



# Jackson County Health Department

## November 11-18, 2020

### COVID-19

#### Data

\*\*More in depth data can be found on the [JACOHD dashboard](#).

#### JACOHD

- Total Positive Cases- 14,594
- Total Hospitalizations- unavailable
- Total Deaths- 163
- Presumed Recoveries-unavailable
- Individuals tested– 104,633

#### Totals This Week:

- Cases-1788
- Hospitalizations-unavailable
- Deaths-28

#### KC Region

- Total Cases- 72,720
- Total Deaths- 932

### Current Outbreaks

\*\*Outbreaks are considered concluded after two incubation periods (28 days) since the onset date of the last confirmed case, and are thus removed from the list.

- Jackson County Detention Center  
107 cases
- Redwood of Independence  
59 cases
- John Knox Village Care Center  
157 cases
- Shangri-La  
28 cases
- Polytainers, Inc.  
22 cases
- Villages of Jackson Creek  
153 cases

- Autumn Terrace  
66 cases
- Rosewood – The Groves  
7 cases
- Connection Point Church Raytown  
14 cases
- Redwood Carmel Hills  
29 cases
- Wedding- Oct 17  
18 cases
- Jackson County Election Board  
24 cases

### JACOHD/TMC Sponsored Testing

Ongoing weekly widespread testing at outbreak facilities

- Thursday Nov 19, 2020 at 10:00am – 2:00pm - Blue Springs Vespar Hall
- Friday Nov 13, 2020 at 10:00 – 2:00pm - Raytown 10020 E 66<sup>th</sup> Ter Raytown
- Monday Nov. 16 , 2020 – 10:00-2:00pm - Lee’s Summit 616 NE Douglas St.
- Tuesday, Nov. 17 , 2020 – 10:00-2:00pm - Grandview, 13500 Byars Rd
- Symptomatic Testing
  - Call 816-404-CARE

### PPE Supply

The PPE burn rate exceeds the supply rate

### Testing Supply

Varies. The health department is testing symptomatic and asymptomatic individuals at traveling clinics in EJC five days a week.

### JCDC Testing

107 cases identified and awaiting additional testing on inmates and staff.

### Weekly Regional Coordination Meetings

Health Care Coalition Steering Committee Meeting, Public Health Risk Communication Coordination Meeting, Hospitals & Public Health Meeting, Communicable Disease COVID-19 Update Meeting, Missouri Center for Public Health Excellence Meeting, Public Health Coordination Meeting, Public Health Directors Meeting, Multi Agency Coordination Resource Section Support Meeting, Community Organizations Active in Disaster Meeting

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

**AN ORDINANCE** repealing Schedule I, Chapter 50, Jackson County Code, 1984, relating to park fees and charges and enacting, in lieu thereof, one new schedule relating to the same subject.

**ORDINANCE NO. 5452**, November 23, 2020

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Director of the Parks + Rec Department has recommended that the department's schedule of park fees and charges be adjusted to cover increased costs of providing services and to impose fees for new services; and,

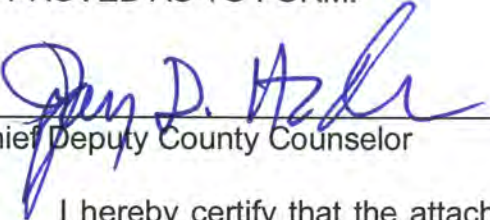
WHEREAS, said adjustments, as reflected in the attached Schedule I, are in the best interests of the citizens of the County; now therefore,

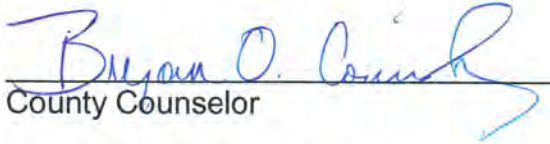
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, as follows:

Section A. Enacting Clause. Schedule I, Chapter 50, Jackson County Code, 1984, is hereby repealed and one new schedule enacted in lieu thereof, to be known as Schedule I, to read as indicated on the attachment.

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. 5452 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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 the Legislature

I hereby approve the attached Ordinance No. 5452.

\_\_\_\_\_  
Date

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

## 2021 SCHEDULE OF PARK USER FEES

<u>Permit Fees</u>	Submitted 2021	Actual 2020	Increase (Decrease)	<u>Facility Reservation/Rental Fees *</u>	Submitted 2021	Actual 2020	Increase (Decrease)
<b>Boat and Motor Permit Fees - Season ****</b>				<b>Shelter House Rentals</b>			
Motor - Per Horsepower	0.90	0.90	0.00	Weekdays - Monday - Fridays - 10am to Sunset	90.00	90.00	0.00
Boat - County Residents	30.00	30.00	0.00	Weekdays - Monday - Fridays - 10am to Sunset - Premiere Site	120.00	120.00	0.00
Boat - Out of County Residents (applies to Lake Jacomo use only)	60.00	60.00	0.00	Weekends and Holidays ** - 10am to Sunset	120.00	120.00	0.00
Boat and Motor Combination Permit (personal watercraft only)	95.00	95.00	0.00	Weekends and Holidays ** - 10am to Sunset - Premiere Site	140.00	140.00	0.00
Marine Dealer (licensed marine dealers only)	350.00	350.00	0.00	Platinum Shelter Sites (Jac 3, LV 2, LV 4, LV 13)	<b>RANGE:</b>	<b>200.00</b>	<b>to 750.00</b>
<b>Boat and Motor Permits - Daily</b>				<b>Fleming Hall Rentals</b>			
Boat and Motor	30.00	25.00	5.00	1-5 hours	200.00	200.00	0.00
Regatta Event	20.00	20.00	0.00	Full Day Rental	275.00	275.00	0.00
<b>Miscellaneous Permit Fees</b>				Holiday Rental (Full day rental only)	<b>300.00</b>	<b>275.00</b>	<b>25.00</b>
Radio Controlled Flying Field/Boat Permit - Season	30.00	30.00	0.00	<b>Equestrian Park Rental Fees ***</b>			
Radio Controlled Flying Field/Boat Permit - Junior	15.00	15.00	0.00	Daily Horse Park Rental With Lighted Arena	500.00	500.00	0.00
Radio Controlled Flying Field/Boat Permit - Daily or Event	5.00	5.00	0.00	Daily Horse Park Rental Without Lighted Arena	375.00	375.00	0.00
Archery Range Permit - Season	30.00	30.00	0.00	Stall Rental Fee - Per Stall Per Event	35.00	35.00	0.00
Archery Range Permit - Junior	15.00	15.00	0.00	Concession Stand - per event	100.00	100.00	0.00
Archery Range Permit - Daily	5.00	5.00	0.00	Water Jump Filled - per event	150.00	150.00	0.00
Horse Trailer Permit - Season	30.00	30.00	0.00	<b>Administrative Services</b>			
Horse Trailer Permit - Daily	5.00	5.00	0.00	Copy charges - per page when manual feeding is required	0.10	0.10	0.00
Hot Air Balloon Permit - Season	30.00	30.00	0.00	Copy charges - per page when auto feeding is possible	0.10	0.10	0.00
Metal Detecting Permit - Season	30.00	30.00	0.00	Copy charges - ranger reports - per entire report	5.00	5.00	0.00
Photo Permits (commercial use) per event- 1st hour	50.00	50.00	0.00	Record search fees - per employee per hour	25.00	25.00	0.00
Each additional hour	25.00	25.00	0.00	Facility reservation transfer fees - per transaction	10.00	10.00	0.00
Filming Permits:				Dock permit transfer fees - per transfer	75.00	75.00	0.00
Standard Video Permits - per day/event	<b>RANGE:</b> 50.00	<b>to 5,000.00</b>		Replacement dock permit - per space	50.00	50.00	0.00
Feature Film - Per Day Minimum	<b>RANGE:</b> 2,000.00	<b>to 10,000.00</b>		Refund processing fees - per transaction	10.00	10.00	0.00
DVD Feature Film, non-theatrical release -daily	<b>RANGE:</b> 300.00	<b>to 2,000.00</b>		Additional gate and lock keys - per key	3.00	3.00	0.00
Add on to filming request for traffic control/enforcement	<b>RANGE:</b> 5.00	<b>to 2,000.00</b>		Illegal boat storage (per day)	25.00	25.00	0.00
Catering Permit - per event per day	50.00	50.00	0.00	Deposits on rented facilities and equipment	<b>RANGE:</b> 25.00	<b>to 1,000.00</b>	
Special Apparatus Permit / Inflatable - per event per day	50.00	50.00	0.00	Fee for land easements, etc. (per square foot) *****	0.40	0.40	0.00
Special Apparatus Permit / Equip Rental - per event per day	50.00	50.00	0.00	Administrative fee for land transactions - easement	2,000.00	2,000.00	0.00
Concessionaire - per event per day				Administrative fee for conversion of use of Park Property containing restrictions (requires replacement property)	3,000.00	3,000.00	0.00
01 - 100 estimated patrons in attendance	75.00	75.00	0.00	Commemorative Bench Program:			
101 plus estimated patrons in attendance	250.00	250.00	0.00	Standard Bench	1,000.00	1,000.00	0.00
Administrative fee for Managed Deer Hunt	10.00	10.00	0.00	Premium Bench	2,500.00	2,500.00	0.00
Special Use / Fur Bearer Trapping Permit	25.00	25.00	0.00	<b>Jackson Co. Administration Offices Rental</b>			
Make Your Day Pass - Season	<b>RANGE:</b> 25.00	<b>to 100.00</b>		Daily Rentals	<b>RANGE:</b> 200.00	<b>to 400.00</b>	
<b>Additional Facility Services and Products</b>				Monthly Rentals	<b>RANGE:</b> 200.00	<b>to 500.00</b>	
Portable toilet - standard - per unit per day	<b>RANGE:</b> 80.00	<b>to 120.00</b>					
Portable toilet - ADA - per unit per day	<b>RANGE:</b> 200.00	<b>to 300.00</b>					
Portable Toilet - Additional cleanings - per cleaning per unit	<b>RANGE:</b> 25.00	<b>to 50.00</b>					
Portable Hand Washing Station - per unit per day	<b>RANGE:</b> 90.00	<b>to 125.00</b>					
Water Truck - potable or non-potable - per truck per day	75.00	75.00	0.00				
Extra tables, trash receptacles or barrels - per delivery	75.00	75.00	0.00				

\* "Day" or "daily" is defined as a maximum of 24 hours or any portion thereof. The beginning and ending of the 24 hour period will vary depending upon the activity and will be established by the Parks + Rec Department.

\*\* For the purpose of the holiday rate, holidays shall be designated annually by the Parks + Rec Department and generally will coincide with the federally recognized holiday calendar.

\*\*\* Rental fees for the Equestrian Park do not include special or promotional events, only equestrian related events.

\*\*\*\* Senior Discount: Applies to individuals 62 years and older. Proof of age will be required. Senior must be listed as a registered owner of the vessel to qualify. Senior discount will allow a ten percent (10%) discount on all dock, mooring, and dry storage spaces and non-dealer boat and motor permits (season permits only). Discount may not be used in conjunction with other discounts offered.

Junior Discount: Applies to youth 15 and under. Proof of age will be required.

\*\*\*\*\* Fee for land easement overhead utilities - 60% of property fair market value for overhead utilities or \$40 per square foot, whichever is higher. Fee for government agencies is \$.20 per square foot.

**2021 SCHEDULE OF PARK USER FEES**

	Submitted 2021	Actual 2020	Increase (Decrease)		Submitted 2021	Actual 2020	Increase (Decrease)
<b><u>Marina Services</u></b>				<b><u>Dock, Mooring, and Dry Storage Fees *</u></b>			
<b>Boat Rental</b>				<b>Longview Marina</b>			
Pontoon Boat - hourly	50.00	50.00	0.00	Dock Slips - 10' x 20' Uncovered	1,780.00	1,730.00	50.00
Pontoon Boat - 4 hours	200.00	175.00	25.00	Dock Slips - 10' x 20' Covered	1,820.00	1,770.00	50.00
Pontoon Boat - weekday / all day (Greater than 4 hours)	200.00	200.00	0.00	Dock Slips - 10' x 24' Covered	1,860.00	1,810.00	50.00
Pontoon Boat - weekend / holiday all day (Greater than 4 hrs)	300.00	275.00	25.00	Dock Slips - 12' x 24' Covered	1,925.00	1,875.00	50.00
Utility/ Jon Boat - hourly	35.00	35.00	0.00	Dock Slips - 12' x 28' Covered	1,980.00	1,930.00	50.00
Utility/ Jon Boat - 4 hours	140.00	125.00	15.00	Dock Slips - Personal Watercraft Uncovered	800.00	750.00	50.00
Utility/ Jon Boat - weekday / all day	140.00	140.00	0.00	Dock Slips - Uncovered End Space (per month)	350.00	350.00	0.00
Utility/ Jon Boat - weekend / holiday all day	160.00	160.00	0.00				
Fishing Boat (Jacomo only) 16' - hourly	50.00	50.00	0.00	<b>Blue Springs Marina</b>			
Fishing Boat (Jacomo only) 16' - weekday / all day	200.00	200.00	0.00	Dock Slips - 10' x 24' Covered and Uncovered	1,860.00	1,810.00	50.00
Fishing Boat (Jacomo only) 16' - 4 hours - weekend	200.00	150.00	50.00	Dock Slips - 10' x 28' Covered and Uncovered	1,980.00	1,930.00	50.00
Fishing Boat (Jacomo only) 16' - weekend / holiday all day	250.00	240.00	10.00	Dock Slips - 12' x 24' Covered	1,925.00	1,875.00	50.00
Pedal Boat - hourly	25.00	25.00	0.00	Dock Slips - Personal Watercraft Uncovered	800.00	750.00	50.00
Pedal Boat - Specialty - hourly	30.00	30.00	0.00	Dock Slips - Uncovered End Space (per month)	350.00	350.00	0.00
Canoe 17' - hourly	25.00	25.00	0.00				
One person kayak - hourly	25.00	25.00	0.00	<b>Jacomo South Boat Dock</b>			
Two person kayak - hourly	30.00	30.00	0.00	Dock Slips - Sailboat Design - County Residents	650.00	650.00	0.00
				Dock Slips - Sailboat Design - Out of County Residents	850.00	850.00	0.00
<b>Boat Accessory Rental - per day</b>				Dock Slips - Sailboat Deluxe Design - County Residents	750.00	750.00	0.00
Extra Anchor	5.00	5.00	0.00	Dock Slips - Sailboat Deluxe Design - Out of County Residents	950.00	950.00	0.00
Personal Flotation Device	5.00	5.00	0.00	Dock Slips - Pontoon & Fishing Design - County Residents	600.00	600.00	0.00
Lily Pad	75.00	50.00	25.00	Dock Slips - Pontoon & Fishing Design - Out of County Residents	800.00	800.00	0.00
				Dock Slips - Pontoon & Fishing Deluxe Design - County Residents	700.00	700.00	0.00
<b>Boat Rides</b>				Dock Slips - Pontoon & Fishing Deluxe Design - Out of County Resident	900.00	900.00	0.00
Pontoon Boat Ride - Adult	10.00	10.00	0.00	Dock Slips - Utility Design - County Residents	350.00	350.00	0.00
Pontoon Boat Ride - Child 12 & Under	5.00	5.00	0.00	Dock Slips - Utility Design - Out of County Residents	550.00	550.00	0.00
Pontoon Boat Ride - Specialty- Adult	12.00	12.00	0.00				
Pontoon Boat Ride - Specialty- Child 12 & Under	7.00	7.00	0.00	<b>Sailboat Cove</b>			
				Moorings - County Residents	500.00	500.00	0.00
<b>Dock Services</b>				Moorings - Out of County Residents	700.00	700.00	0.00
Battery Charge	3.00	3.00	0.00				
Boat Aeration	100.00	100.00	0.00	<b>Dry Storage</b>			
Compressed Air	3.00	3.00	0.00	Jacomo East Side - Boat and Trailer Storage Facility	550.00	500.00	50.00
Dock User Fee	5.00	5.00	0.00	Jacomo West Side - Boat and Trailer Storage Facility	550.00	500.00	50.00
Dock User Fee - Child	2.50	2.50	0.00	Longview - Boat and Trailer Storage Facility	550.00	500.00	50.00
Overnight Slip	30.00	25.00	5.00	Blue Springs - Trailer Only Storage Facility	350.00	300.00	50.00
Illegal Boat Storage per day	30.00	25.00	5.00				

\* Dock, mooring and dry storage license fees are assessed for a full season. Defined seasons may vary by facility and will be established annually by the Parks + Rec Department.

**2021 SCHEDULE OF PARK USER FEES**

**Historic Sites**

	Submitted 2021	Actual 2020	Increase (Decrease)
<b>Admissions: **</b>			
<b>Missouri Town</b>			
Adult	7.00	7.00	0.00
Youth	4.00	4.00	0.00
Senior	4.00	4.00	0.00
<b>Fort Osage</b>			
Adult	8.00	8.00	0.00
Youth	4.00	4.00	0.00
Senior	4.00	4.00	0.00
<b>Educational Programs:</b>			
Self Guided Tour	3.00	3.00	0.00
Pioneer	4.00	4.00	0.00
Off Site Program	<b>RANGE:</b> 75.00	<i>to</i> 300.00	
P.A.R.D.S. - Individual	35.00	35.00	0.00
P.A.R.D.S. - Family	45.00	45.00	0.00
Spirits from the Past	10.00	10.00	0.00
Fort Osage Discovery Program	10.00	10.00	0.00
Missouri Town Fall Festival (per car)	10.00	10.00	0.00
Missouri Town Fall Festival (per bus)	20.00	20.00	0.00
Paranormal Event	20.00	20.00	0.00
Senior Bus Tour	<b>RANGE:</b> 30.00	<i>to</i> 60.00	
<b>Workshops</b>	<b>RANGE:</b> 5.00	<i>to</i> 50.00	
<b>Symposiums/Seminars</b>	<b>RANGE:</b> 10.00	<i>to</i> 100.00	
<b>Rental (Vendor License Fees):</b>			
Lost Arts Craftsman	50.00	50.00	0.00
Craft Vendor	100.00	100.00	0.00
Food Vendor	250.00	250.00	0.00
Artists Booth Space	25.00	25.00	0.00
<b>Facility Rental:</b>			
Fort Osage Education Center:			
Meeting Room (per hour, 2 hour minimum)	25.00	25.00	0.00
Media Room (per hour, 2 hour minimum)	50.00	50.00	0.00
Lobby, per hour	100.00	100.00	0.00
Entire Facility (3 hour rental)	500.00	500.00	0.00
Additional fee for rental after 5:00 p.m. (per hour)	100.00	100.00	0.00

**Historic Sites (Cont.)**

	Submitted 2021	Actual 2020	Increase (Decrease)
<b>Services:</b>			
Hayride per person(\$250 Minimum)	8.00	8.00	0.00
Hayride w/ Food per person(\$300 Minimum)	12.00	12.00	0.00
Boy Scout Overnight per person(\$400 Minimum)	20.00	20.00	0.00
<b>Wedding:</b>			
Chapel	300.00	300.00	0.00
Rehearsal	100.00	100.00	0.00
Decoration	100.00	100.00	0.00
Reception	100.00	100.00	0.00
<b>Food (Special Events):</b>	<b>RANGE:</b> .50	<i>to</i> 4.00	
<b>Outdoor Education</b>			
<b>Day Camp Registration and Services</b>			
One Week Session			
Registration - per child	140.00	140.00	0.00
Extended Hours - per child	35.00	35.00	0.00
Late Pick-Up or Early Pick-Up (per minute)			
Daycamp Activity Options and Special Services	1.00	1.00	0.00
Transfer Fee	<b>RANGE:</b> 10.00	<i>to</i> 50.00	
<b>Rental Fees</b>			
Kemper Outdoor Site Rental (4 hour rental)	600.00	600.00	0.00
Each additional hour	100.00	100.00	0.00
Kemper Outdoor Pool (per hour with site rental, 4 hr min)	50.00	50.00	0.00
Lifeguard Staff - (per hour, per person)	20.00	20.00	0.00
Kemper Outdoor Building (per hour)	<b>RANGE:</b> 100.00	<i>to</i> 500.00	
Kemper Outdoor Pond (2 hour rental)	25.00	25.00	0.00
Dogtober Fest vendor booth space	<b>RANGE:</b> 75.00	<i>to</i> 500.00	
Dogtober Fest activity fees	<b>RANGE:</b> .50	<i>to</i> 75.00	
<b>Classes, Hikes, Tours and Programs, Matches (per person)</b>	<b>RANGE:</b> 3.00	<i>to</i> 105.00	
<b>Group Presentations (per program/per hour)</b>	<b>RANGE:</b> 40.00	<i>to</i> 300.00	
<b>Team Building Programs</b>	<b>RANGE:</b> 3.00	<i>to</i> 105.00	
<b>Natural Resources</b>			
<b>One Animal Safari Tour</b>			
1-20 people (45 min tour)	120.00	120.00	0.00

\*\* For senior discount customer must be 62 years of age or older to qualify.  
Discount does not apply during designated special events or promotions. Discount is not valid with any other discount or coupon.

**2021 SCHEDULE OF PARK USER FEES**

	Submitted 2021	Actual 2020	Increase (Decrease)
<b><u>Recreational Sports and Aquatics</u></b>			
<b>Rec. &amp; Competitive Leagues</b>			
<b>Softball</b>			
Frank White Jr. (Single), per team	550.00	550.00	0.00
Frank White Jr. (Doubleheader), per team	850.00	850.00	0.00
Adair Park (per game)	35.00	35.00	0.00
<b>Soccer:</b>			
All Fields (All Leagues)- per team	600.00	600.00	0.00
<b>Athletic Field Rental</b>			
<b>Tournament Rental-</b>			
Frank White Jr. - per day (2 day minimum) (or \$30 per team, whichever is greater of the two)	350.00	350.00	0.00
<b>Adair Park:</b>			
Adair Park - entire facility, per day (2 day minimum) (or \$30 per team, whichever is greater of the two)	350.00	350.00	0.00
Field Prep - Adair Park per day, per field	25.00	25.00	0.00
Practice Field Rental (per hour, 2 hour minimum)	30.00	25.00	5.00
Lights (per hour, per field)	20.00	20.00	0.00
Facility Staff (per hour, mandatory with lights)	15.00	15.00	0.00
Field Marking (chalking) - per hour (1 hour minimum)	30.00	30.00	0.00
<b>Soccer Fields (Excluding Kenneth Road Soccer Fields)</b>			
Practice Rentals - per hour (1 hour minimum)	50.00	50.00	0.00
Tournament Rentals - per field per day (or \$30 per team, whichever is greater of the two)	150.00	150.00	0.00
<b>Soccer Fields - Kenneth Road Fields</b>			
Tournament Rentals - per field per day (2 day minimum)	250.00	250.00	0.00
Team Parking Fee	150.00	150.00	0.00
<b>Field Marking (painting)</b>			
Large Soccer Field - each	90.00	90.00	0.00
Small Soccer Field - each	70.00	70.00	0.00
<b>Admission Fees:</b>			
Softball / Baseball - per day	<i>RANGE:</i>	<i>1.00 to</i>	<i>50.00</i>
Additional Staff - (per hour, per person)	15.00	15.00	0.00
Field Cleanup Fee	100.00	100.00	0.00

**Recreational Sports and Aquatics (Cont.)**

	Submitted 2021	Actual 2020	Increase (Decrease)
<b>Special Events</b>			
<b>Softball Tournaments</b>			
2-game guarantee (JCP&R league teams, per team)	100.00	100.00	0.00
2-game guarantee (non-league teams, per team)	125.00	125.00	0.00
3-game guarantee (JCP&R league teams, per team)	150.00	150.00	0.00
3-game guarantee (non-league teams, per team)	175.00	175.00	0.00
<b>Share of Gate Fee for Softball/Baseball Tournaments (percent of total gate)</b>			
		<b>40%</b>	
5K/10K/ Run/ Walks - pre registration	20.00	20.00	0.00
5K/10K/ Run/ Walks - day of event	25.00	25.00	0.00
Special Event Admission (if applicable) - per person/per car	5.00	5.00	0.00
Cross Country Course/Jacombo 14 rental - base fee	500.00	500.00	0.00
<b>Beach Admissions</b>			
Adult - Daily	7.00	7.00	0.00
Child (15 & Under)	5.00	5.00	0.00
Senior (62 & Older) - Daily	5.00	5.00	0.00
Season Pass (Single)	60.00	60.00	0.00
Junior Family Pass (Family of 2)	80.00	80.00	0.00
Season Pass (Family of 4)	100.00	100.00	0.00
Extra Family Member - each	15.00	15.00	0.00
<b>Birthday Party</b>			
Admission for 10 kids/picnic tables & shelter for party - Weekday	120.00	120.00	0.00
Admission for 10 kids/picnic tables & shelter for party - Weekend and holiday	150.00	150.00	0.00
<b>Shelter Rentals</b>			
Weekdays - Monday - Thursday shelter rental	50.00	50.00	0.00
Weekdays - Friday shelter rental	90.00	90.00	0.00
Weekends and Holidays shelter rental	120.00	120.00	0.00
<b>Beach Rentals</b>			
Beach Rental (after hours, per hour, 2 hour min)	130.00	130.00	0.00
Additional Lifeguard Staff - (per hour, per person)	20.00	20.00	0.00
Triathlons/Running Events/ Polar Plunge/Special Event/Wedding			
Memorial Day Weekend - Labor Day Weekend - base fee	6,000.00	6,000.00	0.00
Off Season Rental - base fee	2,000.00	2,000.00	0.00
<b>Advertising</b>			
<b>Sports Complex Signs</b>			
1-Sign (2 year minimum)	800.00	800.00	0.00
5-Signs (2 year minimum)	3,000.00	3,000.00	0.00
Scoreboard (2 year minimum)	500.00	500.00	0.00
Brochure, Flyer, Program Ads - per half page	250.00	250.00	0.00

**2021 SCHEDULE OF PARK USER FEES**

	Submitted 2021	Actual 2020	Increase (Decrease)		Submitted 2021	Actual 2020	Increase (Decrease)
<b><u>Golf Course</u></b>				<b><u>Special Recreation</u></b>			
Green Fees - Championship Course				Leagues - Eastern and Metro			
Weekend and Holiday - 18H	38.00	37.00	1.00	Softball	35.00	35.00	0.00
Weekday - 18H	27.00	26.00	1.00	Volleyball	17.00	17.00	0.00
Weekday - Junior / Senior * - 18H	25.00	23.00	2.00	Basketball	17.00	17.00	0.00
Green Fees - Par 3 Course				Outreach			
Adult - 9 Hole	14.00	12.00	2.00	Monthly Dances per dance per person	2.00	2.00	0.00
Junior / Senior 9 Hole *	12.00	10.00	2.00	On the Town Club			
2nd - 9 Holes	6.00	5.00	1.00	Activities	<b>RANGE:</b>	8.00	to 12.00
Gas Carts/Pull Carts							
Gas Riding Cart - 18 Holes	36.00	32.00	4.00				
Pull Cart - 18 Holes	7.00	6.00	1.00				
Driving Range				<b><u>Special Events</u></b>			
Small Bucket	7.00	6.00	1.00	Admission to special events	<b>RANGE:</b>	5.00	to 25.00
Medium Bucket	10.00	9.00	1.00	Leasing of facilities	<b>RANGE:</b>	500.00	to 3,000.00
Large Bucket	13.00	12.00	1.00	Promotions and other significant events	<b>RANGE:</b>	500.00	to 50,000.00
Annual Range Pass	450.00	400.00	50.00				
Annual Green Fee				<b><u>Campgrounds</u></b>			
Single	1,500.00	1,450.00	50.00	<b>Campground Facilities and Services **</b>			
Two Family Members (same household)	1,650.00	1,600.00	50.00	Improved campground facilities at Blue Springs Lake, Longview Lake and Lake Jacomo - per unit per night			
Family	1,850.00	1,800.00	50.00	Full Hookups	37.00	35.00	2.00
Senior *	1,150.00	1,100.00	50.00	Full Hookups - Premiere Site	47.00	45.00	2.00
Senior Weekday Couple w/cart	1,800.00	1,750.00	50.00	Electric and Water Hookups	32.00	30.00	2.00
Senior Weekend w/cart	1,850.00	1,850.00	0.00	Electric Only	29.00	27.00	2.00
Senior Weekend Couple w/cart	2,200.00	2,150.00	50.00	Basic Site (No Hookups)	26.00	24.00	2.00
High School Age & Under	400.00	350.00	50.00	Additional vehicles beyond permit - per day	5.00	5.00	0.00
Annual Green Fee - Par 3 Course				Dump Station (non-campers)	15.00	15.00	0.00
Single	450.00	450.00	0.00	Firewood (bundle)	7.00	7.00	0.00
Single w/cart	850.00	850.00	0.00	Ice	<b>RANGE:</b>	1.75	to 3.50
Annual Golf Cart Fee				Group Primitive Campground Areas			
Annual Member Cart	950.00	900.00	50.00	1-20 people per day	40.00	40.00	0.00
Annual Family Cart	1,100.00	900.00	200.00	21-50 people per day	55.00	55.00	0.00
Tournament Room Rental (per day)				Over 51 - Base price for 21-50 group plus per person per day	1.00	1.00	0.00
Weekday Business Hours - 4 hour rental	200.00	150.00	50.00	Jacomo Primitive Campground Site 4 camping with shelter	80.00	80.00	0.00
Weekday Business Hours - each additional hour	40.00	30.00	10.00	Blue and Gray Organized Horse Camp Area			
Weekend Business Hours - 4 hour rental	250.00	200.00	50.00	Daily rental fee for the horse camp facility on Brown Road	200.00	200.00	0.00
Weekend Business Hours - each additional hour	40.00	30.00	10.00				
Tournament Fees (per person)							
Weekday	<b>RANGE:</b>	46.00	to 75.00				
Weekend and Shotgun	<b>RANGE:</b>	36.00	to 85.00				
Tournament Corkage Fee	<b>RANGE:</b>	10.00	to 100.00				
Golf Lessons / Classes	<b>RANGE:</b>	25.00	to 250.00				

\* To qualify for Golf Course Junior / Senior rates the patron must be under 18 years of age or 60 years of age and over

\*\*Seniors 62 years and older receive a \$ 2.00 per night discount on a campsite. Reservation must be made under the senior's name for site the senior will occupy. Discount may not be used in conjunction with other discounts offered.

\*\*\*Veteran's Discount: discount will allow a \$2.00 per night discount on a campsite. Reservation must be made under the veteran's name for site the veteran will occupy. Discount may not be used in conjunction with other discounts offered.

Proof of eligibility will be required.



**REQUEST FOR LEGISLATIVE ACTION**

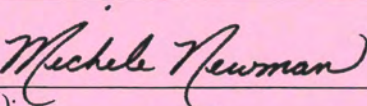
**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5452

Sponsor(s): Tony Miller, 2019

Date: November 23, 2020

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title Repeal Schedule 1, Chapter 50 Jackson County Code, 1984 related to park fees and charges and enacting in lieu thereof a new schedule relating to the same subject.											
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="342 573 1414 846"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">\$</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION:  <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: _____  Prior Year Budget (if applicable): _____ Prior Year Actual Amount Spent (if applicable): _____		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:	\$											
PRIOR LEGISLATION	Prior ordinances and (date): 5287 November 12, 2019 Prior resolutions and (date):											
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Dianne Kimzey, Deputy Director of Enterprise Operations 503-4825											
REQUEST SUMMARY	Ordinance requested to repeal Schedule 1, Chapter 50, Jackson County Code, 1984, relating to park fees and charges, and enacting, in lieu thereof, a new schedule relating to the same subject for 2021 fees. This schedule is updated and approved annually. Adjustments were made to increase fees based on comparable market rates with other park departments and similar entities.											
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)											
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals											
ATTACHMENTS	2021 Schedule of Park User Fees											
REVIEW	Department Director: 	Date: 11/9/2020										
	Finance (Budget Approval): _____ N/A	Date:										

<i>If applicable</i>		
Division Manager:	<i>Way M. Schutte</i>	Date: <i>11-16-2020</i>
County Counselor's Office:	<i>Bryan Corning</i>	Date: <i>11/18/20</i>

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 \$27,339.00 from the undesignated fund balance of the 2020 CARES Act Fund to provide for the purchase of upgraded computer equipment for use by the Prosecuting Attorney's Office to improve remote work capabilities and communications in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic.

**ORDINANCE NO. 5453**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens and employees; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, with the funding provided by this appropriation, the Prosecuting Attorney's Office will be able to purchase upgraded computer equipment to improve remote working and communications capabilities including eleven new computers, ten licenses for Acrobat Pro, and improved audio equipment; and,

WHEREAS, the equipment will be purchased from existing County term and supply vendors; now therefore,

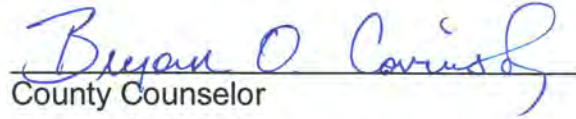
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$27,339	
Prosecuting Attorney 040-4101	58171- Personal Computers/Accessories		\$27,339

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. 5453 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5453.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 040 9999 32810  
ACCOUNT TITLE: CARES Act Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$27,339.00

11/19/20  
Date

  
Interim Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5453

Sponsor(s): Theresa Cass Galvin

Date: November 23, 2020

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$27,339 in CARES Act funding for upgrading the computer equipment used by the County Prosecutor's Office to improve remote communications capability during the COVID-19 pandemic response</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>\$27,339</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>\$27,339</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$27,339</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:                  FROM:                  040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td><b>FROM ACCT:</b> \$27,339</td> </tr> <tr> <td>TO:  <b>CARES Act Fund</b>                  001-4101-58171 Prosecuting Attorney – Computers/Accessories</td> <td><b>TO ACCT:</b> \$27,339</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): N/A                  Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$27,339	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$27,339	Amount budgeted for this item * (including transfers):	\$27,339	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$27,339	TO: <b>CARES Act Fund</b> 001-4101-58171 Prosecuting Attorney – Computers/Accessories	<b>TO ACCT:</b> \$27,339
Amount authorized by this legislation this fiscal year:	\$27,339												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$27,339												
Amount budgeted for this item * (including transfers):	\$27,339												
Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$27,339												
TO: <b>CARES Act Fund</b> 001-4101-58171 Prosecuting Attorney – Computers/Accessories	<b>TO ACCT:</b> \$27,339												
<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 Troy Schulte, County Administrator at 881-1079</p>												
<p><b>REQUEST SUMMARY</b>                  96</p>	<p>This ordinance appropriates \$27,339 in CARES Act funding to replace 11 computers and 10 licenses for Acrobat Pro to allow the County Prosecutor's Office to have full video conference and remote working capability for most associates in the office. \$2781 will also be provided to upgrade the audio equipment used on the 11<sup>th</sup> floor of the Downtown Courthouse. County term and supply vendors Converge One and Harvest Solutions will be the providers of this new equipment.</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) N/A  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p><b>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals N/A  <input type="checkbox"/> VBE Goals</p>												

ATTACHMENTS		
REVIEW	Department Director: <i>Jean Peters Baker</i>	Date: <i>11/13/20</i>
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 1:09 pm, Nov 16, 2020
	Division Manager: <i>Ray M. Schabo</i>	Date: <i>11-18-20</i>
	County Counselor's Office: <i>Bryan Cousin</i>	Date: <i>11/18/20</i>

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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$27,339

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: November 16, 2020

Ord # 5453

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>040 CARES Act</b>			
9999 -	32810 Undesignated Fund Balance	\$ 27,339	\$ -
4101 Prosecuting Attorney	58171 Personal Computers/Accessorie:	-	27,339
		<u>\$ 27,339</u>	<u>\$ 27,339</u>

**APPROVED**  
By Mark Lang at 1:08 pm, Nov 16, 2020

Budget Office



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

**AN ORDINANCE** appropriating \$350,000.00 from the undesignated fund balance of the 2020 CARES Act Fund to enable the County to assume responsibility for e-check and transaction fees to encourage Jackson County taxpayers to pay real estate and personal property taxes online in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic.

**ORDINANCE NO. 5454**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens and employees; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, the funding provided by this appropriation will allow the Collection Department to assume responsibility for payment of e-check and transaction fees associated with Pay-It, the current County vendor used to handle online payment of real estate and personal property taxes; and,

WHEREAS, by waiving these fees taxpayers will be encouraged to make their property tax payments online to reduce crowds and long lines; and,

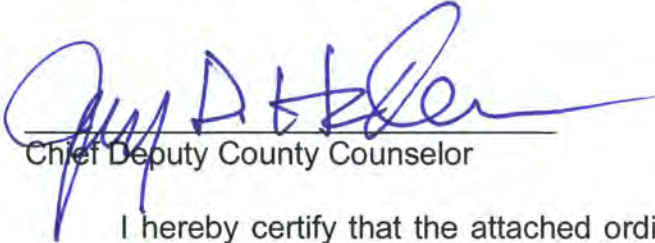
WHEREAS, using taxpayers will remain responsible for payment of any percentage based credit card fees; now therefore,

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>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$350,000	
Corrections 040-1403	56770- Administrative Services Fee		\$350,000

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. 5454 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5454.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 040 9999 32810  
ACCOUNT TITLE: CARES Act Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$350,000.00

11/19/20  
Date

Whitcomb  
Interim Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5454

Sponsor(s): Theresa Cass Galvin

Date: November 23, 2020

<p><b>SUBJECT</b></p>	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$350,000 in CARES Act funding for use by the Collector so that all e-check and transaction fees are waived by Jackson County to encourage Jackson County taxpayers to pay their real estate and personal property taxes online to help mitigate the spread of COVID-19.</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>\$350,000</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>\$350,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$350,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:                      FROM:                      040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td><b>FROM ACCT:</b> \$350,000</td> </tr> <tr> <td>TO:  <b>CARES Act Fund</b>                      040-1403-56770 – Collections- Administrative Service Fee</td> <td><b>TO ACCT:</b> \$350,000</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): N/A                      Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$350,000	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$350,000	Amount budgeted for this item * (including transfers):	\$350,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$350,000	TO: <b>CARES Act Fund</b> 040-1403-56770 – Collections- Administrative Service Fee	<b>TO ACCT:</b> \$350,000
Amount authorized by this legislation this fiscal year:	\$350,000												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$350,000												
Amount budgeted for this item * (including transfers):	\$350,000												
Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$350,000												
TO: <b>CARES Act Fund</b> 040-1403-56770 – Collections- Administrative Service Fee	<b>TO ACCT:</b> \$350,000												
<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 Troy Schulte, County Administrator at 881-1079</p>												
<p><b>REQUEST SUMMARY</b></p>	<p>This ordinance appropriates a total of \$350,000 in CARES Act funding to allow the Collections Department to pay all e-check and transaction fees associated with Pay-It, the vendor used by the County to handle online payments of real estate and personal property taxes. There is currently a \$2.00 fee for each transaction processed online and a \$1.25 fee for each ACH (e-check) transaction. Taxpayers will be encouraged to pay their property tax payments online to reduce the long lines and crowds that travel to the Downtown Courthouse, Truman Courthouse, or Lee's Summit or Grandview to make their payments. Percentage fees associated with credit card payments will not be waived.</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) N/A  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
<p><b>COMPLIANCE</b></p>	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals N/A</p>												

	<input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>Whitehail</i>	Date: <i>11/19/20</i>
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 10:31 am, Nov 17, 2020
	Division Manager: <i>Greg M. Schultz</i>	Date: <i>11-18-2020</i>
	County Counselor's Office: <i>Bryan County</i>	Date: <i>11/19/20</i>

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 # \_\_\_\_\_
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$350,000

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: November 16, 2020

Ord # 5454

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>040 CARES Act</b>			
9999 -	32810 Undesignated Fund Balance	\$ 350,000	\$ -
1403 Collections	56770 Administrative Services Fee	-	350,000
		<u>\$ 350,000</u>	<u>\$ 350,000</u>

**APPROVED**  
By Mark Lang at 10:31 am, Nov 17, 2020

Budget Office

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

**AN ORDINANCE** appropriating \$247,236.00 from the undesignated fund balance of the 2020 Grant Fund in acceptance of the Prosecuting Attorney's Office's Special Assistant United States Attorney program grant awarded by the U.S. Department of Justice.

**ORDINANCE NO. 5455**, November 23, 2020

**INTRODUCED BY** Charlie Franklin, County Legislator

WHEREAS, the United States Department of Justice has awarded an United States Attorney program grant to the Prosecuting Attorney's Office; and

WHEREAS, an appropriation is necessary in order to place the grant funds in the proper spending accounts; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2020 Grant Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund Special Assistant US Attorney 010-4131	45954- Increase Revenues		\$247,236
010-32810 010-32810	Undesignated Fund Balance Undesignated Fund Balance	\$247,236	
Special Assistant US Attorney 010-4131	55010-Regular Salaries		\$190,000
010-4131	55040-FICA Taxes		\$ 14,535
010-4131	55050-Penison Contributions		\$ 27,360



010-4131	55060-Insurance Benefits	\$ 10,401
010-4131	55070-Unemployment Insurance	\$ 950
010-4131	55110-Workmen's Compensation	\$ 3,040
010-4131	55150-Long Term Disability	\$ 950

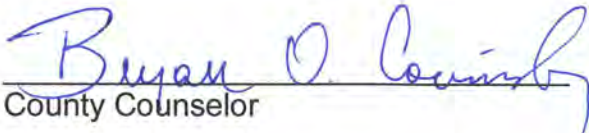
and,

BE IT FURTHER ORDAINED that the County Executive and other County officials be and hereby are authorized to execute the attached Grant Agreement and any and all other documents necessary to give effect to said grant.

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. 5455 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5455.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 010 32810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$247,236.00

4/19/20  
Date

  
Interim Chief Administrative Officer

**Budget Summary** – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$190,000	\$0	\$190,000
B. Fringe Benefits	\$57,236	\$0	\$57,236
C. Travel	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$0	\$0	\$0
Total Direct Costs	\$247,236	\$0	\$247,236
I. Indirect Costs	\$0	\$0	\$0
<b>TOTAL PROJECT COSTS</b>	\$247,236	\$0	\$247,236

Federal Request	\$247,236
Non-Federal Amount	\$0
Total Project Cost	\$247,236

**Public Reporting Burden**

*Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and*

A. **Personnel** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives. (Note: Use whole numbers as the percentage of time, an example is 75.50% should be shown as 75.50) [To View an Example, Click Here](#)

**PERSONNEL (FEDERAL)**

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
TBD	SAUSA/Assistant Prosecuting Attorney	\$95,000.00	Year	100.00	2	\$190,000
			Year			\$0
			Year			\$0
			Year			\$0
					<b>FEDERAL TOTAL</b>	<b>\$190,000</b>

**PERSONNEL NARRATIVE (FEDERAL)**

The SAUSA/APA will be cross-designated, prosecute cases in both jurisdictions and will be assigned to the US Attorney's Office. A federal caseload will be maintained by presenting 12 cases per quarter to the federal grand jury, carrying each case through resolution be it by plea or trial. 100% of time will be spent of the program.

B. **Fringe Benefits** – Fringe benefits should be based on actual known costs or an approved negotiated rate by a Federal agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation. (Note: Use decimal numbers for the fringe benefit rates, an example is 7.65% should be shown as .0765) To View an Example, Click Here

**FRINGE BENEFITS (FEDERAL)**

Description	Computation		Cost
	Base	Rate	
SAUSA/Assistant Prosecuting Attorney/FICA			\$0
SAUSA/Assistant Prosecuting Attorney/Pension	\$190,000.00	0.0765	\$14,535
SAUSA/Assistant Prosecuting Attorney/Health Insurance	\$190,000.00	0.144	\$27,360
SAUSA/Assistant Prosecuting Attorney/Unemployment Insurance	\$190,000.00	0.05474	\$10,401
SAUSA/Assistant Prosecuting Attorney/Worker's Compensation Insurance	\$190,000.00	0.005	\$950
SAUSA/Assistant Prosecuting Attorney/Long Term Disability	\$190,000.00	0.016	\$3,040
		0.005	\$950
			\$0
			\$0
		<b>FEDERAL TOTAL</b>	<b>\$57,236</b>

**FRINGE BENEFITS NARRATIVE (FEDERAL)**

FICA - 7.65%  
Pension - 14.4%  
Health Insurance - \$433.34 x 12 months x 1 fee x 2 yrs  
Unemployment Insurance - .5%  
Worker's Compensation Insurance - 1.6%  
Long Term Disability - .5%



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

Cooperative Agreement

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Jackson County 415 E. 12th Street Kansas City, MO 64106-2706		4. AWARD NUMBER: 2020-LG-BX-K009	
		5. PROJECT PERIOD: FROM 10/01/2020 TO 09/30/2022 BUDGET PERIOD: FROM 10/01/2020 TO 09/30/2022	
		6. AWARD DATE	7. ACTION
2a. GRANTEE IRS/VENDOR NO. 446000526	8. SUPPLEMENT NUMBER 00		Initial
2b. GRANTEE DUNS NO. 073134868	9. PREVIOUS AWARD AMOUNT		\$ 0
3. PROJECT TITLE Jackson County Prosecuting Attorney's Office - Special Assistant United States Attorney Program		10. AMOUNT OF THIS AWARD	\$ 247,236
		11. TOTAL AWARD	\$ 247,236
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY20(BJA - JAG 5% carve-out) 34 USC 10157(b)			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.751 - Edward Byrne Memorial Competitive Grant Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Katharine T. Sullivan Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Frank White County Executive	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B DG 80 00 00 247236		21. VDGUGT3988	



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 2 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

I. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

**Limited Exceptions.** In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](http://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 3 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2020 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2020 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2020 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.





Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 4 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2018, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 5 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 6 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

9. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 7 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

10. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

11. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 8 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

13. Unreasonable restrictions on competition under the award; association with federal government

SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

1. No discrimination, in procurement transactions, against associates of the federal government

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 9 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 10 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

19. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

20. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 11 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

**24. Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

- 25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2020)** The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY20AppropriationsRestrictions.htm>, and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**26. Reporting potential fraud, waste, and abuse, and similar misconduct**

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.





Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 12 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 13 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 14 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

31. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement: information-communication restrictions; unallowable costs; notification
  1. If the recipient is a "State," a local government, or a "public" institution of higher education:
    - A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded wholly or partly with award funds is subject to any "information-communication restriction."
    - B. Also, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient, at any tier, described in par. 1.A of this condition) that would be reimbursed wholly or partly with award funds was subject to any information-communication restriction.
    - C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) described in par. 1.A of this condition, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: information-communication restrictions; ongoing compliance."
    - D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient (at any tier) described in par. 1.A of this condition, may be subject to any information-communication restriction. Also, any subaward (at any tier) to a subrecipient described in paragraph 1.A of this condition must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.
  2. Any subaward (at any tier) to a subrecipient described in par. 1.A of this condition must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.
  3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference ... information-communication restrictions; ongoing compliance" award condition.
  4. Rules of Construction
    - A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference ... information-communication restrictions; ongoing compliance" condition.
    - B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference ... information-communication restrictions; ongoing compliance" condition are incorporated by reference as though set forth here in full.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 15 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

32. Authority to obligate award funds contingent on no use of funds to interfere with federal law enforcement: information-communication restrictions; unallowable costs; notification
- I. If the recipient is a "State," a local government, or a "public" institution of higher education:
- A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."
- B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient, at any tier, described in paragraph 1.A of this condition) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.
- C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) described in paragraph 1.A of this condition, is in compliance with the award condition entitled "No use of funds to interfere with federal law enforcement: information-communication restrictions; ongoing compliance."
- D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient (at any tier) described in paragraph 1.A of this condition, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient described in paragraph 1.A of this condition must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.
2. Any subaward (at any tier) to a subrecipient described in paragraph 1.A of this condition must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.
3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "No use of funds to interfere ... information-communication restrictions; ongoing compliance" award condition.
4. Rules of Construction
- A. For purposes of this condition "information-communication restriction" has the meaning set out in the "No use of funds to interfere ... information-communication restrictions; ongoing compliance" condition.
- B. Both the "Rules of Construction" and the "Important Note" set out in the "No use of funds to interfere ... information-communication restrictions; ongoing compliance" condition are incorporated by reference as though set forth here in full.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 16 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

33. Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law-enforcement-sensitive information

SCOPE. This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference: No public disclosure of federal law-enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no public disclosure may be made of any federal law-enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition--

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3));

(2) the term "federal law-enforcement information" means law-enforcement-sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation-- (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any deconfliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;

(3) the term "law-enforcement-sensitive information" means records or information compiled for any law-enforcement purpose; and

(4) the term "public disclosure" means any communication or release other than one-- (a) within the recipient, or (b) to any subrecipient (at any tier) that is a government entity.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: information-communication restrictions; ongoing compliance" award condition are incorporated by reference as though set forth here in full.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 17 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

34. No use of funds to interfere with federal law enforcement: information-communication restrictions; ongoing compliance

1. Throughout the period of performance, no State or local government entity, -agency, or -official may use funds under this award (including under any subaward, at any tier) to prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status to/from DHS; or (2) a government entity or -agency from sending, requesting or receiving, or exchanging information regarding immigration status to/from/with DHS, or from maintaining such information. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

4. Rules of Construction

A. For purposes of this condition:

(1) "State" and "local government" include any agency or other entity thereof (including any public institution of higher education), but not any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) "DHS" means the U.S. Department of Homeland Security.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.

**IMPORTANT NOTE:** Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 18 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

**35. Noninterference (within the funded "program or activity") with federal law enforcement: information-communication restrictions; ongoing compliance**

1. With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status to/from DHS; or (2) a government entity or -agency from sending, requesting or receiving, or exchanging information regarding immigration status to/from/with DHS, or from maintaining such information. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

**4. Rules of Construction**

**A. For purposes of this condition:**

(1) "State" and "local government" include any agency or other entity thereof (including any public institution of higher education), but not any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) "DHS" means the U.S. Department of Homeland Security.

**B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.**

**IMPORTANT NOTE:** Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.



Department of Justice (DOJ)  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 19 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

36. No use of funds to interfere with federal law enforcement: No public disclosure of certain law-enforcement-sensitive information

**SCOPE.** This condition applies as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. No use of funds to interfere: No public disclosure of federal law-enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no funds under this award may be used to make any public disclosure of any federal law-enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

A. For purposes of this condition--

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3));

(2) the term "federal law-enforcement information" means law-enforcement-sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation-- (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any deconfliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;

(3) the term "law-enforcement-sensitive information" means records or information compiled for any law-enforcement purpose; and

(4) the term "public disclosure" means any communication or release other than one-- (a) within the recipient, or (b) to any subrecipient (at any tier) that is a government entity.

B. Both the "Rules of Construction" and the "Important Note" set out in the "No use of funds to interfere with federal law enforcement: information-communication restrictions; ongoing compliance" award condition are incorporated by reference as though set forth here in full.





Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 20 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

**SPECIAL CONDITIONS**

37. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

38. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

39. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

40. Verification and updating of recipient contact information

The recipient must verify its Point of Contact (POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 21 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

41. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

42. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

43. The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2020-DG-BX-K009 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 22 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

44. Statement of Federal Involvement

Due to the substantial Federal involvement contemplated in completion of this project, the BJA has elected to enter into a cooperative agreement rather than a grant. This decision is based on OJP and BJA's ongoing responsibility to assist and coordinate projects that relate to the funded activities. OJP and BJA will provide input and re-direction to the project, as needed, in consultation with the recipient, and will actively monitor the project by methods including, but not limited to, ongoing contact with the recipient. In meeting programmatic responsibilities, OJP, BJA, and the recipient will be guided by the following principles: responsibility for the day-to-day operations of this project rests with the recipient in implementation of the recipient's approved proposal, the recipient's approved budget, and the terms and conditions specified in this award. Responsibility for general oversight and redirection of the project, if necessary, rests with BJA. In addition to its programmatic reporting requirements, the recipient agrees to provide necessary information as requested by OJP and BJA. Information requests may include, but are not limited to, specific submissions related to: performance, including measurement of project outputs/outcomes; meeting performance specifications; developmental decision points; changes in project scope or personnel; budget modifications; and/or coordination of related projects.

45. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.



Department of Justice (DOJ)  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 23 OF 23

PROJECT NUMBER 2020-DG-BX-K009

AWARD DATE

*SPECIAL CONDITIONS*

46. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5455

Sponsor(s): Charlie Franklin

Date: November 23, 2020

<b>SUBJECT</b>	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: <u>Ordinance appropriating funds for the acceptance of the Jackson County Prosecuting Attorney's Office – Special Assistant United States Attorney Program Grant awarded to Jackson County by the Department of Justice.</u>																											
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:70%;">Amount authorized by this legislation this fiscal year:</td> <td style="width:30%; text-align: right;">\$247,236</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;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$247,236</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td><b>FROM:</b> 010- Grant Fund; 32810 – Undesignated Fund Balance</td> <td style="text-align: right;"><b>FROM ACCT:</b> \$247,236</td> </tr> <tr> <td><b>TO:</b> 010 – Grant Fund; 4131; 55010 – Regular Salary</td> <td style="text-align: right;"><b>TO ACCT:</b> \$190,000</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55040 – FICA Taxes</td> <td style="text-align: right;">\$14,535</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55050 – Pension</td> <td style="text-align: right;">\$27,360</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55060 – Insurance Benefits</td> <td style="text-align: right;">\$10,401</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55070 – Unemployment Insurance</td> <td style="text-align: right;">\$950</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55110 – Workmen's Compensation</td> <td style="text-align: right;">\$3,040</td> </tr> <tr> <td>010 – Grant Fund; 4131; 55150 – Long Term Disability</td> <td style="text-align: right;">\$950</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)</p> <p><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:	\$247,236	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$247,236	Source of funding (name of fund) and account code number:		<b>FROM:</b> 010- Grant Fund; 32810 – Undesignated Fund Balance	<b>FROM ACCT:</b> \$247,236	<b>TO:</b> 010 – Grant Fund; 4131; 55010 – Regular Salary	<b>TO ACCT:</b> \$190,000	010 – Grant Fund; 4131; 55040 – FICA Taxes	\$14,535	010 – Grant Fund; 4131; 55050 – Pension	\$27,360	010 – Grant Fund; 4131; 55060 – Insurance Benefits	\$10,401	010 – Grant Fund; 4131; 55070 – Unemployment Insurance	\$950	010 – Grant Fund; 4131; 55110 – Workmen's Compensation	\$3,040	010 – Grant Fund; 4131; 55150 – Long Term Disability	\$950
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<b>PRIOR LEGISLATION</b>	Prior ordinances and (date): _____ Prior resolutions and (date): _____																											
<b>CONTACT INFORMATION</b>	RLA drafted by (name, title, & phone): Gina Robinson, Chief of Operations, 816-881-3369																											
<b>REQUEST SUMMARY</b>	Requesting an Ordinance accepting the 2020 Jackson County Prosecuting Attorney's Office – Special Assistant United States Attorney Program Grant awarded to Jackson County by the Department of Justice in the award amount of \$247,236. The Prosecutor's Office will work in collaboration with the US Attorney's Office to support the Project Guardian Initiative. Funding will support a full time assistant prosecuting attorney to serve in a cross-designated capacity, focusing on reducing violent crime in Jackson County. The grant expires 9/30/22.																											

	Please appropriate \$247,236 into 010-4131:	
	55010 Regular Salary	\$190,000
	55040 FICA Taxes	\$14,535
	55050 Pension	\$27,360
	55060 Insurance Benefits	\$10,401
	55070 Unemp, Insurance	\$950
	55110 Workmen's Comp	\$3,040
	55150 Long Term Disability	\$950
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)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals	
ATTACHMENTS	DOJ Award, Budget	
REVIEW	Department Director:	Juan Peters Baker Date: 11/13/20
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Sarah Matthes at 9:26 am, Nov 17, 2020 Date:
	Division Manager:	Ulray M. Schultz Date: 11-18-2020
	County Counselor's Office:	Bryan Covinsky Date: 11/19/20

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 # \_\_\_\_\_
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-32810	Grant Fund - Undesignated Fund Balance	\$247,236

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: November 17, 2020

ORD # 5455

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>Grant Fund - 010</b>			
4131 - Special Assistant US Attorney	45954 - Increase Revenues	247,236	
32810	Undesignated Fund Balance		247,236
32810	Undesignated Fund Balance	247,236	
4131 - Special Assistant US Attorney	55010 - Regular Salaries		190,000
4131 - Special Assistant US Attorney	55040 - FICA Taxes		14,535
4131 - Special Assistant US Attorney	55050 - Pension Contributions		27,360
4131 - Special Assistant US Attorney	55060 - Insurance Benefits		10,401
4131 - Special Assistant US Attorney	55070 - Unemployment Insurance		950
4131 - Special Assistant US Attorney	55110 - Workmen's Compensation		3,040
4131 - Special Assistant US Attorney	55150 - Long Term Disability		950
		<b>\$ 494,472</b>	<b>\$ 494,472</b>

**APPROVED**  
By Sarah Matthes at 9:26 am, Nov 17, 2020

Budgeting

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

**AN ORDINANCE** appropriating \$9,000.00 from the undesignated fund balance of the 2020 CARES Act Fund to provide funds to enable the Clerk of the Legislature to acquire Q-Less flex appointment management software in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic, at an aggregate cost to the County not to exceed \$9,000.00.

**ORDINANCE NO. 5456**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, with the funding provided by this appropriation, the Clerk of the Legislature will acquire Q-Less flex appointment management software to better control and manage appointments that currently require social distancing practices in limited space; 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>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$9,000	
Clerk of the Legislature 040-0201	56661- Software Purchases		\$9,000

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. 5456 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5456.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 040 9999 32810  
ACCOUNT TITLE: CARES Act Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$9,000.00

11/19/20  
Date

  
Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

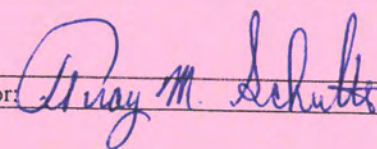
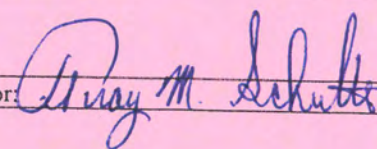
**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5456

Sponsor(s): Theresa Cass Galvin

Date: November 23, 2020

<b>SUBJECT</b>	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: Appropriating \$9,000 in CARES Act funding for use by the Clerk of the County Legislature to implement QLess flex appointments software to better manage appointments in the Clerk's office.													
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$9,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$9,500</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$18,500</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$9,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td style="text-align: right; vertical-align: top;"><b>FROM ACCT:</b> \$9,000</td> </tr> <tr> <td>TO: <b>CARES Act Fund</b> 040-0201-56661 Clerk of the Legislature – Software Purchases</td> <td style="text-align: right; vertical-align: top;"><b>TO ACCT:</b> \$9,000</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> <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: _____  Prior Year Budget (if applicable): N/A Prior Year Actual Amount Spent (if applicable): N/A		Amount authorized by this legislation this fiscal year:	\$9,000	Amount previously authorized this fiscal year:	\$9,500	Total amount authorized after this legislative action:	\$18,500	Amount budgeted for this item * (including transfers):	\$9,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$9,000	TO: <b>CARES Act Fund</b> 040-0201-56661 Clerk of the Legislature – Software Purchases	<b>TO ACCT:</b> \$9,000
Amount authorized by this legislation this fiscal year:	\$9,000													
Amount previously authorized this fiscal year:	\$9,500													
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Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$9,000													
TO: <b>CARES Act Fund</b> 040-0201-56661 Clerk of the Legislature – Software Purchases	<b>TO ACCT:</b> \$9,000													
<b>PRIOR LEGISLATION</b>	Prior ordinances and (date): #5399 Prior resolutions and (date):													
<b>CONTACT INFORMATION</b>	RLA drafted by Troy Schulte, County Administrator at 881-1079													
<b>REQUEST SUMMARY</b>	This ordinance appropriates \$9,000 in CARES Act funding for the Clerk of the County Legislature to use QLess flex appointments software for use by the County Clerk to better control and manage appointments and maintain good social distancing practices within limited space at the two offices located in Kansas City and Independence.													
<b>CLEARANCE</b>	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)													
<b>COMPLIANCE</b>	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals													
<b>ATTACHMENTS</b>														
<b>REVIEW</b>	Department Director: 	Date: 11-18-2020												

Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 1:39 pm, Nov 18, 2020	Date:
Division Manager: <i>Mark Spino</i>		Date: <i>11-17-2020</i>
County Counselor's Office: <i>Bryan Conish</i>		Date: <i>11/19/20</i>

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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$9,000

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: November 18, 2020

Ord # 5456

Department / Division	Character/Description	From	To
<b>040 CARES Act</b>			
9999 -	32810 Undesignated Fund Balance	\$ 9,000	\$ -
0201 Clerk of the Legislature	56661 Software Purchases	-	9,000
		<u>\$ 9,000</u>	<u>\$ 9,000</u>

**APPROVED**  
By Mark Lang at 1:39 pm, Nov 18, 2020

Budget Office



Company Address 150 S Los Robles Ave.  
Pasadena, CA 91101  
US

**General Information**

Quote Name	Jackson County, MO Clerk of the County Legislature (2 locations)	Created Date	11/14/2020
Quote Number	00003294	Expiration Date	1/31/2021
Email	zach.zipay@qless.com		

**Customer Contact Information**

Contact Name	Mary Jo Spino	AP Contact Name	Mary Jo Spino
Phone	(816) 881-3242	AP Contact Phone Number	(816) 881-3242
Email	mspino@jacksongov.org	AP Contact Email Address	mspino@jacksongov.org

**Address Information**

Ship To Name	Jackson County, MO Clerk of the County Legislature	Bill To Name	Jackson County, MO Clerk of the County Legislature
Ship To	415 E. 12th Street Kansas City, MO 64106 United States	Bill To	415 E. 12th Street Kansas City, MO 64106 United States

**Terms**

Term of Contract	1 Year	Payment Term	N 30
Billing Terms	Annual	Pre-Pay	No
Subscription Fees	Subscription starts upon receipt of admin login	Purchase Order Required	

**Quote Line Items**

Product	Product Description	Sales Price	Quantity	Subtotal	Discount	Total Price
Account Set-Up and Virtual Training	Initial Kick-Off Call Questionnaire Review Build and QA of environment Welcome Letter with login information for kiosk, monitor, CEC/QM, Reports Training- Foundations and Admin Classes Up to one call for questions, answers during set up Includes: 1 Foundation and 1 Admin Training Session Each additional session is \$500	\$2,500.00	1.00	\$2,500.00	100.00%	\$0.00
Flex Appointments	Click on this link to learn more about Flex Appointments: <a href="https://www.qless.com/features/flexappointments/">https://www.qless.com/features/flexappointments/</a> Basic Flex Appointment Set-up: Up to 5: # of Resources (Ex: Agent 1, Counselor, Dr. Jones) Up to 5: Transaction Types (Ex: graduation check, immunization, permit application) Up to 5: Resource Types (Ex: Advisor, Agent, Representative)	\$500.00	24.00	\$12,000.00	25.00%	\$9,000.00



Company Address 150 S Los Robles Ave.  
Pasadena, CA 91101  
US

**Totals & Payment**

Subtotal	\$14,500.00
Discount	37.93%
Grand Total	\$9,000.00
Sales Tax Total	\$0.00
Grand Total New	\$9,000.00

**Package and Training Details**

QLess Training Details      Virtual Training

**QLess Support Options & Miscellaneous Notes**

**BASIC SUPPORT** - Included at no charge

- Access to Knowledge Base
- Phone and Email Support

**PREMIUM SUPPORT** - 20% OF ANNUAL LICENSE FEES (\$3,000 Minimum)

- 20% of Annual Licensing (\$3,000 Minimum)
- Access to Knowledge Base
- SLA with faster resolution time
- Online, Phone with Zendesk Talk and Email Support

Multiple Location Discount Applied.  
Miscellaneous Notes Ms. Mary Jo Spino - Clerk of the County Legislature

Jackson County Courthouse  
415 E. 12th Street  
Kansas City, MO 64106  
816-881-3242  
816-881-3234 Fax

Independence Location  
201 W. Lexington  
2nd Floor  
Independence, MO 64050  
816-881-1626  
816-881-4473 Fax  
Hours  
Except Holidays  
Monday - Friday  
8 a.m. - 4:30 p.m.  
Independence office closes daily 1-2 p.m.

**Terms and Conditions**

**TERMS & CONDITIONS:**

1. The customer agrees to allow QLess to promote that you are a customer of QLess.
2. The customer is responsible for providing electricity, Internet access, a computer, and a QLess-supported browser at each point of service.
3. Payable upon receipt
4. The launch is defined as the Delivery of the standard QLess solution along with the admin login.
5. In the QLess iOS and Android Apps, customers have to be provided the ability to request priority and trade places with another customer
6. To avoid interruption of service, the contract will auto-renew for successive terms (1-time fees excluded) until canceled in writing at least 90 days in advance of the end of the then-current term.
7. Rates above include account setup, initial configuration & training.
8. This Service Order outlines the project and all the deliverables by QLess. It supersedes all prior agreements or discussions with the company.
9. Unless otherwise noted, client subscription will begin upon receipt of the Engineering welcome letter and when admin access is granted or continued. This shall also constitute the renewal date upon completion of the subscription term. In exceptional instances where renewal invoicing is delayed while services are still active, any lapsed invoicing periods will be retroactively applied, and the renewal date will remain as aforementioned.
10. This contract is subject to QLess Terms and Conditions that can be found at <https://www.qless.com/terms/>





Company Address 150 S Los Robles Ave.  
Pasadena, CA 91101  
US

Customer and QLess Signature

Account Name Jackson County, MO Clerk of the County  
Legislature

Name Mary Jo Spino

Title County Clerk

Signature \_\_\_\_\_

Date \_\_\_\_\_

Company Name QLess

Prepared By Zach Zipay

Title Sales Director, Government Sales

Signature *Zach Zipay* \_\_\_\_\_

Date 11/14/2020 \_\_\_\_\_

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

**AN ORDINANCE** appropriating \$52,411.47 from the undesignated fund balance of the 2020 Grant Fund in acceptance of an increase to the Gender Specialized Tracker Program Grant received from the Missouri Department of Public Safety.

**ORDINANCE NO. 5457**, November 23, 2020

**INTRODUCED BY** Charlie Franklin, County Legislator

WHEREAS, the Family Court Division has been awarded an increase to its Gender Specialized Tracker Program grant in the amount of \$52,412.00 by the Missouri Department of Public Safety for the extended period of October 1, 2018, through September 30, 2021; and,

WHEREAS, the purpose of this grant is to provide gender specific monitoring of youths showing at-risk factors; and,

WHEREAS, the grant increase does not require local matching funds; and,

WHEREAS, an appropriation is necessary to place the increased grant funds in the proper spending accounts; now therefore,

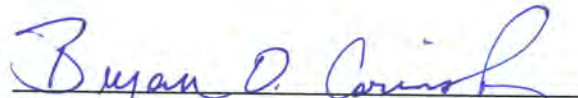
BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be made from the undesignated fund balance of the 2020 Grant Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund Gender Specialized Tracker			
010-2145	45928- Increase Revenues	\$52,412	
010-2810	Undesignated Fund Balance		\$52,412
010-2810	Undesignated Fund Balance	\$52,412	
Gender Specialized Tracker			
010-2145	55010 – Regular Salary		\$32,199
010-2145	55040 – FICA Taxes		\$ 2,463
010-2145	55050 – Pension Contributions		\$ 4,637
010-2145	55060 – Insurance Benefits		\$10,533
010-2145	57230 – Other Operating Supplies		\$ 2,580

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. 5457 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5457.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 010 2810  
ACCOUNT TITLE: Grant Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$52,412.00

11/19/20  
Date

  
Interim Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.: 5457

Sponsor(s): Charlie Franklin

Date: November 23, 2020

SUBJECT	Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance  Project/Title: <u>The Gender Specialized Tracker Program</u>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" data-bbox="332 535 1404 766"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$52,411.47</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$53,731.47</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$106,142.94</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>FROM ACCT 010-32810 52,411.47 TO ACCT 010-2145 52,411.47</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> OTHER FINANCIAL INFORMATION:  <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: _____  Prior Year Budget (if applicable): 53,731.47 Prior Year Actual Amount Spent (if applicable): 53,731.47	Amount authorized by this legislation this fiscal year:	\$52,411.47	Amount previously authorized this fiscal year:	\$53,731.47	Total amount authorized after this legislative action:	\$106,142.94	Amount budgeted for this item * (including transfers):	\$0	Source of funding (name of fund) and account code number:	FROM ACCT 010-32810 52,411.47 TO ACCT 010-2145 52,411.47
Amount authorized by this legislation this fiscal year:	\$52,411.47										
Amount previously authorized this fiscal year:	\$53,731.47										
Total amount authorized after this legislative action:	\$106,142.94										
Amount budgeted for this item * (including transfers):	\$0										
Source of funding (name of fund) and account code number:	FROM ACCT 010-32810 52,411.47 TO ACCT 010-2145 52,411.47										
PRIOR LEGISLATION	Prior ordinances and (date): 5229 5/16/2019; 5309 01/31/2020 Prior resolutions and (date):										
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Carl Bayless, Grant Accountant, 816-435-4775										
REQUEST SUMMARY	This is a request to extend the usage of funds previously appropriated for this project and to appropriate an additional \$52,411.47 from the undesignated fund balance of the 2020 Grant fund in acceptance of a one year extension with additional funds awarded to the Family Court Division by the Missouri Department of Public Safety. The project is named "Gender Specialized Tracker Program". The goal of the program is to fund a position to provide gender specific monitoring of youths showing at risk factors. The project began October 1, 2018 and with this extension will continue through September 30, 2021. The total additional funds awarded to the grant project is \$52,411.47 and there is no match requirement.  Please appropriate the \$52,411.47 into the accounts listed below: 55010 Regular Salaries \$ 32,198.40 55040 FICA Taxes 2,463.18 55050 Pension Contributions 4,636.57 55060 Ins Benefits 10,533.32 57230 Supplies 2,580.00 TOTAL APPROPRIATION : \$52,411.47										
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)										
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals										
ATTACHMENTS	Approval of Extension and Award of Additional Funds										

REVIEW	Department Director: <i>Theresa Byrd, Deputy Court Administrator</i>	Date: 11/16/20
	Finance (Budget Approval):	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>APPROVED</b>  <small>By Sarah Matthes at 11:57 am, Nov 17, 2020</small> </div>
	Division Manager:	Date: <i>11-18-2020</i>
	County Counselor's Office:	Date: <i>11/18/20</i>

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:
010-32810	Grant Fund- Undesignated fund balance	\$52,411.47

- 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.

# Supplemental Appropriation Request

## Jackson County, Missouri

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

Date:                  November 17, 2020

ORD # 5457

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>Grant Fund - 010</b>			
2145 - Gender Specialized Tracker	45928 - Increase Revenues	52,412	
32810	Undesignated Fund Balance		52,412
32810	Undesignated Fund Balance	52,412	
2145 - Gender Specialized Tracker	55010 - Regular Salary		32,199
2145 - Gender Specialized Tracker	55040 - FICA Taxes		2,463
2145 - Gender Specialized Tracker	55050 - Pension Contributions		4,637
2145 - Gender Specialized Tracker	55060 - Insurance Benefits		10,533
2145 - Gender Specialized Tracker	57230 - Other Operating Supplies		2,580
		<u>\$ 104,824</u>	<u>\$ 104,824</u>
<b>Budgeting</b>			

**APPROVED**  
By Sarah Matthes at 11:57 am, Nov 17, 2020

# Missouri Department of Public Safety

## Subaward Adjustment

2019-Title II-013-Gender Specialized Tracker Program

Title II Formula Grant

Subaward Adjustment ID: 04  
Subaward Adjustment Type: Budget Revision  
Status: Submitted  
Organization: Jackson County Family Court  
Submitted Date: 09/09/2020

### Subaward Adjustment Approval

Level	Approved By	Approved Date	Approval	Comments
1	Michelle Parks	11/03/2020	Approved	SubAward Adjustment Year 3

### Justification

#### Justification

*Please explain the reason for the requested adjustment and include the effective date. State the need for the change and how the requested revision will further the objectives of the project.*



The Jackson County Family Court, Department of Field Services is requesting an extension of the Gender Specific Tracker Program Grant through September 2021. Additional funds in the amount of \$57,041.34 are being requested to allow for continued program implementation and support. The Gender Specific Tracker Program provides essential support and wrap around services through the utilization of a Community Based Tracker. The tracker supports the Gender Specific Probation Team in providing targeted case management services to delinquent youth and their parents/guardians. This population of youth are either Court ordered/supervised while on probation or under community supervision pending adjudication and disposition. Participation in the program enhances their success in the community and prevents their re-offending and placement in secure detention.

Program objectives include:

- Phone, virtual or face to face contacts at least three times a week in the youth's home, school, or other community setting.
- Case (Success) Plan Monitoring, (through the utilization of a strength-based approach), to ensure the youth remain in appropriate community settings and in adherence to the rules and conditions of their supervision, thus increasing their likelihood of safety.
- The administration of drug tests, education and treatment, as appropriate and permissible, to ensure the youth is living a drug-free lifestyle.
- Collateral contacts with the juvenile probation officer or deputy juvenile officer, parent, school officials, and other pertinent people for the purpose of collaboration around the goals of unified support on behalf of the youth.

Trackers work to provide short-term problem solving, crisis intervention, mediation, counseling and advocacy to youth, their parents, and other significant parties involved in the youth's life. While trained staff continue to utilize components of the Voices curriculum to help address gender specific challenges and issues, the focus is to continue to hold monthly Mother/Daughter events and gender specific workshops that will teach and reinforce a variety of life skills and core competencies gleaned from a variety of heavily researched curriculums. Due to the evolving global pandemic which has restricted face-to-face groups since mid-March, the team will continue to host many of these events virtually.

Several times a month, the Gender team offers a new group of topics, and develops pro-social activities that encourage participants to have new, firsthand experiences. These virtual activities, print resources and one-on-one instructional events assist the youth in developing a

deeper understanding of the topics, and allow them to practice the skill for real-world use. Since the initial Mother/Daughter event hosted in November 2018, there has been a steady increase in the number of participants throughout 2019-2020. The Gender Specific program has served as a life line for both the youth and their parents/guardians during this time of global pandemic. The youth, as well as members of their household have struggled to maintain their moorings during this fraught time of uncertainty. Many experienced food insecurity, un-and-under employment, loss of housing, increased substance abuse, depression and family conflict. The trackers and probation officers have continued to serve as coaches and encouragers during this time. It is anticipated that the participation numbers will remain steady or increase due to the inception of additional virtual groups and life skill events in the coming months and through the new year.

Specific topics will include:

- Health & Self Care
- Healthy choices, sex education & STD's
- Body Image, Self Esteem, Fitness
- Substance Abuse, Mental Health & Depression
- Managing crisis and unexpected life events
- Healthy Relationships
- Trauma & Violence, Stalking and Harassment
- Human Trafficking & Forced Labor
- Dating and Nurturing Healthy Relationships
- Parenting/Caring for Others
- Rape & Domestic Violence
- Education, College Tours, and Career Awareness
- Pursuing Dreams/Planning for the Future
- Money Management
- Discussion – Women in High Tech / Well Paying & Professional fields
- Higher / Continuing Education
- Friendship and Sisterhood
- Friends & Peer Pressure
- Social Media – Etiquette
- Anti-Bullying – Suicide Rates
- Building Character

The Gender Specific Tracker will continue to work with community partners such as the Kansas City Police Department, Metropolitan Community Colleges and other institutions of higher education, Kansas City Health Department, and community mental health agencies,

professional women's groups, clubs and associations, faith based organizations and neighborhood associations to review the plethora of support options and programs offered. The Tracker will then work to schedule workshops and make the necessary preparations for the youth to attend by assisting with transportation, securing a location for the workshop (if/when not held virtually), and arranging for food, that is provided and funded by the Jackson County Family Court, when needed. A portion of the grant would be used to pay for these workshops and auxiliary expenses related to the workshops.

Each component of the Voices curriculum allows for the youth to participate in a community-based, pro-social activity that will provide the youth an opportunity for new experiences. These activities will provide additional educational and practical experiences that will be tied directly to each module of the Voices curriculum. All activities will be affiliated with gender specific issues and will promote an opportunity for continued learning and personal growth. We wish to provide the youth with activities such as plays offered by University of Missouri Schools of Music and Theatre, which will promote the exploration of the youth's creative side, as well as and culinary arts classes from local restaurant chefs and vocational schools, that will teach the youth independent living skills. Additionally, we will purchase tickets to take the youth to various lectures and workshops throughout the Kansas City area that promote women empowerment, self-esteem, leadership, and personal growth.

The 16th Circuit Judicial Court or Missouri's Gender Specific Program applied and has been selected, along with two other circuits throughout the State of Missouri, to participate in a pilot mentoring program, Grow Girls, for girls involved in the juvenile justice system. The program is in the final planning stages but anticipates a soft launch in November 2020. The goal will be realized to match young women and their mothers/guardians with a "wise woman" from the community who will provide encouragement, support and life coaching. This is a very indigenous approach to mentorship, utilizing strategies and traditions from many cultures. The Tracker is a critical component of this initiative. She will be training and supporting the carefully selected and paired matches.

Built into the program are two culminating events for the youth and supporting community partners. One is a year-end, burning bowl celebration for the youth and their families to celebrate their successes, relinquish their disappointments and look hopefully toward the future. The second event takes place mid-year and focuses on the sowing and reaping that leads to individual and collective success in our society. Presented as a summer celebration, the event recognizes youth how have graduated high school and reached other milestones as well. Everyone is celebrated and encouraged to succeed.

Built into the schedule are at least two pro-social activities a month. In the past grant period

approximately 20 to 25 youth have participated in the gatherings, far exceeding the staffs 'expectations. We anticipate that we will have approximately 10-15 youth participate in each event at an average cost of approximately \$10 per youth per event. This is based on the lower census and the need for participants to adjust to the virtual environment. The funds will be used for additional supplies or fees associated with hosting the events, including hotspots and Wi-Fi, as many youth and families struggle with the reality of the digital divide.

The total anticipated expense for tickets to the outlined pro-social events is approximately \$1,440

Incentives for Youth in Year 3 = \$500

While incentives are also needed for the program to reward and encourage participation, the incentives will be provided and funded through Jackson County Family court. We will continue to utilize incentives for youth and parents for participation because we believe that recognizing youth for their cooperation helps them to learn to work cooperatively. Incentives will range from gas cards to movie vouchers.

It is anticipated that 95% of the program youth will successfully complete the program without re-offending during the program period. Additionally, 85% of the program youth will complete the program without being placed in secure detention. An internal analysis will be conducted by the Family Court's Assessment and Development Department to determine if the supervision services of a Tracker impacts the recidivism.

The majority of the grant has in the past and will continue to be utilized for the salary and benefits for the Gender Specific Tracker position. Tiauni Erby, Gender Specific Tracker, has been with the Court since 2004 working with youth at in our secure detention center where she has addressed the programming and direct care needs of Pre-Adjudicated youth. In her role she will resume providing auxiliary services to the females in the Gender Program, as well as facilitate Voices and pro-social life skill groups. Her work will complement the assigned tasks of Gender Specific Juvenile Probation Officers as well as the Area 1 Program Manager.

It should be also noted that the Court requires that all grant funded positions also include a benefits package that includes pension, Health, FICA, Unemployment Insurance, Worker's Compensation, and Life Insurance. There is often variance in the true cost of benefits as employees may opt for a less expensive package or waive insurance if they have it available through alternative means. In the event of surplus funds resulting from this variance, we are requesting that grant dollars be used for Back-Up Tracker.

#### Timeline

Effective October 2020 the Gender Specific Program will continue to implement the series of workshops (virtual as necessary) outlined above in addition to pro-social life skills groups and special activities relevant to the topics discussed each month. The workshops are slotted for 10 weeks. All groups will be designed to allow for youth to enter at any point during the session and will recognize those youth who have attended five, ten, and fifteen sessions. The program participants will also provide formal feedback regarding their experience.

- October 2020 – Program continuation with continued implementation of workshop series; Twice monthly Mother/Daughter event
- December 2020 – Holiday/Year End Event (includes youth's family and caring adults); Holiday Community Service Project; Monthly Mother/Daughter event
- January 2021 – Sessions continue; Monthly Mother/Daughter event
- March 2021 – Gender Specific Logic Model Update and Annual Report completed for the previous year (2020); Monthly Mother/Daughter event.
- April 2021 – Program budget adjustments submitted to DPS (if necessary); Monthly Mother/Daughter event.
- May 2021 – Summer Celebration (pro-social event designed to encourage youth to focus on the opportunities available to them during the summer months); Monthly Mother/Daughter event.
- June 2021 – Summer activity schedule begins; Monthly Mother/Daughter events.
- July 2021 – Special summer event/activity; Monthly Mother/Daughter event.
- September 30, 2021 – DPS funding cycle ends; Monthly Mother/Daughter event.

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## Budget

Row	Current Budget	Revised Amount	Net Change
Personnel	\$64,396.80	\$96,595.20	\$32,198.40
Personnel Benefits	\$35,266.14	\$52,899.21	\$17,633.07
Personnel Overtime	\$0.00	\$0.00	\$0.00
Personnel Overtime Benefits	\$0.00	\$0.00	\$0.00
PRN Time	\$0.00	\$0.00	\$0.00
PRN Benefits	\$0.00	\$0.00	\$0.00
Volunteer Match	\$0.00	\$0.00	\$0.00
Travel/Training	\$1,400.00	\$1,400.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies/Operations	\$6,400.00	\$8,980.00	\$2,580.00
Contractual	\$0.00	\$0.00	\$0.00

Renovation/Construction	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$107,462.94</b>	<b>\$159,874.41</b>	<b>\$52,411.47</b>

### Federal/State and Local Match Share

Row	Current Budget	Current Percent	Revised Amount	Revised Percent	Net Change
Total					
Federal/State Share	\$107,462.94	100.0%	\$159,874.41	100.0%	\$52,411.47
Total Local Match Share	\$0.00	0%	\$0.00	0%	\$0.00

### Confirmation

Your typed name as the applicant authorized official, in lieu of signature, represents your legally binding acceptance of the terms of this subaward adjustment and your statement of the veracity of the representations made in this subaward adjustment. You must include your title, full legal name, and the current date.

Authorized Official Name: Theresa L Byrd  
 Title: Deputy Court Administrator  
 Date: 09/09/2020

All terms and conditions of the original Subaward apply to this Subaward Adjustment Notice.

DPS Authorized Official/Designee Signature: 

Date: 11/4/20

### Attachments

File Name	Description	File Size
Jackson County Family Court 013.xlsx	Excel budget spreadsheet	19 KB



Menu | Help | Log Out

Back | Print | Add | Delete | Edit | Save

Grant Tracking

Grant: 2019-Title II-013 - Gender Specialized Tracker Program - 2019

Status: Underway
Program Area: Title II Formula Grant
Grantee Organization: Jackson County Family Court
Program Officer: Connie Berhorst
Budget Total: \$107,462.94

Versions

Version: Per subaward adjustment 2 Year 3 11/03/2020
Created Date Michelle Parks
Created By

Budget

Versions | Make Current Version | Return to Components

Personnel

Add

To include personnel in your budget, click "Add". If the project includes more than one individual, repeat this step for each person.

Table with 7 columns: Line Item Code, Name, Position Title, Position Status, Employment Status, % of time spent on this grant funded activities, Requested Personnel Cost. Row 1: Tiauni Erby, Gender Specific Tracker, Existing, Full Time, 100.0, \$96,595.20

Narrative Justification - Personnel

Detailed narrative justification is required for all budget line(s). This justification should fully explain the need for acquisition. To provide the required justification for a budget line item(s), click 'Edit' at top of page.

If you request a new position or an increase for a current position, please explain why it is being requested

Include a separate justification for each position requested as well as the name of the staff member filling the position, job duties and annual salary.

SubAward Adjustment 2 (year 3) has been added.

The salary of \$32,198.40 for the Gender Specific Tracker is equivalent to that of our youth worker positions. Jackson County Family Court currently has a Gender Specific Tracker position that is vacant. We will be hiring a new employee to fill the position.

The difference between a generic Tracker position and a gender-specific Tracker is the specialized training the gender-specific Tracker receives and also the specialized services and approach and the specific target population the gender-specific Tracker serves. This training and services make the gender-specific Tracker effective in helping the female offender become successful in living a lawful lifestyle. The training for the gender-specific Tracker includes knowledge of delinquency risk factors and delinquency protective factors specific to girls. She will be trained in creating resiliency in girls, and understanding female development. Additionally, she will learn how to establish a change-influencing relationship with girls. Also, she will be taught how to facilitate the pro-social skill-building groups, Voices Group Curriculum, and the Girls' Circle Group Curriculum. These will be in-service trainings.

The specialized services of a gender-specific Tracker, beyond the generic responsibilities, include an emphasis on building a female positive role model relationship with the assigned girls in order to facilitate communication, cooperation, and the atmosphere to constructively change. Additionally, she will take girls to gender-sensitive community resources to meet needs. She will identify gender-specific delinquency risk and protective factors specific and unique to each girl's life and actively work to reduce those risk factors and enhance those protective factors. Girls have increased needs (changeable risk factors) which the gender-specific Tracker will address. Additionally, she will co-facilitate Girls' Circle and Voices groups which occur several times throughout the month. Some of the facilitation will be group while other times it will be on an individual basis.

The responsibilities for this position include to assist the gender-specific JPOs through face-to-face supervision of the girls. The Tracker position is established on the evidence-based theory that girls are open to constructive change through strong and meaningful relationships. The Gender Specific Tracker will establish rapport with the girls and serve as a model and a mentor addressing the specific needs of the girls, assist them in their relationships with their families, school officials, friends, and treatment providers. The Tracker will provide crisis counseling, conflict resolution, and problem-solving. They will encourage bonding between the girls and their families; advocate for them in the school setting, and assist in transportation to substance abuse treatment, family therapy, Girls Circle groups, and help with getting them to medical and mental health care. The Gender Specific Tracker will serve as a team member with the Gender Specific Probation Officers and coordinate and share services for the girls with the JPOs.

5000 Character Limit

**Equipment**

**Add**

Equipment is defined as tangible, non-expendable (non-consumable) personal property having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit.

Equipment must be recorded and tracked in an inventory control list and tagged to reflect the funding source.

If you requesting Equipment, applicants are strongly encouraged to review the DPS Financial and Administrative Guidelines.

Line Item Code:	Line Item Name:	Qty:	Source of Bid:	Unit Cost:	Total Cost:
					<b>\$0.00</b>

**Narrative Justification - Equipment**

Detailed narrative justification is required for all budget line(s). This justification should fully explain the need for acquisition. To provide the required justification for a budget line item(s), click 'Edit' at top of page.

Provide separate justifications for each line item being requested. Address why the requested item is necessary for the success of the proposed project. Indicate who will use the item, how the item will be used and where the item will be housed.

**Equipment Justification**

N/A

5000 Character Limit

**Supplies/Operations**

**Add**

Supplies and Operations items are defined as property with acquisition cost of \$1,000 or less, or a useful life of less than one year.

To include a supply or operational expense in the budget, click "Add". To include more than one supply or operational expense, repeat this step for each budget item.

Line Item Code:	Item Name:	Supply/Operation Type:	Qty:	Unit Cost:	Total Supply or Operation Expense Cost:
	Incentives for youth	Other	12.0	\$0.00	\$1,500.00
	Tickets for pro-social activities and groups	Other	12.0	\$0.00	\$6,240.00
	Fall MJJA Conference registration fees	Other	2.0	\$0.00	\$600.00
					<b>\$8,340.00</b>

**Narrative Justification - Supplies/Operations**

Detailed narrative justification is required for all budget line(s). This justification should fully explain the need for acquisition. To provide the required justification for a budget line item(s), click 'Edit' at top of page.

Provide separate justifications for each line item being requested. Justifications should include specific items and cost basis. For example: (Office Supplies: pens, paper, ink cartridges, \$100.00)

If requesting grouped items include calculations per item number such as 30 student manuals @ \$2.00 ea., 15 instructor manuals @ \$2.00 ea., 30 student assessment/evaluation packets @ \$10.00 ea.)

**Supplies Justification**

With studies showing that unsupervised/unstructured time and activities often lead to delinquent behavior, we will continue working to provide the youth an opportunity to participate in various community-based, pro-social activities that will also provide the youth an opportunity for new experiences. These activities will provide additional educational and practical experiences that will can be utilized outside of the group setting. All activities will be affiliated with gender specific issues and will promote an opportunity for continued learning and personal growth. We wish to provide the youth with activities such as plays offered by University of Missouri Kansas City which will promote the exploration of the youth's creative side and culinary arts classes that will teach the youth independent living skills. Additionally, we will purchase tickets to take the youth to various lectures and workshops throughout the Kansas City area that promote women empowerment, self-esteem, leadership, and personal growth.

We anticipate that we will have approximately 5-10 youth participate in each event at an average cost of approximately \$10 per youth per event. The total anticipated expense for tickets to the outlined pro-social events is approximately \$2,400.

Number of Months                      12

Number of Activities per Month<sup>2</sup>

Number of Youth                        10

Price per Youth                         \$10.00



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

**AN ORDINANCE** appropriating \$1,000,000.00 from the undesignated fund balance of the 2020 CARES Act Fund for use by the Department of Corrections for COVID-19 testing of inmates and staff at the Jackson County Detention Center, in connection with the fight against the ongoing Coronavirus/COVID-19 pandemic.

**ORDINANCE NO. 5458**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, U.S. President Donald J. Trump, Missouri Governor Mike Parson, and County Executive Frank White, Jr., have all declared, in one form or another, the ongoing Coronavirus/COVID-19 pandemic to be a public health emergency; and,

WHEREAS, the County, through its various efforts, plays a significant role in the public health of its citizens and employees; and,

WHEREAS, an appropriate response by the County to this emergency will require significant expenditures from the County CARES Act Fund, which consists of monies provided by the U.S. Treasury for this purpose; and,

WHEREAS, this appropriation will provide funds to the Department of Corrections for weekly COVID-19 testing and laboratory services for staff and inmates at the Jackson County Detention Center for the remainder of 2020; 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>
CARES Act Fund 040-9999	32810- Undesignated Fund Balance	\$1,000,000	
Corrections 040-2701	56060- Medical & Dental Services		\$1,000,000

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. 5458 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5458.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 040 9999 32810  
ACCOUNT TITLE: CARES Act Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$1,000,000.00

11/19/20  
Date

Whitcomb  
Interim Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5458

Sponsor(s): Theresa Cass Galvin

Date: November 23, 2020

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Appropriating \$1,000,000 in CARES Act funding for use by the Corrections Department to pay for weekly testing of inmates and staff at the Jackson County Detention Center through the end of 2020..</p>												
BUDGET INFORMATION <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>\$1,000,000</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$300,000</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$1,300,000</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$1,000,000</td> </tr> <tr> <td>Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance</td> <td><b>FROM ACCT:</b> \$1,000,000</td> </tr> <tr> <td>TO: <b>CARES Act Fund</b> 040-2701-56060 Corrections- - Medical and Dental Services</td> <td><b>TO ACCT:</b> \$1,000,000</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): N/A  Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	\$1,000,000	Amount previously authorized this fiscal year:	\$300,000	Total amount authorized after this legislative action:	\$1,300,000	Amount budgeted for this item * (including transfers):	\$1,000,000	Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$1,000,000	TO: <b>CARES Act Fund</b> 040-2701-56060 Corrections- - Medical and Dental Services	<b>TO ACCT:</b> \$1,000,000
Amount authorized by this legislation this fiscal year:	\$1,000,000												
Amount previously authorized this fiscal year:	\$300,000												
Total amount authorized after this legislative action:	\$1,300,000												
Amount budgeted for this item * (including transfers):	\$1,000,000												
Source of funding (name of fund) and account code number: FROM: 040-9999-32810 CARES Act Fund, Undesignated Fund Balance	<b>FROM ACCT:</b> \$1,000,000												
TO: <b>CARES Act Fund</b> 040-2701-56060 Corrections- - Medical and Dental Services	<b>TO ACCT:</b> \$1,000,000												
PRIOR LEGISLATION	<p>Prior ordinances and (date): #5434  Prior resolutions and (date):</p>												
CONTACT INFORMATION	<p>RLA drafted by Troy Schulte, County Administrator at 881-1079</p>												
REQUEST SUMMARY	<p>This ordinance appropriates an additional \$1,000,000 in CARES Act funding to the Department of Corrections for the purpose of providing funds to continue weekly testing of all inmates and staff at the Jackson County Detention Center through the end of 2020. Through an emergency declaration, Jackson County has retained CTS (Concierge Testing Services) to handle all aspects of the testing from providing the staff for the required testing to performing the laboratory services, and reporting the results back to the County. Previous efforts had used multiple staffing providers and laboratories with limited staffing capability and delayed testing results. It is estimated that costs of \$135,000 per week will be incurred to provide weekly testing of all 1100 persons who work in or are detained at the facility.</p>												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <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)</p>												
COMPLIANCE	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals N/A</p>												

	<input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director: <i>[Signature]</i>	Date: 11-17-2020
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 1:42 pm, Nov 18, 2020
	Division Manager: <i>Gray M. Schultz</i>	Date: 11-18-2020
	County Counselor's Office: <i>Bryan Lewis</i>	Date: 11/19/20

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:
040-9999-32810	CARES Act Fund, Undesignated Fund Balance	\$1,000,000

- 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.

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: November 18, 2020

Ord # 5458

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
<b>040 CARES Act</b>			
9999 -	32810 Undesignated Fund Balance	\$ 1,000,000	\$ -
2701 Corrections	56060 Medical & Dental Services	-	1,000,000
		<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>

**APPROVED**  
By Mark Lang at 1:42 pm, Nov 18, 2020

Budget Office

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

**AN ORDINANCE** repealing section 255. Jackson County Code, 1984, relating to fees charged by the Clerk of the Legislature, and enacting, in lieu thereof, one new section relating to the same subject, with an effective date.

**ORDINANCE NO. 5459**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, by Ordinance 5423, dated October 12, 2020, the Legislature did amend the County Code to provide a maximum fee to be charged by the Clerk of the Legislature for notary services, consistent with new state law; and,

WHEREAS, it is appropriate that chapter 2 of the County Code be revised to set the specific fee to be charged for these services; now therefore,

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

Section A. Enacting Clause. Section 255., Jackson County Code, 1984, is hereby repealed and one new section enacted in lieu thereof, to be known as section 255., to read as follows:

255. Fees, County Clerk.

The Clerk of the County Legislature shall charge the following fees for the following services:



255.1 Notary Commission.

The fee for issuance of a notary commission is five dollars (\$5).

255.2 Notarization of Signature.

The fee for notarization of any signature shall be no more than five dollars (\$5).

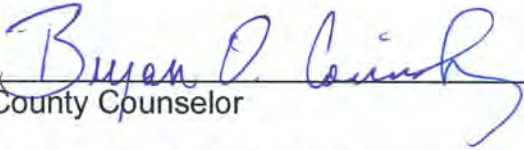
The specific fee shall be [set by the County Legislature by Ordinance annually] five dollars (\$5) until modified by Ordinance of the County Legislature.

Section B. Effective Date. This Ordinance, upon adoption and signature by the County Executive, shall take effect on December 1, 2020.

Effective Date: This ordinance shall be effective on its specified effective date and 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. 5459 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5459.

\_\_\_\_\_  
Date

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

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

**AN ORDINANCE** repealing section 570., Jackson County Code, 1984, relating to the County's personal services policy and enacting, in lieu thereof, one new section relating to the same subject.

**ORDINANCE NO. 5460**, November 23, 2020

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the County Administrator has recommended that the County dispense with the salary annualization requirement of section 570., Jackson County Code, 1984, as inconsistent with current best public finance practices; now therefore,

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

Section A. Enacting Clause. Section 570., Jackson County Code, 1984, is hereby repealed and one new section enacted in lieu thereof, to be known as section 570., to read as follows:

**570. Personal Services Policy.**

Sections 570.1 through 570.[9] 8 set out the personal services policy of Jackson County. These sections cover both merit and non-merit employees.

**570.1 Regular Salaries, Budget Line Item No. 5010.**

Regular salaries, budget line item No. 5010, shall be used for the base compensation of full-time employees as defined in the Personnel Rules. Account No. 5010 shall also be used for Exceptions to Beginning Salaries, Six Month Review, Out of Class Pay and Promotions as defined in Sections 5.6, 5.7, 6.1 and 13.1 of the Personnel Rules as well as for new positions approved by the County Executive under Section 4.4 of the Personnel Rules.

**570.2 [Account No. 5010, How Annualized.**

Account No. 5010 will be annualized as follows: The amount adopted in the annual budget as of January first plus transfers from Account No. 5090 as if done January first except transfers in accordance with Personnel Rule 14.2 (Annual Review) which are treated as if given July first. No payroll increases will be allowed to

exceed the annualized amount divided by the number of regularly scheduled payrolls in the budget year.

570.3] Temporary Salaries, Budget Line Item No. 5020.

Temporary Salaries, budget line item No. 5020, shall be used for temporary and part time employees.

570.[4] 3 Overtime Salaries, Budget Line Item No. 5030.

Overtime salaries, budget line item No. 5030, shall be used exclusively for the payment of overtime as defined in Rule 7 of the Personnel Rules.

570.[5] 4 Salary Adjustment, Budget Line Item No. 5090.

Salary Adjustment, budget line item No. 5090, shall be used for cost of living, merit increases, performance increases and salary advancements as outlined in Section 5.8, 5.9 and 14.2 of the Personnel Rules. Reclassification as defined in Personnel Rules Section 4.5 shall also be funded from Account No. 5090. When salary adjustments are made the money shall be transferred from Account 5090 to 5010.

570.[6] 5 Employee, Starting Date.

The starting date of a new employee shall be determined after consideration of the employment wages due plus sick and vacation pay out.

570.[7] 6 Personal Services Budget, Transfers.

Funds from other parts of the budget cannot be transferred into the Personal Services portion of the budget and funds cannot be transferred between Personal Services accounts, except as noted.

570.[8] 7 Salary Savings, Effect.

If sufficient salary savings exist during the budget year the County Executive may allocate an amount from Account No. 5010 to be used for Account No. 5090 purposes, done on a countywide basis.

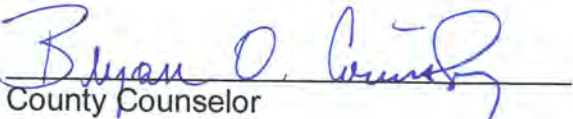
570.[9] 8 Personal Services Policy, Exceptions.

Requests for exceptions to any of the above rules must be in writing and approved by the County Executive and Manager of the Division of Finance. Alternatively, a request for an exception to any provision of the Personal Services Policy may be approved by a resolution that receives the affirmative vote of six members of the County Legislature.

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. 5460 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5460.

\_\_\_\_\_  
Date

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

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

**AN ORDINANCE** to adopt the annual budget and set forth appropriations for the various spending agencies and the principal subdivisions thereof, for the fiscal year ending December 31, 2021.

**ORDINANCE NO. 5461**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following amounts are appropriated for the fiscal year ending December 31, 2021, for the spending agencies included within the categories designated below:

<b>APPROPRIATIONS</b>	<b>AMOUNT</b>
<b><u>General Fund - 001</u></b>	
Legislature	\$ 2,954,120
County Counselor	2,527,681
County Administration	2,254,382
EHRCC	205,614
Jackson County Sports Authority	1,379,712
Internal Services & Taxation	33,516,158
Operations & Public Safety	8,974,191
Prosecuting Attorney	7,447,832
Sheriff	32,746,769
Courts	32,831,910
Election Boards	2,932,456
Total	\$ 127,770,824
 <b><u>County Improvement Fund – 013</u></b>	
Operations & Public Safety	\$ 15,500,000
Total	\$ 15,500,000
 <b><u>Health Fund - 002</u></b>	
Legislature	\$ 3,000,000
County Administration	278,642
Internal Services & Taxation	5,529,175
Operations & Public Safety	258,174
Sheriff	5,567,823
Public Administrator	2,003,752
Health Services	10,258,076
Courts	363,623
Total	\$ 27,259,265

**Park Fund - 003**

County Administration	\$	450,000
Internal Services & Taxation		3,871,339
Operations & Public Safety		14,697,010
Total	\$	19,018,349

**Special Road & Bridge Fund - 004**

County Administration	\$	1,472,849
Internal Services & Taxation		4,131,409
Operations & Public Safety		9,716,851
	\$	15,321,109

**Sewer Fund - 005**

Health Services	\$	74,896
Total	\$	74,896

**Convention & Sports Complex Fund - 007**

Sports Authority	\$	6,514,771
Internal Services & Taxation		3,506,323
Total	\$	10,021,094

**Anti-Crime Sales Tax Fund - 008**

Prosecuting Attorney	\$	22,515,509
Sheriff		4,138,590
Courts		3,310,872
Total	\$	29,964,971

**Law Enforcement Training Fund - 028**

Operations & Public Safety	\$	1,333
Total	\$	1,333

**E-911 System Fund - 031**

County Administration	\$	34,454
Internal Services & Taxation		2,965,546
	\$	3,000,000

**Inmate Security Fund - 036**

Sheriff	\$	146,000
Total	\$	146,000

**Domestic Abuse Fund - 041**

County Administration		\$	145,000
Total		\$	<u>145,000</u>

**Recorder's Technology Fund - 042**

Internal Services & Taxation		\$	128,940
Total		\$	<u>128,940</u>

**Homeless Assistance Fund - 043**

Legislature		\$	365,015
Total		\$	<u>365,165</u>

**Recorder's Fee - 044**

Internal Services & Taxation		\$	253,974
Total		\$	<u>253,974</u>

**Assessment Fund - 045**

County Counselor		\$	66,000
County Administration			301,115
Internal Services & Taxation			<u>8,334,227</u>
Total		\$	8,701,342

**Collector's Maintenance Fund - 049**

Internal Services & Taxation		\$	106,544
Total		\$	<u>106,544</u>

**County Urban Road System - 400**

Internal Services & Taxation		\$	191,810
Total		\$	<u>191,810</u>

**Sports Complex Sales Tax - Capital Project Fund**

Internal Services & Taxation		\$	19,420,116
Total		\$	<u>19,420,116</u>

**Sports Complex/Parks Debt Service Fund - 067**

Internal Services & Taxation		\$	2,050
Total		\$	<u>2,050</u>

**Public Building Corp. Debt Service Fund - 069**

Internal Services & Taxation		\$	4,050
Total		\$	<u>4,050</u>



**Sports Complex Sales Tax Debt Service - 072**

Internal Services & Taxation		\$	48,635,750
	Total	\$	<u>48,635,750</u>

**Special Obligation Bond Debt Service - 073**

Internal Services & Taxation		\$	12,324,803
	Total	\$	<u>12,324,803</u>

**Park Enterprise Fund – 300**

Internal Services & Taxation		\$	838,341
Operations & Public Safety			<u>5,386,821</u>
	Total	\$	<u>6,225,162</u>


Total Appropriations                   \$     **344,582,397**

Said funds are appropriated to each agency in accordance with the 2021 "Estimated Revenues, Recommended Appropriations, and Fund Balances - Fiscal Year 2021" as set out in the County Executive's 2021 Proposed Budget for Jackson County, in the detail and for the purposes contained and set forth therein, which is submitted to and approved by the Legislature and incorporated herein.

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. 5461 introduced on November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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. 5461.

\_\_\_\_\_  
Date

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

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

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Monday, November 23, 2020, for the purpose of conducting confidential communications under section 610.021(17) of the Revised Statutes of Missouri and closing all records prepared for discussion at said meeting.

**RESOLUTION NO. 20562** November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, November 23, 2020, during the regularly scheduled meeting of the Legislature; and,

WHEREAS, public notice of such closed meeting has been given by inclusion of this Resolution on the published agenda for said meeting; and,

WHEREAS, the purpose of such closed meeting is to conduct and/or review confidential or privileged communications between the Legislature and its auditor, including all auditor work product; and,

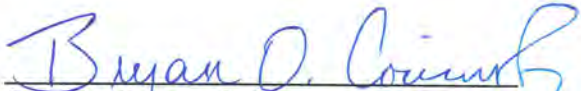
WHEREAS, such closed meeting is allowable under section 610.021(17) of the Revised Statutes of Missouri; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be and hereby is authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Monday, November 23, 2020, pursuant to section 610.021(17), RSMo, and closing all records prepared in connection therewith.

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. 20562 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

**A RESOLUTION** authorizing the County Counselor to execute addenda to the Legal Services Agreements with certain law firms, at an increased aggregate cost to the County not to exceed \$16,275.00.

**RESOLUTION NO. 20563**, November 23, 2020

**INTRODUCED BY** Theresa Cass Galvin, County Legislator

WHEREAS, the County Counselor recommends that he be authorized to execute addenda to the Legal Services Agreements with certain lawyers and law firms to continue to provide legal services to the County in complex litigation and other matters for which they have been retained; and,

WHEREAS, the lawyers and law firms for whom contracts are recommended, the services to be provided, and not to exceed amounts for services to be performed in 2020 are as follows:

<u>Law Firm</u>	<u>Matter</u>	<u>Amount</u>
Husch Blackwell Kansas City, MO	State Law Real Property Takings Claim	\$13,000
HF Law Firm LLC Kansas City, MO	HR Investigations	3,275
	Total	\$16,275

now therefore,


BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be and hereby is authorized to execute Legal Services Agreements

with the law firms and lawyers identified in this Resolution, at an aggregate cost to the County not exceed \$16,275.00; and,

BE IT FURTHER RESOLVED that the Director of the Department of Finance and Purchasing be and hereby is authorized to make all payments, including final payments on the contracts.

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. 20563 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

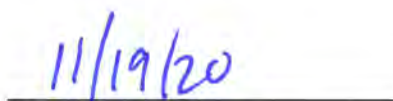
Absent \_\_\_\_\_

\_\_\_\_\_  
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: 001 1101 56020  
ACCOUNT TITLE: General Fund  
County Counselors  
Legal Services  
NOT TO EXCEED: \$16,275.00

  
\_\_\_\_\_  
Date

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





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

**A RESOLUTION** transferring \$110,960.00 within the 2020 Anti-Crime Sales Tax Fund and awarding a contract for the furnishing of additional software and service packages for the COMBAT Connections database to First Call of Kansas City, MO, at an actual cost to the County in the amount of \$125,834.00, as a sole source purchase.

**RESOLUTION NO. 20564**, November 23, 2020

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, by Resolution 20464, dated July 20, 2020, the Legislature awarded a contract with three twelve-month options to extend, for the maintenance of data tracking software maintenance for use by COMBAT, to First Call Technologies, LLC, of Kansas City (Jackson County), MO, as a sole source purchase; and,

WHEREAS, COMBAT has a need to purchase additional software and service packages including grant application software, prevention software, and the Striving Together to Reduce Violence in Neighborhoods (STRIVIN) package; and,

WHEREAS, section 1030.1, Jackson County Code, 1984, eliminates the requirement for competitive bidding when items to be purchased can be obtained from only one source and requires notification of and approval by the Legislature on such sole source purchases exceeding \$25,000.00; and,

WHEREAS, the Director of Finance and Purchasing recommends the purchase of additional software and service packages from First Call Technologies, LLC, as a sole

source, because First Call, as the developer of this proprietary software, is the only vendor capable of supplying and maintaining it; now therefore,

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

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Anti-Crime Sales Tax Fund COMBAT Administration 008-4401	56080- Other Professional Services	\$110,960	
008-4401	56661- Software Purchases		\$110,960

and,

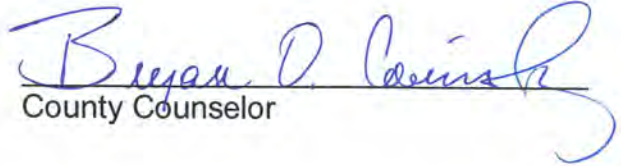
BE IT FURTHER RESOLVED that award be made as recommended by the Director of Finance and Purchasing; and,

BE IT FURTHER RESOLVED that the Director be and hereby 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. 20564 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 008 4401 56080  
ACCOUNT TITLE: Anti-Crime Sales Tax Fund  
COMBAT Administration  
Other Professional Services  
NOT TO EXCEED: \$110,960.00

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: 008 4401 56661  
ACCOUNT TITLE: Anti-Crime Sales Tax Fund  
COMBAT Administration  
Software Purchases  
NOT TO EXCEED: \$110,960.00

ACCOUNT NUMBER: 008 4401 56662  
ACCOUNT TITLE: Anti-Crime Sales Tax Fund  
COMBAT Administration  
Software Maintenance  
NOT TO EXCEED: \$14,874.00

10/11/19/20  
Date

  
Interim Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/Ord No.:20564

Sponsor(s): Crystal Williams

Date: November 23, 2020

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transferring \$110,960 within the Anti-Violence Fund and authorizing the purchase of additional Software Packages and Services for the COMBAT Connections database from First Call of Kansas City, Missouri in the amount of \$125,834 as a Sole Source purchase.</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>\$125,834</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>\$125,834</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$125,834</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>TRANSFER from: 008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services</td> <td>\$110,960</td> </tr> <tr> <td>TRANSFER to: 008-4401-56661 Anti -Violence Fund, COMBAT, Software Purchases</td> <td>\$110,960</td> </tr> <tr> <td>008-4401-56662 Anti-Violence Fund, COMBAT, Software Maintenance</td> <td>\$ 14,874</td> </tr> <tr> <td>Total</td> <td>\$125,834</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:	\$125,834	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$125,834	Amount budgeted for this item * (including transfers):	\$125,834	Source of funding (name of fund) and account code number:		TRANSFER from: 008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services	\$110,960	TRANSFER to: 008-4401-56661 Anti -Violence Fund, COMBAT, Software Purchases	\$110,960	008-4401-56662 Anti-Violence Fund, COMBAT, Software Maintenance	\$ 14,874	Total	\$125,834
Amount authorized by this legislation this fiscal year:	\$125,834																		
Amount previously authorized this fiscal year:																			
Total amount authorized after this legislative action:	\$125,834																		
Amount budgeted for this item * (including transfers):	\$125,834																		
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TRANSFER from: 008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services	\$110,960																		
TRANSFER to: 008-4401-56661 Anti -Violence Fund, COMBAT, Software Purchases	\$110,960																		
008-4401-56662 Anti-Violence Fund, COMBAT, Software Maintenance	\$ 14,874																		
Total	\$125,834																		
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): _____          Prior resolutions and (date): <u>Res. #20464, 7/20/2020;</u></p>																		
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): <u>Barbara Casamento, Purchasing Administrator, 881-3253</u></p>																		
<p><b>REQUEST SUMMARY</b></p>	<p>COMBAT would like to extend the services and programs provided by First Call of Kansas City, Missouri to its COMBAT Connections database. Grant Application Submission Software; Prevention Software and "Strivin" (Striving Together to Reduce Violence in Neighborhoods) Software. The Strivin Software package will bring together Educators, Elected Leaders, Police Officials, Caseworkers, Mental Health Providers and Faith Based Organizations to develop a coordinated strategy to reduce violence and provide services in the most vulnerable neighborhoods. The Data Migration Services and the Custom Reporting Features are included in the price of the software packages and maintenance.</p> <p>Pursuant to Section 1030.1 of the Jackson County Code, COMBAT would like to purchase additional software packages and services from First Call of Kansas City, Missouri. First Call is the developer of the Connections database and the developer of complimentary software packages and services and would be considered a Sole Source.</p> <p>COMBAT also requests the transfer of funds as follows:</p> <table style="width: 100%; border: none;"> <tr> <td></td> <td style="text-align: right;">FROM:</td> <td style="text-align: right;">TO:</td> </tr> <tr> <td>008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services</td> <td style="text-align: right;">\$110,960</td> <td></td> </tr> <tr> <td>008-4401-56661 Anti-Violence Fund, COMBAT, Software Purchases</td> <td></td> <td style="text-align: right;">\$110,960</td> </tr> </table>		FROM:	TO:	008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services	\$110,960		008-4401-56661 Anti-Violence Fund, COMBAT, Software Purchases		\$110,960									
	FROM:	TO:																	
008-4401-56080 Anti-Violence Fund, COMBAT, Other Professional Services	\$110,960																		
008-4401-56661 Anti-Violence Fund, COMBAT, Software Purchases		\$110,960																	
<p><b>CLEARANCE</b></p>	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>																		

COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals		No goals assigned
ATTACHMENTS	A Recommendation Memorandum by Vince Ortega of COMBAT and the quote from First Call of Kansas City, Missouri.		
REVIEW	Department Director:	<i>Vincent M. Ortega</i>	Date: 11/13/20
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> <i>By Mark Lang at 9:24 am, Nov 10, 2020</i>	Date:
	Division Manager:	<i>Juan Peters Baker</i>	Date: <i>11/10/20</i>
	County Counselor's Office:	<i>Bryan Cominsky</i>	Date: <i>11/18/20</i>

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.

**Fiscal Note:**

Funds sufficient for this transfer are available from the sources indicated below.

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

Date: November 10, 2020

RES # 20564

Department / Division	Character/Description	From	To
<b>008 Anti-Crime Sales Tax Fund</b>			
4401 COMBAT Administration	56080 Other Professional Services	\$ 110,960	\$ -
4401 COMBAT Administration	56661 Software Purchases	-	110,960
		<u>\$ 110,960</u>	<u>\$ 110,960</u>

**Fiscal Note:**

This expenditure was included in the Annual Budget

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

Department / Division	Character/Description	Not to Exceed
<b>008 Anti-Crime Sales Tax Fund</b>		
4401 COMBAT Administration	56661 Software Purchases	\$ 110,960
4401 COMBAT Administration	56662 Software Maintenance	14,874
		<u>\$ 125,834</u>

**APPROVED**

By Mark Lang at 9:24 am, Nov 10, 2020

Budget Office



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

**A RESOLUTION** awarding a twelve-month term and supply contract with one twelve-month option to extend for the furnishing of trail design and engineering services for use by the Parks + Rec Department to McClure Engineering of North Kansas City, MO, under the terms and conditions of Request for Qualifications No. 40-20.

**RESOLUTION NO. 20565**, November 23, 2020

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Department of Finance and Purchasing issued Request for Qualifications (RFQ) No. 40-20 for trail design and engineering services; and,

WHEREAS, a total of thirty-nine notifications were distributed and four responses were received and evaluated as follows:

<u>RESPONDENT</u>	<u>EVALUATION POINTS</u>
McClure Engineering North Kansas City, MO	97
SR Design Group Kansas City (Jackson County), MO	87
SWT Design Kansas City (Jackson County), MO	81
Confluence Kansas City (Jackson County), MO	69

and,

WHEREAS, pursuant to section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a twelve-month term and supply

contract, with one twelve-month option to extend, for trail planning, design, and engineering services to McClure Engineering of North Kansas City, MO, as the best proposal received; and,

WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount, with the availability of funds for specific purchases subject to annual appropriation; now therefore,

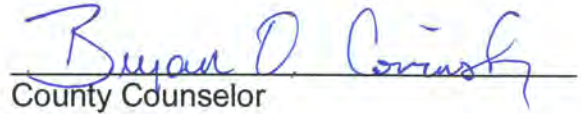
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended to the Director of Finance and Purchasing and that the Director be, and is hereby, authorized to execute for the County any documents necessary to the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to any using spending agency are contained in the then 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. 20565 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

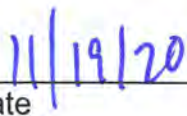
Abstaining \_\_\_\_\_

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 is subject to annual appropriation.

  
\_\_\_\_\_  
Date

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

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor’s Office:

Res/~~Ord~~ No.: 20565

Sponsor(s): Tony Miller

Date: November 23, 2020

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Awarding a Twelve Month Design Services Term and Supply Contract, with One Twelve Month Option to Extend, for Trail Design and Engineering Services for the Parks + Rec Department to McClure Engineering of North Kansas City, Missouri under the terms and conditions of Request for Qualifications No. 40-20.</u>																													
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	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:				\$																									
	* If account includes additional funds for other expenses, total budgeted in the account is: \$ OTHER FINANCIAL INFORMATION:  <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:     Parks + Rec Department   Estimated Use: \$200,000  Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):																													
PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):																													
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253																													
REQUEST SUMMARY	The Parks + Rec Department requires a Design Services Term and Supply Contract for Trail Design and Engineering Services. The Purchasing Department issued Request for Qualifications No. 40-20 in response to those requirements.  A total of thirty-two notifications were distributed and four proposals were received and evaluated as follows:  <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Respondent and Location</th> <th style="text-align: center;">Responsiveness 10 Points</th> <th style="text-align: center;">Qualifications And Experience 70 Points</th> <th style="text-align: center;">References 20 Points</th> <th style="text-align: center;">Total 100 Points</th> </tr> </thead> <tbody> <tr> <td>McClure Engineering, N KCMO</td> <td style="text-align: center;">8</td> <td style="text-align: center;">69</td> <td style="text-align: center;">20</td> <td style="text-align: center;">97</td> </tr> <tr> <td>SR Design Group, KCMO</td> <td style="text-align: center;">9</td> <td style="text-align: center;">58</td> <td style="text-align: center;">20</td> <td style="text-align: center;">87</td> </tr> <tr> <td>SWT Design, KCMO</td> <td style="text-align: center;">9</td> <td style="text-align: center;">57</td> <td style="text-align: center;">15</td> <td style="text-align: center;">81</td> </tr> <tr> <td>Confluence, KCMO</td> <td style="text-align: center;">10</td> <td style="text-align: center;">49</td> <td style="text-align: center;">10</td> <td style="text-align: center;">69</td> </tr> </tbody> </table> Pursuant to Section 1054.6 of the Jackson County Code, the Parks + Rec Department and the Purchasing Department recommend award of a Twelve Month Design Services Term and Supply Contract, with One Twelve Month Option to Extend, for Trail Design and Engineering Services to McClure Engineering of North Kansas City, Missouri as the best qualified proposal received under the terms and conditions of Request for Qualifications No. 40-20. The Parks + Rec Department negotiated the pricing for these services and the Schedule of Rates is attached.					Respondent and Location	Responsiveness 10 Points	Qualifications And Experience 70 Points	References 20 Points	Total 100 Points	McClure Engineering, N KCMO	8	69	20	97	SR Design Group, KCMO	9	58	20	87	SWT Design, KCMO	9	57	15	81	Confluence, KCMO	10	49	10	69
Respondent and Location	Responsiveness 10 Points	Qualifications And Experience 70 Points	References 20 Points	Total 100 Points																										
McClure Engineering, N KCMO	8	69	20	97																										
SR Design Group, KCMO	9	58	20	87																										
SWT Design, KCMO	9	57	15	81																										
Confluence, KCMO	10	49	10	69																										
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor’s Office)																													

COMPLIANCE	<input checked="" type="checkbox"/> MBE Goals <input checked="" type="checkbox"/> WBE Goals <input checked="" type="checkbox"/> VBE Goals Goals of 9.5% MBE; 11.7% WBE and 9.5% VBE were established for these services. The recommended Respondent's Contractor Utilization Plan has been approved by the Compliance Review Department								
ATTACHMENTS	Attached is the Abstract of Bids Received, a Recommendation Memorandum from Brian Nowotny of the Parks + Rec Department, Scoring Sheets and the pertinent pages of McClure's proposal.								
REVIEW	<table border="1"> <tr> <td data-bbox="373 420 1185 483">Department Director: <i>Mark Lang</i></td> <td data-bbox="1185 420 1453 483">Date: <i>11-5-20</i></td> </tr> <tr> <td data-bbox="373 483 909 546">Finance (Budget Approval): <i>If applicable</i></td> <td data-bbox="909 483 1453 546"> <b>APPROVED</b>            By Mark Lang at 9:30 am, Nov 10, 2020            Date:         </td> </tr> <tr> <td data-bbox="373 546 1185 609">Division Manager: <i>Bryan M. Schultz</i></td> <td data-bbox="1185 546 1453 609">Date: <i>11-16-2020</i></td> </tr> <tr> <td data-bbox="373 609 1185 669">County Counselor's Office: <i>Bryan Cousin</i></td> <td data-bbox="1185 609 1453 669">Date: <i>11/18/20</i></td> </tr> </table>	Department Director: <i>Mark Lang</i>	Date: <i>11-5-20</i>	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 9:30 am, Nov 10, 2020 Date:	Division Manager: <i>Bryan M. Schultz</i>	Date: <i>11-16-2020</i>	County Counselor's Office: <i>Bryan Cousin</i>	Date: <i>11/18/20</i>
Department Director: <i>Mark Lang</i>	Date: <i>11-5-20</i>								
Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 9:30 am, Nov 10, 2020 Date:								
Division Manager: <i>Bryan M. Schultz</i>	Date: <i>11-16-2020</i>								
County Counselor's Office: <i>Bryan Cousin</i>	Date: <i>11/18/20</i>								

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

NO	DESCRIPTION	UNIT	QTY	SK Design Overland Park KS AMOUNT	McClure Kansas City MO AMOUNT	Confluence Kansas City MO AMOUNT	SWT Design Kansas City MO AMOUNT	AMOUNT
1	Proposal Received			<i>see bid</i>	<i>see bid</i>	<i>see bid</i>	<i>see bid</i>	

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED  
 ON: September 28, 2020 BY  
Mark Spivey  
 CLERK OF THE LEGISLATURE  
Mark Spivey  
 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

**MEMORANDUM**

**TO:** Barbara Casamento, Purchasing Administrator  
**FROM:** Brian Nowotny, Deputy Director Park Operations  
**DATE:** November 2, 2020  
**SUBJECT:** Request for Qualifications No. 40-20, Trail Design and Engineering Services

Parks + Rec recommends award of a contract for Trail Design and Engineering services under the above referenced RFQ to **McClure Engineering of North Kansas City, Missouri**. Once approved, all services shall be requested on an as-needed basis, based on the specifications in the RFQ, respondent's submission, and Schedule of Fees. The Department estimates spending \$200,000 on related services annually, pending budget approval and specific project needs.

On 09/22/2020 a total of four responses were received from interested vendors. A committee made up of staff from Parks + Rec reviewed and evaluated each proposal.

Professional references were checked for each responder, and each responder was scored and ranked by the committee. Upon selection of the top responder, based on all of the evaluation criteria, a schedule of fees was requested and negotiated with McClure.

Thank you for your assistance, and please do not hesitate to contact me if you should have any questions.

Attachments: Evaluation Scoring Matrix  
Proposal Submission  
Schedule of Fees



*Frank White Jr., County Executive*

**2020 Trail Planning and Design RFQ**  
RFQ NO. 40-20

**COMPOSITE SELECTION SCORE SHEET**

FIRM NAME	Responsiveness To RFQ (scored by Purchasing Dept) 10 pts. Max	Qualifications and Experience Avg. 70 pts. Max	References 20 pts. Max	Total Score for Each Firm 100 pts. Max.	RANKING 1 BEING BEST
McLure Engineering	8	69	20	97	1
SK Design Group	9	58	20	87	2
SWT Design	9	57	15	81	3
Confluence, Inc.	10	49	10	69	4



EXHIBIT 'A'  
 McCLURE ENGINEERING COMPANY  
 HOURLY RATE SCHEDULE  
 (Effective through December 31, 2021)

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Administrative .....	\$85.00
Client Liaison.....	\$190.00
Engineer I.....	\$115.00
Engineer II .....	\$150.00
Engineer III .....	\$180.00
Engineer IV .....	\$220.00
Project Manager I.....	\$180.00
Project Manager II.....	\$205.00
Project Coordinator.....	\$95.00
Principal .....	\$265.00
Senior Principal.....	\$310.00
Community Planner I.....	\$140.00
Community Planner II.....	\$240.00
Landscape Architect I.....	\$105.00
Landscape Architect II.....	\$145.00
Engineering Tech I.....	\$90.00
Engineering Tech II.....	\$110.00
Engineering Tech III.....	\$130.00
Engineering Tech IV.....	\$170.00
Land Surveyor I.....	\$140.00
Land Surveyor II.....	\$170.00
On-Site Representative I (OSR I).....	\$110.00
On-Site Representative II (OSR II).....	\$155.00
Crew Chief (CC).....	\$130.00
Crew Member (CM).....	\$95.00
Intern .....	\$75.00
Survey Crew .....	\$210.00

EQUIPMENT

3D Scanner per Scan.....	\$30.00
UAV per Flight.....	\$125.00
Sonar Boat .....	\$125.00

MISCELLANEOUS EXPENSES

Survey Vehicle Mileage.....	\$0.75/Mile
Automobile Mileage (at current IRS rate) .....	Current IRS Rate
Printing.....	Per Contract
Survey Supplies (Hubs, Lath, Paint, Nails, etc.).....	Per Contract
Out-of-Pocket Expenses (Meals, Hotels, etc.).....	Per Contract



**LOVELACE & ASSOCIATES**  
**Land Surveying • Land Planning**

929 SE 3rd Street, Lee's Summit, Missouri 64063  
Ph: (816) 347-9997 Fax: (816) 347-9979  
www.lovelaceassociates.com

Certified Minority Business Enterprise

**2021 STANDARD HOURLY CHARGE-OUT RATES**

SURVEY CREW (Standard) .....	\$160.00 / HR
SURVEY CREW (Premium – Emergency Response or Client Mandated Overtime) .....	\$237.50 / HR
PROFESSIONAL LAND SURVEYOR (Standard) .....	\$105.00 / HR
PROFESSIONAL LAND SURVEYOR (Premium – Expert Witness or Client Mandated Overtime) .....	\$210.00 / HR
LAND SURVEY AUTO-CAD TECHNICIAN (Standard) .....	\$90.00 / HR
LAND SURVEY AUTO-CAD TECNICIAN (Premium – Client Mandated Overtime) .....	\$135.00 / HR
ADMINISTRATION .....	\$55.00 / HR

Premium rates shall be negotiated and pre-authorized in writing prior to engagement  
Lump sum bid or hourly not to exceed a quoted price also available  
All rates include material & equipment



Planning & Design

vireo

BeVireo.com

**Omaha**

1111 N. 13th Street  
Suite 116  
Omaha, NE 68102  
402-553-5485

**Kansas City**

929 Walnut Suite 700  
Kansas City MO 64106  
816-756-5690

**Schedule of Rates**

Effective January, 2021

Principal .....	\$ 155
Associate V.....	\$ 130
Associate IV.....	\$ 115
Associate III .....	\$105
Associate II .....	\$ 95
Associate I.....	\$ 85
Tech I.....	\$ 60

**Note:**

Sub-contracted labor, printing, technical photography, and all other direct job costs to be paid at cost. Vehicle mileage costs to be paid at the current IRS rate per mile.

**TSI GEOTECHNICAL, INC.**  
**2021 SCHEDULE OF FEES**  
**LABORATORY TESTING SERVICES**

**Aggregates**

Sieve Analysis - Dry (ASTM C 136)	\$80.00 /each
Percent Passing #200 Sieve (ASTM C 117)	\$37.50 /each

**Asphalt**

Max. Theoretical Specific Gravity (ASTM D 2041)	\$65.00 /each
Bulk Specific Gravity (ASTM D 2726)	\$95.00 /each
Field Sample Stability and Flow by Marshall Method (ASTM D 1559)	\$135.00 /each
Percent Air Voids (ASTM D 3203)	\$12.00 /each
Thickness and Unit Weight of Cores	\$32.50 /each

**Concrete**

Compressive Strength of Concrete Cylinders, FOB Laboratory (ASTM C 39) - includes mold	\$16.00 /each
Spare Cylinders Not Tested (45 day storage only)	\$13.00 /each
Flexural Strength Concrete Beams FOB Laboratory (ASTM D 78)	\$32.50 /each
Spare Beams Not Tested (45 day storage only)	\$22.50 /each
Air Dry Unit Weight Test Cylinders	\$27.50 /each
Cylinder Molds	\$2.00 /each
Diamond Saw Cutting of Samples	\$37.50 /each

**Mortar and Grout**

Compressive Strength of Mortar or Grout, Cubes or Cylinders FOB Laboratory (ASTM C 1019, C 109 or C 39)	\$17.50 /each
Spare Cubes/Cylinders Not Tested (45 day storage only)	\$13.00 /each

**Soils**

Visual Classification (ASTM D 2487 and D 2488)	\$8.00 /each
Moisture Content (ASTM D 2216)	\$10.00 /each
Hand Penetrometer or Torvane	\$8.00 /each
Organic Content (Oven Method)	\$27.50 /each
Liquid and Plastic Limits (3 Point Method) (ASTM D 4318)	\$75.00 /each
Shelby Tube Extrusion	\$22.50 /each
Unit Weight (ASTM D 2937)	\$32.50 /each
Percent Passing #200 (ASTM D 1140)	\$37.50 /each
Sieve Analysis-wash (Mechanical) (ASTM D 422)	\$80.00 /each
Hydrometer (ASTM D 422)	\$80.00 /each
Standard Proctor (Method A and B) (ASTM D 698)	\$190.00 /each
Standard Proctor (Method C) (ASTM D 698)	\$230.00 /each
Modified Proctor (Method A and B) (ASTM D 1557)	\$240.00 /each
Modified Proctor (Method C) (ASTM D 1557)	\$250.00 /each
Volumetric Swell	\$32.50 /each

**TSI GEOTECHNICAL, INC.**  
**2021 SCHEDULE OF FEES**  
**GEOTECHNICAL ENGINEERING STAFF**

**PERSONNEL AND EQUIPMENT**

Principal	\$235.00 /hour
Group Manager	\$225.00 /hour
Senior Geotechnical Engineer/Senior Project Manager	\$200.00 /hour
Construction Services Manager	\$140.00 /hour
Project Geotechnical Engineer	\$130.00 /hour
Staff Geotechnical Engineer	\$100.00 /hour
Senior Field Technician	\$70.00 /hour
Field Technician	\$65.00 /hour
Laboratory Technician	\$55.00 /hour
Lead Driller	\$130.00 /hour
Driller's Assistant	\$65.00 /hour
Clerical Staff	\$55.00 /hour
CADD Technician	\$85.00 /hour
Nuclear Densometer	\$30.00 /day
Mileage	\$0.60 /mile
Pickup Truck	\$50.00 /day
Per Diem	\$150.00 /day

**Note:** Overtime at a rate of 1.5 times the normal hourly rate will be charged for field personnel that work more than 8 hours per day, or on weekends and holidays.

**TSI GEOTECHNICAL, INC.**  
**2021 SCHEDULE OF FEES**  
**LABORATORY TESTING SERVICES (CONTINUED)**

California Bearing Ratio (3 Point Method) (ASTM D 1883)	\$420.00 /each
Triaxial Compression (UU-single Stage) (ASTM D 2850)	\$150.00 /each
Triaxial Compression (UU-Multi Stage - 3 cycles)	\$250.00 /each
Unconfined Compression (Controlled Strain) (ASTM D 2166)	\$57.50 /each
One-dimensional Consolidation (8 load increments, 4 unload) (ASTM D 2435)	\$565.00 /each
Rimac Compression Test	\$17.50 /each
Rock Core Photo (10 feet)	\$37.50 /each
<b>Equipment</b>	
Pick-Up Truck	\$80.00 /day
Nuclear Density Gauge	\$27.50 /day

Note: Fees for additional testing not listed above can be provided upon request.

## 3. FIRM PROFILES



With a vision of making lives better and a mission to build lifelong relationships for our clients' success, McClure provides program management, planning, design, funding, engineering, and financial analysis to land planning projects across the country. Our expertise spans several disciplines, including transportation, aviation, structures, water, wastewater, stormwater management, landscape architecture, construction observation and administration, surveying, land development, and creative placemaking.

Since 1956, McClure has grown to a firm of 182 professionals in eight offices located in Clive, North Liberty, Fort Dodge, and Sioux City, Iowa; North Kansas City, Macon, and Columbia, Missouri; and Lenexa, Kansas. McClure has more than fifty Registered Professional Engineers, eleven Registered Land Surveyors, one Registered Landscape Architect, four LEED Accredited Professionals, one Certified Envision Sustainability Professionals, two AICP Certified Planners, and one Professional Traffic Operations Engineer.

### OWNERSHIP

We are an employee-owned firm with at least one shareholder in each of our offices. Among our 34 shareholders, the average tenure of shareholders at McClure is ten years.

## THE TEAM



Vireo LLC is a 20-person landscape architecture, community engagement, community planning, and design firm that has focused on ecologically based planning and design for over 20 years.

Vireo is in the business of creating healthy places for people. We have built the firm on the design of environments that are attractive, livable, vibrant, and sustainable – places where people want to be. We can make a real impact, bringing life to public spaces and contributing to both the livability and economic success of our cities. Whether it is large-scale planning for the future or starting with small-scale improvements, we listen to the people who care about the places in their lives. We create ways to make those places more vibrant, welcoming, inclusive and a reflection of the people who live and work there.

Our approach to trail alignment and design is rooted in a thorough understanding of constructability, alignment choices, the impact on an enhanced user experience, and the interdependency and inter-relationship of this with construction cost. Our key to designing the best possible trail experience is a "boots on the ground" process reinforced with solid technical solutions and recent bid data/cost information for real projects. Given the large volume of trail work we do, we refine and improve our approach with each project bringing you the very best expertise available. We have spent the better part of the last 20 years designing and constructing trails for municipalities/public jurisdictions – over 100 miles in the Kansas City metropolitan area alone.

### OWNERSHIP

Vireo is a woman owned enterprise (WBE) located in downtown Kansas City, Missouri as well as Omaha, Nebraska.





Founded in 1989, TSi Geotechnical, Inc. (M/W/DBE) is a specialized practice in geotechnical engineering, drilling, laboratory testing, and construction observation and documentation. Our team of professional engineers and certified technicians offer extensive geotechnical expertise and technical skills to effectively manage geotechnical risks for our clients' projects. We evaluate potential design and construction related concerns, then recommend feasible engineering solutions by applying appropriate methodologies.

A key component of our construction observation and materials testing services is Quality Assurance, as we deliver the data needed to verify that the materials and techniques being used meet the specifications required for the project. TSi engineers and technicians provide a vital link between the owner, the design team, and the contractor.

#### OWNERSHIP

Founded in 1989, Morris and Denise Hervey, President/CEO and Chairman, respectively, have owned their engineering firm nearly as long as they have been married.



### LOVELACE & ASSOCIATES

LAND SURVEYING • CONSULTING SERVICES

LOVELACE & ASSOCIATES (MBE) is a full-service professional land surveying firm headquartered in Lee's Summit, Missouri. LOVELACE & ASSOCIATES was formed in 1998. The majority partners of LOVELACE & ASSOCIATES, Aaron Thomas and Jeff

Lovelace, together have over 60 years of experience in all phases of land surveying services. LOVELACE & ASSOCIATES employs 10 qualified individuals as professional land surveyors, technicians and draftsmen with additional support staff and consulting experts available for utilization on various projects. All of our field personnel are trained in Hazardous Waste Site procedures and maintain current OSHA 29CFR1910.120 certifications for utilization on environmental survey projects.

LOVELACE & ASSOCIATES is a service oriented and aggressive Land Surveying firm. We pride ourselves on customer service and providing a rapid turnaround time for our clients, as we are aware that the speed and accuracy of our work is directly related to the efficiency and productivity of our clients. We use the latest in technological advances to streamline our surveying process.

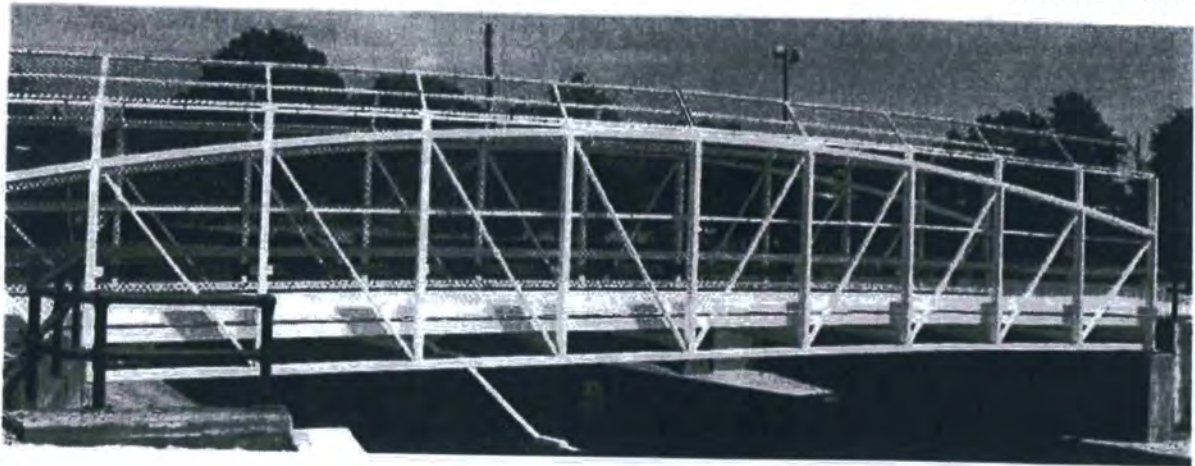
#### OWNERSHIP

LOVELACE & ASSOCIATES is a Limited Liability Company established in 1998 and located in Lee's Summit, Missouri. The company is managed and by Jeff Lovelace (49%) and partner Aaron Thomas (51%).



# 4. EXPERIENCE + REFERENCES

## KATY TRAIL OVERPASS BRIDGE SEDALIA, MISSOURI



### OVERVIEW

Each year, the Katy Trail attracts 400,000 visitors along its 240-mile route from Clinton, Missouri, to Machens, Missouri, impacting the communities along its route. However, two old railroad bridges connecting the trail over Highway 50 in Sedalia, Missouri, were causing safety issues on the highway and on the trail, impacting the city and its visitors. McClure's team provided the survey, design and construction observation for the project and assisted with the application for Federal Transportation Alternative Program (TAP) Grant that helped fund the project.

**COMPLETION DATE**  
2015

### REFERENCE

David Dick  
Presiding Commissioner of Pettis County  
660.826.5000  
davidd@pettiscomo.com



# ST. JOSEPH RIVERFRONT MASTER PLAN

ST. JOSEPH, MISSOURI



## OVERVIEW

For many years, the City of St. Joseph had been looking for feasible ways to create a multi-use riverfront plan that would attract visitors to interact with the natural and built environment along the riverfront. As part of a master plan process, McClure was hired to perform preliminary civil and stormwater design. This included extensive study to determine existing conditions within the floodplain, use opportunities within the master plan area, including the potential for a marina, as well as the extension of vital infrastructure improvements to serve the area. As a result, a phased approach toward the extension of utilities to the unserved areas was developed, as well as the extension of an additional road access from the east to create additional ingress/egress to the area. Additionally, floodplain and topographical study showed viable areas of development that were then programmed for specific uses as defined by the focus groups.

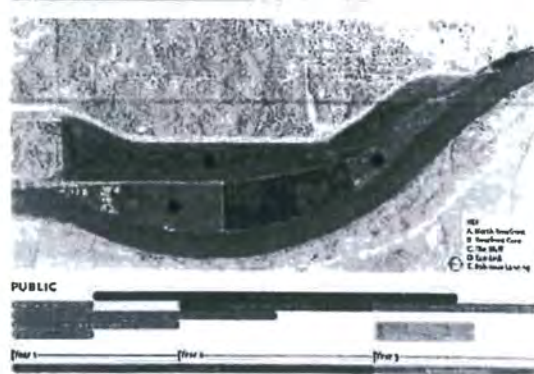
## COMPLETION DATE

2019

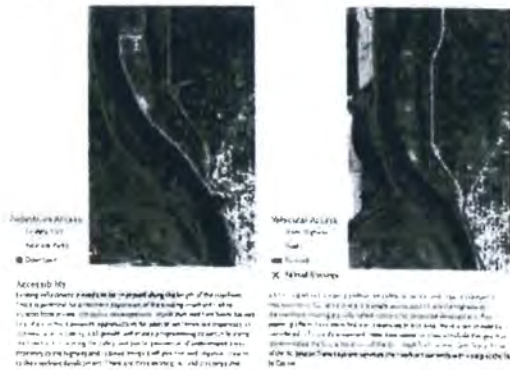
## REFERENCE

Clint Thompson  
 Planning and Community Development Director  
 816.271.4827  
 chompson@stjoemo.org

RIVER CONCEPT PLAN



PHOTOGRAPHS



# LITTLE BLUE TRACE TRAIL SEGMENT 1 AND 8

JACKSON COUNTY AND KANSAS CITY, MISSOURI\*



## OVERVIEW

The Little Blue Trace Trail system is a partnership project between Kansas City and Jackson County. Segment 1 of the trail was an extension south from Lee's Summit Road. The project included a half-mile of 10-foot-wide concrete paving, two miles of grading and drainage structures, a 40-stall trailhead, and prefabricated 70 foot and 160-foot-long bridges. The project required working around existing sanitary pump facilities and access roads and integrating the trail within the existing greenway. Segment 8 of the trail was a federally funded project connecting Kansas City's Blue Valley Park with the Little Blue Trace soccer complex used by Raytown Parks and Recreation. The project constructed a mile of 10-foot-wide concrete trail, a 150-foot-long prefabricated pedestrian bridge, and constructing trail underneath MoDOT bridges on Route 350. The project involved working around four baseball fields and two soccer fields and minimizing tree clearing. The project required threatened and endangered species clearance and completing plans, specifications, and estimates with MoDOT's LPA oversight.



## COMPLETION DATE

2018

## REFERENCE

Bruce Wilke, PLA  
Jackson County Parks and Recreation  
816.503.4800  
bwilke@jacksongov.org

\*Project completed by project manager with previous employer.



**LINE CREEK TRAIL**  
KANSAS CITY, MISSOURI\*



**OVERVIEW**

In 2008, the City of Kansas City, Missouri adopted a Citywide Trails Plan called TrailsKC. The trails network was developed by Wes Minder, PE, McClure's Lead Design Engineer, while he was an employee of Kansas City. By 2014, the entire 6-mile section of the Line Creek Trail within Kansas City was completed. Wes led the design, right of way acquisition, and construction stages of the project. The project was completed under traditional design-build and an alternative construction delivery method procurement. The trail includes two prefabricated pedestrian bridges, three low water stream crossings, and the retrofit of an existing double box culvert underneath Barry Road into a pedestrian underpass. The project involved partnership agreements with the City of Riverside and Platte County, Missouri, and was built in an archaeologically sensitive area with minimal impact.



**COMPLETION DATE**

2014

**REFERENCE**

Richard Allen, RLA  
Senior Park Planner, Kansas City  
816.513.7713  
richard.allen@kcmo.org

\*Project completed by project manager with previous employer.





**OVERVIEW**

In 2006 the City of Fort Dodge complete the Envision 2030 document which is a 20-year plan for the community. The information was based on surveys from the community and information gathered from other communities. One of the areas identified as a weakness was the lack of trails and bicycle-friendly streets to provide access to recreational and social amenities. The City worked in conjunction with the County and the public developed a Trails Master Plan. The goal was to connect as many areas of town to parks, schools, and social amenities as possible with the resources available. With the Trails Master Plan, the City was able to prioritize the construction of each segment. McClure worked with the City of Fort Dodge and key players in the community to help develop the Trails Master plan. We assisted with obtaining funding and provided the design on various trail segments. Funding was secured to initiate the first phase of the trail network and after three years there has been nearly 12 miles of trail constructed. Part of the success was the ability to leverage funding sources to apply for additional funding. Of the \$6.7 million dollars spent, the local community contributed \$3.2 million. Throughout the planning, design and construction, McClure was a strong partner with the City. We worked closely with the public and ensured that construction proceeded smoothly for everyone involved.

**COMPLETION DATE**

2013

**REFERENCE**

Chad Schaeffer, PE  
City Engineer  
515.576.3601



# PLYWOOD TRAIL PLANNING

LE MARS, MERRILL, HINTON, AND SIOUX CITY, IOWA



## OVERVIEW

In an effort to increase quality of life, and promote tourism, the cities of Le Mars, Merrill, Hinton, and Sioux City conceived the idea of connecting their respective communities with a recreational trail. The existing trail networks in Le Mars and Sioux City, with the addition of the 16-mile connection, will provide residents of all four communities and Plymouth and Woodbury counties access to over 50 miles of paved trails. Branded the "Plywood Trail" the effort has been championed by a group of volunteers which make up the Plywood Trail Committee. This nonprofit group will continue to advocate and seek funding for the construction and maintenance of the trail through a multiyear planning, design, and construction effort. McClure is leading the preliminary planning and design phase of the project. Public outreach has been a major highlight of the effort. While the project has had consistent support from the cities, the county residents have had many questions and concerns which are being addressed through public meetings and open houses. A major component of this project is the "Source and Use of Funds" prepared by McClure.

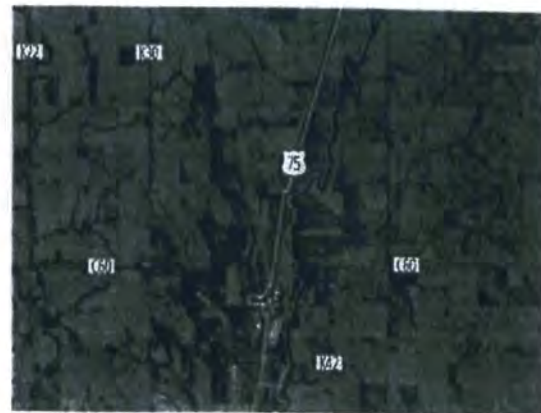
# PLYWOOD TRAIL

## COMPLETION DATE

2017 - Ongoing

## REFERENCE

Ryan Meyer  
Chair Plywood Trail Committee  
712.500.5841  
rjmeyer2@bluebunny.com



# CARLISLE NATURE TRAIL

CARLISLE, IOWA



## OVERVIEW

The City of Carlisle was ready to move forward with the first phase of the trails identified in the "Trails Master Plan". However the funding of the trail still needed to be addressed. To make a meaningful expansion of the trail system the City needed to find funding for the \$3.2 million project which included a new bridge over the North River, an underpass of Scotch Ridge Road, Scotch Ridge Nature Park Wetlands, and just over 3 miles of trail construction. McClure worked with the City to assemble a financing package which for the trail which would minimize the city funds required for completion, and allow for construction of a project which would positively impact the community.

The final financing package ultimately leveraged a 10% local city contribution for construction of the \$3.2 million project. The project route ultimately started at the future connection point of Greater Des Moines Trail system, and connected Scotch Ridge Nature Park, Danamere Farms Iowa Natural Heritage Foundation Site, Carlisle Middle School, Danamere Farms Conservation Development, Lindhart Park, Carlisle Aquatic Center, and the Summerset Trail.

## COMPLETION DATE

2017

## REFERENCE

Andy Lent  
City of Carlisle  
515.989.3224



## HOOVER NATURE TRAIL JOHNSON COUNTY, IOWA



### OVERVIEW

The Hoover Nature Trail project was 6 miles of hard surface trail that extends from the City of Solon to Seven Sisters Road in Johnson County. This trail segment was dubbed the “missing link” of the Hoover Trail. Once completed, trail users would have access to over 200 miles of trail networks. This project connected the Cedar River Trail, Cedar Valley Nature Trail, and the Hoover Trail to form an essential part of the American Discovery Trail in Eastern Iowa. The project included three bridges, a box culvert, numerous drainage pipes, and a trail underpass.

Working with the US Army Corps of Engineers, the IowaDNR, the City of Solon, and Johnson County Conservation Board, McClure developed a final alignment that highlights historically significant and naturally significant features along the corridor while providing a safe connection along well traveled county roads. Through diligent and continued multiagency coordination, NEPA clearance was obtained in November 2015 for the entire project corridor. This clearance included several Section 4(f) evaluations, wetland delineation, and threatened and endangered species coordination. The overall project was constructed in three segments.



### COMPLETION DATE

2016

### REFERENCE

Larry Gullett  
Executive Director, JCCB  
319 645 2315

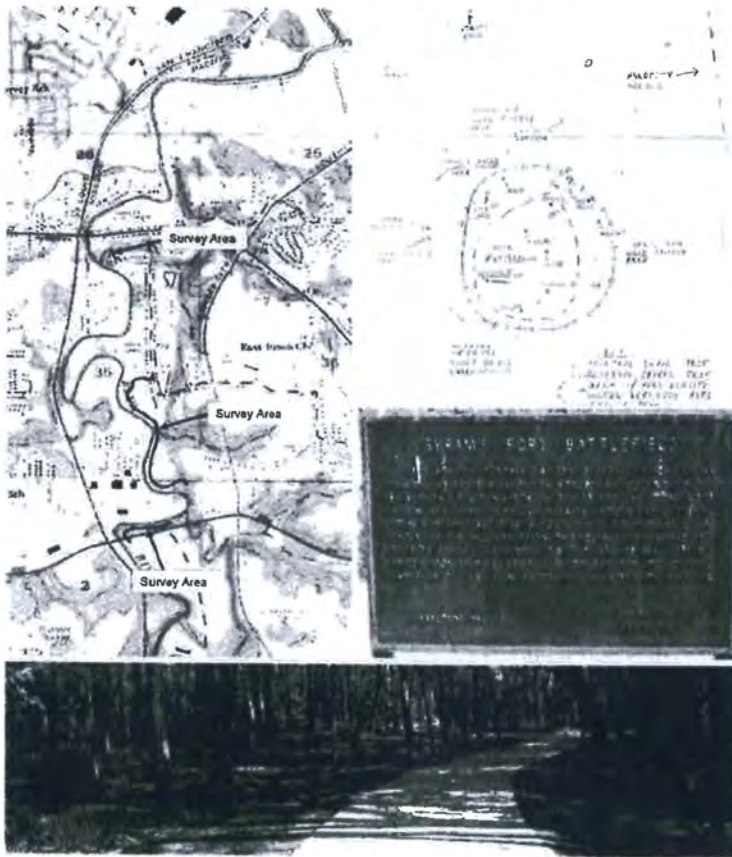






## Blue River Trail - NEPA/Section 106 Compliance

Kansas City, ( Jackson County ) Missouri



Integration of environmental values into the decision-making process is part of Vireo's founding philosophy. Our process, like the National Environmental Policy Act (NEPA), incorporates natural and cultural resource protection into all aspects of a project for their intrinsic and functional value to current and future generations.

During the design of the 10-mile multi-use Blue River Trail within Kansas City, Missouri, it was determined the trail would be traversing an important historic area known as the Byram's Ford Historic District (listed in the National Register of Historic Places), which includes the Big Blue (Byram's Ford) Battlefield. The trail alignment was determined in coordination with the Phase One Archeological Survey to ensure the alignment would avoid impacting cultural and archeological resources. Additionally, locations were identified for the placement of historic markers and interpretive signage for trail users to experience the importance of the area. The Vireo Team completed all required NEPA and Section 106 compliance documents prior to construction of the trail.



#### Client | Contact

City of Kansas City, Missouri  
4600 W. 63rd Street  
Kansas City, MO 64130

Richard Allen, Project Manager  
richard.allen@kcmo.org  
816-513-7713

### Blue River Trail | 103rd Street to Alex George Lake Kansas City | Missouri



The federally funded project involved design and construction documentation for a 0.9-mile portion of the Blue River Trail from Alex George Lake to 103rd Street. The trail winds through scenic Blue River floodplain forest, provides views of Alex George Lake, and allows access to Jackson County recreational fields. Special trail features include a 160-foot long pedestrian bridge across the Blue River and two smaller bridges. This segment is a part of a larger trail system underway in the City which will eventually extend south along the Blue River and east toward the 3-Trails Crossing. Vireo successfully managed a collaborative design team which included surveyors, civil engineers and structural engineers. Construction was completed in October of 2011 at a cost of \$830,000, which was 15% under the estimated construction budget.



#### Client

City of Pleasant Hill, MO  
203 Paul Street  
Pleasant Hill, Missouri  
(816) 540-3135

## Pleasant Hill Trail Master Plan and Implementation

Pleasant Hill, Missouri



Vireo completed a city-wide Bicycle & Pedestrian Master Plan for the City of Pleasant Hill, Missouri. The plan is the culmination of a number of years of work with City officials and neighboring jurisdictions to bring the Katy Trail into the Kansas City Region. This important State and Regional link was the incentive to complete the plan which resulted in community-wide trail routes connecting major destinations and providing access to surrounding facilities over time. The plan is based on strong citizen participation and political support. It has facilitated Pleasant Hill's successful grant applications for funding trail construction and continues to provide the guidance for capital improvements programming and requests for construction as development occurs.

Vireo also completed Construction Documentation for Phase I and Phase II of the Trail Master Plan.



**Client | Contact**

Lafayette Healthy  
Lifestyle Initiative  
14 E 19th, Suite 102  
Higginsville MO 64037

Marsha Corbin  
Old Trails Region Scenic Byway  
660.232.1836  
oldtrailsregion@gmail.com

**Lexington Rail-Trail Plan**  
Lexington | Missouri



As a next step to the Connectivity Master Plan completed in 2011 and the 2013 Crystal Lake Park Plan, the Live Healthy, Live Well Health Care Collaborative asked Vireo back to complete a plan for a Rail-Trail in Lexington, Missouri.

Vireo completed a walking assessment of the roughly 2.5 mile rail corridor and provided the Collaborative with an illustrative map detailing the improvements needed to complete the transformation to the City's only east-west off-street bike ped connector.

Development work is set to commence in 2014. Once constructed, the trail will form several key linkages between Lexington parks and two developed Safe Routes to School corridors, and ties the west side of the City at Highway 224 together with the east side at Highway 13.



**Clients**

Lafayette County Health Care Coalition  
 14 E 19th, Suite 102  
 Higginsville MO 64037

Marsha Corbin  
 Old Trails Region Scenic Byway  
 660.232.1836  
 oldtrailsregion@gmail.com

## Live Healthy, Live Well: Connectivity Master Plan

Lafayette County, Missouri



Live Healthy, Live Well is a product of Social Innovation for Missouri grant funding, supported by the Missouri Foundation for Health. As a part of this campaign, Lafayette County HCC commissioned master plans for pedestrian and bicycle facility improvements for each of the cities, Higginsville and Lexington.

These communities' Connectivity Master Plans take into account the social, government and retail destinations available, residential areas and the condition of current pedestrian access. Destinations were mapped, a sidewalk inventory was taken of each community, and through the help of local focus groups, routes were prioritized for future improvements. Routes incorporated current and future Safe Routes to School projects and highlighted opportunities for regional trail connections.

With the clear direction the master plans provide, the Cities can now focus on raising awareness, assembling funds and getting key health- and safety-boosting projects built. An initial implementation step included Crystal Lake Park in Lexington, Missouri.

# Trail Planning, Design, & Construction Experience



## Trail Planning Experience

- National Parks Service - 3-Trails Corridor | Kansas City Metro (MARC)
- Liberty Trail Planning | Liberty, MO
- 3-Trails - 6th District PITC Study | Kansas City, MO
- Clay County Trails Planning | Clay County, MO
- MARC Bike and Pedestrian Plan | Kansas City Metro (MARC)
- Overland Park Bike Master Plan | Overland Park, KS
- Brush Creek - Blue River Confluence Trail | Kansas City, MO
- Trails KC | Kansas City, MO
- Bike KC | Kansas City, MO
- Little Blue River Trail Planning - Longview to Bannister Road | Kansas City, MO (USACE)
- Missouri River Trail Master Plan | Platte County, MO (USACE)
- Riverfront Heritage Trail - | Kansas City, MO
- Riverfront Heritage Trail - Spirit of Kansas City Scenic Byway | Kansas City, MO
- Riverfront Heritage Trail - Art Master Plan | Kansas City, MO
- MetroGreen | Kansas City Metro (MARC)
- Line Creek Trail | Riverside, MO
- Line and Second Creek Trail Study | Kansas City, MO
- Rocky Branch Trail Alignment | Kansas City, MO
- Pleasant Hill Trail Master Plan | Pleasant Hill, MO
- Harrisonville Trail Master Plan | Harrisonville, MO
- Lenexa Trail Master Plan | Lenexa, KS
- West Lenexa Trail Master Plan | Lenexa, KS
- Lee's Summit Greenway Master Plan | Lee's Summit, MO
- WAMPO Bicycle and Pathways Plan | Wichita, KS

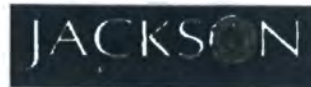
## Trail Design and Construction Experience

- Missouri Riverfront Trail - Front Street to Chouteau Parkway | Kansas City, MO (MoDOT)
- Forest Park Trail | Parsons, KS (KDOT)
- 152 Trail - Amity to Maple Woods Parkway - 6 Phases | Kansas City, MO (MoDOT)
- Blue River Trail - Swope Park to Colorado Ave Bridge | Kansas City, MO (MoDOT)
- Blue River Trail - Colorado Ave Bridge to Stadium Drive | Kansas City, MO (MoDOT)
- Blue River Trail - Stadium Drive to Truman Road | Kansas City, MO (MoDOT)
- Blue River Trail - 103rd Street to Alex George Lake | Kansas City, MO (MoDOT)
- Smithville Lake - Little Platte Trail | Clay County, MO (MoDOT)
- Pleasant Hill - Mo Pac Trail - Downtown to Lake Pleasant Hill | Pleasant Hill, MO (MoDOT)
- Pleasant Hill - Mo Pac Trail - Downtown to Fairgrounds | Pleasant Hill, MO (MoDOT)
- Truman Farm Home Trail | Grandview, MO (MoDOT)
- Line Creek Trail - Riverside to Hwy 152 - 4 Phases | Kansas City, MO (MoDOT)
- Line Creek Trail - 64th Street Trailhead | Kansas City, MO
- Second Creek Trail - 4 Phases | Kansas City, MO (RTP)
- Missouri Riverfront Levee Trail - Front Street to Chouteau Parkway | Kansas City, MO (MoDOT)
- Missouri Riverfront Levee Trail - Riverside to Parkville | Platte County, MO (USACE, RTP)
- 3-Trails - 91st to 93rd Street Trail | Kansas City, MO
- 3 Trails- Hickman Mills School District | Kansas City, MO
- 3 Trails- Marion Park | Kansas City, MO
- 3 Trails- Avila University | Kansas City, MO
- 3 Trails- Triangle Trail | Kansas City, MO
- Riverfront Heritage Trail - Freedom Mall | Kansas City, MO (RTP)
- Riverfront Heritage Trail - River Bluff Park | Kansas City, MO
- Python Court Trail Extension | Columbia, MO (MoDOT)
- Rolling Ridge Trail | Olathe, Kansas (KDOT)
- Turkey Creek Trail Extension | Merriam, KS
- Coon Creek Trail | Lenexa, KS (KDOT)
- Black Hoof Park Trail | Lenexa, KS (KDOT)
- Southview Trail | Liberty, MO (MoDOT)
- Wilshire Trail | Liberty, MO (MoDOT)
- Westborough/Cantebury Trail | Liberty, MO (MoDOT)
- Cates Branch South Trail | Liberty, MO (MoDOT)
- Discover the Path to Wellness Trail - Liberty Hospital | Liberty, MO (MoDOT)
- Fishing River Trail | Excelsior Springs, MO (MoDOT)
- Elms Hotel Trail | Excelsior Springs, MO (MoDOT)
- Fishing River Trail | Kearney, MO (MoDOT)
- Nail Park Walking Trail | Roeland Park, KS
- Mize Park Trail | Lenexa, KS
- Amity Woods Nature Park Trail | Kansas City, MO
- Platte Purchase Park Trail | Platte County, MO

Landscape Architecture | Planning | Design

# 5. ORG CHART + RESUMES

Over the years, McClure has honed its ability to perform a range of services needed to develop and deliver multi-disciplinary projects. We leverage our staff resources to create the project team that is best aligned with the size and scope of each project. What makes us different? It's our ability to provide these comprehensive services with a hands-on, personal touch. We build long-lasting relationships with our clients and partners that better enable us to innovate and find cost-effective solutions for any issues that arise. To us, Jackson County is not just another client; it is our collective future.



**WES MINDER, PE**  
PROJECT MANAGER + POINT OF CONTACT



**STEPHEN RHOADES, PLA**  
PLANNING + ENVIRONMENTAL COMPLIANCE



**GREG PFAU, PLA, LEED AP**  
TRAIL AMENITIES



**AARON MCVICKER, PE**  
BRIDGE DESIGN



**MATT EBLEN, PE, LEED AP**  
HYDRAULICS



**LAURIE BROWN**  
SECTION 106 CLEARANCE + CONSERVATION



**NILESH LAL, PE**  
GEOTECHNICAL ENGINEER



**JEFF LOVELACE, PLS**  
LAND SURVEYOR



## WES MINDER, PE

### PROJECT MANAGER + POINT OF CONTACT

Wes has over 22 years of experience including spending the past 16 years with the city of Kansas City, Missouri where he administered over 100 capital improvement projects including more than 25 federally funded projects under MoDOT's Local Public Agency procedures. Wes's projects ranged from multiple trail projects such as the Line Creek, Route 152, Shoal Creek, and Little Blue Trace Trails, development of the Big Shoal Greenway Trail and Park Improvements, and roadway improvement projects such as the US 169 Interchanges at Tiffany Springs and Shoal Creek Parkways and numerous partnership projects funded through CID, TDD, and TIF districts. He conducted Section 106 clearances from the Missouri State Historical Preservation Office and Threatened and Endangered Species evaluations for federally funded projects. He also has completed bidding documents including front end boilerplate material to ensure that the bidding and specifications are compliant with state and federal regulations to ensure compliance with FHWA guidelines and can pass post-construction audits of the project files.

#### REGISTRATION(S)

PE: IA, KS, MO

#### EDUCATION

MBA, Rockhurst University

BS, Civil Engineering  
University of Illinois

#### YEARS OF EXPERIENCE

22

\*Project completed with  
previous employer.

#### RELATED PROJECT EXPERIENCE:

- Kansas City Major Street Plan Update – Kansas City, MO\*
- Trails KC Plan Development and Implementation – Kansas City, MO\*
- Line Creek Trail Design-Build – Kansas City, MO\*
- Little Blue Trace Trail – Jackson County and Kansas City, MO\*
- Second Creek Trail – Kansas City, MO\*
- Big Shoal Greenway Trail and Park Improvements – Kansas City, MO\*
- Shoal Creek Trail – Gladstone and Kansas City, MO\*
- BikeKC Plan Update – Kansas City, MO\*
- US 169 Buck O'Neil Bridge Environmental Assessment – Kansas City, MO\*
- Shoal Creek and Tiffany Springs Parkway Interchanges – Kansas City, MO\*
- Englewood Boulevard Complete Street Reconstruction – Kansas City, MO\*
- Barry Road at I-29 Phase 2 Improvements – Kansas City, MO\*
- Street Reconstruction Design-Build Projects, Multiple Locations – Kansas City, MO\*



McCLURE™





# STEPHEN RHOADES, PLA

## PLANNING + ENVIRONMENTAL COMPLIANCE

With years of professional experience Steve has become a recognized leader in the field of greenway, trail and park systems. Steve has served as liaison to Mid-America Regional Council for the implementation of MetroGreen the regional greenway system for the Kansas City metropolitan area. He has been instrumental in the implementation of several local greenway systems including Missouri Riverfront Trail in Platte County, Line and Second Creek Trail in Kansas City, the 3-Trails Corridor in south Kansas City and the Riverfront Heritage Trail in Kansas City. Steve was a founding member of Bike Walk KC and also serves on the Boards of the Regional Transit Alliance and Kansas City River Trails. For six years he served as a member of the Missouri Trails Advisory Board which is responsible for awarding Recreational Trail Program (RTP) grants for the State of Missouri.

### REGISTRATION(S)

RLA: CO, IA, KS, MO, NE, OK

Certified Bike Safety Instructor

### EDUCATION

Knight Fellowship +  
Community Building  
University of Miami

Certification, National  
Charrette Institute

Charrette Planner

BLA, Landscape Architecture  
Kansas State University

### YEARS OF EXPERIENCE

26

### RELATED PROJECT EXPERIENCE:

- Missouri Riverfront Trail, Front Street to Chouteau Parkway – Kansas City, MO (MoDOT)
- Blue River Trail, 103rd Street to Alex George Lake – Kansas City, MO (MoDOT)
- Lee’s Summit Greenway Trails Master Plan – Lee’s Summit, MO
- 152 Trail, Amity to Maple Woods Parkway, 6 Phases – Kansas City, MO (MoDOT)
- National Parks Service, 3-Trails Corridor – Kansas City Metro (MARC)
- 3-Trails, 6th District Trails Study – Kansas City, MO
- MARC Bike and Pedestrian Plan – Kansas City Metro (MARC)
- Trails KC Plan – Kansas City, MO
- Little Blue River Trail Planning, Longview to Bannister Road – Kansas City, MO (USACE)
- Riverfront Heritage Trail – Kansas City, MO
- Leavenworth and SW Johnson County Transit Plans – Leavenworth Co. and Johnson Co., KS
- Topeka Pedestrian Master Plan – Topeka, KS
- Overland Park Safe Bicycle Use Outreach – Overland Park, KS
- Greater Kansas City Regional Bike Plan – Kansas City, MO
- MetroGreen, Greenway and Trail Planning – Kansas City, MO

VITEC



## GREG PFAU, PLA, LEED AP TRAIL AMENITIES



Greg has more than 12 years of park design experience and has been with McClure working on development of numerous park master plans. As a member of our site development team, Greg leads the master planning efforts for many private and public development projects where he integrates building footprints, parking lot layouts, and amenity spaces with enhanced pedestrian patterns, entryway features, and gateway monuments that are simple to construct and within project budgets. He is active in the Kansas City metro mountain biking groups including Urban Trail Company and volunteers in the development of trail systems in the area. Between his mountain bike user experiences and his volunteer efforts, Greg is acutely aware of the ongoing maintenance requirements of a project of this type and will design features that will not become undue maintenance burdens on the County. Greg will be assisting the County with site and master planning the intended activities, creating welcoming features, and advising on nationwide best practices including proper signage for liability protection.

### REGISTRATION(S)

PLA: IA, KS, MO

LEED Accredited Professional

### EDUCATION

BLA, Landscape Architecture,  
Secondary Major in Natural  
Resources and  
Environmental Systems  
Kansas State University

### YEARS OF EXPERIENCE

12

### RELATED PROJECT EXPERIENCE:

- Riverfront Master Plan -- St. Joseph, MO
- Thompson Park Master Planning and Construction Documents -- Overland Park, KS
- Uptown Market Design-Build -- Independence, MO
- Platte Landing Park, Sports Complex Master Plan -- Parkville, MO



## AARON MCVICKER, PE



Aaron has more than 14 years of experience in roadway design, hydraulic design, railroad coordination, and design review for structures owned by Missouri Department of Transportation's (MoDOT) Local Public Agencies. He spent six years with MoDOT and successfully brought roadway realignment, bridge replacement, roadway rehabilitation, pedestrian access (ADA), intersection, on-call guardrail, and hydrologic design projects from design through the construction phase. Aaron's responsibilities with McClure as a Project Manager and now Team Leader have included client communication and development, delivering an array of bridge projects for Local Public Agencies, roadway rehabilitation, Sidewalks (ADA), bridge inspection services, and various other project types as needed. He is a certified Bridge Inspection Team Lead and has completed the following National Highway Institute (NHI) courses—130054: Engineering Concepts for Bridge Inspectors, 130055: Safety Inspection of In-Service Bridges, 130078: Fracture Critical Inspection Techniques for Steel Bridges, and OSHA and Fall Protection training.

### REGISTRATION(S)

PE: IA, KS, MO, OK

MoDOT Local Agencies Basic  
Training

OSHA General Industry  
Certification

### EDUCATION

MBA, Civil Engineering  
William Woods University

BS, Civil Engineering  
University of Missouri -  
Columbia

### YEARS OF EXPERIENCE

14

### RELATED PROJECT EXPERIENCE:

- Randolph County Bridge 3670020 BRO-B088 (22) -- Randolph County, MO
- Scotland County Bridge 2170011 Replacement (SMC) -- Scotland County, MO
- Linn County Bridge 0190003 Replacement (SMC) -- Linn County, MO
- Low Water Crossing Replacement on Kennedy Street BRO-NBIL-B061 (32) -- Macon County, MO





**MATT EBLEN, PE, LEED AP**  
HYDRAULICS



Matt has been with McClure since 1995, during which time he has honed his expertise in both site design and stormwater management. As a project manager and site designer, he has developed an eye at making conceptual site plans into realistic final construction plans, for both large and small sites. Matt's experience allows him to manage the grading and utilities that are a part of every site design. His experience also includes the study, design, and management of stormwater projects. He has overseen the creation and implementation of city-wide stormwater master plans as well as the design and construction of site-specific detention/retention basins. Matt's expertise also includes channel improvements and storm sewer systems and water quality or Best Management Practice (BMP) projects like rain gardens, bioretention basins and wetlands for both planning and design for public and private clientele. For this project Matt will lead the stormwater management and evaluation efforts.

**REGISTRATION(S)**

PE: KS, MO

LEED Accredited Professional

**EDUCATION**

MS + BS, Civil Engineering  
University of Kansas

**YEARS OF EXPERIENCE**

25

**RELATED PROJECT EXPERIENCE:**

- Riverfront Master Plan – St. Joseph, MO
- Middle Blue River Basin Outfall 063 – Kansas City, MO
- KCMO TIF Projects (Platte Purchase Drive, Tiffany Springs Road, Line Creek Parkway with Water and Sewer Extensions) – Kansas City, MO
- St Luke's East Campus, Site and Stormwater – Lee's Summit, MO



**LAURIE BROWN, LEED AP**



Laurie is an ecologist with 30 years of professional experience in natural resource, ecological and urban planning, design and public policy. She is involved in natural resources related projects including ecosystem and cultural landscape restoration, natural resource inventories, and native landscaping in KS, MO, and NE. Laurie has extensive experience in conducting biological surveys and environmental assessments, stream asset inventories, stream stabilization and restoration, and wetland design and construction. She is involved in regional and local green infrastructure planning and design, wetland delineations, environmental permitting, and native landscaping of development sites for municipalities and counties. She has provided environmental permitting services for projects for over 10 years. She is certified as a Qualified Scientist for the NE DOT, a US Army Corps of Engineers trained wetland delineator, and has training and experience in completing National Environmental Policy Act (NEPA) documentation for federal and federally funded projects. Laurie also has Rosgen Level I & II Fluvial Geomorphology training and US Forest Service Prescribed Fire training. Prior to Vireo, Laurie was the Urban Wildlife Biologist for the MO Depart. of Conservation's KC region.

**REGISTRATION(S)**

LEED AP

Qualified Scientist (NE DOT)

NEPA Compliance

Rosgen Level I + II

**EDUCATION**

MA, Community Planning  
Iowa State University  
Grad School, Veterinary  
Science, University of  
Wisconsin - Madison  
BS, Zoology University of  
Washington - Seattle

**YEARS OF EXPERIENCE**

30

**RELATED PROJECT EXPERIENCE:**

- Brush Creek, Blue River Confluence Ecosystem Restoration – Kansas City, MO
- Parkville Bottoms Section 1135 Ecosystem Restoration – Parkville, MO
- Johnson County Park & Recreation District, Natural Resource Plan and Maintenance Plan – Johnson County, KS
- Prairie Band Potawatomi Nation, Land and Water Management Plan and Integrated Feasibility Study –Mayetta, KS





**NILESH LAL, PE**  
GEOTECHNICAL ENGINEER



Niles has over 21 years of experience in geotechnical engineering, performing numerous investigations and preparing geotechnical analyses and reports for a variety of transportation projects, including bridges, culverts and other structures, where he has provided seismic and L-Pile parameters. Niles manages TSi's drilling services and has expertise in practical field and laboratory experience. His construction monitoring experience includes providing solutions when difficult conditions are encountered during construction.

**REGISTRATION(S)**  
PLA: IA, MO

**EDUCATION**  
MS, Civil Engineering  
Iowa State University  
BS, Civil Engineering  
Victoria Jubilee Technical  
Institute

**YEARS OF EXPERIENCE**  
21

**RELATED PROJECT EXPERIENCE:**

- Katy Trail Bridge Replacement over Little Femme Osage Creek – St. Charles County, MO
- West Clay Road Expansion – O'Fallon, MO
- Lillian Avenue and Sidewalk Improvement – Northwoods, MO
- I-64 Improvements from I-270 to Route 340 – St. Louis County, MO (MoDOT)
- New Daniel Boone Bridge over Missouri River – St. Charles and St. Louis Counties, MO (MoDOT)



**JEFF LOVELACE, PLS**  
LAND SURVEYOR



Jeff is a principal of LOVELACE & ASSOCIATES and provides oversight to land surveying projects. His experience encompasses more than 30 years of Land Surveying service. Jeff is particularly familiar with the surveying needs associated with large and small projects specific to ALTA surveys, property boundary surveys, engineering design and as-built surveys, route surveys, control networking and construction projects relating to commercial, residential, and municipal requirements. He is focused on client satisfaction and he applies a balanced and direct approach to projects based on personal communication with clients.

**REGISTRATION(S)**  
PLS: KS, MO

**EDUCATION**  
Land Survey Program  
Metropolitan Community  
College

**YEARS OF EXPERIENCE**  
30

**RELATED PROJECT EXPERIENCE:**

- NW Commerce Drive Improvements – Lee's Summit, MO
- Burns and McDonnell Headquarters, Design and Construction Layout – Kansas City, MO
- Sanitary Sewer Mapping – Blue Springs, MO
- Cedar Street Improvements, Topographic Survey – Olathe, KS
- Boundry and Topographic Surveying for David Brewer Elementary – Leavenworth, KS



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

**A RESOLUTION** transferring \$51,131.00 within the 2020 Assessment Fund to cover remaining financial obligations of the Assessment Department through the end of 2020.

**RESOLUTION NO. 20566**, November 23, 2020

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, a transfer of funds within the 2020 Assessment Fund is necessary in order for the Assessment Department to be able to meet all of its financial obligations for the remainder of 2020; now therefore,

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

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Assessment Fund Assessment 045-1902	56080- Other Professional Services	\$51,131	
045-1902	55030- Overtime Salaries		\$29,355
045-1902	56661- Software Purchases		\$ 5,117
045-1902	57020- Reference Books & Publications		\$ 900
045-1902	58160- Radio/Communications Equip.		\$ 3,300
045-1902	58171- Personal Computers/Accessories		\$12,459

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. 20566 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 045 1902 56080  
ACCOUNT TITLE: Assessment Fund  
Assessment  
Other Professional Services  
NOT TO EXCEED: \$51,131.00

11/19/20  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 20566

Sponsor(s): Crystal Williams

Date: November 23, 2020

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting a budget transfer to address ongoing Assessment Department needs throughout the 2020 budget year as listed and detailed below.</u></p>																							
BUDGET INFORMATION <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>\$51.131</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>\$51.131</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; FROM ACCT 045-1902-56080</td> <td>\$51.131</td> </tr> <tr> <td>TO ACCT 045-1902-55030 (Overtime Salaries)</td> <td>29,355</td> </tr> <tr> <td>045-1902-56661 (Software Purchases)</td> <td>5,117</td> </tr> <tr> <td>045-1902-57020 (Reference Books/Publications)</td> <td>900</td> </tr> <tr> <td>045-1902-58160 (Radio/Com Equipment)</td> <td>3,300</td> </tr> <tr> <td>045-1902-58171 (Personal Computers/accessories)</td> <td>12,459</td> </tr> <tr> <td></td> <td>\$51.131</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:  <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:	\$51.131	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$51.131	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM ACCT 045-1902-56080	\$51.131	TO ACCT 045-1902-55030 (Overtime Salaries)	29,355	045-1902-56661 (Software Purchases)	5,117	045-1902-57020 (Reference Books/Publications)	900	045-1902-58160 (Radio/Com Equipment)	3,300	045-1902-58171 (Personal Computers/accessories)	12,459		\$51.131
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045-1902-58160 (Radio/Com Equipment)	3,300																							
045-1902-58171 (Personal Computers/accessories)	12,459																							
	\$51.131																							
PRIOR LEGISLATION	Prior ordinances and (date): _____ Prior resolutions and (date): _____																							
CONTACT INFORMATION	RLA drafted by Jeph BurroughsScanlon, Deputy Director of Assessment, (816) 881-3256:																							
REQUEST SUMMARY	The Assessment Department is requesting a budget transfer of \$51.131 from the Assessment <u>Other Professional Services</u> line item (56080) in order to address ongoing reassessment needs including Overtime Salaries, Software purchases, Mobile Phone updates and other 2020 year-end needs as listed and detailed above.																							
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	<table border="1"> <tr> <td>Department Deputy Director: <i>Jeph BurroughsScanlon</i></td> <td>Date: 11/13/2020</td> </tr> <tr> <td>Finance (Budget Approval): <i>Mark Lang</i> <i>If applicable</i></td> <td>Date: _____</td> </tr> <tr> <td>Division Manager: <i>Whitehills</i></td> <td>Date: 11/19/20</td> </tr> <tr> <td>County Counselor's Office: <i>Bryan Cousins</i></td> <td>Date: 11/18/20</td> </tr> </table>		Department Deputy Director: <i>Jeph BurroughsScanlon</i>	Date: 11/13/2020	Finance (Budget Approval): <i>Mark Lang</i> <i>If applicable</i>	Date: _____	Division Manager: <i>Whitehills</i>	Date: 11/19/20	County Counselor's Office: <i>Bryan Cousins</i>	Date: 11/18/20														
Department Deputy Director: <i>Jeph BurroughsScanlon</i>	Date: 11/13/2020																							
Finance (Budget Approval): <i>Mark Lang</i> <i>If applicable</i>	Date: _____																							
Division Manager: <i>Whitehills</i>	Date: 11/19/20																							
County Counselor's Office: <i>Bryan Cousins</i>	Date: 11/18/20																							



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 \_\_\_\_.
- X 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.

### Fiscal Note:

Funds sufficient for this transfer are available from the sources indicated below.

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

Date: November 16, 2020

RES # 20566

<u>Department / Division</u>	<u>Character/Description</u>	<u>From</u>	<u>To</u>
------------------------------	------------------------------	-------------	-----------

**045 Assessment Fund**

1902	Assessment	56080 Other Professional Services	\$ 51,131	\$ -
1902	Assessment	55030 Overtime Salaries	-	29,355
1902	Assessment	56661 Software Purchases	-	5,117
1902	Assessment	57020 Reference Books & Publications	-	900
1902	Assessment	58160 Radio/Communications Equip.	-	3,300
1902	Assessment	58171 Personal Computers/Accessorie	-	12,459

**APPROVED**  
By Mark Lang at 5:07 pm, Nov 16, 2020

Budget Office

\$ 51,131      \$ 51,131

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

**A RESOLUTION** awarding a twelve-month term and supply contract with one twelve-month option to extend for the furnishing of pipe and plumbing supplies for use by various County departments to Reeves Wiedeman Company of Kansas City, MO, under the terms and conditions of Invitation to Bid No. 37-20.

**RESOLUTION NO. 20567**, November 23, 2020

**INTRODUCED BY** Charlie Franklin, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited bids on Invitation to Bid No. 37-20 for the furnishing of pipe and plumbing supplies for use by various County departments; and,

WHEREAS, a total of twenty-six notifications were distributed and one response was received from the following:

**BIDDER**

**DISCOUNT OFFERED**

Reeves Wiedeman Company  
Kansas City (Jackson County), MO

45%

and,

WHEREAS, the Director of Finance and Purchasing recommends the contract be awarded to Reeves Wiedeman Company of Kansas City, MO, for the reason that it has submitted the lowest and best bid; and,

WHEREAS, this award is made on an as needed basis and does not obligate the County to pay any specific amount; 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 contract, to the extent that sufficient appropriations to the using spending agencies 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:

*Gay D. Holden*  
Chief Deputy County Counselor

*Bryan O. Lindsey*  
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 20567 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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 is subject to annual appropriation.

*11/19/20*  
Date

*Whitehill*  
Interim Chief Administrative Officer

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20567

Sponsor(s): Charlie Franklin

Date: November 23, 2020

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract with One Twelve Month Option to Extend for the furnishing of Pipe and Plumbing Supplies for use by the Facilities Management Division, the Department of Corrections and the Parks + Rec Department to Reeves-Wiedeman of Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 37-20.</u></p>																						
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">N/A</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:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;">Department</th> <th style="width:50%;">Estimated Annual Use</th> </tr> </thead> <tbody> <tr> <td>Facilities Management Division</td> <td style="text-align: right;">\$160,000.00</td> </tr> <tr> <td>Department of Corrections</td> <td style="text-align: right;">\$2,000.00</td> </tr> <tr> <td>Sheriff's Department</td> <td style="text-align: right;">\$500.00</td> </tr> <tr> <td>Parks + Rec Department</td> <td style="text-align: right;">\$22,500.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$185,000.00</b></td> </tr> </tbody> </table> <p>This RLA only approves the term and supply contract. The funds were appropriated through the annual budget adoption. Figures included in the Budget Information section are for information purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): N/A                  Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	N/A	Amount previously authorized this fiscal year:	N/A	Total amount authorized after this legislative action:	N/A	Amount budgeted for this item * (including transfers):	N/A	Source of funding (name of fund) and account code number:	N/A	Department	Estimated Annual Use	Facilities Management Division	\$160,000.00	Department of Corrections	\$2,000.00	Sheriff's Department	\$500.00	Parks + Rec Department	\$22,500.00	<b>Total</b>	<b>\$185,000.00</b>
Amount authorized by this legislation this fiscal year:	N/A																						
Amount previously authorized this fiscal year:	N/A																						
Total amount authorized after this legislative action:	N/A																						
Amount budgeted for this item * (including transfers):	N/A																						
Source of funding (name of fund) and account code number:	N/A																						
Department	Estimated Annual Use																						
Facilities Management Division	\$160,000.00																						
Department of Corrections	\$2,000.00																						
Sheriff's Department	\$500.00																						
Parks + Rec Department	\$22,500.00																						
<b>Total</b>	<b>\$185,000.00</b>																						
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date): N/A                  Prior resolutions and (date): 17845, March 12, 2012; 19469, May 1, 2017</p>																						
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Keith Allen, Senior Buyer, 881-3465</p>																						
<b>REQUEST SUMMARY</b>	<p>The Facilities Management Division, the Department of Corrections, and the Parks + Rec Department require a Term and Supply Contract for the furnishing of Pipe and Plumbing Supplies. The Purchasing Department issued Invitation to Bid No. 37-20 in response to those requirements.</p> <p>A total of twenty-six notifications were distributed with one response received. The qualifying bid was evaluated as follows on next page:</p>																						

No	Description	Reeves-Wiedeman Kansas City, MO
01	Standard Mall Galvanized Fittings	45% off List Price
02	Standard Cast Iron Fittings	45% off List Price
03	Forged Steel Fittings	45% off List Price
04	Valves Bronze	45% off List Price
05	Pipe Hangers	45% off List Price
06	Copper Tube	45% off List Price
07	Copper Fittings	45% off List Price
08	Standard Black Steel Nipples	45% off List Price
09	Standard Galvanized Steel Nipples	45% off List Price
10	Galvanized Steel Pipe 21' T & C	45% off List Price
11	Black Steel Pipe 21' T & C	45% off List Price
12	PVC Pipe & Fittings	45% off List Price
13	Sloan Valves and Repair Parts	45% off List Price
14	Acorn Security Plumbing Products	45% off List Price
15	PEX Piping	45% off List Price
16	PEX Fittings	45% off List Price
17	Miscellaneous Orders	45% off List Price

Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twelve Month Term and Supply Contract with One Twelve Month Option to Extend for the furnishing of Pipe and Plumbing Supplies for use by the Facilities Management Division, the Department of Corrections, and the Parks + Rec Department to Reeves-Wiedeman of Kansas City, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriation.

This award is made on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriation.

**CLEARANCE**


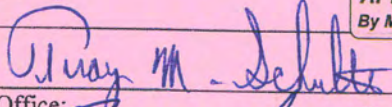
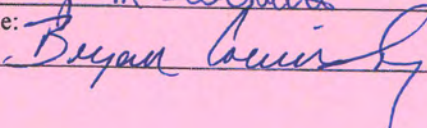
Tax Clearance Completed (Purchasing & Department)  
 Business License Verified (Purchasing & Department)  
 Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)

**COMPLIANCE**

MBE Goals  
 WBE Goals  
 VBE Goals  
 No Goals were Assigned.

**ATTACHMENTS** The Abstract of Bids, the Award Recommendations from the Using Departments, and the pertinent pages of Reeves-Wiedeman's bid documents.

**REVIEW**

Department Director:		Date:	11-13-2020
Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> By Mark Lang at 10:40 am, Nov 17, 2020	Date:	
Division Manager:		Date:	11-18-2020
County Counselor's Office:		Date:	11/18/20

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.





## **PURCHASING DEPARTMENT**

415 East 12<sup>th</sup> Street  
Kansas City, Missouri 64106

816-881-3465  
Fax 816-881-3268

TO: Rick Gerla, Facilities  
John Johnson, Parks  
Earnest Jones, Parks  
Deloris Wells, Corrections

FROM: Keith Allen, Senior Buyer, Purchasing

DATE: October 30, 2020

RE: Invitation to Bid No. 37-20 Pipe and Plumbing Supplies

The above referenced Invitation to Bid opened October 27<sup>th</sup>. Attached is a copy of the Bid Recap.

Please review this information and return a copy of this Memo with your evaluations, amount you will spend next year and your comments to me as soon as possible.

If you have any questions, please feel free to call me at 881-3465 or email me at [kallen@jacksongov.org](mailto:kallen@jacksongov.org).

Thank you,  
Keith Allen



**JACKSON COUNTY**  
**Facilities Management Division**

Jackson County Courthouse  
415 East 12th Street, Third Floor Mezzanine  
Kansas City, Missouri 64106  
jacksongov.org

(816) 881-3258  
Fax: (816) 881-3583

**MEMORANDUM**

**From:** Rick Gerla, Facilities Management Administrator

**To:** Katelyn Edgar, Buyer, Purchasing Department

**Date:** 37-20

**Subject:** Bid 37-20 Pipe and Plumbing Supply, Term and Supply Contract Recommendation

Katelyn,

This memorandum is being prepared and submitted in response to your request for feedback regarding the above contract being awarded by Jackson County for the Pipe and Plumbing on a Term and Supply basis.

The Facilities Division would like to recommend moving forward with Reeves-Wiedeman Company, a vendor who applied for this contract. Annual spend will be around \$160,000.00.

Thank you,

Rick Gerla  
Facilities Management Administrator  
816.881.3748 (desk)  
816.217.9310 (mobile)

*Frank White, Jr., County Executive*



## JACKSON COUNTY

### Parks + Rec

22807 Woods Chapel Road  
Blue Springs, Missouri 64015  
www.jacksongov.org

*Administration  
Historic Sites  
Ranger Station  
Leisure Services  
(816) 503-4800  
Fax (816) 795-1234*

*Kemper Outdoor  
Education Center  
(816) 229-8980*

*Fred Arbanas  
Golf Course at  
Longview Lake  
(816) 761-9445*

*Blue Springs Marina  
(816) 795-1112*

*Jacomo Marina  
(816) 795-8888*

*Longview Marina  
(816) 966-0131*

*Special Population  
Services  
(816) 763-5130*

## MEMORANDUM

**TO:** Keith Allen, Senior Buyer

**FROM:** John Johnson, Superintendent Park Operations

**DATE:** November 2, 2020

**SUBJECT:** Bid No. 37-20 – “**Pipe & Plumbing Supplies**”

The Parks Department recommendation is to award the bid to **Reeves-Wiedeman** as the best bid.

Our **projected usage** during the next twelve months is \$ 22,500.

003 – 1602 - 57330 - \$20,000  
300 – 1666 – 57330 - \$2,500



# Jackson County Detention Center

Office of the Jackson County Sheriff  
Sheriff Darryl Forté

---



**TO:** Katelyn W. Edgar  
**FROM:** Deloris Wells, Deputy Director of Operations JCDC  
**SUBJECT:** Recommendation Memo Pipe and Plumbing Supplies  
**DATE:** November 13, 2020

Ms. Edgar,

It is estimated that the Jackson County Sheriff's Office will spend approximately \$500.00, annually on pipe and plumbing supplies. We have received quality products, courteous service, and reasonably priced items from Reeves-Wiedeman. We recommend that bid No. 37-20 be awarded to Reeves-Wiedeman Company.

Cc.

Major Michael Montgomery  
Director Diana Turner



# Jackson County Detention Center

Office of the Jackson County Sheriff  
Sheriff Darryl Forté

---



**TO:** Katelyn W. Edgar  
**FROM:** Deloris Wells, Deputy Director of Operations JCDC  
**SUBJECT:** Recommendation Memo Pipe and Plumbing Supplies  
**DATE:** November 13, 2020

Ms. Edgar,

It is estimated that the Jackson County Detention Center will spend approximately \$2,000.00 annually on pipe and plumbing supplies. We have received quality products, courteous service, and reasonably priced items from Reeves-Wiedeman. We recommend that bid No. 37-20 be awarded to Reeves-Wiedeman Company.

Cc.

Major Michael Montgomery

Director Diana Turner

- 2.7.2 Any supplies returned within fifteen (15) business days of receipt which are in marketable, resalable condition shall not be subject to a Restocking Fee.
- 2.7.3 Substitutions or Discontinued Items: The Successful Bidder shall not substitute any ordered items without the prior approval of the County. If an item has been discontinued, the Successful Bidder shall contact the using department to advise them and suggest a comparable replacement item. The using department must approve of any replacement item.
- 2.7.4 Hazardous Materials Data Sheet and Listing: All hazardous chemicals and any other appropriate item purchased by the County must contain a Material Safety Data Sheet and Warning Labels with each shipment.

**3.0 AWARD REQUIREMENTS**

- 3.1 Certificate of Insurance: The Successful Bidder will be required to submit to the Purchasing Department a Certificate of Insurance meeting or exceeding the provisions of Item 15 under "General Conditions" and Exhibit A included herein within ten (10) business days after receiving Notification of Award.
- 3.2 Licenses and Permits: The Successful Bidder shall provide a copy of current Business License to the Purchasing Department to be kept in the Invitation to Bid file as part of the permanent records.
- 3.3 W-9 Form: the Successful Bidder may have to complete an IRS W-9 Form and submit to the County.

**4.0 REQUIRED SUBMITTALS**

- 4.1 Bidder must submit the Catalog, Price Sheets or Website Pricing with Invitation to Bid.
- 4.2 Bidder's shop location(s) and normal business hours.
- 4.3 Bidder's Point of Contact.
- 4.4 A brief description of the bidders' qualifications, including years in business.
- 4.5 Failure to submit any of the above items may result in the REJECTION OF YOUR BID.

**5.0 QUOTATION SHEET**

No.	Description	Catalog/Price List Number	Catalog/Price List Date	Discount Offered
01	Standard Mall Galvanized Fittings	Oct 2020	10-1-20	45 %
02	Standard Cast Iron Fittings	}	}	45 %
03	Forged Steel Fittings			45 %
04	Valves Bronze			45 %
05	Pipe Hangers			45 %
06	Copper Tube			45 %
07	Copper Fittings			45 %
08	Standard Black Steel Nipples			45 %
09	Standard Galvanized Steel Nipples			45 %
10	Galvanized Steel Pipe 21' T & C			45 %
11	Black Steel Pipe 21' T & C			45 %
12	PVC Pipe & Fittings			45 %
13	Sloan Valves and Repair Parts			45 %

14	Acorn Security Plumbing Products	Oct 2020	10-1-20	45 %
15	PEX Piping			45 %
16	PEX Fittings			<del>45 %</del>
17	Miscellaneous Orders: You may offer several different discounts - please use additional sheets to list			45

45%

**6.0 EVALUATION PROCESS**

- 6.1 All bids received that are responsive to the General Conditions, Specifications and other provisions of this Invitation to Bid will be evaluated.
- 6.2 An Evaluation Committee made up of Jackson County, Missouri personnel will evaluate responses and make recommendations for award.
- 6.3 Jackson County, Missouri shall be the sole judge of the bids submitted and its decision shall be final.

**7.0 QUESTIONS**

- 7.1 All questions regarding this Invitation to Bid must be in writing and emailed as detailed under General Conditions, Item Number Five on Page 9 (Nine) of this Invitation to Bid by October 20, 2020 by 5:00 PM, CDT.
- 7.2 The Point of Contact for this Invitation to Bid is Keith Allen, email address [KAllen@Jacksongov.org](mailto:KAllen@Jacksongov.org).
- 7.3 Answers to questions will be published on the County's website in the form of Addenda.
- 7.4 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 matters covered by this Invitation to Bid during the solicitation and evaluation process. Inappropriate contacts are grounds for REJECTION of your bid.

ABSTRACT OF BIDS

ITB: 37-20  
 Tuesday, October 27, 2020  
 COMMODITY: Pipe and Plumbing Supplies

Reeves-Wiedman  
 Sedalia, MO

NO	DESCRIPTION	Catalog/Price List Number	Catalog/Price List Date	Discount Offered	Catalog/Price List Number	Catalog/Price List Date	Discount Offered
1	Standard Mall Galvanized Fittings	October 2020	10-1-2020	4.5%			
2	Standard Cast Iron Fittings						
3	Forged Steel Fittings						
4	Valves Bronze						
5	Pipe Hangers						
6	Copper Tube						
7	Copper Fittings						
8	Standard Black Steel Nipples						
9	Standard Galvanized Steel Nipples						
10	Galvanized Steel Pipe 21" T & C						
11	Black Steel Pipe 21" T & C						
12	PVC Pipe & Fittings						
13	Sloan Valves and Repair Parts						
14							
15							
16							
17							

Aacorn Security Plumbing Products  
 Rex Piping  
 Rex Fittings  
 Misc. Orders

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED  
 ON: October 27, 2020, BY  
 Mark Brown  
 CLERK OF THE LEGISLATURE  
 PURCHASING



**Bid No: 37-20**

**Commodity: Asphaltic Concrete**

**Vendor: Reeves-Wiedman**

Bid Recap		Quote				
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	Catalog/Price List Number	Catalog/Price List Date	Discount Offered
Contract Signed	Y	1.0	Standard Mall Galvanized Fittings	October 2020	10/1/2020	45%
Affidavit	Y	2.0	Standard Cast Iron Fittings	October 2020	10/1/2020	45%
Compliance Review	N/A	3.0	Forged Steel Fittings	October 2020	10/1/2020	45%
Certificate of Compliance	Y	4.0	Valves Bronze	October 2020	10/1/2020	45%
Statement of Contractor's Qualification	Y	5.0	Pipe Hangers	October 2020	10/1/2020	45%
Acknowledgement of Receipt of Addenda	Y	6.0	Copper Tube	October 2020	10/1/2020	45%
Bidder's Quote	Y	7.0	Copper Fittings	October 2020	10/1/2020	45%
Bidder's Exceptions	N/A	8.0	Standard Black Steel Nipples	October 2020	10/1/2020	45%
Contractor's Utilization Plan	Y	9.0	Standard Galvanized Steel Nipples	October 2020	10/1/2020	45%
		10.0	Galvanized Steel Pipe 21" T & C	October 2020	10/1/2020	45%
		11.0	Black Steel Pipe 21" T & C	October 2020	10/1/2020	45%
		12.0	PVC Pipe & Fittings	October 2020	10/1/2020	45%
		13.0	Sloan Valves and Repair Parts	October 2020	10/1/2020	45%
		14.0	Acorn Security Plumbing Products	October 2020	10/1/2020	45%
		15.0	PEX Piping	October 2020	10/1/2020	45%
Contracts: See attached		16.0	PEX Fittings	October 2020	10/1/2020	45%
		17.0	Miscellaneous Orders: You may offer several different discounts - please use additional sheets to list	October 2020	10/1/2020	45%
References: See attached.						

Comments: See quote for additional details.

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

**A RESOLUTION** awarding a twelve-month term and supply contract with one twelve-month option to extend for the furnishing of softball field light maintenance for use by the Parks + Rec Department to Mark One Electric Company, Inc., of Kansas City, MO, under the terms and conditions of Invitation to Bid No. 29-20.

**RESOLUTION NO. 20568**, November 23, 2020

**INTRODUCED BY** Charlie Franklin, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited formal written bids on Invitation to Bid No. 29-20 for the furnishing of softball field light maintenance for use by the Parks + Rec Department; and,

WHEREAS, a total of forty-three bid notifications were distributed and two responses were received, with one response being rejected as non-compliant and the remaining bid from the following:

Mark One Electric Company, Inc.  
Kansas City (Jackson County), MO

and,

WHEREAS, pursuant to section 1054.6, Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a twelve-month term and supply contract for the furnishing of softball field light maintenance with one twelve-month option to extend to Mark One Electric Company, Inc., of Kansas City, MO, as the lowest and best bidder meeting specifications; and,

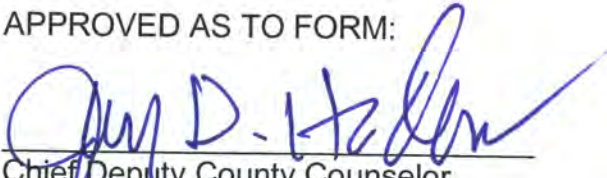
WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount; now therefore,

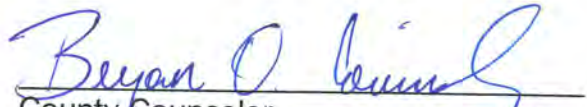
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment on the contract, to the extent sufficient appropriations to the using spending agency have been made in the then 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. 20568 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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 is subject to annual appropriation.

11/19/20  
\_\_\_\_\_  
Date

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

**REQUEST FOR LEGISLATIVE ACTION**

**Version 6/10/19**

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 20568

Sponsor(s): Charlie Franklin

Date: November 23, 2020

<p><b>SUBJECT</b></p>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term &amp; Supply Contract with One Twelve Month Option to Extend for the furnishing of Softball Field Light Maintenance for Parks + Recreation to Mark One Electric Company, Inc of Kansas City, MO under the terms and conditions of Invitation to Bid No. 29-20.</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>N/A</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>N/A</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>N/A</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>N/A</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td>N/A</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: Parks + Recreation      Estimated Use: \$80,000</p> <p>Requesting approval by the Legislature of the term and supply contract; the funds were already appropriated through the annual budget adoption. Estimated usage figures are for informational purposes only.</p> <p>Prior Year Budget (if applicable): N/A          Prior Year Actual Amount Spent (if applicable): N/A</p>	Amount authorized by this legislation this fiscal year:	N/A	Amount previously authorized this fiscal year:	N/A	Total amount authorized after this legislative action:	N/A	Amount budgeted for this item * (including transfers):	N/A	Source of funding (name of fund) and account code number:	N/A
Amount authorized by this legislation this fiscal year:	N/A										
Amount previously authorized this fiscal year:	N/A										
Total amount authorized after this legislative action:	N/A										
Amount budgeted for this item * (including transfers):	N/A										
Source of funding (name of fund) and account code number:	N/A										
<p><b>PRIOR LEGISLATION</b></p>	<p>Prior ordinances and (date): N/A          Prior resolutions and (date): N/A</p>										
<p><b>CONTACT INFORMATION</b></p>	<p>RLA drafted by (name, title, &amp; phone): Keith Allen, Senior Buyer, 881-3465</p>										
<p><b>REQUEST SUMMARY</b></p>	<p>Parks + Recreation require a term and supply contract for the furnishing of Softball Field Light Maintenance. The Purchasing Department issued Invitation to Bid No. 29-20 in response to those requirements.</p> <p>A total of Forty-Three (43) notifications were distributed with two responses; one of which was rejected as non-compliant with the Invitation to Bid.</p>										

Projects under \$75,000		Mark One Electric Kansas City, MO	
	Description (Projects under \$75,000)	Hourly Rate	Overtime
1	Labor	\$85.00	\$112.00
2	Lift truck with 100 foot reach	\$175.00	\$75.00
3	Lift truck with 40 foot reach	\$45.00	\$45.00
4	Trencher	\$60.00	\$60.00
5	Crane	\$25.00	\$25.00
6	Backhoe	\$75.00	\$75.00
7	Bobcat	\$65.00	\$65.00

Projects over \$75,000		Mark One Electric Kansas City, MO	
	Description (Projects over \$75,000)	Hourly Rate	Overtime
1	Labor	\$85.00	\$112.00
2	Lift truck with 100 foot reach	\$175.00	\$75.00
3	Lift truck with 40 foot reach	\$45.00	\$45.00
4	Trencher	\$60.00	\$60.00
5	Crane	\$25.00	\$25.00
6	Backhoe	\$75.00	\$75.00
7	Bobcat	\$65.00	\$65.00

Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twelve Month Term and Supply contract with One Twelve Month Option to extend for the furnishing of Softball Field Light Maintenance for Parks + Recreation to Mark One Electric Company, Inc of Kansas City, MO under the terms and conditions of Invitation to Bid No. 29-20 as the lowest and best bidder meeting specifications.

This award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

**CLEARANCE**

- Tax Clearance Completed (Purchasing & Department)
- Business License Verified (Purchasing & Department) N/A
- Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)

**COMPLIANCE**

- MBE Goals: 9.5%
  - WBE Goals: 11.7%
  - VBE Goals: 9.5%
- Recommended vendor has submitted revised Compliance Utilization Form to meet Compliance Goals which have been accepted.

**ATTACHMENTS**

The Abstract of Bids, the Award Recommendations from Tina Spallo, Superintendent of Recreation; Parks + Recreation, and the pertinent pages of Mark One Electric Company, Inc bid documents.

**REVIEW**

Department Director:	<i>Michele Newman</i>	Date:	11/16/2020
Finance (Budget Approval) If applicable	<b>APPROVED</b> By Mark Lang at 10:39 am, Nov 17, 2020	Date:	
Division Manager:	<i>Alroy M. Schulte</i>	Date:	11-18-2020
County Counselor's Office:	<i>Began Lewis</i>	Date:	11/19/20

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.

**Keith E. Allen**

---

**From:** Jaime Guillen  
**Sent:** Thursday, October 8, 2020 4:37 PM  
**To:** Keith E. Allen  
**Cc:** Katie M. Bartle  
**Subject:** RE: CUP for Softball Field Light Maintenance  
**Attachments:** 29-20 Contract Form FINAL 10\_8\_2020.pdf; 29-20 CUP Form Mark One 10\_8\_2020.pdf

Keith attached is the revised CUP from Mark One. The CUP lists the following certified firms:

9.5% MBE Alpha Energy & Electric, Inc. MBE-KCMO  
11.7% WBE Mark One WBE-State of MO

CUP meets goals assigned by CRO and is approved.

Thanks,

Jaime Guillen  
Chief Compliance Review Officer  
Jackson County Auditor's Office  
816.881.3370  
[jguillen@jacksongov.org](mailto:jguillen@jacksongov.org)

**From:** Jaime Guillen  
**Sent:** Thursday, October 8, 2020 3:04 PM  
**To:** Keith E. Allen <[keallen@jacksongov.org](mailto:keallen@jacksongov.org)>  
**Cc:** Katie M. Bartle <[KMBartle@jacksongov.org](mailto:KMBartle@jacksongov.org)>  
**Subject:** RE: CUP for Softball Field Light Maintenance

Hi Keith,

The attached CUP is acceptable in that the Mark One can fulfil the 11.7% WBE requirement. They will still need to meet the 9.5% MBE goal in order for the CRO to approve this CUP.

Please have to the vendor contact me if they need further assistance.

Thanks,

Jaime Guillen  
Chief Compliance Review Officer  
Jackson County Auditor's Office  
816.881.3370  
[jguillen@jacksongov.org](mailto:jguillen@jacksongov.org)

**From:** Katie M. Bartle <[KMBartle@jacksongov.org](mailto:KMBartle@jacksongov.org)>  
**Sent:** Thursday, October 8, 2020 2:32 PM  
**To:** Jaime Guillen <[JGuillen@jacksongov.org](mailto:JGuillen@jacksongov.org)>  
**Subject:** FW: CUP for Softball Field Light Maintenance



## Jackson County, Missouri MBE/WBE/VBE Contract Form

Contracting Department <b>Park &amp; Rec</b>		Date <b>8.12.2020</b>	
Project Number <b># 29-20</b>		Project Name <b>Softball Field Light Mant.</b>	
Estimated contract value <b>\$80,000.00</b>	Proposed solicitation date: <b>Sept 1, 2020</b>	Proposed project start date <b>Sept 22, 2020</b>	Estimated contract end date <b>Sept 21, 2022</b>

### Estimated Cost Breakdown

Scopes of Work	Dollar Amount	# of MBE available	# of WBE available
(Add more lines as needed)		(total must equal est contract \$)	

### Goals: Compliance Review Office

<input checked="" type="checkbox"/>	Goals for the project have been set at		
<b>9.5</b>	% MBE	<b>11.7</b>	% WBE
<b>9.5</b>	% VBE		
<input type="checkbox"/>	Goals for the project are <b>waived</b> because contract is:		
<input type="checkbox"/>	With another governmental agency		
<input type="checkbox"/>	For real property		
<input type="checkbox"/>	An Emergency Contract		
<input type="checkbox"/>	For purposes of borrowing money, bonds or other notes		
<input type="checkbox"/>	Insufficient in terms of MBE or WBE firms available		
(signed) <b>[Signature]</b>	(date) <b>8/11/20</b>		

### CUP: Compliance Review Office

To be completed after bidding, in conjunction with review of CUP submitted by contracting Dept.

<input type="checkbox"/>	Proposed utilization matches goals set above		
<input checked="" type="checkbox"/>	Proposed utilization differs from goals. This modification is acceptable		
	MBE/WBE/VBE participation on this project will be:		
<b>9.5</b>	% MBE	<b>11.7</b>	% WBE
	% VBE		
<input type="checkbox"/>	Proposed utilization differs from goals. Modification is <b>NOT</b> acceptable		
Good faith effort documentation will be requested of contractor			
(signed) <b>[Signature]</b>	(date) <b>10-8-2020</b>		

© 2013 DWS Inc. For Jackson County use only

**Reviewed By:**  
**10/8/2020** **[Signature]**  
**Date**                      **Initials**

# RECEIVED

AUG 13 2020

COMPLIANCE REVIEW OFFICE  
JACKSON COUNTY, MISSOURI

JACKSON COUNTY, MISSOURI  
CONTRACTOR UTILIZATION PLAN



Invitation to Bid Number: 29-20  
Invitation to Bid Title: Softball Field Light Maintenance  
Contracting Department: Parks Rec  
Bidder: *MARK ONE Electrical Co Inc*

1. *Rosara Patricia Brandy*, of lawful age and upon my oath state as follows.

- 1. This Affidavit is made for the purpose of complying with the provisions of the MBE/WBE/VBE submittal requirements on the above Invitation to Bid and the MBE/WBE/VBE Program and is given on behalf of the Bidder listed above. It sets out the Bidder's plan to utilize MBE, WBE and/or VBE prime and subcontractors on the Bid.
- 2. The bid goals set by Jackson County, Missouri are: **9.5% MBE 11.7% WBE and 9.5% VBE**. Bidder stipulates that it will utilize a minimum of the following percentages of MBE/WBE/VBE participation in the above bid

Bidder Participation: *9.5% MBE 11.7% WBE NA % VBE*

Total MBE Contract Value: \$ *75% APPROX*

Total WBE Contract Value: \$ *11.7% MARK ONE*

Total VBE Contract Value: \$ *NA*  
(if applicable)

Total Contract Value: \$ *T&E*

- 3. The following are the MBE/WBE/VBE Contractors to be utilized on the above named bid. Bidder maintains that it either has a formal contract or a conditional contract contingent upon approval of Jackson County's acceptance of bid with the named firms below. If there are no VBE goals on the bid, all intended utilization must come from MBE, WBE, or VBE firms. If Bidder is a certified MBE, WBE, or VBE, please list itself in the appropriate area:

Reviewed By:

*10/8/2020*

Date

*[Signature]*

Initials

No	Description
a	MBE Firm/DBA (if applicable): Certifying Agency and Expiration Date: Address (include County):  Telephone Number: President/Owner: Email Address: Scopes of Work Utilized: Contract Value:
b	MBE Firm/DBA (if applicable): Certifying Agency and Expiration Date: Address (include County):  Telephone Number: President/Owner: Email Address: Scopes of Work Utilized: Contract Value:
c	MBE Firm/DBA (if applicable): Certifying Agency and Expiration Date: Address (include County):  Telephone Number: President/Owner: Email Address: Scopes of Work Utilized: Contract Value:
d	MBE Firm/DBA (if applicable): Certifying Agency and Expiration Date: Address (include County):  Telephone Number: President/Owner: Email Address: Scopes of Work Utilized: Contract Value:
e	MBE Firm/DBA (if applicable): Certifying Agency and Expiration Date: Address (include County):  Telephone Number: President/Owner: Email Address: Scopes of Work Utilized:

Bidder Response:

Alpha Energy  
 MO - 12-200

816-421-6767  
 Gab OKa for  
 gabriel.okatory@alphaenergy.com  
 Electrical work  
 TTE

Reviewed By:

10/8/2020 JG

Date

Initials

f. Contract Value  
 WBE Firm/DBA (if applicable)  
 Certifying Agency and Expiration Date:  
 Address (include County):

MAKE ONE  
 WBE MC

Telephone Number:  
 President/Owner:  
 Email Address:  
 Scopes of Work Utilized:  
 Contract Value:

216 242 7023  
 Rosanna R. Biondo  
 rosanna.r.biondo@mcneil.com  
 Electrical  
 TVE

g. WBE Firm/DBA (if applicable):  
 Certifying Agency and Expiration Date:  
 Address (include County)

Reviewed By:

10/8/2020 JB

Telephone Number  
 President/Owner:  
 Email Address:  
 Scopes of Work Utilized:  
 Contract Value:

Date Initials

h. WBE Firm/DBA (if applicable).  
 Certifying Agency and Expiration Date  
 Address (include County):

Telephone Number:  
 President/Owner:  
 Email Address:  
 Scopes of Work Utilized  
 Contract Value.

i. WBE Firm/DBA (if applicable)  
 Certifying Agency and Expiration Date  
 Address (include County)

Telephone Number:  
 President/Owner:  
 Email Address:  
 Scopes of Work Utilized  
 Contract Value:

j. WBE Firm/DBA (if applicable)  
 Certifying Agency and Expiration Date  
 Address (include County)

Telephone Number:  
 President/Owner:  
 Email Address:  
 Scopes of Work Utilized:

Contract Value

k VBE Firm/DBA (if applicable):  
Certifying Agency and Expiration Date:  
Address (include County):

Telephone Number:  
President/Owner:  
Email Address:  
Scopes of Work Utilized:  
Contract Value:

l VBE Firm/DBA (if applicable):  
Certifying Agency and Expiration Date:  
Address (include County):

Telephone Number:  
President/Owner:  
Email Address:  
Scopes of Work Utilized:  
Contract Value:

m VBE Firm/DBA (if applicable):  
Certifying Agency and Expiration Date:  
Address (include County):

Telephone Number:  
President/Owner:  
Email Address:  
Scopes of Work Utilized:  
Contract Value:

n VBE Firm/DBA (if applicable):  
Certifying Agency and Expiration Date:  
Address (include County):

Telephone Number:  
President/Owner:  
Email Address:  
Scopes of Work Utilized:  
Contract Value:

Bidder acknowledges that it is responsible for considering the effect that any change order and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder participation. Bidder further acknowledges that it is responsible for submitting a Request for Modification or Substitution if it will be unable to meet or exceed the approved participation.

If Bidder has not achieved both the MBE/WBE/VBE goal(s) set forth for this Bid, Bidder hereby requests a waiver or modification of the MBE, WBE and/or VBE goal(s) that the Bidder has failed to achieve. Bidder has attached to this Contractor Utilization Plan documentation of its Good Faith Efforts to achieve the MBE/WBE/VBE Contract Goals, including a narrative summary detailing these efforts and the reasons these efforts were unsuccessful. Examples of Good Faith Efforts may be found in section 645. of the Jackson County Code, available at the following link: <http://www.jacksongov.org/DocumentCenter/Home?view=304>.

I hereby certify that I am authorized to make this Affidavit on behalf of the Bidder named below and who shall abide by the terms set forth herein:

Bidder Primary Contact: MARK ONE Electric Co Inc

Title: President/CEO

Date: 10-8-20

*[Handwritten signature]*

Subscribed and sworn to before me this 8th day of October, 2020

My Commission Expires: 08/22/2021

*[Handwritten signature]*  
Notary Public

(Attach corporate seal if applicable)



For questions on this form please contact:

Tom Wyruch  
Director of Compliance Review Office  
816-881-3302  
twyruch@jacksongov.org

# Memorandum

---

**To:** Keith Allen, Senior Buyer, Purchasing  
**From:** Tina Spallo, Superintendent of Recreation  
**Date:** 09/22/2020  
**Re:** 29-20 Softball Field Light Maintenance

---

The Recreation Division recommends the above named bid be awarded to Mark One since they were the only company submitting a bid to meet the required goals set forth by the County.

The Recreation Division has worked with Mark One in the past and they provide the necessary services to maintain our light systems at the Frank White, Jr. Softball Complex and Adair Park. Mark one is professional and respond to our needs quickly.

The projected budget numbers listed below reflect our estimated 2021 spending with the vendor.

300-1654-56570 \$ 5,000  
300-1682-56570 \$ 68,000

Any questions please contact me at Ext. 34872.

ABSTRACT OF BIDS

ITB: 29-20 Date: September 8, 2020 COMMODITY: Softball Field Light Maintenance		Superior Electrical Company Independence, MO		Mark One Kansas City, MO	
NO	DESCRIPTION	Hourly Rate	Hourly Rate (Over Time)	Hourly Rate	Hourly Rate (Over Time)
<b>Projects under \$75,000</b>					
1	Labor	86.00	120.00	85.00	112.00
2	Lift truck with 100 foot reach	115.00	115.00	175.00	175.00
3	Lift truck with 40 foot reach	30.00	30.00	45.00	45.00
4	Trencher	30.00	30.00	60.00	60.00
5	Crane	125.00	125.00	25.00	25.00
6	Backhoe	75.00	75.00	75.00	75.00
7	Bobcat	75.00	75.00	65.00	65.00
<b>Projects over \$75,000</b>					
1	Labor	86.00	120.00	85.00	112.00
2	Lift truck with 100 foot reach	115.00	115.00	175.00	175.00
3	Lift truck with 40 foot reach	30.00	30.00	45.00	45.00
4	Trencher	30.00	30.00	60.00	60.00
5	Crane	125.00	125.00	25.00	25.00
6	Backhoe	75.00	75.00	75.00	75.00
7	Bobcat	75.00	75.00	65.00	65.00

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: September 8, 2020, BY

Mark Spino

CLERK OF THE LEGISLATURE

[Signature]

PURCHASING



**ATTACHMENT 1**  
**BIDDER'S QUOTATION**  
 For  
**JACKSON COUNTY, MISSOURI INVITATION TO BID NO. 29-20**

Provide pricing for projects bid valued at **\$75,000 OR LESS** (No Prevailing Wage Required)

NO	DESCRIPTION	HOURLY RATE	HOURLY RATE OVERTIME
1.	Labor	\$ 85	\$ 112
2.	Lift truck with 100 foot reach	\$ 175	\$ 175
3.	Lift truck with 40 foot reach	\$ 45	\$ 45
4.	Trencher	\$ 60	\$ 60
5.	Crane	\$ 25	\$ 25
6.	Backhoe	\$ 75	\$ 75
7.	Bobcat	\$ 65	\$ 65

Provide pricing for projects bid valued at **MORE THAN \$75,000** (Annual Wage Order 26 Applies)

NO	DESCRIPTION	HOURLY RATE	HOURLY RATE OVERTIME
1.	Labor	\$ 85	\$ 112
2.	Lift truck with 100 foot reach	\$ 175	\$ 175
3.	Lift truck with 40 foot reach	\$ 45	\$ 45
4.	Trencher	\$ 60	\$ 60
5.	Crane	\$ 25	\$ 25
6.	Backhoe	\$ 75	\$ 75
7.	Bobcat	\$ 65	\$ 65

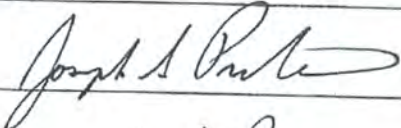
**\*\*NOTE:** Add additional pages on your company's letterhead where necessary to complete your bid response.

**Contact Person and Phone number for Service Calls:**

Name: Joe Burke

Phone Number: 816-842-7023

**CERTIFICATION**

SIGNATURE: 	DATE: <u>9-8-20</u>
NAME: <u>Joseph A Privitera</u> (Print or Type)	PHONE: <u>816 842 7023</u>
TITLE: <u>Sr. V.P.</u> (Print or Type)	MOBILE: <u>816 918 1429</u>
COMPANY NAME: <u>Mark One Electric Co Inc</u> (Print or Type)	FAX: <u>816 842 8955</u>
EMAIL ADDRESS: <u>Joe.privitera@markone.com</u> (Print or Type)	



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

**A RESOLUTION** awarding a twelve-month term and supply contract, with one twelve-month option to extend, for the furnishing of certified laboratory urinalysis testing for use by the Office of Population Control to Avertest, LLC., dba Averhealth of Richmond, Virginia, under the terms and conditions of Request for Proposals No. 48-20.

**RESOLUTION NO. 20569**, November 23, 2020

**INTRODUCED BY** Ronald E. Finley, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited written proposals pursuant to Request for Proposals No. 48-20 for certified laboratory urinalysis testing for use by the Office of Population Control; and,

WHEREAS, a total of nine notifications were distributed and five responses were received, with the three lowest and best responses evaluated as follows:

<u>BIDDERS</u>	<u>EVALUATION POINTS</u>
Avertest, LLC dba Averhealth Richmond, VA	94.5
Forensic Fluids Labs Kalamazoo, MI	90.5
Cordant Health Denver, CO	90

and,

WHEREAS, pursuant to section 1054.6, Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a twelve-month term and supply

contract for the furnishing of certified laboratory urinalysis testing, with one twelve-month option to extend, to Avertest, LLC., dba Averhealth of Richmond, Virginia, as the lowest and best bidder meeting specifications; and,

WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount, with the availability of funds for specific purchases subject to annual appropriation; now therefore,

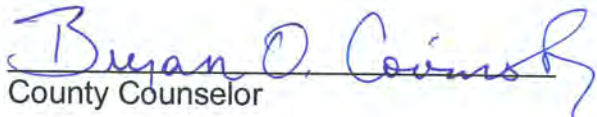
BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be and hereby is authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to the using spending agency are available in the then 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. 20569 of November 23, 2020, was duly passed on \_\_\_\_\_, 2020 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 is subject to annual appropriation.

11/19/20  
\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 20569

Sponsor(s): Ronald E. Finley

Date: November 23, 2020

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve-Month Term and Supply Contract, with One Twelve Month Option to Extend for Certified Laboratory Oral Fluid Testing for the Jackson County, Missouri Population Control Office to Avertest LLC. (dba Avertest) of Richmond, VA under the terms and conditions of Request for Proposal No. 48-20.</u></p>																																										
<b>BUDGET INFORMATION</b> <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</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 style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td style="text-align: right;">\$</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: Population Control      Estimated Use: \$88,680</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:	\$																																										
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Source of funding (name of fund) and account code number:	\$																																										
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):          Prior resolutions and (date): 19240, August 22, 2016; 18935, September 21, 2015</p>																																										
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Katelyn Edgar, Buyer, 881-3292</p>																																										
<b>REQUEST SUMMARY</b>	<p>The Population Control Office requires a Term and Supply Contract for Certified Laboratory Oral Fluid Testing for their House Arrest Program. The Purchasing Department issued Request for Proposal No. 48-20 in response to those requirements.</p> <p>A total of nine notifications were distributed and five responses were received and evaluated as below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Respondent &amp; Location</th> <th>Response (5 points)</th> <th>Method of Performance (15 points)</th> <th>Experience &amp; Qualifications (35 points)</th> <th>Pricing (45 points)</th> <th>Total Points</th> <th>Price Per Test</th> </tr> </thead> <tbody> <tr> <td>Avertest Richmond, VA</td> <td>4.5</td> <td>13</td> <td>34</td> <td>43</td> <td>94.5</td> <td>\$36.95</td> </tr> <tr> <td>Cordant Health Denver, CO</td> <td>5</td> <td>12</td> <td>33</td> <td>40</td> <td>90</td> <td>\$25.25</td> </tr> <tr> <td>Forensic Fluids Labs Kalamazoo, MI</td> <td>4.5</td> <td>12</td> <td>32</td> <td>42</td> <td>90.5</td> <td>\$22.00</td> </tr> <tr> <td>Pharmatech Labs San Diego, CA</td> <td>4.5</td> <td>12</td> <td>32</td> <td>33</td> <td>81.5</td> <td>\$17.95</td> </tr> <tr> <td>Test Smartly Labs Overland Park, KS</td> <td>4</td> <td>14</td> <td>33</td> <td>34</td> <td>85</td> <td>\$59.00</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 a Term and Supply Contract for the furnishing of Certified Laboratory Oral Fluid Testing for the Population Control Office of Avertest LLC (dba Avertest) of Richmond, VA under the terms and conditions of Request for Proposal No. 48-20 as the best proposal received.</p>	Respondent & Location	Response (5 points)	Method of Performance (15 points)	Experience & Qualifications (35 points)	Pricing (45 points)	Total Points	Price Per Test	Avertest Richmond, VA	4.5	13	34	43	94.5	\$36.95	Cordant Health Denver, CO	5	12	33	40	90	\$25.25	Forensic Fluids Labs Kalamazoo, MI	4.5	12	32	42	90.5	\$22.00	Pharmatech Labs San Diego, CA	4.5	12	32	33	81.5	\$17.95	Test Smartly Labs Overland Park, KS	4	14	33	34	85	\$59.00
Respondent & Location	Response (5 points)	Method of Performance (15 points)	Experience & Qualifications (35 points)	Pricing (45 points)	Total Points	Price Per Test																																					
Avertest Richmond, VA	4.5	13	34	43	94.5	\$36.95																																					
Cordant Health Denver, CO	5	12	33	40	90	\$25.25																																					
Forensic Fluids Labs Kalamazoo, MI	4.5	12	32	42	90.5	\$22.00																																					
Pharmatech Labs San Diego, CA	4.5	12	32	33	81.5	\$17.95																																					
Test Smartly Labs Overland Park, KS	4	14	33	34	85	\$59.00																																					

	This award is made on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input checked="" type="checkbox"/> MBE Goals <input checked="" type="checkbox"/> WBE Goals <input checked="" type="checkbox"/> VBE Goals No Goals were assigned.	
ATTACHMENTS	The Abstract of Bids received, the Award Recommendation Memorandum from Isaac Johnston, Deputy Director of Operations JCDC, and the pertinent pages of Avertest LLC (dba Averhealth)'s proposal.	
REVIEW	Department Director:	Date: 11-17-2020
	Finance (Budget Approval): <i>If applicable</i>	<b>APPROVED</b> <small>By Mark Lang at 1:33 pm, Nov 18, 2020</small>
	Division Manager:	Date: 11/19/20
	County Councilor's Office:	Date: 11/19/20



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

Request for Proposal 48-20 Oral Fluid Testing Opens: 2:00 PM, CDT on 10/13/2020	NO	DESCRIPTION	UNIT	QTY	Test Smartly Labs Overland Park Kansas	Forensic Fluids Laboratories Kalamazoo, MI	Phamatech Laboratories & Diagnostics San Diego, CA	Cordant Health Solutions Denver, CO	Vendor #5 <i>everhealth</i> Richmond, VA
		AMOUNT			AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
					<i>see bid</i>	<i>see bid</i>	<i>see bid</i>	<i>see bid</i>	<i>see bid</i>

CERTIFICATION OF BID OPENING  
 BIDS WERE PUBLICLY  
 OPENED AND RECORDED  
 ON: Oct. 13, 2020 BY  
Mary D. Davis  
 CLERK OF THE LEGISLATURE  
Katelyn H. Quinn  
 PURCHASING



RFP Number: 48-20

RFP Name: Certified Laboratory Fluid Testing

Dept. Name: Jackson County Missouri Population Control

**Respondents**

Evaluation Criteria: Test Smartly Labs	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	4	4	4
Proposed Method of Performance	15	15	13	14
Respondent's Experience and Qualifications	35	34	33	32
Pricing	45	35	32	34
Total	100	88	82	84

**Respondents**

Evaluation Criteria: Aver Health	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	4.5	4.5	4.5
Proposed Method of Performance	15	13	12	13
Respondent's Experience and Qualifications	35	34	34	33
Pricing	45	44	43	42
Total	100	95.5	93.5	92.5

**Respondents**

Evaluation Criteria: Pharmatech Inc	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	4.5	4.5	4.5
Proposed Method of Performance	15	12	11	13
Respondent's Experience and Qualifications	35	33	31	32
Pricing	45	34	33	31
Total	100	83.5	79.5	80.5

**Respondents**

Evaluation Criteria: Cordant Health Solutions	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	5	5	5
Proposed Method of Performance	15	12	13	12
Respondent's Experience and Qualifications	35	32	34	33
Pricing	45	40	39	41
Total	100	89	91	91

**Respondents**

Evaluation Criteria: Forensic Fluids Laboratories	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	4.5	4.5	4.5
Proposed Method of Performance	15	13	12	11
Respondent's Experience and Qualifications	35	33	31	32
Pricing	45	42	40	43
Total	100	92.5	87.5	90.5



**Jackson County  
Detention Center**  
Office of the Jackson County Sheriff  
Sheriff Darryl Forté



**TO:** Katelyn W. Edgar, Senior Buyer (Finance)

**THRU:** Diana Turner, Director JCDC  
Michael Montgomery, Major JCSO  
Deloris Wells, Deputy Director of Administration JCDC  
Barbara Casamento, Purchasing Administrator (Jackson County)

**FROM:** Isaac Johnston, Deputy Director of Operations JCDC *[Signature]*

**SUBJECT:** Recommendation Memo (RFP 48-20 Oral Fluid Testing for JCDC Population Control)

**DATE:** November 17, 2020

Ms. Edgar,

Attached you will find the table that complies with the evaluations of (3) Panelist. Aver Health is the recommended choice based on (1.) the highest score (2.) We are currently using Aver Health with no performance issues or concerns (3.) the Population Control Staff are currently trained on the use of Aver Health products and procedures.

Evaluation Criteria: Aver Health	Maximum Points	Panelist 1	Panelist 2	Panelist 3
Responsiveness to Request for Proposal	5	4.5	4.5	4.5
Proposed Method of Performance	15	13	12	13
Respondent's Experience and Qualifications	35	34	34	33
Pricing	45	44	43	42
<b>Total</b>	<b>100</b>	<b>95.5</b>	<b>93.5</b>	<b>92.5</b>

The Total amount to be funded for the 2021 fiscal year is as follows: We only average 200 test a month instead of the RFP total of 400 Test:

(200) Test a month x \$17.00 (Per Test Kit) = \$3400 x 12 Months = \$40,800

(200) Test a month x \$19.95 (Confirmation of the Test) = \$3990 x 12 Months = \$47,880

Total Amount for 2021 for (Test Kits and Confirmation of Test) is \$88,680

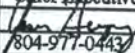
### 5.7.12 Quotation Sheet

Jackson County Missouri Request for Proposal No. 48-20  
Page 15 of 22

#### 9.0 QUOTATION SHEET

- 9.1 Quotation must be an all-inclusive price that includes Collection, Oral Fluid, Confirmation on Positives and all paperwork and reporting.

No.	Description	Estimated Monthly Quantity	Price
9.1.1	7 Panel Screen – Marijuana, Cocaine, PCP, Amphetamine, Opiate, Benzodiazepine, Barbiturates	400	\$ \$17.00
9.1.2	Confirmation Test	Unknown	\$ \$19.95

<b>Respondent's Name</b>	Avertest, LLC dba Averhealth
<b>Authorized Representative</b>	Jason Herzog
<b>Title</b>	Chief Executive Officer
<b>Signature</b>	
<b>Phone Number</b>	804-977-0443
<b>Fax Number</b>	804-977-0443
<b>Cell Number</b>	804-977-0773
<b>Email Address</b>	cclements@averhealth.com
<b>Web Address</b>	www.averhealth.com