIFF DEPT

*Michael J. Lippert*  
AUTHORIZED SIGNATURE  
*Jon C. Farney*  
AUTHORIZED SIGNATURE

SECURED DOCUMENT WATERMARK APPEARS ON BACK, HOLD AT 45° ANGLE FOR VIEWING

VOID IF GREEN COLORED BACKGROUND IS MISSING

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**AN ORDINANCE** appropriating \$3,250.00 from the undesignated fund balance of the 2019 General Fund, representing reimbursement from the Missouri Office of Prosecution Services to cover court costs for the Prosecuting Attorney's Office.

**ORDINANCE NO. 5218**, April 23, 2019

**INTRODUCED BY** Jeanie Lauer, County Legislator

WHEREAS, the Prosecuting Attorney's Office has received reimbursement in the amount of \$3,250.00 from the Missouri Office of Prosecution Services, to cover court costs; and,

WHEREAS, an appropriation is necessary to place the reimbursement funds in the proper spending account; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund 9999	45077 – Witness Protect Reimb.	\$3,250	
001-2810	Undesignated Fund Balance		\$3,250
001-2810	Undesignated Fund Balance	\$3,250	
Prosecuting Attorney 001-4101	56760- Court Costs & Investigation Serv.		\$3,250

Effective Date: This ordinance shall be effective immediately upon its signature by the County Executive.

APPROVED AS TO FORM

Amy D. Haden  
Chief Deputy County Counselor

Bryan O. Acunsky  
County Counselor

I hereby certify that the attached ordinance, Ordinance No. 5218 introduced on April 23, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

This Ordinance is hereby transmitted to the County Executive for his signature.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

I hereby approve the attached Ordinance No. 5218.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frank White, Jr., County Executive

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

ACCOUNT NUMBER: 001 2810  
ACCOUNT TITLE: General Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$3,250.00

4/17/19  
\_\_\_\_\_  
Date

[Signature]  
\_\_\_\_\_  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

Completed by County Counselor's Office:  
Res/Ord No.: 5218  
Sponsor(s): Jeanie Lauer  
Date: April 23, 2019

APR 10 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the appropriation of a reimbursement from the Missouri Office of Prosecution Services totaling \$3,250.00 within the 2019 Anti-Drug Sales Tax Fund to be used towards court costs for the Prosecuting Attorney's Office.</u></p>												
<p><b>BUDGET INFORMATION</b> To be completed By Requesting Department and Finance</p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$3,250.00</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>\$3,250.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> </table> <p>Source of funding (name of fund) and account code number:</p> <table> <tr> <td><b>FROM</b> 001-9999-45077 Witness Protection Reimbursement</td> <td><b>FROM ACCT</b> \$3,250.00</td> </tr> <tr> <td><b>TO</b> <del>Anti-Drug Sales Tax Fund</del> 001-4101-56760 Court Costs</td> <td><b>TO ACCT</b> \$3,250.00</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:	\$3,250.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$3,250.00	Amount budgeted for this item * (including transfers):	\$	<b>FROM</b> 001-9999-45077 Witness Protection Reimbursement	<b>FROM ACCT</b> \$3,250.00	<b>TO</b> <del>Anti-Drug Sales Tax Fund</del> 001-4101-56760 Court Costs	<b>TO ACCT</b> \$3,250.00
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Amount budgeted for this item * (including transfers):	\$												
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<b>TO</b> <del>Anti-Drug Sales Tax Fund</del> 001-4101-56760 Court Costs	<b>TO ACCT</b> \$3,250.00												
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>												
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>												
<p><b>REQUEST SUMMARY</b></p>	<p>This ordinance is authorizing and appropriating reimbursement of relocation (rent) expenses for a witness on a case per approval and agreement with the Missouri Office of Prosecutions Services.</p>												
<p><b>CLEARANCE</b></p>	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p><b>ATTACHMENTS</b></p>													

REVIEW	Department Director: <i>Juan Peters Baker</i>	Date: <i>4/9/19</i>
	Finance (Budget Approval): <i>If applicable</i>	Date: <i>4/10/19</i>
	Division Manager: <i>Gary S. ...</i>	Date: <i>4.10.19</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:
<del>001102</del> <i>2810</i>	<i>Unbudgeted Fund Balance</i>	\$3,250.00

- 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.





**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a twenty-six month term and supply contract, with two twelve-month options to extend, for the printing and mailing of business and individual personal property declaration forms, assessment notices, and envelopes for use by the Assessment Department to Strahm Automation & Mailing of Kansas City, MO, under the terms and conditions of Invitation to Bid No. 2-19.

**RESOLUTION NO. 20145**, April 23, 2019

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited bids on Invitation to Bid No. 2-19 for the printing and mailing of business and individual personal property declaration forms, assessment notices, and envelopes for use by the Assessment Department; and,

WHEREAS, a total of 61 notifications were distributed and one response was received and evaluated from the following:

**VENDOR**

Strahm Automation and Mailing  
Kansas City (Jackson County), MO

and,

WHEREAS, pursuant to section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a thirty-six month term and supply contract, with two twelve month options to extend, printing and mailing of business and individual personal property declaration forms, assessment notices, and envelopes for use

by the Assessment Department to Strahm Automation & Mailing of Kansas City, MO, for the reason that it has submitted the lowest and best bid; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary to the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contracts, to the extent that sufficient appropriations to the using spending agency have heretofore been made in the current Jackson County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

  
\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20145 of April 23, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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.

4/17/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 20145

Sponsor(s): Crystal Williams

Date: April 23, 2019

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Thirty-Six Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Printing and Mailing Declarations, Assessment Notices and Envelopes for use by the Assessment Department to Strahm Automation and Mailing of Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 2-19</u></p>										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <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></p> <p><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: Assessment Department      Estimated Use: \$200,000.</p> <p>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:	
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:											
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):          Prior resolutions and (date): 18674, November 24, 2014</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 Assessment Department requires a Term and Supply Contract for the furnishing of Printing and Mailing Declarations, Asscssment Notices and Envelopes. The Purchasing Department issued Invitation to Bid No. 2-19 to meet these requirements.</p> <p>Sixty-one notifications were distributed and one response was received and evaluated as follows: Strahm Automation and Mailing of Kansas City, Missouri; Quotation Page from Invitation to Bid No. 2-19 attached.</p> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Assessment and the Director of Finance and Purchasing recommend the award of a Thirty-Six Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Printing and Mailing Declarations, Assessment Notices and Envelopes For the Assessment Department to Strahm Automation and Mailing of Kansas City, Missouri as the lowest and best bid received.</p>										
	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<b>COMPLIANCE</b>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals - No Goals Assigned  <input type="checkbox"/> VBE Goals</p>										
<b>ATTACHMENTS</b>	<p>The Abstract of Bids Received, the Award Recommendation from the Assessment Department and the pertinent pages of Strahm's response to the Invitation to Bid.</p>										

REVIEW	Department Director: <i>Deputy</i> <i>[Signature]</i>	Date: <i>4/10/2017</i>
	Finance (Budget Approval): <i>If applicable</i>	Date: <i>4/10/17</i>
	Division Manager:	Date:
	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.

ABSTRACT OF BIDS

Invitation to Bid No. 2-19  
 Printing and Mailing Declarations  
 March 26, 2019 2:00 PM, CDT

Strahm  
 KCMO

NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1	Base Bid			<i>see bid</i>				
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED

ON: March 26, 2019 BY

*Mark Bono*  
 CLERK OF THE LEGISLATURE

*Jarrod Paramore*  
 PURCHASING



## ASSESSMENT DEPARTMENT

(816) 881-3239  
Fax: (816) 881-1388

### JACKSON COUNTY

JACKSON COUNTY COURTHOUSE  
415 EAST 12<sup>TH</sup> STREET, FIRST FLOOR MEZZANINE  
KANSAS CITY, MISSOURI 64106  
WWW.JACKSONGOV.ORG

**FROM:** Jeph BurroughsScanlon, Deputy Director of Assessment  
**TO:** Bob Crutsinger, Director of Finance and Purchasing  
**CC:** Barbara Casamento, Purchasing Administrator  
Gail McCann Beatty, Director of Assessment  
**DATE:** April 4, 2019  
**RE:** ITB 2-19: Printing/Mailing Services

The Assessment Department has a yearly need to obtain printing/mailing services for nearly every unit of the department. Items that regularly need to be printed and mailed in bulk (tens of thousands or hundreds of thousands at a time) include; IPP Declarations, BPP Declarations and Real Property Value Change Notices.

The results of the publically posted open bid process returned to us with a single qualified vendor. We have considered this vendor and their references including a review of our own previous service experience with this vendor.

The vendor reviewed was **Strahm Automation and Mailing**. The references we contacted provided positive feedback. It is apparent to us that Strahm has the experience, resources and customer service acumen to serve the current needs of the Assessment Department and to handle our scope of work in regard to the printing and mailing services needed.

Using Strahm as our vendor, we would expect to place a contract for \$200,000 for the 2019 year for these printing and mailing services for the Assessment Department. It will be most convenient if we are able to set up the contract with the maximum number of annual extensions as possible.

**5.0 REQUIRED SUBMITTALS**

- 5.1 If the bidder's company is not located in the Greater Kansas City Metropolitan Area, please explain how bidder intends to perform the services detailed herein.
- 5.2 All forms signed and notarized where necessary.
- 5.3 Quote Sheet

**6.0 QUESTIONS**

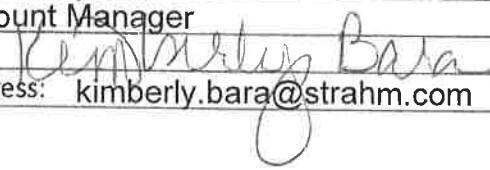
- 6.1 All questions regarding this Invitation to Bid must be in writing and emailed as detailed under General Conditions, Item Number Five on Page 7 of this Invitation to Bid by 5:00 PM, CDT on March 19, 2019.
- 6.2 Point of Contact for this Invitation to Bid is Barbara Casamento, email address is [bcasamento@jacksongov.org](mailto:bcasamento@jacksongov.org).
- 6.3 All questions will be answered in the form of Addenda and published on the County's website. It is the Bidder's responsibility to check the website for Addenda prior to submitting their bid.
- 6.4 Bidders and their agents (including subcontractors, employees, consultants or anyone else acting in their behalf, must follow this procedure. Bidders or their agents **may not contact any other County employees** regarding matters covered by this Invitation to Bid during the solicitation and evaluation process. Inappropriate contacts are grounds for REJECTION of bidder's submission.

**7.0 QUOTATIONS**

No.	Description	Number in Specifications	Pricing
	<b>Declarations, Notices &amp; Envelopes</b>		<b>Printing, Stuffing &amp; Mailing Price per Thousand</b>
	<b>Business Personal Property Declarations</b>		
7.1	1 <sup>st</sup> Business Personal Property Declaration December 2019	4.1.1	\$ 98.68
7.2	Blank Business Personal Property 1 <sup>st</sup> Declarations	4.1.2	\$78.68
7.3	2 <sup>nd</sup> Business Personal Property Declaration March 2019 and March 2020	4.1.3	\$98.68
7.4	Business Personal Value Notices	4.1.4	\$ 50.48
7.5	Mailing Envelope, 6 ½ " x 9 ½" Business Personal Property Declarations	4.1.5.1	\$ 61.01
7.6	Return Envelope, 6" x 9", Business Personal Property Declarations	4.1.5.2	\$ 40.19
7.7	Mailing Envelope, #10 for Business Personal Value Notices	4.1.5.3	\$ 34.08
7.8	Business Personal Property E-Filing Insert	4.1.9	\$5.00
	<b>Personal Property Declarations</b>		
7.9	Personal Property Declarations, January 2019, 1st	4.2.1	\$56.40
7.10	Mailing Envelope, #10, Standard Window, Personal Property Declarations	4.2.2.1	\$21.99
7.11	Return Envelope, #9, Personal Property Declarations	4.2.2.2	\$ 14.82
7.12	Personal Property E-Filing Insert	4.2.4.1	\$ 5.00
7.13	Personal Property Declarations, March 2019, 2nd	4.2.3	\$ 56.40
7.14	Mailing Envelope #10, Standard Window, Personal Property Declarations		



	<b>FINAL NOTICE</b>	4.2.2.1	\$ 22.85
	<b>Business Personal Notices</b>		
7.15	Business Personal Notices, May 2019	4.3.1	\$ 50.48
7.16	Mailing Envelope, #10, Standard Window, Business Personal Notices	4.3.2	\$34.08
7.17	Notice Letter	4.3.3	\$50.48
7.18	2 <sup>nd</sup> Notice Letter	4.3.4	\$50.48
	<b>Real Estate Notices</b>		
7.19	Real Estate Notices, April 2019	4.4.1	\$ 81.04
7.20	Real Estate Notices, May 2019	4.4.2	\$81.04
7.21	Real Estate Assessed Value Change Notices April 2020	4.4.3	\$ 50.48
7.22	Mailing Envelope, #10 Standard Window, Real Estate Notices	4.4.4	\$ 22.14
	<b>Declarations &amp; Notices sent out with Return Envelopes &amp; Inserts in Mailing Envelopes Listed</b>	Effective 1/27/19	<b>Estimated Postage Price per Piece</b>
7.23	1 <sup>st</sup> Business Personal Property Declaration December, 2019		\$ 0.383
7.24	2 <sup>nd</sup> Business Personal Property Declaration March 2019 and March 2020		\$0.383
7.25	Personal Property Declarations April 2019		\$0.383
7.26	Personal Property Declarations, May 2019		\$ 0.383
7.27	Business Personal Notices, May 2019 <b>MAIL FIRST CLASS</b>		\$ 0.383
7.28	Real Estate Notices, April 2019 <b>MAIL FIRST CLASS</b>		\$0.383
7.29	Real Estate Notices, May 2019 <b>MAIL FIRST CLASS</b>		\$ 0.383
7.30	Real Estate Assessed Value Change Notices, April 2020 <b>MAIL FIRST CLASS</b>		\$0.383
7.31	Real Estate Notice Envelope		0.383
	<b>Bonding Costs</b>		<b>Once time cost for Bond</b>
7.32	Performance, Labor and Materials Bond If Requested		\$1500.00

Company Name: Strahm Automation and Mailing	Date: March 26, 2019
Company Address: 1700 Broadway	Phone: 816-756-2733
Name: Kimberly Bara	Cell: 816-678-4832
Title: Account Manager	Fax: 816-756-0028
Signature: 	
Email Address: kimberly.bara@strahm.com	

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a contract for television air time for use by the Parks + Rec Department to Charter Communication Holdings, LLC, dba Spectrum Reach, at an actual cost to the County not to exceed \$15,600.00, as a sole source purchase.

**RESOLUTION NO. 20146**, April 23, 2019

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department's marketing campaign primarily focuses on the medium of television to promote attractions and events while creating awareness for the Department's Parks + Rec logo and brand; and,

WHEREAS, the marketing campaign's goal is to increase revenue, while promoting Jackson's County website; and,

WHEREAS, the Director of Finance and Purchasing recommends a contract for airtime with Charter Communication Holdings, LLC, dba Spectrum Reach, which will include thirty-second cable ads placed on a variety of cable networks throughout Jackson County, as well as metro-wide advertising; and,

WHEREAS, the campaign includes thirty-second ads on non-traditional viewing platforms including on demand, mobile devices, AT&T, and Direct TV, and select third-party network apps; and,

WHEREAS, pursuant to section 1030.1 of the County Code, the Director of Finance and Purchasing, after conducting research on the availability of the needed services in the Jackson County market, recommends the award of a contract to Charter Communications Holdings as a sole source, as only the Spectrum Reach program offers the capability of combining cable television air time with non-traditional viewing platforms such as “on-demand” viewing, mobile devices, Direct TV, and third-party applications; now therefore

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing and that the Director be and hereby is authorized to execute any documents necessary to the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Chief Deputy County Counselor

  
\_\_\_\_\_  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20146 of April 23, 2019, was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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.

ACCOUNT NUMBER: 003 1601 56210  
ACCOUNT TITLE: Park Fund  
Director - Parks  
Advertising  
NOT TO EXCEED: \$15,000.00

ACCOUNT NUMBER: 003 1601 56790  
ACCOUNT TITLE: Park Fund  
Director - Parks  
Other Contractual Services  
NOT TO EXCEED: \$600.00

4/17/19  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

APR 10 2019

Completed by County Counselor's Office:  
Res/~~Ord~~ No.: 20146  
Sponsor(s): Tony Miller  
Date: April 23, 2019

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Marketing Campaign – Requesting the County Executive to execute contracts for television air time for use by the Parks + Rec Department.</u></p>										
<p>BUDGET INFORMATION  <i>To be completed                  By Requesting                  Department and                  Finance</i></p>	<table border="1" data-bbox="321 548 1273 768"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$15,600</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>\$15,600</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$15,600</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>\$15,000 003-1601-56210 \$ 600 003-1601-56790</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$15,600</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:	\$15,600	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$15,600	Amount budgeted for this item * (including transfers):	\$15,600	Source of funding (name of fund) and account code number; FROM / TO	\$15,000 003-1601-56210 \$ 600 003-1601-56790
Amount authorized by this legislation this fiscal year:	\$15,600										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$15,600										
Amount budgeted for this item * (including transfers):	\$15,600										
Source of funding (name of fund) and account code number; FROM / TO	\$15,000 003-1601-56210 \$ 600 003-1601-56790										
PRIOR LEGISLATION	<p>Prior ordinances and (date): 18521 (5/19/14)</p> <p>Prior resolutions and (date): 16303 (5/21/07), 16631 (5/5/08 ), 16898 (5/11/09), 17261 (4/26/10), 17939 (7/2/12)                  18183 (6/3/13) 19890 (6/11/18)</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Michele Newman, Director of Parks + Rec, (816) 503-4821</p>										
REQUEST SUMMARY	<p>A Resolution authorizing the County Executive to execute contracts for television air time with Charter Communication Holdings, LLC, dba Spectrum Reach; at an aggregate cost to the County not to exceed \$15,600, as a sole source purchase.</p> <p><b><u>2019 Parks Marketing Campaign - \$15,600</u></b>                  Cable Television (\$10,000) – Charter Communication Holdings, LLC, dba Spectrum Reach (includes 2,432 15-second cable ad placements in Jackson County households using Spectrum, Comcast, AT&amp;T U-Verse and Direct TV; a Metro-wide “Ads Everywhere” campaign (\$5,000) that includes 111,111 impressions on non-traditional viewing platforms to include: On Demand, Mobile Devices, ATT &amp; Direct TV, and select Third-Party Network apps; and the production of three :15 televisions commercials (\$600), each focusing on key messages promoting top revenue attractions: Beaches, Boat Rentals and Golf.</p> <p>This aspect of the marketing campaign focuses primarily on the medium of television and digital platforms to create awareness of the Department’s attractions and programming, logo and brand, while also driving traffic to Jackson County’s website, and significantly promoting on-line registration. The marketing strategy uses 15-second television commercials that will be “bookended” at the beginning and the end of the commercial break, increasing frequency. Our goal is to continue to increase revenue through marketing, while raising the profile of Jackson County Parks + Rec during its peak seasons.</p>										
CLEARANCE											

	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <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: <i>Michelle Newman</i>	Date: 4/5/19
	Finance (Budget Approval): <i>If applicable</i>	Date: <i>4/19/19</i>
	Division Manager: <i>Gay Burt</i>	Date: <i>4/10/19</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.















## **MEMORANDUM**

To: Barbara Casamento

From: Michele Newman *MM*

Date: April 5, 2019

Re: Sole Source/Spectrum Reach

Jackson County Parks + Rec has researched cable advertising in Jackson County, as well as message delivery metro-wide on other platforms such as Mobile devices, Third Party Apps, and On Demand programming. We have found that, while we could buy some specific programming with other providers, we cannot access the inventory that Spectrum Reach is able to provide. Spectrum is able to deliver the best coverage of cable households throughout Jackson County, and they are the only provider with access to Comcast, AT&T and Direct TV consumers metro-wide. For these reasons, Spectrum Reach is considered a Sole Source.

# Our Recommendation



## Linear Zones



East Zone  
AT&T East  
Central Zone  
AT&T Central

## Demographic



Adults 25-54

Targeted Television M-Su 6p-12m, Dates TBD

**2,432 Total Commercials (630,362 Impressions)**  
**\$10,000**



Ads Everywhere

**111,111 Total Impressions/Commercials**  
**\$5,000** (average cost per impression 4.5 cents!)

Production: 3 :15 Second Commercials

**\$600**

Added Value Promotion

2x promotional opportunities for events of your choice  
Added value of \$3,000 (no cost to JCP+R)

**Total: \$15,600**

Jill Sherman

9225 Indian Creek Parkway, Suite 500

Overland Park, KS 66210

Jill.Sherman@charter.com

816-222-5833

Client Name

Date

Client Signature



**Spectrum**  
REACH

**IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI**

**A RESOLUTION** awarding a contract for the replacement of roofs on park structures for use by the Parks + Rec Department to Construction Management Services of Olathe, KS, under the terms and conditions of Invitation to Bid No. 7-19, at an actual cost to the County not to exceed \$73,916.00.

**RESOLUTION NO. 20147**, April 23, 2019

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Purchasing Director has solicited formal written bids on Bid No. 7-19 for the replacement of roofs on park structures within the Parks + Rec Department; and,

WHEREAS, a total of ninety-one notifications were distributed and three responses were received and evaluated as follows:

<u>VENDOR</u>	<u>BID</u>
Construction Management Services Olathe, KS	\$68,916.00
Superior Sheet Metal Kansas City, KS	\$284,489.00
Delta Innovative Services Kansas City, KS	\$374,000.00

and,

WHEREAS, pursuant to section 1054. of the Jackson County Code, the Director of Finance and Purchasing recommends the award of the contract for roof replacement to Construction Management Services of Olathe, KS, at a cost to the County not to exceed in the amount of \$73,916.00, as the lowest and best bid received; now therefore,

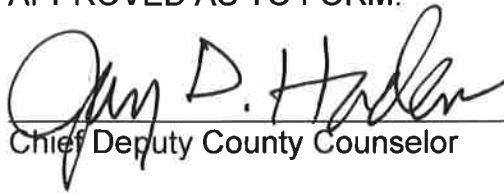
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary to the accomplishment of the award; and,

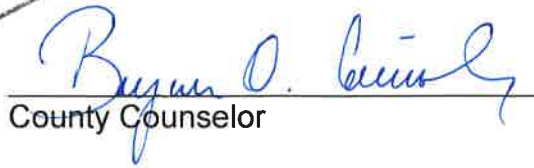
BE IT FURTHER RESOLVED that the Director of the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract.



Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

  
Chief Deputy County Counselor

  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20147 of April 23, 2019 was duly passed on \_\_\_\_\_, 2019 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Jo Spino, Clerk of Legislature

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.

ACCOUNT NUMBER: 003 1608 58020  
ACCOUNT TITLE: Park Fund  
Capital Projects  
Buildings & Improvements  
NOT TO EXCEED: \$73,916.00

4/17/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION  
EXECUTIVE OFFICE**

Completed by County Counselor's Office:

Res/Ord No.: 20147

Sponsor(s): Tony Miller

Date: April 23, 2019

APR 16 2019

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Contract for the Re-Roofing of Park Structures for the Parks + Rec Department to Construction Management Services of Olathe, Kansas under the terms and conditions of Invitation to Bid No. 7-19.</u></p>										
<p><b>BUDGET INFORMATION</b>  <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></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>\$73,916</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$73,916</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: 003-1608-58020 Park Fund, Capital Projects, Buildings and Improvements</td> <td>\$73,916</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:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$73,916	Amount budgeted for this item * (including transfers):	\$73,916	Source of funding (name of fund) and account code number: 003-1608-58020 Park Fund, Capital Projects, Buildings and Improvements	\$73,916
Amount authorized by this legislation this fiscal year:											
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Total amount authorized after this legislative action:	\$73,916										
Amount budgeted for this item * (including transfers):	\$73,916										
Source of funding (name of fund) and account code number: 003-1608-58020 Park Fund, Capital Projects, Buildings and Improvements	\$73,916										
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): _____  Prior resolutions and (date): _____</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 Parks + Rec Department requires Re-roofing of several of their structures. The Purchasing Department issued Invitation to Bid No. 7-19 to meet these requirements.</p> <p>Ninety-one notifications were distributed and three responses were received and evaluated as follows:</p> <table> <tr> <td>Construction Management Services, Olathe, KS</td> <td>\$ 68,916.00</td> </tr> <tr> <td>Superior Sheet Metal, Kansas City, KS</td> <td>\$284,489.00</td> </tr> <tr> <td>Delta Innovative Services, Kansas City, KS</td> <td>\$374,000.00</td> </tr> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing and the Director of Parks + Rec recommends the award of a contract for Re-Roofing of Park Structures to Construction Management Services of Olathe, Kansas as the lowest and best bid received. The Parks + Rec Department requests to spend an additional \$5,000, based on the unit pricing in the bid, to perform any unforeseen work necessary.</p>	Construction Management Services, Olathe, KS	\$ 68,916.00	Superior Sheet Metal, Kansas City, KS	\$284,489.00	Delta Innovative Services, Kansas City, KS	\$374,000.00				
Construction Management Services, Olathe, KS	\$ 68,916.00										
Superior Sheet Metal, Kansas City, KS	\$284,489.00										
Delta Innovative Services, Kansas City, KS	\$374,000.00										
<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 checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
<p><b>COMPLIANCE</b></p>	<p><input checked="" type="checkbox"/> MBE Goals 9.5%  <input checked="" type="checkbox"/> WBE Goals 11.7%  <input type="checkbox"/> VBE Goals</p>										
<p><b>ATTACHMENTS</b></p>	<p>The Abstract of Bids, an Award Recommendation Memorandum from Bruce Wilke of the Parks + Rec Department and the pertinent pages of Construction Management Services bid documents.</p>										

REVIEW	Department Director: <i>Michelle Thurman</i>	Date: <i>4-15-19</i>
	Finance (Budget Approval): <i>If applicable</i>	Date: <i>4/16/19</i>
	Division Manager: <i>Mark J...</i>	Date: <i>4/16/19</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.



ABSTRACT OF BIDS

Invitation to Bid No. 7-19 Re-Roofing Park Structures March 26, 2019 2:00 PM, CDT		DESCRIPTION		UNIT	QTY	Delta Innovative Services KCKS AMOUNT	Construction Management Services Olathe, KS AMOUNT	Superior Sheet Metal KCKS AMOUNT	AMOUNT
1	Blue Springs Campground West					24,000.00	4052.00	12,327.00	
2	Blue Springs Campground East					24,000.00	4052.00	12,327.00	
3	Longview Shelter No. 8					52,000.00	11,475.00	44,365.00	
4	Hayes Park Shelter					43,000.00	6,621.00	38,950.00	
5	Lake Jacomo Shelter No. 3					45,000.00	10,005.00	44,418.00	
6	Lake Jacomo Shelter Restroom No. 3					27,000.00	5,244.00	19,752.00	
7	Blue Springs Marina Restroom					24,000.00	4,009.00	12,380.00	
8	Longview Restroom No. 7					26,000.00	4,002.00	15,945.00	
9	Longview Lake Mouse Creek Restroom					26,000.00	4,002.00	15,945.00	
10	Blue Springs Campground Shower					57,000.00	11,452.00	52,135.00	
11	Longview Restroom NO. 9					26,000.00	4,002.00	15,945.00	
12	Wood Sheathing Tear-off and Replacement					5.00	4.75	3.50	
13	Wood Fascia Tear-off and Replacement					5.00	15.25	5.00	

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED  
 ON: March 26, 2019, BY  
Mark Spang  
 CLERK OF THE LEGISLATURE  
Richard J. Casamonte  
 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

**To:** Barbara Casamento  
**From:** Bruce Wilke *Bruce*  
**cc:** Dianne Kimzey  
Brian Nowotny  
**Date:** April 5, 2019  
**Re:** Bid No. 7-19  
Roofing Replacement

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Barbara,  
After reviewing the bid tabulation, we recommend award of the bid to the apparent low bidder, Construction Management Services of Olathe.

We wish to accept the bid amounts for the following items:

<u>Bid Item</u>	<u>Total Bid Amount</u>
• Group "A", Items 1 thru 6	\$ 41,449.00
• Group "B" Items 7 - 11;	\$ 27,467.00
<b>Total Award</b>	<b>\$ 68,916.00</b>

We also wish to accept all Unit Pricing quoted. We request the Parks Director be authorized to spend up to an additional **\$5,000.00**, based on the Unit Pricing, to perform any additional work necessary due to unforeseen conditions encountered during construction.

Funding for this project, (**\$ 73,916.00**), is in our 2019 operating budget in account 003-1608-58020 Building and Improvements.



*Frank White, Jr., County Executive*

7.5 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 matters covered by this Invitation to Bid during the solicitation and evaluation process. Inappropriate contacts are grounds for **REJECTION OF YOUR BID**.

**8.0 QUOTATIONS**

8.1 It is the intention of the County to award all Group A, Base Bid Items #1 through #6. The amount of work awarded in Group B, Items #7 through #11 will be determined by the remaining budget available. Unit price will be used for any additional or unforeseen circumstances in awarded jobs.

8.2 **GROUP A – Base Bid Facilities:** The Undersigned Bidder hereby proposes to perform all work as outlined in the Specifications as necessary and incidental to the completion of the Re-Roofing of Park Structures as follows:

No.	Description	Lump Sum Contract Price
01	Blue Springs Campground West Restroom 5400 NE Campground Road Lee's Summit, Missouri 64064	\$ 4,052.00
02	Blue Springs Campground East Restroom 5400 NE Campground Road Lee's Summit, Missouri 64064	\$ 4,052.00
03	Longview Shelter No. 8 Near 9300 High Grove Road Kansas City, Missouri 64149	\$ 11,475.00
04	Hayes Park Shelter 249 Santa Fe Street Sibley, Missouri 64088	\$ 6,621.00
05	Lake Jacomo Shelter No. 3 Near West Park Road & Woods Chapel Road Blue Springs, Missouri 64015	\$ 10,005.00
06	Lake Jacomo Restroom No. 3 Near West Park Road & Woods Chapel Road Blue Springs, Missouri 64015	\$ 5,244.00

8.3 **GROUP B – Alternate Bid Facilities:** The amount of work awarded in Group B, Items #7 - #11 will be determined by the remaining budget available. Unit prices will be used for any additional or unforeseen circumstances in awarded jobs.

The undersigned Bidder hereby acknowledges that the County, at its sole discretion, may determine the number of Shelters and Restrooms to be re-roofed using the following unit per price structure:

No.	Description	Lump Sum Contract Price
07	Blue Springs Marina Restroom 1700 NE Bowlin Road Blue Springs, Missouri 64015	\$ 4,009.00
08	Longview Restroom No. 7 12700 Old Raytown Road Kansas City, Missouri 64149	\$ 4,002.00
09	Longview Lake; Mouse Creek Restroom 12800 Old Raytown Road Kansas City, Missouri 64149	\$ 4,002.00
10	Blue Springs Campground Shower 5400 NE Campground Road Lee's Summit, Missouri 64064	\$ 11,452.00
11	Longview Restroom No. 9 Longview Lake; Near High Grove Road and Raytown Road Kansas City, Missouri 6449	\$ 4,002.00

8.4 **Unit Price Schedule:**

8.4.1 The Undersigned Bidder offers, for the County's consideration and use, the following unit price schedule. All unit prices will be the basis of payment or credit for extras or deductions to the original Contract. The County reserves the right to add or delete any item of the Contract as best suits its purposes or intentions. All prices must be the "installed price" and remain intact as long as original Contract is enforceable. This sheets must be completed in full as an integral part of the response to bid.

8.4.2 These prices are to include all costs to the County, including those for labor, materials, equipment, tools of trades and labor, appliances, accessories, warranties, guarantees, royalties, fees, permits, licenses, applicable taxes, insurance, bonds, hauling, storage, overhead and profit.

8.4.3 The following unit abbreviations are used:

- 8.4.3.1 LF – Lineal Foot
- 8.4.3.2 SF – Square Foot
- 8.4.3.3 EA – Each
- 8.4.3.4 SQ – Square
- 8.4.3.5 SY – Square Yard



No.	Description	Unit	Cost/Unit
10	Wood sheathing tear-off and replacement	SF	\$ 4.75
11	Wood fascia tear-off and replacement	LF	\$ 15.25

8.5 Change Orders: At the end of the project, any such additional work for which written authorization has been received will be included in a Change Order initiated by the Successful Bidder and approved by the County, and such Change Order with copies of the written authorization attached, shall be submitted to the County for acceptance.

Signature of Bidder: <i>Michael Brock</i>	Company Phone:
Name and Title: Michael Brock President	Email Address: mike@cmsincusa.com
Company Name: Construction Management Service Inc.	
Company Address: 18901 158th St Olathe, KS. 66062	