

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

**AN ORDINANCE** appropriating \$234,877.00 from the undesignated fund balance of the 2016 Grant Fund in acceptance of the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) from the United States Department of Justice.

**ORDINANCE NO. 4896**, September 26, 2016

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the U. S. Department of Justice has awarded the City of Kansas City, Missouri, the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) in the total amount of \$533,812.00 to provide for local law enforcement purposes, for the period of October 1, 2015, to September 30, 2019; and,

WHEREAS, by Resolution 19197, dated June 20, 2016, the Legislature did authorize the execution of an Interlocal Agreement setting out the rights and obligations of the County and the Cities of Independence, Missouri, and Kansas City, Missouri, related to the expenditure of grant funds; and,

WHEREAS, the grant allocates \$234,877.00 to Jackson County for salaries and benefits for two assistant prosecutors, a Kansas City No Violence Alliance Data and Information Analyst, and partial salary for an assistant prosecutor/diversion manager; and,

WHEREAS, this grant requires no local matching funds; and,

WHEREAS, an appropriation is necessary in order to place the grant funds in the appropriate spending accounts; and,


WHEREAS, the County Executive recommends said appropriation; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2016 Grant Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund 2016 JAG (Prosecutor's Office)			
010-4109	45869 – Increase Revenues	\$234,877	
010-2810	Undesignated Fund Balance		\$234,877
010-2810	Undesignated Fund Balance	\$234,877	
010-4109	55010 - Regular Salary		\$196,689
010-4109	55040 – FICA		\$ 13,150
010-4109	55050 – Pension		\$ 16,604
010-4109	55060 – Insurance		\$ 8,434

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. 4896 introduced on September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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. 4896.

\_\_\_\_\_  
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: \$234,877.00

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 4896

Sponsor(s): Alfred Jordan

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Requesting an Ordinance appropriating \$234,877 from the undesignated fund balance of the 2016 Grant Fund in acceptance of the 2016 JAG Grant awarded to Jackson County by the City of Kansas City.</u></p>																								
<p>BUDGET INFORMATION</p> <p><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>\$234,877</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>\$234,877</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$</td></tr> <tr> <td>Source of funding (name of fund) and account code number;</td><td></td></tr> <tr> <td>FROM:</td><td>FROM ACCT</td></tr> <tr> <td>010 – Grant Fund, 2810 – Undesignated Fund Balance</td><td>\$234,877</td></tr> <tr> <td>TO:</td><td>TO ACCT</td></tr> <tr> <td>010 – Grant Fund; 2016 JAG Grant; 55010 – Salary</td><td>\$196,689 ✓</td></tr> <tr> <td>010 – Grant Fund; 2016 JAG Grant; 55040 – FICA</td><td>\$13,150 ✓</td></tr> <tr> <td>010 – Grant Fund; 2016 JAG Grant; 55050 – Pension</td><td>\$16,604 ✓</td></tr> <tr> <td>010 – Grant Fund; 2016 JAG Grant; 55060 – Insurance</td><td>\$8,434 ✓</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)</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:	\$234,877	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$234,877	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		FROM:	FROM ACCT	010 – Grant Fund, 2810 – Undesignated Fund Balance	\$234,877	TO:	TO ACCT	010 – Grant Fund; 2016 JAG Grant; 55010 – Salary	\$196,689 ✓	010 – Grant Fund; 2016 JAG Grant; 55040 – FICA	\$13,150 ✓	010 – Grant Fund; 2016 JAG Grant; 55050 – Pension	\$16,604 ✓	010 – Grant Fund; 2016 JAG Grant; 55060 – Insurance	\$8,434 ✓
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PRIOR LEGISLATION	<p>Prior ordinances and (date): <u>na</u></p> <p>Prior resolutions and (date):</p>																								
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Gina Robinson, Chief of Operations 881-3369</p>																								
REQUEST SUMMARY																									



	<p>The City of Kansas City has been awarded JAG Funds by the Department of Justice for local law enforcement purposes in the amount \$533,812 of which \$234,877 has been allocated to Jackson County, Missouri. The Prosecutor's Office will use the funding to provide salary/benefits for two assistant prosecutors, a KCNoVA data and information analyst and partial salary for an assistant prosecutor/diversion manager. The City of Kansas City is the designated fiscal agent. Contact person for the City of Kansas City is Deletta Dean, City Hall, 414 East 12<sup>th</sup> Street, Kansas City, Missouri 64016. Term of this grant is 10/1/15 – 9/30/19.</p> <p>Please allocate \$234,877 as follows:</p> <table> <tr> <td>55010</td><td>salary</td><td>196,689</td></tr> <tr> <td>55040</td><td>fica</td><td>13,150</td></tr> <tr> <td>55050</td><td>pension</td><td>16,604</td></tr> <tr> <td>55060</td><td>insurance</td><td>8,434</td></tr> </table>		55010	salary	196,689	55040	fica	13,150	55050	pension	16,604	55060	insurance	8,434
55010	salary	196,689												
55040	fica	13,150												
55050	pension	16,604												
55060	insurance	8,434												
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	Award, Interlocal Agreement, Budget													
REVIEW	<table> <tr> <td>Department Director:</td><td><i>Juan Peters Baker</i></td><td>Date: <i>9/14/16</i></td></tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td><td><i>Sarah Matthes</i></td><td>Date: <i>9/16/16</i></td></tr> <tr> <td>Division Manager:</td><td><i>Mary Jo Brown</i></td><td>Date: <i>9/21/16</i></td></tr> <tr> <td>County Counselor's Office:</td><td></td><td>Date:</td></tr> </table>		Department Director:	<i>Juan Peters Baker</i>	Date: <i>9/14/16</i>	Finance (Budget Approval): <i>If applicable</i>	<i>Sarah Matthes</i>	Date: <i>9/16/16</i>	Division Manager:	<i>Mary Jo Brown</i>	Date: <i>9/21/16</i>	County Counselor's Office:		Date:
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Division Manager:	<i>Mary Jo Brown</i>	Date: <i>9/21/16</i>												
County Counselor's Office:		Date:												

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- X Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-2810	Grant Fund – Undesignated Fund Balance	\$234,877

- ☐ 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: September 16, 2016

ORD # 4896

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
4109 - JAG	45869 - Increase Revenues	234,877	
2810	Undesignated Fund Balance		234,877
2810	Undesignated Fund Balance	234,877	
4109 - JAG	55010 - Salary		196,689
4109 - JAG	55040 - FICA		13,150
4109 - JAG	55050 - Pension		16,604
4109 - JAG	55060 - Insurance		8,434

 9/16/16  
Budgeting

**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	
			Year			\$0
(City of KC position)	KCNoVA Social Services Case Worker	\$49,176.00	Year	100.00	1	\$49,176
(City of KC position)	KCNoVA Social Services Case Worker	\$40,000.00	Year	100.00	1	\$40,000
(City of KC position)	KCNoVA Social Services Case Worker	\$34,500.00	Year	100.00	1	\$34,500
(City of KC position)	Second Chance Program Director	\$60,000.00	Year	100.00	1	\$60,000
			Year			\$0
(City of KC position)	Code Enforcement Officer	\$35,000.00	Year	100.00	1	\$35,000
			Year			\$0
(Jackson County position)	KCNoVA Data and Information Analyst	\$56,605.00	Year	100.00	1	\$56,605
(Jackson County position)	Assistant Prosecutor	\$57,651.00	Year	100.00	1	\$57,651
(Jackson County position)	Assistant Prosecutor	\$57,650.00	Year	100.00	1	\$57,650
(Jackson County position)	Assistant Prosecutor/ Diversion Manager	\$24,783.00	Year	100.00	1	\$24,783
FEDERAL TOTAL						\$415,365

#### **PERSONNEL NARRATIVE (FEDERAL)**

##### **CITY OF KANSAS CITY**

KCNoVA Social Services Case Workers will provide intensive programming, training and case management to high risk offenders participating in the KCNoVA Program, spending 100% of time on the project

Second Chance Director is responsible for all programming provided at the Second Chance Risk Reduction Center to high risk offenders, spending 100% of time on the program.

Code Enforcement Officer will work with property owners to obtain voluntary compliance nuisance code and property maintenance issues, perform inspections and enforcements, respond to complaints of nuisance code or property maintenance code violations, spending 100% of time on the program.

##### **JACKSON COUNTY**

KCNoVA Data and Information Analyst will be responsible for analyzing all data possessed by the Jackson County Prosecutor's Office case management system, Karpel, and then coordinating with other partners to identify potential crime trends (geographical, crime type, person specific), determine internal inefficiencies, and provide recommendations on organizational changes that will help focus resources on cases that will provide the greatest results in reducing violent crime in Jackson County, spending 100% of time on the program

Assistant Prosecuting Attorneys will focus on existing and future crime, notably violent crime, reduction efforts with the Jackson County Prosecutor's Office, spending 100% of time on the program.

Assistant Prosecuting Attorney/Diversion Manager will be responsible for the day to day supervision of non violent offenses assigned to the New Start Diversion Program, spending 100% of time on the project

**PERSONNEL (NON-FEDERAL)**

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
			Year			\$0
NON-FEDERAL TOTAL						\$0

**PERSONNEL NARRATIVE (NON-FEDERAL)**

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TOTAL PERSONNEL	\$415,365
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**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	
			\$0
CITY OF KANSAS CITY			\$0
KCNOVA Social Services Case Worker - FICA	\$49,176.00	0.0765	\$3,762
KCNOVA Social Services Case Worker - FICA	\$40,000.00	0.0765	\$3,060
KCNOVA Social Services Case Worker - FICA	\$34,500.00	0.0765	\$2,639
KCNOVA Social Services Case Worker - Health Insurance	\$49,176.00	0.10163	\$4,998
KCNOVA Social Services Case Worker - Health Insurance	\$40,000.00	0.135	\$5,400
KCNOVA Social Services Case Worker - Health Insurance	\$34,500.00	0.15652	\$5,400
KCNOVA Social Services Case Worker - Unemployment	\$49,176.00	0.00722	\$355
KCNOVA Social Services Case Worker - Unemployment	\$40,000.00	0.00887	\$355
KCNOVA Social Services Case Worker - Unemployment	\$34,500.00	0.0103	\$355
JACKSON COUNTY			\$0
KCNOVA Data and Information Analyst - FICA	\$56,605.00	0.0765	\$4,330
Assistant Prosecuting Attorney - FICA	\$57,651.00	0.0765	\$4,410
Assistant Prosecuting Attorney - FICA	\$57,650.00	0.0765	\$4,410
Assistant Prosecuting Attorney - Health Insurance	\$57,651.00	0.07314	\$4,217
Assistant Prosecuting Attorney - Health Insurance	\$57,650.00	0.07314	\$4,217
Assistant Prosecuting Attorney - Pension	\$57,651.00	0.144	\$8,302

**FRINGE BENEFITS (FEDERAL)**

Description	Computation		Cost
	Base	Rate	
Assistant Prosecuting Attorney - Pension	\$57,650.00	0.144	\$8,302
FEDERAL TOTAL			\$64,512

**FRINGE BENEFITS NARRATIVE (FEDERAL)****CITY OF KANSAS CITY**

FICA = .0765

Health Insurance = \$416.50 x 12 months x 1 case worker; \$450.00 x 12 months x 2 case workers

Unemployment = .0273 x \$13,000 per case worker x 3 case workers

**JACKSON COUNTY**

FICA = .0765

Health Insurance = \$351.42 x 12 months x 2 assistant prosecuting attorneys

Pension = 14.4%

**FRINGE BENEFITS (NON-FEDERAL)**


Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

**FRINGE BENEFITS NARRATIVE (NON-FEDERAL)**

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TOTAL FRINGE BENEFITS	\$64,512
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 <p><b>U.S. Department of Justice</b>  <b>Office of Justice Programs</b>  <b>Bureau of Justice Assistance</b></p>	<p><b>Grant</b></p>	<p>PAGE 1 OF 13</p>																
<p><b>1. RECIPIENT NAME AND ADDRESS (Including Zip Code)</b></p> <p>City of Kansas City  414 E. 12th Street  Kansas City, MO 64106</p>	<p><b>4. AWARD NUMBER:</b> 2016 DJ-BX-0996</p>																	
<p><b>2a. GRANTEE IRS/VENDOR NO.</b> 446000201</p>	<p><b>5. PROJECT PERIOD: FROM</b> 10/01/2015 <b>TO</b> 09/30/2019  <b>BUDGET PERIOD: FROM</b> 10/01/2015 <b>TO</b> 09/30/2019</p>																	
<p><b>2b. GRANTEE DUNS NO.</b> 073134231</p>	<p><b>6. AWARD DATE</b> 09/08/2016</p>	<p><b>7. ACTION</b>  Initial</p>																
<p><b>3. PROJECT TITLE</b> Greater Kansas City Crime Prevention Initiatives</p>	<p><b>8. SUPPLEMENT NUMBER</b> 00</p>																	
	<p><b>9. PREVIOUS AWARD AMOUNT</b> \$ 0</p>																	
	<p><b>10. AMOUNT OF THIS AWARD</b> \$ 533,812</p>																	
	<p><b>11. TOTAL AWARD</b> \$ 533,812</p>																	
<p><b>12. SPECIAL CONDITIONS</b></p> <p>THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).</p>																		
<p><b>13. STATUTORY AUTHORITY FOR GRANT</b></p> <p>This project is supported under FY16(BJA - JAG) 42 USC 3750, et seq.</p>																		
<p><b>14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)</b></p> <p>16.738 - Edward Byrne Memorial Justice Assistance Grant Program</p>																		
<p><b>15. METHOD OF PAYMENT</b></p> <p>GPRS</p>																		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; background-color: #cccccc; padding: 2px;">AGENCY APPROVAL</div> <div style="width: 45%; background-color: #cccccc; padding: 2px;">GRANTEE ACCEPTANCE</div> </div>																		
<p><b>16. TYPED NAME AND TITLE OF APPROVING OFFICIAL</b></p> <p>Denise O'Donnell  Director</p>	<p><b>18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL</b></p> <p>Troy Schulte  City Manager</p>																	
<p><b>17. SIGNATURE OF APPROVING OFFICIAL</b></p>	<p><b>19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL</b></p> <p><i>Troy M. Schulte</i></p>	<p><b>19A. DATE</b></p> <p>9/12/16</p>																
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; background-color: #cccccc; padding: 2px;">AGENCY USE ONLY</div> <div style="width: 45%; background-color: #cccccc; padding: 2px;"></div> </div>																		
<p><b>20. ACCOUNTING CLASSIFICATION CODES</b></p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th>FISCAL YEAR</th> <th>FUND CODE</th> <th>BUD. ACT.</th> <th>DIV. OFC.</th> <th>REG.</th> <th>SUB.</th> <th>POMS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>B</td> <td>DJ</td> <td>80</td> <td>00</td> <td>00</td> <td></td> <td>533812</td> </tr> </tbody> </table>	FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	REG.	SUB.	POMS	AMOUNT	X	B	DJ	80	00	00		533812	<p><b>21. RDJUGT1265</b></p>	
FISCAL YEAR	FUND CODE	BUD. ACT.	DIV. OFC.	REG.	SUB.	POMS	AMOUNT											
X	B	DJ	80	00	00		533812											



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 2 OF 13

PROJECT NUMBER 2016 DJ JX 0996

AWARD DATE 09/08/2016

***SPECIAL CONDITIONS***

**1. 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 the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this 2016 award from the Office of Justice Programs (OJP).

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this 2016 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded in 2014 or earlier years), 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 2016 award.

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

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.

**2. Compliance with DOJ Grants Financial Guide**

The recipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide"), including any updated version that may be posted during the period of performance.

**3. 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, 2015, 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, 2015, 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 <http://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.



U.S. Department of Justice  
Office of Justice Programs  
**Bureau of Justice Assistance**

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 3 OF 13

PROJECT NUMBER 2016 ID-UN 0996

AWARD DATE 09/08/2016

***SPECIAL CONDITIONS***

**4. 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.

**5. 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 DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

**6. Requirements related to System for Award Management and Unique Entity Identifiers**

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <http://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 <http://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This special 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).

**7. 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 <http://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: Award Condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.



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8. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

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, \$150,000). 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 <http://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 \$150,000)), and are incorporated by reference here.

9. 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 <http://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.

10. 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 "2015 DOJ Grants Financial Guide").

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

The recipient must collect and maintain data that measure the performance and effectiveness of activities 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, and other applicable laws.

12. 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 <http://ojp.gov/funding/ojptrainingguidingprinciples.htm>.



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13. 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.

14. 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.

15. 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.

16. 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, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

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 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 the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <http://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

17. Restrictions on "lobbying"

Federal funds 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.

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 this prohibition, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.



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**18. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2016)**

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, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at <http://ojp.gov/funding/Explore/FY2016-AppropriationsLawRestrictions.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.

**19. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct**

The recipient and any subrecipients ("subgrantees") 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) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov); and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <http://www.usdoj.gov/oig>.



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**20. 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.



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

The recipient 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.

**22. 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.

**23. 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).**

**24. The recipient agrees to comply with applicable requirements to report first-tier subawards 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 of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards 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).**

**25. Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.**





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26. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [http://www.it.ojp.gov/gsp\\_grantcondition](http://www.it.ojp.gov/gsp_grantcondition). Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
27. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
28. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.
29. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
30. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
31. Award recipients must verify 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.
32. The grantee agrees that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. Additionally, all future task force members are required to complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates, by the grant recipient. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)).
33. The recipient agrees to participate in BJA-sponsored training events, technical assistance events, or conferences held by BJA or its designees, upon BJA's request.



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34. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
35. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA.

The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>, for programs relating to methamphetamine laboratory operations.

**Application of This Special Condition to Grantee's Existing Programs or Activities:** For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

36. The recipient is required to establish a trust fund account. (The trust fund may or may not be an interest-bearing account.) The fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the grant funds in the trust fund (including any interest earned) during the period of the grant and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to the Office of Justice Programs at the time of closeout.
37. JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.



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38. Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm>.
39. The recipient agrees to submit a signed certification that all law enforcement agencies receiving vests purchased with JAG funds have a written "mandatory wear" policy in effect. Fiscal agents and state agencies must keep signed certifications on file for any subrecipients planning to utilize JAG funds for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any JAG funding can be used by the agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.
40. The recipient agrees to monitor subawards under this JAG award in accordance with all applicable statutes, regulations, OMB circulars, and guidelines, including the DOJ Financial Guide, and to include the applicable conditions of this award in any subaward. The recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of JAG funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.
41. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
42. Award recipients must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through GMS (<https://grants.ojp.usdoj.gov>). Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. Therefore, quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) website ([www.bjaperformancetools.org](http://www.bjaperformancetools.org)). For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage. Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.
43. Any law enforcement agency receiving direct or sub-awarded JAG funding must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.
44. BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to your My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If you do not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once you register, one of the available areas on your My BJA page will be "My Success Stories". Within this box, you will see an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the new BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.
45. Recipient understands and agrees that award funds may not be used for items that are listed on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, without explicit written prior approval from BJA. The Controlled Expenditure List, and instructions on how to request approval for purchase or acquisitions may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>



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46. The recipient understands that, pursuant to recommendation 2.1 of Executive Order 13688, law enforcement agencies that acquire controlled equipment through Federal programs must adopt robust and specific written policies and protocols governing General Policing Standards and Specific Controlled Equipment Standards. General Policing Standards includes policies on (a) Community Policing; (b) Constitutional Policing; and (c) Community Input and Impact Considerations. Specific Controlled Equipment Standards includes policies specifically related to (a) Appropriate Use of Controlled Equipment; (b) Supervision of Use; (c) Effectiveness Evaluation; (d) Auditing and Accountability; and (e) Transparency and Notice Considerations. Upon OJP's request, the recipient agrees to provide a copy of the General Policing Standards and Specific Controlled Equipment Standards, and any related policies and protocols.
47. Recipient understands and agrees that the purchase or acquisition of any item on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, with award funds by an agency will trigger a requirement that the agency collect and retain (for at least 3 years) certain information about the use of 1) any federally-acquired Controlled Equipment in the agency's inventory, and 2) any other controlled equipment in the same category as the federally-acquired controlled equipment in the agency's inventory, regardless of source; and make that information available to BJA upon request. Details about what information must be collected and retained may be accessed here: [https://www.whitehouse.gov/sites/default/files/docs/le\\_equipment\\_wg\\_final\\_report\\_final.pdf](https://www.whitehouse.gov/sites/default/files/docs/le_equipment_wg_final_report_final.pdf)
48. Recipient understands and agrees that failure to comply with conditions related to Prohibited or Controlled Expenditures may result in a prohibition from further Controlled Expenditure approval under this or other federal awards.
49. Recipient understands and agrees that award funds may not be used for items that are listed on the Prohibited Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time. The Prohibited Expenditure list may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>.
50. Recipient understands and agrees that, notwithstanding 2 CFR § 200.313, no equipment listed on the Controlled Expenditure List that is purchased under this award may be transferred or sold to a third party, except as described below:
  - a. Agencies may transfer or sell any controlled equipment, except riot helmets and riot shields, to a Law Enforcement Agency (LEA) after obtaining prior written approval from BJA. As a condition of that approval, the acquiring LEA will be required to submit information and certifications to BJA as if it was requesting approval to use award fund for the initial purchase of items on the Controlled Expenditure List.
  - b. Agencies may not transfer or sell any riot helmets or riot shields purchased under this award.
  - c. Agencies may not transfer or sell any Controlled Equipment purchased under this award to non-LEAs, with the exception of fixed wing aircraft, rotary wing aircraft, and command and control vehicles. Before any such transfer or sale is finalized, the agency must obtain prior written approval from BJA. All law enforcement-related and other sensitive or potentially dangerous components, and all law enforcement insignias and identifying markings must be removed prior to transfer or sale.

Recipient further understands and agrees to notify BJA prior to the disposal of any items on the Controlled Expenditure List purchased under this award, and to abide by any applicable laws and regulations in such disposal.



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51. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <http://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

52. 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.

**U.S. Department of Justice****Office of Justice Programs*****Bureau of Justice Assistance***

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*Washington, D.C. 20531*

**Memorandum To: Official Grant File****From:** Orbin Terry, NEPA Coordinator**Subject:** Incorporates NEPA Compliance in Further Developmental Stages for City of Kansas City

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <https://www.bja.gov/Funding/nepa.html>.

Please be sure to carefully review the grant conditions on your award document, as it may contain more specific information about environmental compliance.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

## GRANT MANAGER'S MEMORANDUM, PT. I: PROJECT SUMMARY

### Grant

PROJECT NUMBER

2016-DJ BX 0996

PAGE 1 OF 1

This project is supported under FY16(BJA - JAG) 42 USC 3750, et seq.

## 1. STAFF CONTACT (Name &amp; telephone number)

Veronica Munson  
(202) 514-7710

## 2. PROJECT DIRECTOR (Name, address &amp; telephone number)

Deletta Dean  
Deputy Director  
414 E. 12th Street  
4th Floor, OMB  
Kansas City, MO 64106-2748  
(816) 513-3220 ext.3220

## 3a. TITLE OF THE PROGRAM

2016 Edward Byrne Memorial Justice Assistance Grant Program

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

## 4. TITLE OF PROJECT

Greater Kansas City Crime Prevention Initiatives

## 5. NAME &amp; ADDRESS OF GRANTEE

City of Kansas City  
414 E. 12th Street  
Kansas City, MO 64106

## 6. NAME &amp; ADDRESS OF SUBGRANTEE

## 7. PROGRAM PERIOD

FROM: 10/01/2015 TO: 09/30/2019

## 8. BUDGET PERIOD

FROM: 10/01/2015 TO: 09/30/2019

## 9. AMOUNT OF AWARD

\$ 533,812

## 10. DATE OF AWARD

09/08/2016

## 11. SECOND YEAR'S BUDGET

## 12. SECOND YEAR'S BUDGET AMOUNT

## 13. THIRD YEAR'S BUDGET PERIOD

## 14. THIRD YEAR'S BUDGET AMOUNT

## 15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and units of local government, including tribes, to support a broad range of activities to prevent and control crime based on their own state and local needs and conditions. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice, including for any one or more of the following program areas: 1) law enforcement programs; 2) prosecution and court programs; 3) prevention and education programs; 4) corrections and community corrections programs; 5) drug treatment and enforcement programs; 6) planning, evaluation, and technology improvement programs; and 7) crime victim and witness programs (other than compensation).

The Disparate jurisdictions will utilize the JAG award to support various law enforcement initiatives. Funds will be used to support community programs, purchase law enforcement equipment, and reduce recidivism rates. The anticipated outcomes are to reduces non- violent and violent crimes, and improve the public and police safety.

NCA/NCF



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

**AN ORDINANCE** appropriating \$146,538.00 from the undesignated fund balance of the 2016 Grant Fund, in acceptance of the Emergency Management Performance Grant awarded by the Missouri State Emergency Management Agency.

**ORDINANCE NO. 4897**, September 26, 2016

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Missouri State Emergency Management Agency has awarded an Emergency Management Performance grant to the Jackson County Department of Emergency Preparedness in the amount of \$146,538.00; and,

WHEREAS, an appropriation is necessary 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 2016 Grant Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund Emergency Management			
010-1250	45752 - Increase Revenue	\$146,538	
010-2810	Undesignated Fund Balance		\$146,538
010-2810	Undesignated Fund Balance	\$146,538	
010-1250	55010 – Regular Salary		\$95,899
010-1250	55040 – FICA		\$ 5,946
010-1250	55050 – Pension		\$13,809
010-1250	55060 – Insurance		\$ 5,182

010-1250	56620 – Rent – Buildings	\$16,950
010-1250	56641 – Copier Rental/Maintenance	\$ 1,260
010-1250	56790 – Other Contractual	\$ 1,854
010-1250	56530 – Maintenance & Repair - Auto	\$ 1,588
010-1250	57010 – Office Supplies	\$ 1,200
010-1250	58171 – Personal Computer/Access	\$ 1,100
010-1250	57110 – Gasoline	\$ 1,750


and,

BE IT FURTHER ORDAINED that the County Executive and other County officials be and hereby are authorized to execute any and all 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. 4897 introduced on September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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. 4897.

\_\_\_\_\_  
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: \$146,538.00

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 4897

Sponsor(s): Scott Burnett

Date: September 26, 2016

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Requesting an Ordinance appropriating \$146,537.41 from the undersigned fund balance of the 2016 Grant Fund in acceptance of the Emergency Management Performance Grant (EMPG) awarded to Jackson County Department of Emergency Preparedness by Missouri State Emergency Management Agency (SEMA)</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>\$146,537.41</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>\$146,537.41</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 / TO</td><td>FROM ACCT 010 Grant Fund 2810 Undesignated fund balance  TO ACCT 0101250- EMPG \$146,537.41</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): \$94,671.00 Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$146,537.41	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$146,537.41	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT 010 Grant Fund 2810 Undesignated fund balance  TO ACCT 0101250- EMPG \$146,537.41
Amount authorized by this legislation this fiscal year:	\$146,537.41										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$146,537.41										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT 010 Grant Fund 2810 Undesignated fund balance  TO ACCT 0101250- EMPG \$146,537.41										
PRIOR LEGISLATION	<p>Prior ordinances and (date): #4084 Feb 2, 2009 (\$59,951) #4213 June 14, 2010 (\$124,260) #4364 Oct 10, 2011, (\$133,200) #4483 Nov 11, 2012 (\$136,143) #4571 Sept. 30, 2013 (\$123,317.26) #4654 August 25, 2014 (\$117,885) # Dec 14, 2015 (94,671.00)</p> <p>Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Michael Curry/Director Emergency Preparedness 816-881-4625</p>										
REQUEST SUMMARY	<p>Requesting an Ordinance appropriating \$146,537.41 from the Undesignated Fund Balance of the 2016 Grant in acceptance of the Emergency Management Performance Grant (EMPG) awarded to Jackson County Department of Emergency by SEMA. The EMPG grant is a performance based grant that is reviewed and paid by quarter. The intent of the award is to assist in funding the Department of Emergency Preparedness of Jackson County. The grant is a match fund grant and is reviewed annually. Grant ID 5565</p>										

	TO: 010-Grant Fund: 1250 Emergency Management Performance – 5010 Regular Salary \$95,898.42 TO: 010-Grant Fund: 1250 Emergency Management Performance - 5040 FICA 5,945.70 TO: 010-Grant Fund: 1250 Emergency Management Performance – 5050 Pension 13,809.37 TO: 010-Grant Fund: 1250 Emergency Management Performance – 55060 Insurance 5,181.66 TO: 010-Grant Fund: 1250 Emergency Management Performance – 56620 Rent 16,950.00 TO: 010-Grant Fund: 1250 Emergency Management Performance – 56641 Copier 1,260.00 TO: 010-Grant Fund: 1250 Emergency Management Performance – 56790 Other Contract Serv 1,854.00 TO :010-Grant Fund: 1250 Emergency Management Performance –56530 Vehicle Maint 1,588.26 TO: 010-Grant Fund: 1250 Emergency Management Performance - 57010 Office Supplies 1,200.00 TO: 010-Grant Fund: 1250 Emergency Management Performance – 58171 Personal Computer 1,100.00 TO: 010-Grant Fund: 1250 Emergency Management Performance – 57110 Fuel 1,750.00								
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	SEMA Subrecipient Award								
REVIEW	<table border="1"> <tr> <td>Department Director: <i>M. [Signature]</i></td><td>Date: Sept, 12, 2016</td></tr> <tr> <td>Finance (Budget Approval): If applicable <i>[Signature]</i></td><td>Date: <i>9/14/16</i></td></tr> <tr> <td>Division Manager: <i>[Signature]</i></td><td>Date: <i>9/21/16</i></td></tr> <tr> <td>County Counselor's Office:</td><td>Date:</td></tr> </table>	Department Director: <i>M. [Signature]</i>	Date: Sept, 12, 2016	Finance (Budget Approval): If applicable <i>[Signature]</i>	Date: <i>9/14/16</i>	Division Manager: <i>[Signature]</i>	Date: <i>9/21/16</i>	County Counselor's Office:	Date:
Department Director: <i>M. [Signature]</i>	Date: Sept, 12, 2016								
Finance (Budget Approval): If applicable <i>[Signature]</i>	Date: <i>9/14/16</i>								
Division Manager: <i>[Signature]</i>	Date: <i>9/21/16</i>								
County Counselor's Office:	Date:								

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-2810	Grant Fund – Undesignated Fund Balance	\$146,537.41

- ☐ 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: September 16, 2016

ORD # 4897

Department / Division	Character/Description	From	To
<b>Grant Fund - 010</b>			
1250 - Emergency Mgmt	45752 - Increase Revenues	146,538	
2810	Undesignated Fund Balance		146,538
2810	Undesignated Fund Balance	146,538	
1250 - Emergency Mgmt	55010 - Salary		95,899
1250 - Emergency Mgmt	55040 - FICA		5,946
1250 - Emergency Mgmt	55050 - Pension		13,809
1250 - Emergency Mgmt	55060 - Insurance		5,182
1250 - Emergency Mgmt	56620 - Building Rent		16,950
1250 - Emergency Mgmt	56641 - Copier Rent		1,260
1250 - Emergency Mgmt	56790 - Other Contractual		1,854
1250 - Emergency Mgmt	56530 - Vehicle Maintenance		1,588
1250 - Emergency Mgmt	57010 - Office Supplies		1,200
1250 - Emergency Mgmt	58171 - Personal Comp/Access		1,100
1250 - Emergency Mgmt	57110 - Gasoline		1,750

 9/16/16  
Budgeting

## EMERGENCY MANAGEMENT AGENCY



DEPARTMENT OF PUBLIC SAFETY  
PO Box 116, Jefferson City, Missouri 65102  
Phone: 573/526-9100 Fax: 573/634-7966  
E-mail: mosema@sema.dps.mo.gov

June 20, 2016



Frank White  
County Executive  
Jackson County  
415 E. 12th Street  
Kansas City, Missouri 64106

Dear Frank White,

Congratulations, your agency has been approved for a 2016 Emergency Management Performance Grant (EMPG) award from the State Emergency Management Agency (SEMA) in the amount of \$293,074.82, of which fifty percent is local match sharing. The performance period is January 1, 2016 through December 31, 2016. A portion of the award was based upon consideration of your FY15 expenditures. Enclosed are your award documents. **You, as the authorized official must sign the grant award of contract and initial the lower right hand corner of each page of the Special Conditions to certify acceptance of this award.** You are required to return the **original** forms back to SEMA **no later than July 15, 2016**, to the following person and address prior to claims being paid to your jurisdiction:

State Emergency Management Agency  
Attn: Amy Lepper  
PO Box 116  
Jefferson City, MO 65102

The CFDA number for the Emergency Management Performance Grant is CFDA 97.042. Your award number is EMK-2016-EP-APP-00004-051.

This award is subject to all administrative and financial requirements as outlined in the 2016 EMPG Notice of Funding Opportunity, Grant Award Special Conditions (see attached), and the EMPG Program Manual. This includes the timely submission of all financial and programmatic reports.

Thank you for your support and cooperation with this effort. If you have any questions, please contact your Grant Specialist, Laura Teske, at 573-751-3401, [laura.teske@sema.dps.mo.gov](mailto:laura.teske@sema.dps.mo.gov) or Grant Specialist, Jackie Hofstetter at 573-526-9256, [jackie.hofstetter@sema.dps.mo.gov](mailto:jackie.hofstetter@sema.dps.mo.gov).

Sincerely,

Ron Walker  
Director



A Nationally  
Accredited  
Agency



 State Emergency Management Agency 2302 Militia Drive P.O. Box 116 Jefferson City, MO 65102 Phone: (573) 526-9100 Fax: (573) 634-7966		<b>SUBRECIPIENT AWARD</b> DATE June 20, 2016	
		Award Number EMK-2016-EP-APP-00004-051	Amendment No. N/A
GRANTEE NAME Jackson County		GRANTEE VENDOR NUMBER 44-6000524	
GRANTEE ADDRESS Frank White County Executive 415 E. 12th Street Kansas City, Missouri 64106		ISSUING AGENCY MO State Emergency Management Agency PO Box 116 Jefferson City, MO 65102	
<b>GRANT INFORMATION</b>			
PROJECT TITLE FY 2016 Emergency Management Performance Grant		FEDERAL AWARDING AGENCY Federal Emergency Management Agency	
CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO 97.042		PERFORMANCE PERIOD FROM: 1/1/2016 TO: 12/31/2016	
FEDERAL AWARD AMOUNT		\$ 146,537.41	
LOCAL COST SHARE		\$ 146,537.41	
TOTAL AWARD AMOUNT		\$ 293,074.82	
<b>CONTACT INFORMATION</b>			
<b>EMPG GRANT SPECIALIST</b>		<b>GRANTEE PROJECT DIRECTOR</b>	
NAME Laura Teske		NAME Michael Curry	
E-MAIL ADDRESS Laura.teske@sema.dps.mo.gov		E-MAIL ADDRESS Mcurry@jacksongov.org	
TELEPHONE 573-751-3401		TELEPHONE 816-881-4625	
SUMMARY DESCRIPTION OF PROJECT <p>The purpose of the EMPG Program is to make grants to locals in preparing for all hazards, as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.). Title VI of the Stafford Act authorizes grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the Federal Government, States, and their political subdivisions. SEMA, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance, as authorized in this title so that a comprehensive emergency preparedness system exists for all hazards in the State of Missouri. This award is not for Research and Development. There is no indirect cost rate for this award.</p>			
TYPED NAME AND TITLE OF OHS OFFICIAL Ron Walker, Director		TYPED NAME AND TITLE OF GRANTEE AUTHORIZED OFFICIAL Frank White, Jr., County Executive	
SIGNATURE OF APPROVING OHS OFFICIAL 	DATE 6/20/2016	SIGNATURE OF GRANTEE AUTHORIZED OFFICIAL 	DATE
<b>THIS GRANT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS SET FORTH ON THE ATTACHED SPECIAL CONDITION(S). BY SIGNING THIS GRANT AGREEMENT, THE GRANTEE IS AGREEING TO READ AND COMPLY WITH ALL SPECIAL CONDITIONS.</b>			

APPROVED AS TO FORM

ATTEST:

County Counselor

Clerk of the County Legislature



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

**AN ORDINANCE** appropriating \$4,992.00 from the undesignated fund balance of the 2016 Special Road and Bridge Fund in acceptance of insurance proceeds for the repair of a vehicle for use by the Public Works Department.

**ORDINANCE NO. 4898**, September 26, 2016

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, the County has received a payment from Esurance Property & Casualty Insurance Company representing the repair cost of a Public Works Department fleet vehicle damaged as a result of a motor vehicle accident that occurred on July 5, 2016; and,

WHEREAS, an appropriation is necessary to place the insurance payment in the proper spending account so that the funds may be used to repair the vehicle; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation from the undesignated fund balance of the 2016 Special Road and Bridge Fund be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Special Road and Bridge Fund Road and Bridge Maintenance			
004-9999	47040 - Increase Revenues	\$4,992	
004-2810	Undesignated Fund Balance		\$4,992
004-2810	Undesignated Fund Balance	\$4,992	
004-1506	56530 – Maint & Repair Auto Equipment		\$4,992

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. 4898 introduced on September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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. 4898.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 004 2810  
ACCOUNT TITLE: Special Road and Bridge Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$4,991.90

\_\_\_\_\_  
Date

  
September 19, 2016

\_\_\_\_\_  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION



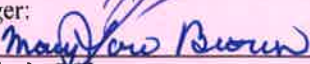
Completed by County Counselor's Office:

Res/Ord No.: 4898

Sponsor(s): Greg Grounds

Date: September 26, 2016

SUBJECT	<p>Action Requested <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Transfer of insurance settlement for 2015 Chevrolet 2500 Silverado HD 4x4 pickup from the 004 Undesignated fund balance to Line item 004-1506-56530-maint. &amp; repair auto/truck</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>\$4,991.90</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>\$4,991.90</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 #</td><td></td></tr><tr><td>FROM: Undesignated fund balance #004</td><td>\$4,991.90</td></tr><tr><td>TO Road and Bridge fund 004-1506-56530</td><td>\$4,991.90</td></tr></table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$4,991.90	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$4,991.90	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code #		FROM: Undesignated fund balance #004	\$4,991.90	TO Road and Bridge fund 004-1506-56530	\$4,991.90
Amount authorized by this legislation this fiscal year:	\$4,991.90														
Amount previously authorized this fiscal year:	\$														
Total amount authorized after this legislative action:	\$4,991.90														
Amount budgeted for this item * (including transfers):	\$														
Source of funding (name of fund) and account code #															
FROM: Undesignated fund balance #004	\$4,991.90														
TO Road and Bridge fund 004-1506-56530	\$4,991.90														
PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>														
CONTACT INFORMATION	<p>RLA drafted by Caroline Deihl, Public Works Road &amp; Bridge, Office Coordinator (816) 847-7050</p>														
REQUEST SUMMARY	<p>Request \$4,991.90 be transferred from the undesignated fund balance of 004 to line item 004-1506-56530 to repair damage to a 2015 Chevrolet 2500 Silverado HD 4x4 pickup VIN#1GC2KUEG5FZ125869. Funds were received from Esurance Property &amp; Casualty Insurance Co. for the repair of the pickup via check through case #2016-05630 from the insured, Greg Mace, reference an accident occurring on 7/5/2016. The check was received by Jackson County from Esurance Property &amp; Casualty Insurance Co. in the amount of \$4,991.90.</p>														
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														

ATTACHMENTS		
REVIEW	Department Director: 	Date: 7-13-2016
	Finance (Budget Approval): If applicable 	Date: 9/13/2016
	Division Manager: 	Date: 9/21/16
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☒ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- ☒ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
004-9999-47040	Reimbursement Damage Claim	\$4,991.90

- ☐ 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.

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

ORD # 4898

Budgeting 9/12/2016

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

**AN ORDINANCE** repealing Schedule IV to Chapter 2, Jackson County Code, 1984, relating to the salaries of County associates not within the Merit System, and enacting, in lieu thereof, one new schedule relating to the same subject.

**ORDINANCE NO. 4899**, September 26, 2016

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the Director of Human Resources has undertaken a thorough review of certain job classifications for licensed attorneys-at-law in the Office of the Prosecuting Attorney; and,

WHEREAS, the Director has examined salaries in the corresponding legal offices in Johnson County, Kansas, St. Louis, and Greene Counties, Missouri, and the Cities of Overland Park, Kansas, and Kansas City, Independence, and Lee's Summit, Missouri; and,

WHEREAS, upon the completion of his evaluation and review, the Director has recommended revision to the salary ranges for attorneys in an effort to attract and retain talent for the Prosecuting Attorney's Office; and,

WHEREAS, the recommended revisions are in the best interests of the health, safety, and welfare of the citizens of Jackson County; now therefore,

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

Section A. Enacting Clause. Schedule IV to Chapter 2, Jackson County, 1984, is hereby repealed, and one new schedule enacted in lieu thereof, to be known as Schedule IV, to read as follows:

## SCHEDULE IV

### PROSECUTING ATTORNEY

POSITION	SALARY
Executive Assistant to Prosecuting Attorney	\$29,580 – 54,000
Secretary to Prosecuting Attorney	\$26,410 - 40,940
Deputy Prosecuting Attorney	\$ 92,000 – 143,000
Chief	\$ 80,000 – 125,000
Trial Team Leader	\$[66,560 – 102,519] <u>77,150 – 120,000</u>
Assistant Prosecuting Attorney	\$[44,000 – 102,519] <u>50,000 – 115,000</u>
Assistant Prosecuting Attorney I	\$[44,000 – 67,775] <u>50,000 – 83,750</u>
Assistant Prosecuting Attorney II	\$[52,000 – 82,000] <u>60,000 – 95,000</u>
Assistant Prosecuting Attorney III	\$[57,000 – 90,000] <u>68,000 – 109,000</u>
<u>Assistant Prosecuting Attorney IV</u>	<u>\$75,000 – 115,000</u>
Chief Investigator	\$41,075 - 67,775
Investigator II	\$29,580 - 45,856
Investigator I	\$26,410 - 40,940
Director	\$75,000 - 110,520
Victim Services Director	\$41,075 - 67,775
Program Administrator	\$[75,000 - 110,520] <u>80,000 – 125,000</u>
Advisor to the Prosecuting Attorney	\$29,580 - \$54,000

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

APPROVED AS TO FORM:

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

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

I hereby certify that the attached Ordinance, Ordinance No. 4899 introduced on September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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. 4899.

\_\_\_\_\_  
Date

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



# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 4899

Sponsor(s): Alfred Jordan

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: <u>An ordinance repealing schedule IV to Chapter 2, Jackson County Code, 1984, relating to position titles and salaries ranges of County employees not within the merit system and enacting, in lieu thereof, one new schedule to the same subject.</u></p>																				
<p>BUDGET INFORMATION</p> <p><i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td><td>\$</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td>\$</td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$</td></tr> <tr> <td>Source of funding (name of fund) and account code number;</td><td>FROM ACCT</td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input 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:	\$	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;	FROM ACCT										
Amount authorized by this legislation this fiscal year:	\$																				
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Amount budgeted for this item * (including transfers):	\$																				
Source of funding (name of fund) and account code number;	FROM ACCT																				
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>																				
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): <b>Gina Robinson, Chief of Operations, 881-3369</b></p>																				
REQUEST SUMMARY	<p>The Jackson County Prosecutor's Office is requesting to change the salary ranges of certain job classifications i.e. (license attorney at law positions) based on a market analysis performed by the County's Human Resources department in an effort to attract and retain talent for the Jackson County Prosecutor's Office. The recommended change is as follows:</p> <table> <tr> <td>Executive Assistant to Prosecuting Attorney</td> <td>\$29,580 – 54,000</td> </tr> <tr> <td>Secretary to Prosecuting Attorney</td> <td>\$26,410 - 40,940</td> </tr> <tr> <td>Deputy Prosecuting Attorney</td> <td>\$92,000-143,000</td> </tr> <tr> <td>Chief</td> <td>\$80,000-125,000</td> </tr> <tr> <td>Trial Team Leader</td> <td>\$[66,559.95 – 102,519] <b>\$77,150-120,000</b></td> </tr> <tr> <td>Assistant Prosecuting Attorney</td> <td>\$[44,000 – 102,519] <b>\$50,000-115,000</b></td> </tr> <tr> <td>Assistant Prosecuting Attorney I</td> <td>\$[44,000-67,775] <b>\$50,000-83,750</b></td> </tr> <tr> <td>Assistant Prosecuting Attorney II</td> <td>\$[52,000-82,000] <b>\$60,000-95,000</b></td> </tr> <tr> <td>Assistant Prosecuting Attorney III</td> <td>\$[57,000-90,000] <b>\$68,000-109,000</b></td> </tr> <tr> <td><b>Assistant Prosecuting Attorney IV</b></td> <td><b>\$75,000-115,000</b></td> </tr> </table>	Executive Assistant to Prosecuting Attorney	\$29,580 – 54,000	Secretary to Prosecuting Attorney	\$26,410 - 40,940	Deputy Prosecuting Attorney	\$92,000-143,000	Chief	\$80,000-125,000	Trial Team Leader	\$[66,559.95 – 102,519] <b>\$77,150-120,000</b>	Assistant Prosecuting Attorney	\$[44,000 – 102,519] <b>\$50,000-115,000</b>	Assistant Prosecuting Attorney I	\$[44,000-67,775] <b>\$50,000-83,750</b>	Assistant Prosecuting Attorney II	\$[52,000-82,000] <b>\$60,000-95,000</b>	Assistant Prosecuting Attorney III	\$[57,000-90,000] <b>\$68,000-109,000</b>	<b>Assistant Prosecuting Attorney IV</b>	<b>\$75,000-115,000</b>
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	Chief Investigator \$41,075 - 67,775 Investigator II \$29,580 - 45,856 Investigator I \$26,410 - 40,940 Director \$75,000 - 110,520 Victim Services Director \$41,075 - 67,775 Program Administrator [ \$75,000 - 110,520 ] \$80,000-125,000 Advisor to the Prosecuting Attorney \$29,580 - \$54,000												
	<p>These positions are budgeted and therefore the amendment to Chapter 2. Any budgetary impacts as a result of these changes in salary will be funded by salary savings and reallocation of funds within the current FY16 budget.</p>												
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)												
ATTACHMENTS													
REVIEW	<table border="1"> <tr> <td>Department Director:</td><td><i>Juan Peters Baker</i></td><td>Date:</td></tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td><td></td><td>Date:</td></tr> <tr> <td>Division Manager:</td><td><i>Mandy Brown</i></td><td>Date: 9/21/16</td></tr> <tr> <td>County Counselor's Office:</td><td></td><td>Date:</td></tr> </table>	Department Director:	<i>Juan Peters Baker</i>	Date:	Finance (Budget Approval): <i>If applicable</i>		Date:	Division Manager:	<i>Mandy Brown</i>	Date: 9/21/16	County Counselor's Office:		Date:
Department Director:	<i>Juan Peters Baker</i>	Date:											
Finance (Budget Approval): <i>If applicable</i>		Date:											
Division Manager:	<i>Mandy Brown</i>	Date: 9/21/16											
County Counselor's Office:		Date:											

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.

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

**A RESOLUTION** awarding a twelve-month term and supply contract with three twelve-month options to extend for the furnishing of parking lot snow removal services for use by the Public Works Department, to Martin Underground Construction of Lee's Summit, MO, under the terms and conditions set forth in the City of Lee's Summit, Missouri Contract No. 2015-010/1R, an existing government contract.

**RESOLUTION NO. 19261**, September 26, 2016

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, the Public Works Department has a need for snow removal services for County-owned parking lots; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a twelve-month term and supply contract with three twelve-month options to extend, be made to Martin Underground Construction of Lee's Summit, MO, under the terms and conditions set forth in the City of Lee's Summit, Missouri Contract No. 2015-010/1R, an existing government contract; and,

WHEREAS, the Director recommends award under section 1030.4, Jackson County Code, 1984, for the reason that this will allow the County to take advantage of discounts offered to large entities; and,

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

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made under the existing government contract 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 be and hereby is authorized to make all payments on the contract, including final payment, 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. 19261 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.

  
Date

  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:


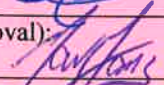
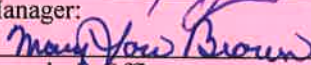
Res/~~Ord~~ No.: 19261

Sponsor(s): Greg Grounds

Date: September 26, 2016

SUBJECT	<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 three twelve month options to extend for the furnishing of Snow Control Services for Parking Lots for the Public Works Department to Martin Underground Construction of Lee's Summit, Missouri under the terms and conditions set forth in the City of Lee's Summit, Missouri's Contract No. 2015-010/1R, an existing government contract.</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>\$</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td>\$</td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$</td></tr> <tr> <td>Source of funding (name of fund) and account code number:</td><td></td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</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: Public Works Estimated Use: \$25,000.00</p> <p>This RLA only approves the term and supply contract, the funds were appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:	
Amount authorized by this legislation this fiscal year:	\$										
Amount previously authorized this fiscal year:	\$										
Total amount authorized after this legislative action:	\$										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number:											
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>										
REQUEST SUMMARY	<p>The Public Works Department requires a Term and Supply Contract for the furnishing of Snow Control Services for Parking Lots on an "as needed" basis and would like to utilize the City of Lee's Summit, Missouri's Contract.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for the furnishing of Snow Control Services for Parking Lots for use by the Public Works Department under the terms and conditions of the City of Lee's Summit, Missouri's Contract No. 2015-010/1R, an existing government contract.</p> <p>The Director of Finance and Purchasing recommends the approval of this contract as a competitively bid government contract.</p> <p>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 appropriation.</p>										
CLEARANCE	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										



ATTACHMENTS	A memorandum from Jim Evans, Road and Bridge Administrator for Public Works, and the pertinent pages of the City of Lee's Summit, Missouri's contract.	
REVIEW	Department Director: 	Date: 9.12.2016
	Finance (Budget Approval): If applicable 	Date: 9/13/2016
	Division Manager: 	Date: 9/21/16
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☒ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.





Jackson County  
Public Works Department

ROAD MAINTENANCE 34900 E. Old US 40 Hwy, P.O. Box 160  
Grain Valley, Missouri 64029  
(816) 847-7050 *phone*  
(816) 847-7051 *fax*

MEMORANDUM

TO: Barbara Casamento, Purchasing  
FROM: Jim Evans, Road & Bridge Administrator  
DATE: September 12, 2016  
SUBJECT: Martin Underground

A handwritten signature, likely of Jim Evans, is written in ink next to the "FROM:" line.

Barbara, we would like to use the contract for Martin Underground because they do snow removal for the county parking lots downtown, downtown parking garage, medical examiner parking lot. The Jackson County parking lots in Independence which consists of the courthouse back parking lot @ 303 W Walnut, courthouse parking lot, Election Board, My Arts, and the Tech Center. Enclosed are maps of the parking lots that are done.

We will spend an annual estimated amount of \$25,000.00



# LEE'S SUMMIT MISSOURI

## INTEROFFICE MEMORANDUM CONTRACT DOCUMENT

DATE: September 29, 2015

TO: Key Purchasing Personnel

FROM: Procurement and Contract Services

RE: Snow Control Services for Parking Lots  
Bid # 2015-010/1R

Vendor	Martin Underground Construction Inc. 606 NW Dunlap Lee's Summit, MO 64063
Phone & Fax	816-830-4305 (office) 816-278-9455 (fax)
Contact Person	Jeff Martin
Ordering Instructions	<ul style="list-style-type: none"><li>o Using Department to enter a requisition in the Lawson System for a Purchase Order to be Issued.</li><li>o Requisition must include each item as a separate line item.</li><li>o Invoices will be paid against Lawson System Receiver and Purchase Order.</li></ul>
Terms/Discounts	Net 30
Delivery	Destination
Pricing	See Attached Pricing Sheet
Response Time	As specified
Effective Dates	November 14 <sup>th</sup> , 2015 through November 13 <sup>th</sup> , 2016

cc: Bid File- Original memo  
Intranet



Res. 19261

# LEE'S SUMMIT MISSOURI

## NOTICE TO PROCEED - RENEWAL

September 29, 2015

Martin Underground Construction Services, Inc.  
606 NW Dunlap St  
Lee's Summit, MO 64063

Re: Award of Yearly Contract for Snow Removal Services for Parking Lots  
Bid #2015-010/1R

Dear Mr. Martin:

I am pleased to inform you the above referenced contract has been renewed with your company. The contract period will be November 14, 2015 through November 13, 2016 with three (3) possible renewal periods. A copy of the contract documents is enclosed.

The using departments will place orders with your company using a Purchase Order number. This Purchase Order number must be referenced on all invoices, delivery tickets, and all associated paperwork.

To ensure prompt payment, all invoices must be sent to Accounts Payable at [ap@cityofls.net](mailto:ap@cityofls.net), via fax at 816-969-1113, or by US Mail to Attention Accounts Payable, City of Lee's Summit, 220 S.E. Green Street, Lee's Summit, MO 64063. Payment will be made within 30 days after receipt of the invoice.

I look forward to doing business with your company during this contract period. Please do not hesitate to contact me if any questions or concerns arise at 816-969-1087.

Thank you,

DeeDee Tschirhart, CPPB  
Senior Procurement Officer

cc: Bid file  
Accounts Payable

### Procurement and Contract Services

220 SE Green Street | Lee's Summit, MO 64063 | P: 816.969.1080 | F: 816.969.1081 | [cityofls.net](http://cityofls.net)

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

**A RESOLUTION** authorizing the extension of the U.S. Department of Justice's 2013 Justice Assistance Grant (JAG) for use by the Prosecuting Attorney's Office, at no cost to the County.

**RESOLUTION NO. 19262**, September 26, 2016

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, by Ordinance 4582, dated October 21, 2013, the Legislature did authorize the acceptance of the 2013 Justice Assistance Grant (JAG) in the amount of \$538,405.00, received from the U. S. Department of Justice for the period of October 1, 2012, through September 30, 2016; and,

WHEREAS, the Prosecuting Attorney's Office has requested, and the U.S. Department of Justice has approved, an extension of this grant through September 30, 2017; and,

WHEREAS, the requested extension will allow for the continuation of funding for salary and benefits for drug court employees and one data analyst through September 30, 2017; now therefore,

**BE IT RESOLVED** by the County Legislature of Jackson County, Missouri, that the 2013 Justice Assistance Grant awarded by the U.S. Department of Justice, be and hereby is extended until September 30, 2017; and,

BE IT FURTHER RESOLVED that the County Executive and all other County officials be and hereby are authorized to execute any and all documents necessary to the extension.

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. 19262 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Resolution No.: 19262

Sponsor(s): Alfred Jordan

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Resolution requesting a no cost extension of the 2013 JAG Grant.</u></p>										
<p>BUDGET INFORMATION</p> <p><i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td><td>\$</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td>\$</td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$</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 / TO</td><td>FROM ACCT  TO ACCT</td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$	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; FROM / TO	FROM ACCT  TO ACCT
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Total amount authorized after this legislative action:	\$										
Amount budgeted for this item * (including transfers):	\$										
Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT  TO ACCT										
PRIOR LEGISLATION	<p>Prior ordinances and (date): <u>4582 10/13</u></p> <p>Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Gina Robinson, Chief of Operations 881-3369</p>										
REQUEST SUMMARY	<p>Requesting a Resolution authorizing a 1 year no cost extension of the 2013 JAG Grant awarded by the US Department of Justice. This extension will continue to provide funding for salary and benefits for drug court employees through the expiration date of September 30, 2017. A copy of the Grant Adjustment Notice authorizing this extension is attached.</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS	<p>GAN Notice</p>										
REVIEW	<table border="1"> <tr> <td>Department Director: <u>Juan Pizarro Baker</u></td><td>Date: <u>9/14/16</u></td></tr> <tr> <td>Finance (Budget Approval): <u>Sarah Matthes</u> <i>If applicable</i></td><td>Date: <u>9/16/16</u></td></tr> <tr> <td>Division Manager: <u>Mary Jo Brown</u></td><td>Date: <u>9/21/16</u></td></tr> <tr> <td>County Counselor's Office:</td><td>Date:</td></tr> </table>	Department Director: <u>Juan Pizarro Baker</u>	Date: <u>9/14/16</u>	Finance (Budget Approval): <u>Sarah Matthes</u> <i>If applicable</i>	Date: <u>9/16/16</u>	Division Manager: <u>Mary Jo Brown</u>	Date: <u>9/21/16</u>	County Counselor's Office:	Date:		
Department Director: <u>Juan Pizarro Baker</u>	Date: <u>9/14/16</u>										
Finance (Budget Approval): <u>Sarah Matthes</u> <i>If applicable</i>	Date: <u>9/16/16</u>										
Division Manager: <u>Mary Jo Brown</u>	Date: <u>9/21/16</u>										
County Counselor's Office:	Date:										

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.





US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

## GRANT ADJUSTMENT NOTICE

## Grantee Information

<b>Grantee Name:</b>	Jackson County	<b>Project Period:</b>	10/01/2012 - 09/30/2017	<b>GAN Number:</b>	006
<b>Grantee Address:</b>	415 EAST 12TH Street KANSAS CITY, 64106	<b>Program Office:</b>	BJA	<b>Date:</b>	08/26/2016
<b>Grantee DUNS Number:</b>	07-313-4868	<b>Grant Manager:</b>	Veronica Munson		
<b>Grantee EIN:</b>	44-6000524	<b>Application Number(s):</b>	2013-H5063-MO-DJ		
<b>Vendor #:</b>	446000526	<b>Award Number:</b>	2013-DJ-BX-0305		
<b>Project Title:</b>	Greater Kansas City Crime Prevention Initiatives	<b>Award Amount:</b>	\$538,405.00		

## Change Project Period

<b>Current Grant Period:</b>	Month: 47 Day: 29	<b>New Grant Period:</b>	Month: 59 Day: 29
<b>Project Start Date:</b>	10/01/2012	<b>*New Project Start Date:</b>	10/01/2012
<b>Project End Date:</b>	09/30/2016	<b>*New Project End Date:</b>	09/30/2017

## \*Required Justification for Change Project Period:

Jackson County is requesting a one year no cost extension to expand drug court positions through 9/30/17. Please see the attached letter for further explanation.

## Attachments:

Filename:	User:	Timestamp:
2013 JAG Grant Extention explanation.pdf	cipolla	08/09/2016 10:55 AM

Print

## Audit Trail:

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/26/2016 12:00 PM
Submitted	PO - Grant Manager	cipolla	08/09/2016 11:03 AM
Draft	EXTERNAL - External User	cipolla	08/09/2016 10:55 AM

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

**A RESOLUTION** awarding a contract for the purchase and installation of shade canopy structures for use by the Parks + Rec Department under the terms and conditions of Request for Proposals No. 25-16, to Play Power/USA Shade of Monett, MO, at an actual cost to the County of \$55,150.00.

**RESOLUTION NO. 19263**, September 26, 2016

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department desires to purchase shade canopy structures for use at the Frank White, Jr. Softball Complex; and,

WHEREAS, the Director of Finance and Purchasing has solicited bids under the terms and conditions of Request for Proposals No. 25-16 for the furnishing of these structures; and,

WHEREAS, a total of seventeen notifications were distributed and three responses were received and evaluated from the following:

<u><b>VENDOR</b></u>	<u><b>TOTAL POINTS</b></u>
Play Power/USA Shade Monett, MO	63
ABCCreative DeSoto, KS	60
McCown Gordon Construction Kansas City (Jackson County), MO	58

and,

WHEREAS, the respondents were evaluated on the basis of qualifications, references, pricing, and specifications, as set forth in the attached recapitulation and analysis; and,

WHEREAS, the Director of Finance and Purchasing recommends the award of a contract to Play Power/USA Shade of Monett, MO, for the reason that it has submitted the lowest and best bid; now therefore,

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

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



## DEPARTMENT NAME: Parks + Rec Department

<p><b>COMMENTS:</b></p> <p>Responsiveness - all 3 vendors omitted Construction Schedule for delivery. 9/14/16</p>	
<p><b>How to utilize Matrix:</b></p> <ol style="list-style-type: none"> <li>1. Assign score 1-10 (1 is lowest, 10 is highest) for each criterion for each vendor.</li> <li>2. Raw scores are automatically computed into a weighted Total Score.</li> </ol>	

1. Assign score 1-10 (1 is lowest, 10 is highest) for each criterion for each vendor.
2. Raw scores are automatically computed into a weighted Total Score.

# REQUEST FOR LEGISLATIVE ACTION



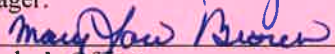
Completed by County Counselor's Office:

Res/Ord No.: 19263

Sponsor(s): Tony Miller

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Purchase and Installation of Shade Canopy Structures for the Parks + Rec Department to PlayPower/USA Shade of Monett, MO under the term and conditions of Request for Proposals No. 25-16.</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>\$55,150.00</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td></td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$55,150.00</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$55,150.00</td></tr> <tr> <td>Source of funding (name of fund) and account code number:</td><td></td></tr> <tr> <td>Park Enterprise Fund, Enterprise, Other Improvements – 300-5300-58060</td><td>\$49,457.45</td></tr> <tr> <td>Park Fund, Capital Projects, Other Improvements - 003-1608-58060</td><td>\$ 5,692.55</td></tr> <tr> <td>Total</td><td>\$55,150.00</td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$55,150.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$55,150.00	Amount budgeted for this item * (including transfers):	\$55,150.00	Source of funding (name of fund) and account code number:		Park Enterprise Fund, Enterprise, Other Improvements – 300-5300-58060	\$49,457.45	Park Fund, Capital Projects, Other Improvements - 003-1608-58060	\$ 5,692.55	Total	\$55,150.00												
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Park Fund, Capital Projects, Other Improvements - 003-1608-58060	\$ 5,692.55																												
Total	\$55,150.00																												
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>																												
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Jessica Johnson, Senior Buyer, 881-3465</p>																												
REQUEST SUMMARY	<p>The Parks + Rec Department requested the Design, Permitting, Fabrication, Construction and Installation of Shade Canopy Structures for the Frank White Jr. Softball Complex. The Purchasing Department issued Request for Proposals No. 25-16 in response to that request.</p> <p>A total of seventeen notifications were distributed and three responses were received and evaluated by a three person committee consisting of Parks + Rec Department personnel as follows:</p> <table border="1"> <thead> <tr> <th>Evaluation Criteria (1 lowest, 10 highest)</th><th>ABCreative</th><th>McCown Gordon Construction</th><th>PlayPower/USA Shade</th></tr> </thead> <tbody> <tr> <td>Responsiveness to RFP (5%)</td><td>8</td><td>8</td><td>8</td></tr> <tr> <td>Proposed Method of Performance (15%)</td><td>9</td><td>9</td><td>9</td></tr> <tr> <td>Equipment Proposed (30%)</td><td>9</td><td>10</td><td>10</td></tr> <tr> <td>Experience, Qualifications &amp; References (15%)</td><td>10</td><td>7</td><td>10</td></tr> <tr> <td>Pricing (35%)</td><td>8</td><td>1</td><td>10</td></tr> <tr> <td>Total Weighted Score</td><td>60%</td><td>58%</td><td>63%</td></tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award for the Purchase and Installation of Shade Canopy Structures for the Parks + Rec Department to PlayPower/USA Shade of Monett, MO as the lowest and best proposal received.</p>	Evaluation Criteria (1 lowest, 10 highest)	ABCreative	McCown Gordon Construction	PlayPower/USA Shade	Responsiveness to RFP (5%)	8	8	8	Proposed Method of Performance (15%)	9	9	9	Equipment Proposed (30%)	9	10	10	Experience, Qualifications & References (15%)	10	7	10	Pricing (35%)	8	1	10	Total Weighted Score	60%	58%	63%
Evaluation Criteria (1 lowest, 10 highest)	ABCreative	McCown Gordon Construction	PlayPower/USA Shade																										
Responsiveness to RFP (5%)	8	8	8																										
Proposed Method of Performance (15%)	9	9	9																										
Equipment Proposed (30%)	9	10	10																										
Experience, Qualifications & References (15%)	10	7	10																										
Pricing (35%)	8	1	10																										
Total Weighted Score	60%	58%	63%																										

CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Memo from Tina Spallo, Parks + Rec with supporting evaluation documentation; Proposal Recap; Pertinent pages from PlayPower/USA Shade's proposal.	
REVIEW	Department Director: 	Date: 9-16-16
	Finance (Budget Approval): If applicable 	Date: 9/19/16
	Division Manager: 	Date: 9/21/16
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☒ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- ☒ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.



This expenditure was included in the Annual Budget.

RES # 19263

Mary Rasmussen  
Budgeting

# MEMORANDUM

To: Jessica Johnson, Senior Buyer, Purchasing Dept.

From: Tina Spallo, Supt. of Recreation, Parks + Rec Dept. 

Re: RFP No. 25-16 Shade Canopy Structures

Date: September 15, 2016

---

I have reviewed the bids submitted for the furnishing and installation of (10) shade canopy structures at the Frank White, Jr. Softball Complex. I recommend the award be given to PlayPower/USA Shade due to their ability to provide the specified equipment and installation at the lowest bid price.

This one time purchase will be funded from budget numbers

300-5300-58060 \$49,457.45

003-1608-58060 \$ 5,692.55

If you have any questions please do not hesitate to contact me at 816-503-4872.

Bid No: 25-16						
Commodity: Shade Canopy Structures						
Vendor: ABCreative of De Soto, KS						
Bid Recap		Quote				
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	Unit Price	Price for 10 units	
Attended Pre-Proposal	Yes	1	Canopy	\$5,676.00	\$ 56,760.00	
Construction Schedule for Delivery para 4.2.2	No	2	Force Account	\$2,000.00	\$ 2,000.00	
Shop Drawings para 4.2.3	Yes	3	Total		\$ 58,760.00	
Original plus 4 copies of proposal	Yes					
Cover Letter	Yes					
General Background	Yes					
References (3)	Yes					
Personnel Qualifications	Yes					
Section 4.0 written response	Yes					
Manufacturer's specs/warranty info	Yes					
Pricing	Yes					
CUP (0%, 0%, 0%)	Yes					
Affidavit	Yes					
Receipt of Addenda	Yes					
Exceptions	No					
Compliance Review Form or Certificate	Yes					
COMMENTS:						
No Exceptions Requested.						
Construction Schedule for Delivery not included.						

Bid No: 25-16						
Commodity: Shade Canopy Structures						
Vendor: McCown Gordon Construction of Kansas City, MO						
Bid Recap		Quote				
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	Unit Price	Price for 10 units	
Attended Pre-Proposal	Yes	1	Canopy	\$9,241.90	\$ 92,419.00	
Construction Schedule for Delivery para 4.2.2	No	2	Force Account	\$2,000.00	\$ 2,000.00	
Shop Drawings para 4.2.3	Yes	3	Total		\$ 94,419.00	
Original plus 4 copies of proposal	Yes					
Cover Letter	Yes					
General Background	Yes					
References (3)	Yes					
Personnel Qualifications	Yes					
Section 4.0 written response	Yes					
Manufacturer's specs/warranty info	Yes					
Pricing	Yes					
CUP (0%, 0%, 0%)	Yes					
Affidavit	Yes					
Receipt of Addenda	No					
Exceptions	Yes					
Compliance Review Form or Certificate	Yes					
<b>COMMENTS:</b>						
Exceptions Requested.						
Construction Schedule for Delivery not included.						

Bid No: 25-16						
Commodity: Shade Canopy Structures						
Vendor: PlayPower/USA Shade of Monett, MO						
Bid Recap		Quote				
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	Unit Price	Price for 10 units	
Attended Pre-Proposal	Yes	1	Canopy		\$ 53,150.00	
Construction Schedule for Delivery para 4.2.2	No	2	Force Account	\$2,000.00	\$ 2,000.00	
Shop Drawings para 4.2.3	Yes	3	Total		\$ 55,150.00	
Original plus 4 copies of proposal	Yes					
Cover Letter	Yes					
General Background	Yes					
References (3)	Yes					
Personnel Qualifications	Yes					
Section 4.0 written response	Yes					
Manufacturer's specs/warranty info	Yes					
Pricing	Yes					
CUP (0%, 0%, 0%)	Yes					
Affidavit	Yes					
Receipt of Addenda	Yes					
Exceptions	No					
Compliance Review Form or Certificate	Yes					
COMMENTS:						
No exceptions requested.						
No construction schedule for delivery included.						

[illegible][illegible]

**ATTACHMENT 2**

**Jackson County Missouri - Department of Public Works - Engineering Division  
PROPOSAL FOR  
FRANK WHITE, JR. SOFTBALL COMPLEX: T-CANTILEVER CANOPIES OVER  
PUBLIC BLEACHERS AT THE FIVE FIELDS  
COUNTY PROJECT NO. 3206, RFP NO. 25-16**

Item No.	Description	Units	No. Units	Unit Price	Total Price
	<b>Jackson County Parks + Rec Bid Items</b>				
1	New T-Cantilever Canopies for Public Bleachers (24'L x 12'W) with 2 Posts Support Systems and No Overhangs - Design, Supply and Install. Installation of Circular Concrete Pier footings for each post will be performed by Others. See Note 1	EACH	10		\$ 53,150. —
2	Force Account	Lump Sum	1	\$2,000.00	\$2,000.00
				<b>Total Amount Bid for Project (Items 1 to 2) =</b>	\$ 55,150. —

FIFTY FIVE THOUSAND, ONE HUNDRED FIFTY DOLLARS

Total Amount Bid – Typed or Written

PLAYPOWER / USA Shady

Firm Name

1. The County will utilize their concrete contractor to install the Circular Concrete Pier Footings for each of the T-Cantilever Canopies posts (total of 20 posts requiring footings for all 10 Canopies). The Canopy Contractor shall coordinate with the County's Concrete Contractor the Designs, and Specifications per Manufacturer recommendations on the diameter and depth of the footing, reinforcing of the footing, etc. See construction plans and contract specifications for additional details.
2. Each of the 5 Softball Fields have 2 each Public Bleachers near 2 each Dugouts that will have a T-Cantilever Canopy over them. Therefore, 10 T-Cantilever Canopies are being bid.
3. The County reserves the right to adjust the quantities up or down to any and all bid items to accommodate available funds.



## **Statement of Warranty for USA SHADE brands Shade Structures - Sun Ports - VPS - Shade Concepts**

### **General:**

- USA SHADE provides a limited warranty on all USA SHADE-supplied labor and materials. No other warranty is implied.
- The warranty set forth shall be the purchaser's sole and exclusive warranty, and is void if structures are not paid for in full.
- The warranty is void if any changes, modifications, additions or attachments are made to the structures without the prior written consent of USA SHADE.
- The warranty is void if the structures are not assembled in strict compliance with USA SHADE specifications.
- The warranty will be void if regular maintenance is not performed. This is particularly critical in regions where dirt/sand may cause abrasion of fabric.
- The warranties below are effective from the date of sale, or, if assembled by USA SHADE, the date of construction completion.
- USA SHADE reserves the right to repair or replace any item covered by this warranty.
- Purchaser shall notify USA SHADE in writing, detailing any defects for which a warranty claim is being made.
- USA SHADE shall not in any event be liable for indirect, special, consequential, or liquidated damages.
- USA SHADE specifically denies the implied warranties of fitness for a particular purpose and merchantability.
- No signs, objects, fans, light fixtures, etc., may be hung from the structures, unless specifically engineered by USA SHADE. These items may interfere with the fabric, voiding the warranty.
- The warranty shall be void if damage to the steel frame or fabric top is caused by misuse, willful or intentional damage, vandalism, any Act of God (ie. hurricane, tornado, micro/macrobust), including, but not limited to, ice, snow, or wind in excess of applicable building code parameters.
- For all units assembled by USA SHADE the "Customer Checklist and Sign-off" form must be signed and returned to USA SHADE within 10 business days from the date of construction completion, or USA SHADE will not be held responsible for any damage to the structures. The warranty will also be considered null and void until this checklist is received by USA SHADE.

### **Shadesure™ Fabric:**

- Shadesure™ fabrics carry a 10-year limited manufacturer's warranty from the date of assembly, against failure from significant fading, deterioration, breakdown, mildew, outdoor heat, cold, or discoloration, with the exception of Red and Coolbrella™ fabrics, which carry a 3-year limited warranty.
- This warranty shall be void if damage to the fabric is caused by contact with chemicals, misuse, vandalism, any Act of God (ie. hurricane, tornado, micro/macrobust), including, but not limited to, ice, snow, or wind in excess of the applicable building code parameters.
- All fabric tops are warranted for winds/gusts up to 90mph and prior to snow or ice accumulation.
- All fabric curtains, valances and flat vertical panels are not covered under the warranty.
- USA SHADE structures are designed to eliminate friction between the rafters and fabric. The warranty will be voided if any modification or attachment is made to the rafter(s). The fabric will wear/tear should any object be placed between the rafter and the fabric, voiding the warranty.
- Labor for the removal, assembly, and/or freight will be covered for a period of 1 year, where the structures supplied and assembled by USA SHADE are defective. In all cases where the structures are not assembled by USA SHADE, or its agents, all labor for the removal, assembly, and/or freight will be at the customers' expense, and the warranty will only be applicable to the repair or replacement of the defective materials.







- USA SHADE reserves the right, in cases where certain fabric colors have been discontinued, to offer the customer a choice of available colors to replace the warranted fabric of the discontinued color. USA SHADE does not warrant that any particular color will be available for any period of time, and reserves the right to discontinue any color for any reason, without recourse by the owner of the discontinued fabric color.

**Colourshade® FR Fabric:**

- Colourshade® FR fabrics carry a 5-year limited manufacturer's warranty from the date of assembly, against failure from significant fading, deterioration, breakdown, mildew, outdoor heat, cold, or discoloration, with the exception of FR Red and Coolbrella™ fabrics, which carry a 3-year limited warranty. Should the fabric need to be replaced under the warranty, USA SHADE will manufacture and ship a new fabric at no charge for 5 years.
- This warranty shall be void if damage to the fabric is caused by contact with chemicals, misuse, vandalism, any Act of God (ie. hurricane, tornado, micro/macrobust), including, but not limited to, ice, snow, or wind in excess of the applicable building code parameters.
- All fabric tops are warranted for winds/gusts up to 90mph and prior to snow or ice accumulation.
- All fabric curtains, valances and flat vertical panels are not covered under the warranty.
- USA SHADE structures are designed to eliminate friction between the rafters and fabric. The warranty will be voided if any modification or attachment is made to the rafter(s). The fabric will wear/tear should any object be placed between the rafter and the fabric, voiding the warranty.
- Labor for the removal, assembly, and/or freight will be covered for a period of 1 year, where the structures supplied and assembled by USA SHADE are defective. In all cases where the structures are not assembled by USA SHADE or its agents, all labor for the removal, assembly and/or freight will be at the customers' expense, and the warranty will only be applicable to the repair or replacement of the defective materials.
- USA SHADE reserves the right, in cases where certain fabric colors have been discontinued, to offer the customer a choice of available colors to replace the warranted fabric of the discontinued color. USA SHADE does not warrant that any particular color will be available for any period of time and reserves the right to discontinue any color for any reason, without recourse by the owner of the discontinued fabric color.

*NOTE: Shadesure™ and Colourshade® FR fabric warranties cover fabric tops up to 40' in length. Fabric tops over 40' in length are covered by a non-prorated 5-year warranty. Additionally, fabric tops made from other fabric types (ie. Sunbrella®) will include their respective manufacturer's warranty.*

Shadesure and Coolbrella are trademarks of USA SHADE & Fabric Structures.

Colourshade is a registered trademark of Multiknit Pty. Ltd.

Sunbrella is a registered trademark of Glen Raven Custom Fabrics, LLC.

**Steel:**

- The structural integrity of the steel is warranted for 10 years.
- Workmanship and powder coated surfaces are warranted for 1 year.
- This warranty shall be void if damage to the steel frame is caused by misuse, vandalism, any Act of God (ie. hurricane, tornado, micro/macrobust), including, but not limited to, ice, snow, or wind in excess of applicable building code parameters.

**Thread:**

- USA SHADE warrants its sewing thread for a period of 10 years.
- The thread will be free from defects in material/workmanship and will not be damaged by exposure to sunlight, weather, or water.



**USA SHADE**  
& Fabric Structures

Corporate Headquarters  
8505 Chancellor Row Dallas, TX 75247  
P. 214.905.9500 F. 214.905.9514 TF. 800.966.5005

- This warranty does not cover damage from fire, cuts, vandalism, misuse, or any Act of God (ie. hurricane, tornado, micro/macroburst), including, but not limited to, ice, snow, or wind in excess of the applicable building code.
- Labor for the removal, assembly and/or freight of tops with damage caused by thread, will only be covered in instances where USA SHADE has assembled the unit. In all cases where units were not assembled by USA SHADE, all labor for the removal, assembly and/or freight will be for the customers account and the warranty will only be applicable to the repair or replacement of defective materials.



BRANDS YOU KNOW . STRUCTURES YOU TRUST  
www.usa-shade.com

**SECTION 13 31 23  
PRE-ENGINEERED SHADE STRUCTURES**

**PART 1 – GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General Conditions and Division 1 Specification Sections apply to this section.

**1.2 SUMMARY**

- A. The shade structure contractor shall be responsible for the design, engineering, fabrication, supply, and installation of the work specified herein. The intent of this specification is to have only one single contractor be responsible for all the above functions.

**1.3 REFERENCES**

- A. Shade Structures must comply with the latest revision of applicable codes and regulations including IBC 2012.
- B. American Society for Testing Materials (ASTM)
- C. American Welding Society: Structural Welding Code AWS D1.1: Symbols for Welding and Nondestructive Testing AWS 2.3.
- D. International Accreditation Services (IAS)
- E. American Institute of Steel Construction (AISC): Specifications for the design, fabrication, and erection of structural steel.

**1.4 SUBMITTALS**

- A. Provide proof of installed reference sites with six structures for similar scope of project and installation that are engineered to IBC 2012 Specifications.
- B. Provide a minimum of 13 fabric samples to demonstrate fabric color range and powder color selections.
- C. Provide proof of all quality assurance items including:
  - 1. A list of at least three reference projects that have been installed in the last 10 years.
  - 2. Proof of general liability, professional liability, and umbrella insurance as per section 1.5 C.
  - 3. Proof of a minimum of \$6,000,000 aggregate bonding capacity as per Section 1.5 D.
  - 4. Proof of IAS Certification per Section 1.5 E.
  - 5. Proof of a Corporate Safety Program along with an Injury & Illness Prevention Program.
  - 6. Proof of Corporate Quality Control Manual as per Section 1.5 F

**1.5. QUALITY ASSURANCE**

Fabrication and erection are limited to firms with proven experience in design and construction of fabric shade structures and such firms shall meet the following minimum requirements. No substitutions shall be allowed for the following:

- A. A single shade contractor shall design, engineer, manufacture, and erect the fabric shade structures including the foundations.
- B. All bidders shall have at least 15 years' experience in the design, engineering, manufacturing, and installation of shade structures.
- C. All bidders shall engineer to IBC 2012 requirements with similar scope.
- D. All bidders shall be able to provide proof of a minimum of \$1,000,000 general/public liability insurance, \$3,000,000 professional liability (PL) insurance, and an additional \$5,000,000 umbrella/excess liability insurance.

- E. All bidders shall be licensed and bonded with a minimum bonding capacity of \$6,000,000.
- F. Steel manufacturer shall be accredited by IAS (International Accreditation Service) for Structural Steel Fabrication under IBC 2012 Section 1704.2.2.
- G. The shade contractor shall have a Corporate Quality Control program and manual describing their complete quality assurance program.
- H. All bidders must have an in-house warranty & service department and local office to assist in repairs and service calls.

#### 1.6 PROJECT CONDITIONS

- A. Field Measurements: Verify layout information for the shade structure(s) shown on the project drawings in relation to the property survey and existing structures, and verify locations by field measurements prior to construction for the shade structures.

#### 1.7 WARRANTY

- A. The successful bidder shall provide a 12-month warranty on all labor and materials.
- B. A supplemental warranty from the manufacturer shall be provided for a period of 10 years on fabric and 20 years on the structural integrity of the steel from the date of substantial completion.
- C. The warranty shall not deprive the Owner of other rights under the provisions of the Contract Documents and will be in addition to and run concurrent with other warranties made by the Contractor under requirements of the Contract Documents.

### PART 2 – PRODUCTS

#### 2.1 GENERAL

- A. Scope: The fabric project shall consist of ten (10) T Cantilever Shade Structures.
- B. The structure is 24' x 12' with a 12.5' entry height. The columns will be a minimum of 5" x 5" HSS Structural Steel.
- C. The structures shall be manufactured by Shade Structures, Inc. or approved equivalent and include the structural steel frame, fabric roof, steel cables, all fasteners, and installation. Project management and foundations will also be included.

Contact:           Shade Structures, Inc.  
                           USA SHADE & Fabric Structures  
                           8505 Chancellor Row  
                           Dallas, Texas 75247  
                           Contact Name: John McMaster  
                           Phone: (913) 907-0790

- D. To qualify as an approved equivalent, please submit product documentation, fabric samples and all quality assurance criteria as per Section 1.4 at least 10 days prior to bid date. Approved equals will be issued per addendum prior to bid date.
- E. The shade structure shall conform to the current adopted version of the International Building Code 2012 and local agency additions and amendments.
- F. All shade structures are engineered and designed to meet a minimum of 150mph frame only and 90 mph wind load with fabric attached, Exposure C and live load of 5 lbs/sf<sup>2</sup>. All shade structures shall be engineered with a zero wind pass-through factor on the fabric. When ASD Steel Design Method is used based on IBC 2012 Section 1605.3.1 the Dead + 0.75 of Live + 0.75 of Wind Load cases must be combined. NO EXCEPTIONS.
- G. Steel:
  - 1. All steel members of the shade structure shall be designed in strict accordance with the requirements of the "American Institute of Steel Construction" (AISC)

Specifications and the "American Iron and Steel Institute" (AISI) Specifications for Cold Formed Members and manufactured in a IAS (International Accreditation Service) accredited facility for Structural Steel Fabrication as per IBC 2012 Section 1704.2.2.

2. All connections shall have a maximum internal sleeving tolerance of .0625 inches using high tensile strength steel sections with a minimum sleeve length of 6 inches.

3. All non-hollow structural steel members shall comply with ASTM A-36. All hollow structural steel members shall be cold formed, high strength steel and comply with ASTM A-500, Grade C. All steel plates shall comply with ASTM A-572, Grade 50. All galvanized steel tubing shall be triple coated for rust protection using an in-line electro-plating coat process. All galvanized steel tubing shall be internally coated with zinc and organic coatings to prevent corrosion.

H. Welding:

1. All shop-welded connections of the shade structure shall be designed and performed in strict accordance with the requirements of the "American Welding Society" (AWS) Specifications. Structural welds shall be made in compliance with the requirements of the "Prequalified" welded joints where applicable and by certified welders. No onsite or field welding shall be permitted.

2. All full penetration welds shall be continuously inspected by an independent inspection agency and shall be tested to the requirement of IBC 2012 and local agency additions and amendments.

I. Powder Coating:

1. Galvanized steel tubing preparation prior to powder coating shall be executed in accordance to solvent cleaning SSPC-SP1. Solvent such as water, mineral spirits, xylol, toluol, which are to be used to remove foreign matter from the surface. A mechanical method prior to solvent cleaning prior to surface preparation shall be executed according to Power Tool Cleaning SSPC-SP3 and utilizing wire brushed abrasive wheels and needle gun, etc.

2. Carbon structural steel tubing preparation prior to powder coating shall be executed in accordance to commercial blast cleaning SSPC-SP6 or NACE #3. A commercial blast cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, mill scale, rust, coating, oxides, corrosion, products and other foreign material.

3. Powder coating shall be sufficiently applied, with a minimum three mils thickness and cured at the recommended temperature to provide proper adhesion and stability to meet salt spray and adhesion tests as defined by the American Society of Testing Materials.

4. Powder used in the powder coat process shall have the following characteristics:

a. Specific Gravity: 1.68 +/- 0.05

b. Theoretical coverage: 114 +/- 4ft<sup>2</sup>/lb/mil

c. Mass loss during cure: <1%

d. Maximum storage temperature: 75°F

e. POWDURA® Super Durable TGIC-Free Polyester provides better exterior durability, UV resistance and gloss retention than standard TGIC powders. Further, it accepts and holds onto electrical charge better and longer than standard TGIC powders, improving transfer efficiency by 10% more. The technology's non-toxic, TGIC-free properties also contribute to making it a greener solution for metal finishers.

f. Rust Protection Powder Under Coat Primer will be required on all structures. POWDURA® Epoxy Powder Coating Z.R. Primer shall be applied in accordance with the manufacturers' specifications. Primer should be fused only and then top coated with the selected powder coat to ensure proper intercoat adhesion.

J. Tension Cable: Steel cable is determined based on calculated engineering loads.

1. For light and medium loads, 1/4" (nominal) galvanized 7 x 19 strand cable to be used.

2. For heavy loads, 3/8" (nominal) galvanized 7 x 19 cable to be used.

**K. Fabric Roof Systems**

1. UV shade fabric is made of UV stabilized Shadesure® cloth as manufactured by MultiKnit Ltd and made of a UV stabilized high-density polyethylene mesh. Mesh shall be raschel knitted with monofilament and tape yarn filler to ensure that material will not unravel if cut. Panels to be 10ft. wide.
2. Fabric Properties:
  - a. Life Expectancy: A minimum of 8 years continuous exposure to the sun
  - b. Fading: Minimum fading after 5 years (3 years for red)
  - c. Fabric Mass: 2.43-2.58 oz/sqft (190-200g/sm)
  - d. Fabric Width: 9.8425 (3m)
  - e. Roll Length: 164.04 (50m)
  - f. Roll Dimensions: 62.99"x16.5354" (160 cm x 42 cm)
  - g. Roll Weight: +/- 66 lbs (+/-30 kg)
  - h. Minimum Temperature: -13°F (-25° C)
  - i. Maximum Temperature: +176°F (80° C)
3. Stitching & Thread:
  - a. All sewing threads are to be double stitched.
  - b. Thread shall be GORE Tenara Sewing Thread manufactured from 100% expanded PTFE (Teflon); mildew resistant exterior approved thread. Thread shall meet or exceed the following:
    - i.1) Flexible temperature range
    - i.2) Very low shrinkage factor
    - i.3) Extremely high strength, durable in outdoor climates
    - i.4) Resists flex and abrasion of fabric
    - i.5) Unaffected by cleaning agents; acid rain, mildew, salt water and rot resistant, unaffected by most industrial pollutants
    - i.6) Treated for prolonged exposure to the sun

**2.2 SHIPPING AND HANDLING**

- A. All steel surfaces touched by tie down straps are to be padded before final clinching. This can be accomplished by using carpet pads or factory manufactured padding.
- B. All dunnage must be padded before painted products are set in place. Smaller and loose pieces must be padded and totally separate from paint padding.
- C. Unloading: Lift forks to be covered with padding. All dunnage must be padded vertically and horizontally to prevent damage to painted surfaces. When unloading, take care to prevent tools and other hard surface items from making contact.

**PART 3 – EXECUTION**

**3.1 INSTALLATION**

- A. Installation of shade structures shall be performed by a bonded contractor by the State of Missouri.
- B. The contractor installing the structure shall comply with manufactures instructions for assembly, installation, and erection per approved drawings.
- C. Concrete:
  - i.6.1. Unless noted otherwise for footing and piers by General Contractor's Engineer, concrete specification for footings, piers, slabs, curbs and walkways shall meet a minimum 3,500 psi at 28-day strength.

i.6.2. Concrete work is executed in strict accordance with the latest American Concrete Institute Building Code (ACI 318-99).

i.6.3. Slump 4" maximum.

i.6.4. Whenever daily ambient temperatures are below 80 degrees Fahrenheit, the contractor may have mix accelerators and hot water added at the batch plant.

a. Temperature range between 75-80 degrees, 1% accelerator High Early (non-calcium)

b. Temperature range between 70-75 degrees, 2% accelerator High Early (non-calcium)

c. Temperature range below 70 degrees, 3% accelerator High Early (non-calcium)

i.6.5. The contractor shall not pour any concrete when daily ambient temperature is below 55 degrees Fahrenheit.

Temperature Range	% Accelerator	Type Accelerator
75-80 degrees	1%	High Early (non-calcium)
70-75 degrees	2%	High Early (non-calcium)
Below 70 degrees	3%	High Early (non-calcium)

D. Foundations:

1. All Anchor Bolts set in new concrete shall be ASTM A-325

2. All Anchor Bolts shall be Hot Dipped Galvanized

3. Footings shall be a minimum:

Minimum footing size of 30" diameter x 4' depth and placed in accordance with / and conform to manufacturers engineered specifications and drawings.

### 3.2 SAFETY PROCEDURES

A. The Contractor is responsible for the coordination of work with other trades.

B. All staff personnel are to be dressed and conduct themselves in accordance with OSHA Standards. All staff must be properly trained for equipment that they might use. Safety is a top priority.

C. All vehicles and machinery are to be properly licensed and insured and must be operated by licensed operators in accordance with OSHA Standards. All cranes and lifts must be operated in accordance with manufacturer's guidelines.

D. The handling of steel during installation is critical. Exercise care when lifting items so that it does not come into contact with other surfaces. Clean sand and other deleterious material from structural items before moving or lifting. Before installation, all items are to be washed with soap and water and dried with cloths. All grease, dust, oils, and other latent materials are to be removed during this washing. When pouring concrete pour backs at columns, protect paint by using plastic and tape to prevent concrete from splashing on finish surfaces.

E. All concrete must be cut with a wet diamond blade to ensure that it leaves a clean finish. If at any stage the existing remaining surface lifts, creating a tripping hazard, additional saw cutting will be required so as to leave a neat and uniform joint.

F. Cover all open holes at all times with solid plywood and spoils to prevent access until concrete is poured.

G. All equipment and/or product must be stored inside fenced area.

**END OF SECTION 13 31 23**

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

**A RESOLUTION** awarding a contract for the lease of golf carts, a range picker, and accessories for use by the Parks + Rec Department to E-Z-Go Division of Textron, Inc., of Augusta, GA, and PNC Equipment Finance, LLC, of Cincinnati, Ohio, at no cost to the County for 2016, and a total four-year cost not to exceed \$191,184.00, under the terms and conditions of National IPA Contract No. 130795, an existing government contract.

**RESOLUTION NO. 19264**, September 26, 2016

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has a need for golf carts, a range picker, and accessories equipment for use at the Fred Arbanas Golf Course; and,

WHEREAS, pursuant to section 1030.4 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a contract for this equipment to E-Z-Go Division of Textron, Inc., of Augusta GA, at a total four-year cost not to exceed \$191,184.00, under the terms and conditions of National IPA Contract No. 130795, an existing government contract; and,

WHEREAS, the Director of Finance and Purchasing further recommends award to PNC Equipment Finance, LLC, of Cincinnati, Ohio, for the lease financing of this equipment; and,

WHEREAS, the Director of Finance and Purchasing recommends the purchases under the terms and conditions set forth in National IPA Contract No. 130795, an existing government contract, due to the volume discounts offered to large entities; and,



WHEREAS, this award is effective January 1, 2017, with the availability of funds for future years 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 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. 19264 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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 expenditure are subject to appropriation in the 2017 and future years' annual budgets.

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19264

Sponsor(s): Tony Miller

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Lease of Golf Carts, Beverage Cart, Range Picker and Accessories for the Parks + Rec Department to E-Z-Go Division of Textron Inc. of Augusta, GA under the terms and conditions set forth in the National IPA contract No. 130795, an existing government contract with financing carried by PNC Equipment Finance, LLC of Cincinnati, Ohio, effective January 1, 2017.</u></p>														
<p>BUDGET INFORMATION</p> <p><i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr><td>Amount authorized by this legislation this fiscal year:</td><td></td></tr> <tr><td>Amount previously authorized this fiscal year:</td><td></td></tr> <tr><td>Total amount authorized after this legislative action:</td><td></td></tr> <tr><td>Amount budgeted for this item * (including transfers):</td><td></td></tr> <tr><td>Source of funding (name of fund) and account code number:</td><td></td></tr> <tr><td>300-1666-56790 Park Fund, Fred Arbanas Golf Course, Other Contractual Services</td><td></td></tr> <tr><td>Total</td><td></td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>NOTE: This lease will become effective January 1, 2017; therefore, there is no budget impact in 2016. The new lease will be a Forty-Eight Month Lease; Monthly Payment Amount \$3,983; Annual Amount \$47,796; Forty-Eight month total cost \$191,184 subject to appropriation of annual budget.</b></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): \$43,017.00  Prior Year Actual Amount Spent (if applicable): \$43,017.00</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:		300-1666-56790 Park Fund, Fred Arbanas Golf Course, Other Contractual Services		Total	
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:															
300-1666-56790 Park Fund, Fred Arbanas Golf Course, Other Contractual Services															
Total															
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>														
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Jessica Johnson, Senior Buyer, 816-881-3465</p>														
REQUEST SUMMARY	<p>The Parks + Rec Department requires a contract for the leasing of 68 golf carts, 1 beverage cart, 1 range picker and accessories for use at the Fred Arbanas Golf Course.</p> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the lease of golf carts, beverage cart, range picker and accessories for the Fred Arbanas Golf Course from E-Z-Go Division of Textron Inc of Augusta, GA under the terms and conditions of the National IPA Contract No. 130795, an existing government contract in the amount of \$191,184.00 with financing carried by PNC Equipment Finance, LLC of Cincinnati, Ohio.</p> <p>The Director of Finance and Purchasing recommends the purchase be made under this contract due to the higher volume discounts offered to larger government entities and/or buying groups.</p>														
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														
ATTACHMENTS	<p>A Memorandum from Bob McMillin of the Parks + Rec Department; the quote from E-Z-Go Division of</p>														

	Textron Co of Augusta, GA; the pertinent pages of the National IPA Contract	
REVIEW	Department Director: <i>Michael Hewitt</i>	Date: 9-16-16
	Finance (Budget Approval): If applicable <i>Mary Rasmussen</i>	Date: 9/19/16
	Division Manager: <i>Mary Jane Brown</i>	Date: 9/21/16
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.



**JACKSON COUNTY**  
**Parks + Rec**

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

**Res. 19264**

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

**MEMORANDUM**

**TO:** Jessica Johnson, Purchasing Department  
**FROM:** Bob McMillin, Parks + Rec  
**DATE:** September 14, 2016  
**Re:** Lease of Golf Carts

The Parks + Rec Department request a four year lease of 68 E-Z-GO golf carts, 1 beverage cart and 1 range picker cart with accessories through National IPA Contract No. 130795 as utilizing this existing Government contract offers higher volume discounts. The total four year lease will be carried by PNC Equipment Finance and will not exceed \$191,184.00

For the last 30 years the golf course has leased golf carts & utility vehicles for our service to the golf patrons. The current four year cart lease ends December 31, 2016. In 2015 the golf cart revenue was \$234,886.



*Michael D. Sanders, County Executive*



Res. 19264



PREPARED FOR:

Fred Arbanas GC Under Terms NIPA Contract 130795







August 29, 2016

Bob McMillan  
 Fred Arbanas GC Under Terms NIPA Contract 130795  
 11100 View High Drive  
 Kansas City, Kansas 64134

Dear Bob,

E-Z-GO® is honored to prepare this exclusive proposal for Fred Arbanas GC Under Terms NIPA Contract 130795 and its members. Since 1954, E-Z-GO has pioneered the golf car industry with its innovative, reliable and durable vehicles. E-Z-GO is committed to providing its customers with vehicle solutions that exceed expectations and perform to the demands of their facilities.

E-Z-GO and Cushman® vehicles are manufactured in our globally recognized, award-winning facility in Augusta, GA. Whether you choose the TXT® or RXV® golf car, you can expect proven reliability and the industry's latest innovations. Cushman utility and hospitality vehicles are available in electric, gas and diesel models, and are purpose-built to tackle all of your operation's maintenance and hospitality needs.

But the E-Z-GO advantage goes beyond our products. When you choose E-Z-GO, you gain access to a level of service and support unsurpassed in the industry, through the largest fleet of factory direct service technicians, our strong network of factory-owned branch locations and authorized distributors.

E-Z-GO is dedicated to advancing the game of golf and the industry that is the engine behind it. We are a Platinum Corporate Advantage partner of the Club Managers Association of America, a silver partner with the Golf Course Superintendent Association of America, and provide support to numerous regional and local association chapters and events throughout the world of golf.

Our reputation for quality, performance and customer service has made us fortunate to enjoy the company of some of the most famous facilities in golf, from Pebble Beach Resorts, Bandon Dunes Golf Resort, and Pinehurst Resort.

As you review the enclosed materials, please do not hesitate to contact me with additional questions. I look forward to hearing from you soon, and to serving you at Fred Arbanas GC Under Terms NIPA Contract 130795.

With sincere appreciation,

George Hobbs  
 Sr. Sales Rep  
 T: (913) 515-9877 · F: (706) 792-2079  
 ghobbs@textron.com







## OUR HISTORY

During the hot summer of 1954, in a cramped one-room machine shop in Augusta, two brothers founded E-Z-GO from a simple belief that they could build a better golf car, to better meet the needs of the customer.

From those humble beginnings, E-Z-GO has grown into a global leader in the golf industry and light transportation, building many thousands of vehicles each year from its global headquarters in Augusta, which has been recognized as one of the top 10 manufacturing facilities in North America by Industry Week magazine. E-Z-GO manufactures multiple, extensive lines of vehicles, including golf cars, utility vehicles, personnel carriers, refreshment vehicles and is able to customize any vehicle to your unique requirements.

E-Z-GO is a renowned leader in electric-vehicle technology, from our revolutionary RXV, with its exclusive AC Drive technology and automatically applied parking brake, to our newly redesigned TXT golf car, with innovative TruCourse™ Technology and a host of features designed to enhance the on-course experience for the golfer. Our Cushman line of utility vehicles offers a range of models with varying payloads and powertrains to handle any job on your course --upholding the tradition of a brand that has been recognized for more than a century for its rugged, reliable and versatile work machines.

E-Z-GO became part of Textron Inc. (NYSE: TXT) in 1960. This global, multi-industry company leverages its global network of aircraft, defense, industrial and finance businesses to provide customers with innovative solutions and services. Textron is known around the world for its powerful brands such as Bell Helicopter, Cessna Aircraft Company, Jacobsen, Kautex, Lycoming, E-Z-GO, Greenlee, and Textron Systems.

Today, E-Z-GO still has that single belief – that it exists to build vehicles and services that exceed the expectations of the customer. It is the drive to sustain and improve that position – to offer an unparalleled combination of world-class products, advanced technology, manufacturing expertise, and extraordinary service – that leads E-Z-GO to cover new ground.

## Pricing

August 29, 2016

### Fred Arbanas GC Under Terms NIPA Contract 130795

QTY	MODEL	YEAR	TERMS	PRICE	EXTENDED PRICE
68	TXT Gas	2017	TCF 48 Mth FMV	\$54.00	\$3,672.00
1	Hauler 1200X G	2016 (Bev	TCF 48 Mth FMV	\$136.00	\$136.00
1	Hauler 1200 G	2017 (Range)	TCF 48 Mth FMV	\$175.00	\$175.00

INCLUDED ACCESSORIES			
Color: TBD	Sun Canopy Top	Windshield Fold-Down	Custom Logo
Numbers	Ball Cage (Range)	Use Existing Bev Insert	

Any change to the accessory list must be obtained in writing at least 45 days prior to production date.

#### TRADE INFORMATION

MANUFACTURER	QTY	MODEL	YEAR	TRADE AMOUNT
E-Z-GO	68	TXT G	2013	Current Lease
Cushman	2	Hauler 1200 G	2013	Current Lease

#### LEASE PROGRAM DETAILS

Payment schedule: **48 Month FMV Lease**  
Delivery: **January 2017**

Payment months: **January - December**  
First pay: **January 15, 2017**

#### CURRENT LEASE CONDITIONS

Upon acceptance of this proposal, **Fred Arbanas GC Under Terms NIPA Contract 130795's** current lease schedule(s) **170272000 and 170270000** will be terminated after the **October 2016** payment has been made provided the lease is current and in good standing.

#### SPECIAL CONSIDERATIONS

E-Z-GO at its discretion reserves the right to offer an early fleet roll option. **Fred Arbanas GC Under Terms NIPA Contract 130795** must enter into a new lease or purchase agreement with E-Z-GO and the existing lease must be current and in good standing.

Hauler 1200X G for Beverage Unit will have top and windshield

No payment due in November and December on your current lease. New lease begins January 15 2017.

Quote using your current leasing company PNC

NOTE: Prices quoted above are those currently in effect and are guaranteed subject to acceptance within 45 days of the date of this proposal. Applicable state taxes, local taxes, and insurance are not included. Lease rates may change if alternate financing is required. Payment schedule(s) does not include any finance, documentation, or initiation fees that may be included with the first payment. All lease cars and trades must be in running condition and a fleet inspection will be performed prior to pick up. It is the club's responsibility to either repair damages noted or pay for the repairs to be completed. All electric cars must have a working charger. All pricing and trade values are contingent upon management approval.

**Fred Arbanas GC Under Terms NIPA Contract 130795**

**E-Z-GO Division of Textron Inc.**

Accepted by: \_\_\_\_\_

Accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## Limited Warranty Terms and Conditions - RXV and TXT Fleet Vehicles

The E-Z-GO Division of Textron Inc. ("Company") provides that any new Model Year 2016 E-Z-GO RXV Fleet and TXT Fleet gasoline or electric vehicle (the "Vehicles") and/or battery charger purchased from E-Z-GO, an E-Z-GO affiliate, or an authorized E-Z-GO dealer or distributor, or leased from a leasing company approved by E-Z-GO, shall be free from defects in material or workmanship under normal use and service (the "Limited Warranty"). This Limited Warranty with respect only to parts and labor is extended to the Original Retail Purchaser or the Original Retail Lessee ("Purchaser") for defects reported to E-Z-GO no later than the following warranty periods for the Vehicle parts and components set forth below (the "Warranty Period"):

Part or Component	Warranty Period
FRAME	LIFETIME
SUSPENSION - Steering Gearbox, steering column, shocks and leaf springs	4 years
MAJOR ELECTRONICS – Electric motor, solid state speed controller and battery charger	4 years
DEEP CYCLE BATTERY – TXT ELECTRIC MODELS: • Standard Battery • Standard Battery with optional water fill system	Earlier of 4 years or 23,500 amp hours* Earlier of 4 years or 25,000 amp hours*
DEEP CYCLE BATTERY – RXV ELECTRIC MODELS:	Earlier of 4 years or 25,000 amp hours*
PEDAL GROUP - Pedal assemblies, brake assemblies, brake cables and motor brake	4 years
SEATS - Seat bottom, seat back and hip restraints	4 years
CANOPY SYSTEM - Canopy and canopy struts	4 years
POWERTRAIN – Gasoline engine, gasoline axle, engine air intake and exhaust system	4 years
POWERTRAIN – Electric axle	3 years
BODY GROUP – Front and rear cowl, side panels and instrument panel	3 years
OTHER ELECTRICAL COMPONENTS – Solenoid, limit switches, starter generator, voltage regulator, F&R switch, charger cord and charger receptacle	3 years
ALL REMAINING COMPONENTS - All options and accessories supplied by E-Z-GO, and all components not specified elsewhere	2 years
* Added electrical components not part of original Vehicle drive system equipment that consume equal to or more than .4 amps shall reduce the amp hour battery warranty by fifteen percent (15%). Added electrical components not part of original Vehicle drive system equipment that consume less than .4 amps shall reduce the amp hour battery warranty by ten percent (10%). See reverse for other battery warranty limitations, conditions and exceptions.	

The Warranty Period for all parts and components of the Vehicle other than Deep Cycle Batteries shall commence on the date of delivery to the Purchaser's location or the date on which the Vehicle is placed in Purchaser-requested storage. The Warranty Period for Deep Cycle Batteries shall commence on the earliest of the date: (a) of Vehicle delivery to the Purchaser's location, (b) on which the Vehicle is placed in Purchaser-requested storage or (c) that is one (1) year from the date of sale or lease of the Vehicle by E-Z-GO to an authorized E-Z-GO dealer or distributor. Parts repaired or replaced under this Limited Warranty are warranted for the remainder of the length of the Warranty Period. This Limited Warranty applies only to the Purchaser and not to any subsequent purchaser or lessee without the prior written approval of the Customer Care / Warranty Department.

### EXCLUSIONS: Specifically EXCLUDED from this Limited Warranty are:

- routine maintenance items, normal wear and tear, cosmetic deterioration or electrical components damaged as a result of fluctuations in electric current;
- damage to or deterioration of a Vehicle, part or battery charger resulting from inadequate maintenance, neglect, abuse, accident or collision;
- damage resulting from installation or use of parts or accessories not approved by Company, including but not limited to subsequent failures of the Vehicle, other parts or the battery charger due to the installation and/or use of parts and accessories not approved by Company;
- warranty repairs made by other than a Company branch or an authorized and qualified Dealer designee. Warranty repairs by other than a Company branch or an authorized and qualified Dealer or designee shall void the Limited Warranty;
- damage or loss resulting from acts of nature, vandalism, theft, war or other events over which Company has no control;
- any and all expenses incurred in transporting the Vehicle to and from the Company or an authorized and qualified Dealer, distributor or designee for warranty service or in performing field warranty service; and
- any and all expenses, fees or duties incurred relative to inbound freight, importation, or customs.

### THIS LIMITED WARRANTY MAY BE VOIDED OR LIMITED AT THE SOLE DISCRETION OF E-Z-GO IF THE VEHICLE AND/OR BATTERY CHARGER:

- shows indications that routine maintenance was not performed per the Owner's Manual, including but not limited to rotation of fleet, proper tire inflation, lack of charging, inadequate battery watering, use of contaminated water, loose battery hold downs, corroded battery cables and loose battery terminals;
- lacks an adequate number of operating battery chargers, uses unapproved battery chargers or uses extension cords with battery chargers;
- is fueled with unleaded gasoline containing more than 10% ethanol, E85 ethanol fuel or other non-recommended fuels, contaminated gasoline or other non-recommended lubricants;
- shows indications that the speed governor was adjusted or modified to permit the Vehicle to operate beyond E-Z-GO specifications;
- shows indications it has been altered or modified in any way from E-Z-GO specifications, including but not limited to alterations to the speed braking system, electrical system, passenger capacity or seating;
- has non-Company approved electrical accessories or electrical energy consuming devices installed on a gasoline powered Vehicle without installation of a heavy duty 12V battery; or
- is equipped with non-standard tires not approved by Company.

FOR FURTHER INFORMATION, CALL 1-800-774-3946, GO TO WWW.EZGO.COM, OR WRITE TO E-Z-GO DIVISION OF TEXTRON INC., ATTENTION: E-Z-GO CUSTOMER CARE / WARRANTY DEPARTMENT, 1451 MARVIN GRIFFIN ROAD, AUGUSTA, GEORGIA 30906 USA.

E-Z-GO P/N 623505G16

**USE OF NON-APPROVED E-Z-GO PARTS AND ACCESSORIES:** THIS LIMITED WARRANTY IS VOID WITH RESPECT TO ANY PROPERTY DAMAGE OR ADDITIONAL ENERGY CONSUMPTION ARISING FROM OR RELATED TO PARTS OR ACCESSORIES NOT MANUFACTURED OR AUTHORIZED BY E-Z-GO, OR WHICH WERE NOT INSTALLED BY E-Z-GO, ITS DEALERS OR DISTRIBUTORS, INCLUDING BUT NOT LIMITED TO GPS SYSTEMS, COOLING AND HEATING SYSTEMS, COMMUNICATION SYSTEMS, INFORMATION SYSTEMS, OR OTHER FORMS OF ENERGY CONSUMING DEVICES WIRED DIRECTLY OR INDIRECTLY TO THE VEHICLE BATTERIES.

**REMEDY:** Purchaser's sole and exclusive remedy under this Limited Warranty in the event of a defect in material or workmanship in the Vehicle, any part or component, or battery charger during the applicable Warranty Period is that E-Z-GO will, at its sole option, repair or replace any defective parts. If E-Z-GO elects to repair or replace a defective part, E-Z-GO may at its discretion provide a factory reconditioned part or new component from an alternate supplier. All replaced parts become the sole property of E-Z-GO. This exclusive remedy will not be deemed to have failed of its essential purpose so long as E-Z-GO has made reasonable efforts to repair or replace the defective parts.

**DISCLAIMER:** *THIS LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY PROVIDED FOR THE VEHICLES AND BATTERY CHARGER AND IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL SUCH OTHER WARRANTIES BEING EXPLICITLY DISCLAIMED.*

**LIABILITY LIMITATIONS:** IN NO CASE SHALL E-Z-GO BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO DEATH, PERSONAL INJURY OR PROPERTY DAMAGE ARISING FROM OR RELATED TO ANY ALLEGED FAILURE IN A VEHICLE OR BATTERY CHARGER, OR ANY DAMAGE OR LOSS TO THE PURCHASER OR ANY THIRD PARTY FOR LOST TIME, INCONVENIENCE OR ANY ECONOMIC LOSS, WHETHER OR NOT E-Z-GO WAS APPRISED OF THE FORSEEABILITY OF SUCH DAMAGES OR LOSSES. THE RIGHT OF PURCHASER TO RECOVER DAMAGES WITHIN THE LIMITATIONS SET FORTH IN THIS SECTION IS PURCHASER'S EXCLUSIVE ALTERNATIVE REMEDY IF THE LIMITED REMEDY OF REPAIR OR REPLACEMENT OF THE VEHICLE FAILS OF ITS ESSENTIAL PURPOSE. THE PARTIES AGREE THAT THIS ALTERNATIVE REMEDY WILL BE ENFORCEABLE EVEN IF THE LIMITED REMEDY OF REPAIR OR REPLACEMENT FAILS OF ITS ESSENTIAL PURPOSE. ANY LEGAL CLAIM OR ACTION ARISING THAT ALLEGES BREACH OF WARRANTY MUST BE BROUGHT WITHIN THREE (3) MONTHS FROM THE DATE THE WARRANTY CLAIM ARISES. THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS AND YOU MAY HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE. SOME STATES DO NOT ALLOW THE EXCLUSION OF INCIDENTAL DAMAGES OR LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY MAY LAST, SO THE ABOVE EXCLUSIONS AND LIMITATIONS MAY NOT APPLY TO YOU

**WARNING:** ANY MODIFICATION OR CHANGE TO THE VEHICLE OR BATTERY CHARGER WHICH ALTERS THE WEIGHT DISTRIBUTION OR STABILITY OF THE VEHICLE, INCREASES THE VEHICLE'S SPEED, OR ALTERS THE OUTPUT OF THE BATTERY CHARGER BEYOND FACTORY SPECIFICATIONS, CAN RESULT IN PROPERTY DAMAGE, PERSONAL INJURY OR DEATH. DO NOT MAKE ANY SUCH MODIFICATIONS OR CHANGES. SUCH MODIFICATIONS OR CHANGES WILL VOID THE LIMITED WARRANTY. E-Z-GO DISCLAIMS RESPONSIBILITY FOR ANY SUCH MODIFICATIONS, CHANGES OR ALTERATIONS WHICH WOULD ADVERSELY IMPACT THE SAFE OPERATION OF THE VEHICLE OR BATTERY CHARGER.

**DEEP CYCLE BATTERY WARRANTY LIMITATIONS, CONDITIONS AND EXCEPTIONS:**

- The amp hour Warranty Period for electric Vehicle batteries is as recorded by the Vehicle's controller.
- To be eligible for this limited battery warranty, the warranty must be activated within forty-five (45) days of delivery of the Vehicle at the following web site - <http://ezgo.smartmanual.biz>. Failure to do so will void the battery warranty. A Purchaser who is unable to log onto the web site should call or write the E-Z-GO Customer Care /Warranty Department using the contact information below or Purchaser's local dealer or distributor within forty-five (45) days of delivery of the Vehicle.
- Claims for battery warranty replacement require specific testing, as specified by the E-Z-GO Customer Care / Warranty Department. E-Z-GO, or an authorized E-Z-GO dealer or distributor, should be contacted to obtain a copy of the required tests, which must be performed and corrected for temperature, based upon BCI (Battery Council International) recommendations.
- **NON-FACTORY INSTALLED PARTS OR ACCESSORIES INSTALLED DIRECTLY TO LESS THAN THE COMPLETE VEHICLE BATTERY PACK WILL VOID THE WARRANTY FOR THE ENTIRE BATTERY PACK.**
- **ALL NON-FACTORY INSTALLED ACCESSORIES REQUIRE THE INSTALLATION AND USE OF AN E-Z-GO APPROVED DC TO DC CONVERTER THAT USES ENERGY FROM ALL BATTERIES.**
- **Electric Vehicle storage facilities must provide the following:**
  - ample electrical power to charge all Vehicles and allow the charger to shut off automatically;
  - battery chargers must each have an independent dedicated 15 amp circuit;
  - each battery charger must be connected to its circuit with at minimum a NEMA 15-SR three-pin receptacle;
  - five (5) air exchanges per hour in the charging facility;
  - if the facility utilizes an electrical energy management system, the timer must be set to have available fourteen (14) hours of electricity; and
  - one (1) functional charger for each Vehicle in the fleet with a proper electrical supply as specified above.

**OTHER E-Z-GO RIGHTS:**

- E-Z-GO may perform semi-annual vehicle inspections (directly or through assigned E-Z-GO representatives) through the term of any fleet lease.
- E-Z-GO may improve, modify or change the design of any E-Z-GO vehicle, part or battery charger without being responsible to modify previously manufactured vehicles, parts or battery chargers.
- E-Z-GO may audit and inspect the Purchaser's facility, maintenance records and its Vehicles by E-Z-GO representatives prior to approving a warranty claim and may contract with a third party to evaluate the Purchaser's storage facilities, fuel storage tanks and/or batteries.
- **THE WARRANTY FOR ALL VEHICLES IN A FLEET SHALL BE VOIDED IF DATA SUBMITTED FOR AN INDIVIDUAL VEHICLE WARRANTY CLAIM CONTAINS FALSE OR MISLEADING INFORMATION.**

**AUTHORITY:** No E-Z-GO employee, dealer, distributor or representative, or any other person, has any authority to bind E-Z-GO beyond the terms of this Limited Warranty without the express written approval of the E-Z-GO Customer Care / Warranty Department.

**EMISSIONS CONTROL WARRANTY:** The Vehicle may also be subject to an emissions control warranty, as required by the U.S. Environmental Protection Agency and California Air Resources Board, which is provided separately with the Vehicle.

FOR FURTHER INFORMATION, CALL 1-800-774-3946, GO TO [WWW.EZGO.COM](http://WWW.EZGO.COM), OR WRITE TO E-Z-GO DIVISION OF TEXTRON INC., ATTENTION: E-Z-GO CUSTOMER CARE / WARRANTY DEPARTMENT, 1451 MARVIN GRIFFIN ROAD, AUGUSTA, GEORGIA 30906 USA.

**E-Z-GO P/N 623505G16**



## **TXT® Vehicles**

### **TIME-TESTED PERFORMANCE. PROVEN INNOVATION**

For over 20 years the E-Z-GO® TXT golf car has been the industry standard. Now, the standard has been refined. The redesigned TXT has been reengineered to better meet the demands of your operation and deliver a superior experience for your customers.

Below are just a few of the TXT's features that will add value to your facility:

#### **Proven Dependability**

- Best-in-class 48V DC electric or 13.5-hp gas drivetrain
- Customizable TruCourse™ Technology
- Industry leading battery warranty options
- Fade-resistant automotive quality paint
- Durable TPO-construction body

#### **Features Customers Notice**

- Oversized bagwell
- Larger seatbacks provide 23% more support
- Expanded in-dash storage offers 30% more space
- Wider, taller cup holders hold 44% more volume
- Repositioned ball holders for easy reach
- Convenient USB port (optional)

#### **Smart Design**

- Updated, modern styling
- Simplified F-N-R control for easier operation
- Stronger, redesigned hip restraints
- Sun canopy with unique drip edge and
- 25% stronger struts
- Battery fill system simplifies maintenance (optional)
- Steel reinforced front and rear bumpers
- The Freedom TXT offers all the features of the TXT along with headlights, taillights and an array of options.





## E-Z-GO<sup>®</sup> TXT<sup>®</sup>

### **TIME-TESTED PERFORMANCE. PROVEN INNOVATION.**

Give your golfers a superior experience with the upgraded TXT. Now packaged with even more smart features, only the TXT combines almost two decades of dependable performance with proven innovation securing its spot as the industry's most trusted golf car.

**EZGO<sup>®</sup>**

A Textron Company



# E-Z-GO TXT

Trusted performance is just the beginning. The TXT delivers loads of smart new features to increase convenience and comfort for your golfers, from larger seats and increased dash storage to a USB port for GPS, range finders and smart phones. The redesigned TXT offers more than a new look; it brings a new standard for your golfers.

## PROVEN DEPENDABILITY

- Class leading innovation for almost two decades
- Best-in-class 48V DC electric or 13.5-hp gas conversion
- Customizable TruCourse Technology
- Industry leading battery warranty options
- Fade-resistant automotive quality paint
- Durable TPO-construction body

## FEATURES CUSTOMERS NOTICE

- Oversized bagwell
- Larger seatbacks provide 23% more support
- Expanded in-dash storage offers 30% more space
- Wider, taller cupholders hold 44% more volume
- Repositioned ball holders for easy reach
- Convenient USB port (optional)

## SMART DESIGN

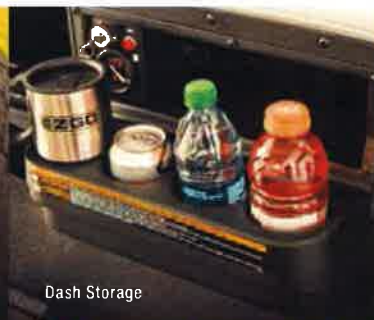
- Updated, modern styling
- Simplified P-N-R control for easier operation
- Stronger, redesigned hip restraints
- Sun canopy with unique drip edge and 25% stronger struts
- Battery fill system simplifies maintenance (optional)
- Steel reinforced front and rear bumpers



Oversized Bagwell



Optional Front Bumper



Dash Storage



Optional USB Outlet



Automotive Quality Paint



OUR COMMITMENT TO  
**green**

- Gas-powered model features a 13.5-hp Kawasaki<sup>®</sup> engine with hemispheric combustion chamber for better fuel economy (exceeds EPA/CARB standards)
- Electric model features quiet, zero-emissions 48-volt electric drivetrain
- Foam seating constructed from 100% recycled materials
- Sloped surface design requires less water when cleaning
- Repairable seat components minimize landfill usage
- Utilizes recyclable plastic components
- Manufactured in ISO 14001-certified facility



FRONT



REAR





**DIMENSIONS**

Overall Length	35.0 in (236 cm)
Overall Width	47.0 in (119 cm)
Overall Height (w/ roof)	46.5 in (118 cm) (top of steering wheel)
Overall Height (w/ roof)	67.5 in (171 cm) (top of sun canopy)
Wheel Base	36.0 in (91.4 cm)
Front Wheel Track	34.0 in (86 cm)
Rear Wheel Track	38.5 in (97 cm)
Ground Clearance @ Differential	1.5 in (11 cm)

**POWER**

Power Source	48 Volt DC
Valve Train	N/A
Motor Type	Shunt Wound
Horsepower (kW)	3.0 hp (2.2 kW) Continuous
Electrical System	48 Volt
Batteries (qty/type)	Six, 8 volt Deep Cycle
Key or Padel Start	Pedal
Air Cleaner	N/A
Lubrication	N/A
Oil Filter	N/A
Cooling System	N/A
Fuel Capacity	N/A
Battery Charger	48 VDC PowerWise™ OE, 120 VAC, UL & CSA
Speed Controller	350 Amp Solid State Controller
Drivetrain	Motor Shaft Direct Drive
Transaxle	Differential with Helical Gears
Gear Selection	Seat Mounted Forward-Neutral-Reverse
Rear Axle Ratio	2.4:1
Battery Warranty	25,000 amp-hr (When equipped with single-point watering system)
Key Switch	Unique Group, Unique Individual
Programmable Golf Modes	Coastal, Mild Hill, Steep Hill

**PERFORMANCE**

Seating Capacity	2-Passenger
Dry Weight (w/o batteries)	557 lb (253 kg)
Curb Weight	935 lb (424 kg)
Vehicle Load Capacity	800 lb (363 kg)
Outside Clearance Circle	19 ft (5.8 m)
Speed (level ground)	13.0 - 14.8 mph (16.4 kph - 23.8 kph)
Towing Capacity	Three E-Z-GO Golf Cars with Approved Permanent Tow Bar

**STEERING & SUSPENSION**

Steering	Self-Compensating Rack and Pinion
Suspension	Leaf Springs with Hydraulic Shock Absorbers
Service Brake	Rear Wheel Mechanical Self-Adjusting Drum
Parking Brake	Self-Compensating, Single Point Engagement
Tires	18 x 8.50-8 (4-ply rated)

**BODY & CHASSIS**

Frame	Welded Steel with Powder-Coat Protection
Body & Finish	Injection Molded TPO
Standard Body Color	Ivory or Forest Green
Optional Body Colors	Almond, Barley Gold, Black, Burgundy, British Racing Green, Electric Blue, Flame Red, Inferno Red, Java Brown, Metallic Charcoal, Oasis Green, Patriot Blue, Platinum, Steel Blue, Sunburst Orange (custom colors also available)
Standard Seat Color	Oyster
Optional Seat Colors	Tan, Gray (custom colors also available)
Painting Colors	Black, Burgundy, Dark Green, Gold, Pewter, Red, White

**GAS**

Overall Length	35.0 in (236 cm)
Overall Width	47.0 in (119 cm)
Overall Height (w/ roof)	46.5 in (118 cm) (top of steering wheel)
Overall Height (w/ roof)	67.5 in (171 cm) (top of sun canopy)
Wheel Base	36.0 in (91.4 cm)
Front Wheel Track	34.0 in (86 cm)
Rear Wheel Track	38.5 in (97 cm)
Ground Clearance @ Differential	4.25 in (10.8 cm)

Power Source	4-Cycle 24.5 cu in (40" cc) Low-Emissions
Valve Train	Single Cylinder OHV
Motor Type	N/A
Horsepower (kW)	13.5 hp (10.1 kW), Exceeds SAE J1940 Std
Electrical System	Starter/Generator — Solid State Regulator
Batteries (qty/type)	One, 12 Volt Maintenance Free
Key or Padel Start	Pedal
Air Cleaner	Industrial-Rated Dry Filter
Lubrication	Pressurized Oil System
Oil Filter	Spin-On
Cooling System	Air Cooled
Fuel Capacity	5.3 Gallon (20 L)
Battery Charger	N/A
Speed Controller	N/A
Drivetrain	Continuously Variable Transmission (CVT)
Transaxle	Differential with Helical Gears
Gear Selection	Forward-Reverse
Rear Axle Ratio	11.42:1 (Forward) 15.78:1 (Reverse)
Battery Warranty	N/A
Key Switch	Unique Group, Unique Individual
Programmable Golf Modes	N/A

Seating Capacity	2-Passenger
Dry Weight (w/o batteries)	760 lb (344 kg)
Curb Weight	780 lb (354 kg)
Vehicle Load Capacity	800 lb (363 kg)
Outside Clearance Circle	19 ft (5.8 m)
Speed (level ground)	13.0 mph - 15.5 mph (21.0 kph - 25.0 kph)
Towing Capacity	Three E-Z-GO Golf Cars with Approved Permanent Tow Bar

Steering	Self-Compensating Rack and Pinion
Suspension	Leaf Springs with Hydraulic Shock Absorbers
Service Brake	Rear Wheel Mechanical Self-Adjusting Drum
Parking Brake	Self-Compensating, Single Point Engagement
Tires	18 x 8.50-8 (4-ply rated)

Frame	Welded Steel with Powder-Coat Protection
Body & Finish	Injection Molded TPO
Standard Body Color	Ivory or Forest Green
Optional Body Colors	Almond, Barley Gold, Black, Burgundy, British Racing Green, Electric Blue, Flame Red, Inferno Red, Java Brown, Metallic Charcoal, Oasis Green, Patriot Blue, Platinum, Steel Blue, Sunburst Orange (custom colors also available)
Standard Seat Color	Oyster
Optional Seat Colors	Tan, Gray (custom colors also available)
Painting Colors	Black, Burgundy, Dark Green, Gold, Pewter, Red, White



CUSHMAN



## HAULER® 1200X

GEARED UP FOR YOUR COURSE'S BIGGEST OBSTACLES.

With a no-nonsense attitude the new Hauler® 1200X is ready to attack your toughest work days. A ton of standard features include a lifted suspension, ergonomic seats and ample leg room that complement its smooth ride and rugged demeanor. From transporting equipment to watering down a parched green on a hot summer's day or spraying unruly weeds, the Hauler 1200X is a force to be reckoned with. When your work has infinite hours the Hauler 1200X has reliability you can count on.

LET'S WORK.®

**13.5HP**  
KAWASAKI  
GAS

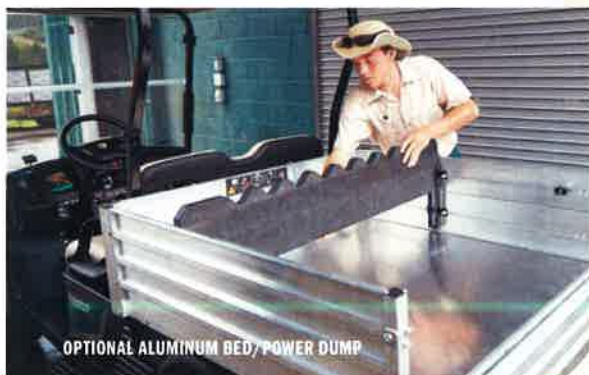
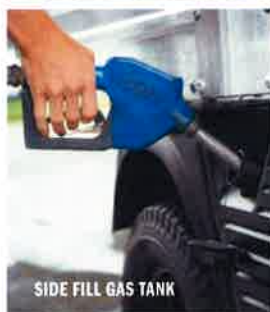
**900LB**  
LOAD  
CAPACITY

**12 CU FT**  
CARGO  
BED





# CUSHMAN® HAULER® 1200X



## BODY & CHASSIS

FRAME	Welded Steel with DuraShield™ Powder Coat
BODY & FINISH	Injected Molded TPO
STANDARD COLOR	Forest Green

## DIMENSIONS

OVERALL LENGTH	119 in (302 cm)
OVERALL WIDTH	49 in (125 cm)
OVERALL HEIGHT W/ CANOPY	77 in (196 cm)
WHEEL BASE	78 in (197 cm)
FRONT WHEEL TRACK	38.0 in (97 cm)
REAR WHEEL TRACK	38.5 in (98 cm)
GROUND CLEARANCE	7 in (18 cm)
CARGO BOX CAPACITY	12 cu ft (0.34 m³)

## POWER

POWER SOURCE	4-cycle, 24.5 ci (401cc) Cylinder
VALVE TRAIN	Single Cylinder OHV
HORSEPOWER (KW)	13.5 hp (10.1 kW) Exceeds SAE J1940 Std.
ELECTRICAL SYSTEM	Starter/Generator, Solid-State Regulator
BATTERY (QTY/TYPER)	One 12V Maintenance Free
KEY OR PEDAL START	Pedal
AIR CLEANER	Dry Cartridge
LUBRICATION	Pressurized Oil System
OIL FILTER	Spin-On
COOLING SYSTEM	Air Cooled
FUEL CAPACITY	6.0 Gallon (22.7 L) Tank
DRIVE TRAIN	Continuously Variable Transmission (CVT)
TRANSAXLE	Differential with Helical Gears
GEAR SELECTION	Forward-Reverse
REAR AXLE RATIO	11.42:1(Forward) 15.78:1(Reverse)

## PERFORMANCE

SEATING CAPACITY	2 Person
CURB WEIGHT	1003 lb (455 kg)
BED LOAD CAPACITY	500 lb (227 kg)
VEHICLE LOAD CAPACITY	900 lb (408 kg)
SPEED	16.5 mph +/- 0.5 mph (26.6 kph +/- 0.8 kph)
TOWING CAPACITY	1200 lb (544 kg) max
OUTSIDE CLEARANCE CIRCLE	24 ft (7.2 m)

## STEERING & SUSPENSION

STEERING	Self-Compensating Rack and Pinion
FRONT/REAR SUSPENSION	Leaf Springs w/ Hydraulic Shock Absorbers
SERVICE BRAKE	Rear Wheel Mechanical Self-adjusting Drum
PARKING BRAKE	Self-compensating, Single Point Engagement
FRONT/REAR TIRES	20 x 8.00 -10

## OPTIONS & ACCESSORIES

- Bed Dividers
- Long-Handled Tool Holder
- Cargo Mesh Netting
- Flexible Tool Clamps
- L-Track Aluminum Bed System
- Tie Down D-Loops
- Weather Enclosure
- USB Outlet
- 12-Volt Outlet
- Canopy Storage Net
- Brushguard
- ROPS-Certified Ball Cage
- Weather Enclosure
- Rearview Mirror
- Color Options
- ROPS-Certified Cab

# PROVIDING EVERY CUSTOMER WITH EXCELLENT SERVICE



## HOW DID YOU GET STARTED WITH YOUR CAREER? WHAT LED YOU TO E-Z-GO®?

After high school I went to vocational school to be a welder on the Alaskan Pipeline. My plans changed, and I worked on Earth Movers for Fiat-Allis until I got an opportunity to work for E-Z-GO in welding. I really like to work hands-on, so I began doing mechanical work with the products. I have a passion for learning, so I took advantage of any opportunity I could to further my product knowledge. I have found that my passions lie in working in service, so I was extremely excited to eventually become a service manager.

## WHAT ARE YOUR BIGGEST RESPONSIBILITIES?

My biggest responsibility is to fully meet the customer's needs in a timely fashion. I firmly believe that an unhappy customer is totally and completely unacceptable. I want all my customers to have a positive feeling about their experience with us.

I also am responsible for making sure that my team is expertly trained and properly stocked with parts and tools. If my team, or a customer, needs something, whether it's a tool, part, or information, I will get it to them anyway I can.

## WHAT DOES SUCCESS LOOK LIKE FOR YOU? HOW DO YOU KNOW YOU'RE DOING YOUR JOB WELL?

When someone says they're going to reinvest with E-Z-GO because of our service, it's a great feeling. That's when I know we have truly been successful. A big personal success for me is when I leave a course and can shake hands with a customer and know they are happy and feel taken care of. Service to us doesn't mean just working on vehicles. It means educating our customers and being a true partner for them. That is key to both of our

successes. The product is excellent, but the service it receives is crucial. We're gifted with great vehicles, but keeping them neat, clean and meeting each customer's individual needs makes all the difference.

## WHAT IS YOUR TEAM'S COMMITMENT TO THE CUSTOMER?

We are committed to making sure our customer is proud of their E-Z-GO and Cushman® vehicles. We strive to ensure that each customer has a great experience with our products and our technicians. I want all of our customers to know that when they see our trucks and our team in their shirts that they are going to be taken care of, and are going to be treated fairly and with respect.

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"WE AREN'T JUST GOING TO WORK ON VEHICLES, WE'RE GOING TO EDUCATE"

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## WHAT IS THE TECHFORCE™ COMMITMENT?

Armed with extensive knowledge, experience and advanced training, TechForce is driven to do whatever it takes to keep your vehicles running smoothly. A quick response, dependable service and a no-excuses approach to business — that's what TechForce is all about.

- ▶ Largest nationwide network of experienced technicians
- ▶ Factory-trained to maintain and service vehicles
- ▶ Industry-leading response time
- ▶ Mobile parts inventory



## MIDWEST REGION

## SERVICE MANAGER

Robert Voldan

## YEARS OF EXPERIENCE

35

## SIZE OF TEAM

6

## TERRITORY

Missouri  
Illinois

## CONTACT

847-204-3995



A Textron Company



CUSHMAN



A Textron Company

**MODEL: TXT FLEET GOLF CAR**

**TYPE: GASOLINE POWERED FLEET GOLF CAR**

**MODEL YEAR: 2016**

**Part No.: 625111**



**PRODUCT SPECIFICATION**

**CONFIGURATION HIGHLIGHTS**

**Engine:** 13.5 hp (10.1 kW) Exceeds SAE J1940 Standard, 4 cycle, 24.5 ci (401 cc) single cylinder, air-cooled by Kawasaki

- **Valve Train:** Overhead valve
- **Fuel System:** Fixed float bowl with remote pulse fuel pump
- **Lubrication:** Pressurized oil system, spin-on oil filter
- **Ignition:** Electronic spark/magneto
- **Balancer:** Internal counter rotating balance shaft
- **Air Cleaner:** Replaceable dry cartridge

**Electrical:** Starter/Generator, solid-state regulator, 12 Volt maintenance free battery (425 CCA, 60 minute reserve)

**Drive Train:** Automatic, continuously variable transmission (CVT)

**Brakes:** Dual rear wheel mechanical self-adjusting drum brakes. Automatic single point park brake release with self-compensating system

**Transaxle:** Differential with helical gears, ground speed governor, forward/reverse

**Capacity:** Seating for 2 persons

**PRODUCT OVERVIEW**

**Dimensions**

Overall Length	93.0 in (236 cm)
Overall Width	47.0 in (119 cm)
Overall Height (No Canopy)	46.5 in (118 cm) (Top of Steering Wheel)
Overall Height (With Canopy)	67.5 in (171 cm) (Top of Sun Canopy)
Wheel Base	66 in (168 cm)
Front Wheel Track	34 in (86 cm)
Rear Wheel Track	38.5 in (98 cm)
Gnd Clearance @ Differential	4.25 in (10.8 cm)

**Vehicle Power**

Power Source	4 Cycle 24.5 cu in (401 cc). Low E OHV
Valve Train	Single Cylinder OHV
Horsepower (kW)	13.5 hp (10.1 kW) Exceeds SAE J1940 Std.
Electrical System	Starter/Generator. Solid State Regulator
Battery (Qty, Type)	One, 12 Volt Maintenance Free
Key or Pedal Start	Pedal
Air Cleaner	Industrial Rated Dry Filter
Lubrication	Pressurized Oil System
Oil Filter	Spin On
Cooling System	Air Cooled
Fuel Capacity	5.3 Gallon (20L) Tank
Drive Train	Continuously variable transmission (CVT)
Transaxle	Differential with helical gears
Gear Selection	Forward-Reverse
Rear Axle Ratio	11.42:1 (Forward) 15.78:1 (Reverse)

**Performance**

Seating Capacity	2 Persons
Dry Weight	760 lb (344 kg)
Curb Weight	780 lb (354 kg)
Vehicle Load Capacity	800 lb (363 kg)
Outside Clearance Circle	19.0 ft (5.8 m)
Speed (Level Ground)	12 mph $\pm$ 0.5 mph (19 kph $\pm$ 0.8 kph)
Towing Capacity	3 Golf Cars with Approved Permanent Tow Bar

**Steering & Suspension**

Steering	Self-compensating rack and pinion
Front Suspension	Leaf springs with hydraulic shock absorbers
Rear Suspension	Leaf springs with hydraulic shock absorbers
Service Brake	Rear wheel mechanical self-adjusting drum
Parking Brake	Self-compensating, single point engagement
Front Tires	Pair of 18 x 8.50 - 8 (4 Ply Rated) Tires
Rear Tires	Pair of 18 x 8.50 - 8 (4 Ply Rated) Tires

**Body & Chassis**

Frame	Welded steel with DuraShield™ powder coat
Front Body & Finish	Injection molded TPO
Standard Color	Ivory or Forest Green

**CE Noise, Vibration & Harshness**

Noise	Sound pressure; continued A-weighted $\leq$ 74 dB(a)
Vibration, WBV	Highest value of weighted acceleration less than 2.5 m/s <sup>2</sup>
Vibration, HAV	Highest value of weighted acceleration less than 2.5 m/s <sup>2</sup>
	The uncertainty of measurement is 1.07 m/s <sup>2</sup>

Measurement methods were applied per the ISO 2631 and ISO 5349 standards under conditions of typical vehicle surfaces.

*Some items listed may be optional equipment*



A Textron Company

## OPTIONS & FIELD INSTALLED ACCESSORIES (Installation not included)\*

Item	Std	Opt	Fld
------	-----	-----	-----

### TIRES & WHEELS:

#### Front:

Hole-in-One 18 x 8.50 - 8 (4 Ply Rated)	X		
Links 18 x 8.50 - 8 (4 Ply Rated)		X	
USA Trail 18 x 8.50 - 8 (Load Range C)		X	

#### Rear:

Hole-in-One 18 x 8.50 - 8 (4 Ply Rated)	X		
Links 18 x 8.50 - 8 (4 Ply Rated)		X	
USA Trail 18 x 8.50 - 8 (Load Range C)		X	
Turf Saver 18 x 8.50 - 8 (Load Range B)		X	

### Wheel Covers:

Spoke, Silver		X	
Spoke, Gold		X	

### COLORS:

Ivory or Forest Green (select one)	X		
Almond		X	
Black		X	
Flame Red		X	
Inferno Red		X	
Patriot Blue		X	
Metallic Charcoal		X	
Barley Gold		X	
Java Brown		X	
Oasis Green		X	
Platinum		X	
Steel Blue		X	
Burgundy		X	
Electric Blue		X	
British Racing Green		X	
Sunburst Orange		X	

### SEATING:

Seat Color (Oyster)	X		
Seat Color (Tan)		X	
Seat Color (Grey)		X	

### PIN STRIPES:

Pewter		X	
White		X	
Black		X	
Gold		X	
Red		X	
Dark Green		X	

Item	Std	Opt	Fld
------	-----	-----	-----

### ELECTRICAL OPTIONS:

Fuel/Oil Gauge		X	
Unique Group Key Switch		X	
Unique Individual Key Switch		X	
USB Port		X	
Heavy Duty Battery		X	

### OTHER OPTIONS:

Sweater Basket	X		
Ash Tray		X	
Fender Scuff Guard		X	
Heavy Duty Rear Suspension		X	
Front Bumper		X	
Cooler & Bracket			X
Sand Bottle			X
Sand Bucket			X
Side Basket (Single or Double)		X	
Tow Bar (Permanent)		X	
CE Kit, Gas			X
Tow Bar (Casual Use)			X
Sand Rake			X
Sand Rake Holder		X	
Club and Ball Washer			X
4 Bag Attachment			X
Premium Steering Wheel		X	
No Fuel shipping		X	

### WEATHER PROTECTION:

Bag Cover Kit (Oyster)			X
Bag Cover Kit (Tan)			X
Bag Cover Kit (Green)			X
Sun Canopy (Top) Oyster			X
Sun Canopy (Top) Tan			X
Weather Enclosure (3 Side, Sun Canopy & Wdshld Req'd)			X
Windshield Flat (Clear) (Requires Sun Canopy)			X
Windshield Fold Down (Clear) (Requires Sun Canopy)			X
Message Holder (1 Piece, Requires Sun Canopy)			X
Double Message Holder (Requires Sun Canopy)			X
Rear View Mirror (Requires Sun Canopy)			X

### POWERTRAINS:

Gas Powertrain 0-3K Ft Altitude	X		
Gas Powertrain 3-6K Ft Altitude		X	
Gas Powertrain 6-10K Ft Altitude		X	





**CUSHMAN.**

**MODEL: HAULER 1200X**  
**TYPE: GAS POWERED TRUCK**  
**MODEL YEAR: 2016**  
**Part No: 618847**



## PRODUCT SPECIFICATION

### CONFIGURATION HIGHLIGHTS

**Engine:** 13.5 hp (10.1 kW) Exceeds SAE J1940 Standard, 4 cycle, 24.5 ci (401 cc) single cylinder, air-cooled by Kawasaki

- |                       |  |                       |  |
|-----------------------|--|-----------------------|--|
| ● <b>Valve Train:</b> | Overhead valve                             | ● <b>Fuel System:</b> | Fixed float bowl with remote pulse fuel pump |
| ● <b>Lubrication:</b> | Pressurized oil system, spin-on oil filter | ● <b>Ignition:</b>    | Electronic spark/magneto                     |
| ● <b>Balancer:</b>    | Internal counter rotating balance shaft    | ● <b>Air Cleaner:</b> | Replaceable dry cartridge                    |

**Electrical:** Starter/Generator, solid-state regulator, 12 Volt maintenance free battery (425 CCA, 60 minute reserve)

**Drive Train:** Automatic, continuously variable transmission (CVT)

**Brakes:** Dual rear wheel mechanical self-adjusting drum brakes. Automatic single point park brake release with self-compensating system

**Transaxle:** Differential with helical gears, ground speed governor, forward/reverse

**Cargo Bed:** Roto-molded cross-linked polyethylene. Lifts for access to powertrain. Removable hinged multi-position tailgate requires no latch mechanism

## PRODUCT OVERVIEW

### Dimensions

Overall Length	113.0 in (287 cm)
Overall Width	48.5 in (123 cm)
Overall Height (No Canopy)	52.5 in (133 cm) (Top of steering wheel)
Overall Height (With Canopy)	77.0 in (196 cm)
Wheel Base	77.0 in (196 cm)
Front Wheel Track	38.0 in (97 cm)
Rear Wheel Track	38.5 in (98 cm)
Gnd Clearance @ Differential	5.3 in (15 cm)
Cargo Box Width (inside)	44.0 in (112 cm)
Cargo Box Length (inside)	36.0 in (91 cm)
Cargo Box Depth (inside)	10.5 in (27 cm)
Cargo Box Capacity	9.6 cu ft (0.27 m <sup>3</sup> )
Cargo Box material/capacity	Roto-molded poly/9.6 cu ft (0.27 m <sup>3</sup> )

### Vehicle Power

Valve Train	Single Cylinder OHV
Horsepower (kW)	13.5 hp (10.1 kW) Exceeds SAE J1940 Std.
Electrical System	Starter/Generator. Solid State Regulator
Batteries (Qty, Type)	One, 12 Volt Maintenance Free
Key or Pedal Start	Pedal
Air Cleaner	Replaceable Dry Cartridge
Lubrication	Pressurized Oil System
Oil Filter	Spin On
Cooling System	Air Cooled
Max Fuel Volume	6.0 Gallon (22.7 L) tank
Drive Train	Continuously variable transmission (CVT)
Transaxle	Differential with helical gears
Gear Selection	Forward - Reverse
Rear Axle Ratio	11.42:1 (Forward) 15.78:1 (Reverse)

### Performance

Seating Capacity	2 Person
Dry Weight	910 lb (415 kg)
Curb Weight	950 lb (435 kg)
Bed Load Capacity	500 lb (226 kg)
Vehicle load capacity	800 lb (360 kg)
Outside Clearance Circle	22.0 ft (6.7 m)
Intersecting Aisle Clearance	N/A
Speed (Level Ground)	17 mph $\pm$ 0.5 mph (27.4 kph $\pm$ 0.8 kph)
Towing Capacity	500 lb (225 kg) max load

### Steering & Suspension

Front Suspension	Leaf springs with hydraulic shock absorbers
Rear Suspension	Leaf springs with hydraulic shock absorbers
Service Brake	Rear wheel mechanical self-adjusting drum
Parking Brake	Self-compensating, single point engagement
Front Tires	Stryker 22 x 9 - 10 Uni-Directional
Rear Tires	Stryker 22 x 9 - 10 Uni-Directional

### Body & Chassis

Frame	Welded steel. DuraShield™ powder coat
Front Body & Finish	Injection Molded TPO
Rear Body & Finish	Steel. Base coat/clear coat
Standard Color	Patriot Blue

*Some items shown may be optional equipment*

**CUSHMAN****OPTIONS & FIELD INSTALLED ACCESSORIES (Installation not included)\***

Item	Std	Opt	Fld
<b>TIRES &amp; WHEELS:</b>			
Stryker 22 x 9 - 10 Uni-directional	X		
Turf Saver 20 x 10 -10 (Load Range b)		X	
Terra Trac 22 x 11 -10 with Polished 4-Spoke Wheels		X	
<b>COLORS:</b>			
Body Color - Patriot Blue	X		
Body Color - Forest Green		X	
Body Color - Bright White		X	
Body Color - Yellow		X	
Body Color - Black		X	
Custom Body Color		X	
<b>SEATS:</b>			
Seat Color - Gray	X		
Seat Color - Oyster		X	
Seat Color - Tan		X	
Seat Color - White		X	
Seat Color - Brown		X	
Seat Color - Black		X	

<b>HAULING &amp; TOWING:</b>			
2 in (5 cm) Receiver (Front)		X	
2 in (5 cm) Receiver (Rear)	X		
1 7/8 in (48 mm) Ball (Rcvr Req'd)		X	
Angle Hitch (Rcvr Req'd)		X	
Clevis Hitch (Rcvr Req'd)		X	
Angle Hitch, Drop (Rcvr Req'd)		X	
1 7/8 in (48 mm) Ball Hitch, Drop (Rcvr Req'd)		X	
Clevis Hitch, Drop (Rcvr Req'd)		X	
Poly Bed w/Manual Dump	X		
Poly Bed w/Elec Dump		X	
Aluminum Bed w/Manual Dump		X	
Aluminum Bed w/Electric Dump		X	
No Bed option		X	

<b>OTHER PERFORMANCE:</b>			
Ash Tray		X	
Differential Guard		X	
Front Fascia & Brush Guard (Black)	X		
Glove Box Door (Locking) Driver Side		X	
Glove Box Door (Locking) Passenger Side		X	
Remote Air Intake		X	
State of Charge Meter		X	

<b>TRANSAXLE:</b>			
Limited Slip Differential		X	
High Altitude Jetting		X	

Item	Std	Opt	Fld
<b>ELECTRICAL:</b>			
Headlights	X		
Unique Individual Key Switch		X	
LED Headlights		X	
Taillights		X	
Brake Lights		X	
Turn Signals with 4-Way Flashers		X	
Strobe Light		X	
Fuel Gauge	X		
Horn	X		
Low Oil Indicator	X		
12 Volt Outlet		X	
Heavy duty battery		X	
Hour Meter		X	
CE Kit		X	

<b>WEATHER PROTECTION:</b>			
Sun Canopy (Top) Black			X
Canopy Handle			X
Windshield Fold Down			X
Windshield Flat			X
Weather Enclosure - Black			X
Weather Enclosure - Gray			X
Weather Enclosure - Green			X
Weather Enclosure - White			X
Weather Enclosure - Tan			X



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

**A RESOLUTION** awarding a contract on Bid No. 09-2016 for the Longview Lake Multi-Purpose Trail Renovation, Project No. 3204 to Orr Wyatt Streetscapes, of Raytown, MO, at an actual cost to the County not to exceed \$218,301.00, and authorizing the Director of Public Works to approve line item adjustments under this contract at no additional cost to the County.

**RESOLUTION NO. 19265**, September 26, 2016

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, by Resolution 18652, dated November 3, 2014, the Legislature did authorize the execution of a Memorandum of Agreement with the Eastern Federal Lands Highway Division and the Missouri Highways and Transportation Commission relating to a grant under the Federal Lands Access Program for improvements to the Longview Lake Trail; and,

WHEREAS, by Ordinance 4827, dated February 29, 2016, the Legislature did appropriate funds in acceptance of the Federal Lands Access Program Grant awarded by the Missouri Highways and Transportation Commission for the Longview Lake Multi-Purpose Trail Renovation Project; and,

WHEREAS, the Director of Public Works has solicited formal written bids on Bid No. PW 09-2016 for the Longview Lake Multi-Purpose Trail Renovation, Project No. 3204; and,

WHEREAS, notifications were distributed through advertisement and online posting and

eleven responses were received, with the three lowest and best bids from the following:

<u>VENDOR</u>	<u>BID</u>
Orr Wyatt Streetscapes Raytown, MO	\$218,300.90
Wil-Pav, Inc. Sugar Creek, MO	\$239,037.50
Midwest Heavy Construction, LLC Pleasant Hill, MO	\$245,000.00

and,

WHEREAS, the Director of Public Works recommends that award be made to Orr Wyatt Streetscapes of Raytown, MO, for the reason that it has submitted the lowest and best bid; and,

WHEREAS, in the event that line item adjustments to the contract become necessary, it is appropriate that the Director of Public Works be authorized to approve said line item adjustments to the extent there is no additional cost to the County; now therefore,

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

BE IT FURTHER RESOLVED that the Director of Public Works be and hereby is

authorized to make adjustments in the contract line item quantities to the extent that there will be no further funding obligation to the County; and,

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

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

APPROVED AS TO FORM:

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

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

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19265 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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: 010 1608 58060  
ACCOUNT TITLE: Grant Fund  
Construction Services  
Other Improvements  
NOT TO EXCEED: \$218,301.00

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19265

Sponsor(s): Tony Miller

Date: September 26, 2016

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Award of Bid No. PW-09-2016 for Longview Lake Trail Resurfacing.</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>\$218,301.00</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>\$218,301.00</td></tr><tr><td>Amount budgeted for this item * (including transfers):</td><td>\$270,984.00</td></tr><tr><td>Source of funding (name of fund) and account code number; Grant Fund Construction Services/Other Improvements; 010-1608-58060</td><td>FROM ACCT 010-1608-58060  TO ACCT</td></tr></table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input 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): NA Prior Year Actual Amount Spent (if applicable): NA</p>	Amount authorized by this legislation this fiscal year:	\$218,301.00	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$218,301.00	Amount budgeted for this item * (including transfers):	\$270,984.00	Source of funding (name of fund) and account code number; Grant Fund Construction Services/Other Improvements; 010-1608-58060	FROM ACCT 010-1608-58060  TO ACCT
Amount authorized by this legislation this fiscal year:	\$218,301.00										
Amount previously authorized this fiscal year:	\$0										
Total amount authorized after this legislative action:	\$218,301.00										
Amount budgeted for this item * (including transfers):	\$270,984.00										
Source of funding (name of fund) and account code number; Grant Fund Construction Services/Other Improvements; 010-1608-58060	FROM ACCT 010-1608-58060  TO ACCT										
PRIOR LEGISLATION	<p>Prior ordinances and (date): Ord. #4827 Feb. 29, 2016</p> <p>Prior resolutions and (date): Res. #18652 Nov. 3, 2014</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Bruce Wilke, Landscape Architect 503-4802</p>										
REQUEST SUMMARY	<p>A bid opening for Bid No. PW-09-2016, for the Longview Lake Multi-purpose Trail Renovation was held on August 23, 2016. Eleven responsive bids were received. Orr Wyatt Streetscapes, (Raytown, Mo.), submitted the lowest and best bid in the amount of \$218,300.90. Wil-Pav Inc. submitted the second low bid in the amount of \$239,037.50. The Parks Department has received a "Concurrence In Award" letter from the Missouri Department of Transportation that Orr Wyatt Streetscapes provided the lowest and best bid. The Jackson County Compliance Review Office has stated that Orr Wyatt Streetscapes is in compliance. Funding for this project was appropriated previously by Ordinance 4827 on February 29, 2016. We are therefore requesting the Legislature to accept the bid and award a contract on Bid No. PW-09-2016. We further request authorization for the County Executive to execute the Contract for this bid.</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										

ATTACHMENTS	Bid Tabulation, Bid Bond, Compliance Review, Concurrence Request Letter, MoDOT Concurrence In Award, Ordinance #4827, Location Map, Legislative memo	
REVIEW	Department Director: <i>Michael J. Brown</i>	Date:
	Finance (Budget Approval): <i>If applicable Mary Rasmussen</i>	Date: <i>9/20/16</i>
	Division Manager: <i>Mary Lou Brown</i>	Date: <i>9/21/16</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☒ Funds sufficient for this expenditure will be/were appropriated by Ordinance #4827 on February 29, 2016.
- ☒ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
010-1608-58060	Grant Fund Construction Services/Other Improvements;	\$270,984.00

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.

This expenditure was included in the Annual Budget.

RES # 19265

Mary Rasmussen  
Budgeting

Jackson County, Missouri  
 Department of Public Works -Engineering Division  
 303 W. Walnut  
 Independence, MO. 64050

Bid Tabulation Prepared By:  
 Chris Jenkins,  
 Project Manager



## LIST OF BIDDERS

### UNOFFICIAL

JCP+Rec Contact for project information: Bruce Wilke at 816-503-4802

### Longview Lake Multi-Purpose Trail Renovation

COUNTY PROJECT NO. 3204 - BID NO. PW 09-2016

FEDERAL PROJECT NO. FLAP 9901(430)

**BID OPENING DATE AND TIME: August 23, 2016 2:05 p.m.**

NOTE: This is an unofficial bid tabulation and only reflects the initial reading of the bids received, not the evaluation of such bids.

NO.	Firm	City and State	Amount Bid	% above Low
1	Orr Wyatt Streetscapes	Raytown, MO.	\$218,300.90	0.00%
2	Wil-Pav, Inc.	Sugar Creek, MO.	\$239,037.50	9.50%
3	Midwest Heavy Construction, LLC	Pleasant Hill, MO.	\$245,000.00	12.23%
4	VF Anderson Builders, LLC	Harrisonville, MO.	\$251,226.00	15.08%
5	Phoenix Concrete & Underground, LLC	Olathe, KS.	\$254,334.46	16.51%
6	Downey Construction, Inc.	Independence, MO.	\$256,215.00	17.37%
7	Mega Industries Corporation	No. Kansas City, MO.	\$258,969.38	18.63%
8	Gunter Construction Company	Kansas City, KS.	\$266,467.50	22.98%
9	MS Contracting, LLC	Brookfield, MO.	\$304,463.00	39.47%
10	Hessling Construction, Inc.	Dexter, MO.	\$315,477.03	44.51%
11	The Wilson Group, Inc.	Greenwood, MO.	\$391,785.20	79.47%
	Engineers Estimate - JCPW	Independence, MO.	\$267,337.80	22.46%



Bid Opening Date and Time: August 23, 2016 at 2:05 p.m.

Department of Public Works - Engineering Division

Bid Tabulation for: Jackson County Parks + Recreation

NOTE: This is an Unofficial bid tabulation and only reflects the initial reading of the bids received, not the evaluation of such bids.

Longview Lake Multi-Purpose Trail Renovation

Jackson County PN 3204 - Bid No. PW-09-2016

Federal Project No. FLAP 9901(430)

Numbers highlighted in Yellow denote mathematical error.

**UNOFFICIAL**

			1		2		3		4		5	
This project is funded and Administered by Jackson County			Onr Wyatt Streetscapes Raytown, MO.		Wil-Pav, Inc. Sugar Creek, MO.		Midwest Heavy Construction, LLC Pleasant Hill, MO		VF Anderson Builders, LLC Harrisonville, MO		Phoenix Concrete & Underground, LLC Olathe, KS	
Item No	Description	Unit	No. Units	Unit Price	Total Amt. Bid	Unit Price	Total Amt. Bid	Unit Price	Total Amt. Bid	Unit Price	Total Amt. Bid	Unit Price
<b>LONGVIEW LAKE MULTI-PURPOSE TRAIL RENOV. BID ITEMS</b>												
1	Mobilization	Lump Sum	1	17,850.00	17,850.00	3,200.00	3,200.00	8,071.90	8,071.90	10,000.00	10,000.00	23,500.00
2	Contractor Construction Staking	Linear Ft	2,994	1.10	3,293.40	1.00	2,994.00	1.25	3,742.50	2.00	5,988.00	0.95
3	10" Tube Gates	Each	2	1,290.00	2,580.00	350.00	700.00	295.00	590.00	700.00	1,400.00	525.00
4	Excavation	Cubic Yards	554	10.75	5,955.50	67.75	37,533.50	61.00	33,794.00	60.00	33,240.00	11.34
5	Subgrade Recompectation	Square Feet	29,940	0.11	3,293.40	0.10	2,994.00	0.30	8,982.00	0.20	5,988.00	1.08
6	Concrete Pavement - 6" thick	Square Feet	29,940	6.19	185,328.60	6.40	191,616.00	6.34	189,819.60	6.50	194,610.00	6.29
	<b>TOTAL BID =</b>				218,300.90		239,037.50		245,000.00		251,226.00	
Received Bid Totals 8-23-2016					\$218,300.90	\$239,037.50					\$251,226.00	\$254,334.46
Math or Extension Error Total Amount					\$0.00	\$0.00					\$0.00	\$0.00
Extension or math error line (s) (Item No. Above) ??												

Notes:

1. The County reserves the right to adjust the quantities up or down to any and all bid items to accommodate available funds.

Bid Opening Date and Time: August 23,  
2016 at 2:05 p.m.

Department of Public Works - Engineering Division  
Bid Tabulation for: Jackson County Parks + Recreation

NOTE: This is an Unofficial bid tabulation and only  
reflects the initial reading of the bids received, not  
the evaluation of such bids.

Longview Lake Multi-Purpose Trail Renovation

Jackson County PN 3204 - Bid No. PW-09-2016  
Federal Project No. FLAP 9901(430)

**UNOFFICIAL**

Numbers highlighted in Yellow denote mathematical error.

6			7			8			9			10			11		
Downey Construction, Inc. Independence, MO			Mega Industries Corporation No. Kansas City, MO			Gunter Construction Company Kansas City, KS			MS Contracting, LLC Brookfield, MO			Hessling Construction, Inc. Dexter, MO			The Wilson Group, Inc. Greenwood, MO		
Unit Price	Total Amt Bid		Unit Price	Total Amt Bid		Unit Price	Total Amt Bid		Unit Price	Total Amt Bid		Unit Price	Total Amt Bid		Unit Price	Total Amt Bid	
7.199.00	7,199.00		67,850.00	67,850.00		20,763.00	20,763.00		16,500.00	16,500.00		20,000.31	20,000.31		5,500.00	5,500.00	
0.00	0.00	0.37	1,107.78	1,107.78		2,245.50	2,245.50	3.50	10,479.00	10,479.00	4.12	12,335.28	12,335.28	2.30	6,886.20	6,886.20	1.12
375.00	750.00	550.00	1,100.00	1,100.00	400.00	800.00	800.00	750.00	1,500.00	1,500.00	1,974.62	3,949.24	3,949.24	400.00	800.00	300.00	645.00
32.00	17,728.00	47.00	26,038.00	26,038.00	39.00	21,606.00	21,606.00	41.50	22,991.00	22,991.00	83.50	46,259.00	46,259.00	70.00	38,780.00	20.00	11,080.00
0.50	14,970.00	0.24	7,185.60	7,185.60	0.25	7,485.00	7,485.00	2.50	74,850.00	74,850.00	0.91	27,245.40	27,245.40	0.35	10,479.00	1.67	49,999.80
7.20	215,568.00	5.20	155,688.00	155,688.00	7.20	215,568.00	215,568.00	5.95	178,143.00	178,143.00	6.87	205,687.80	205,687.80	11.00	329,340.00	5.55	166,167.00
	256,215.00		258,969.38	258,969.38		268,467.50	268,467.50		304,463.00	304,463.00		315,477.03	315,477.03		391,785.20		267,337.80
	\$256,215.00		\$258,969.38	\$258,969.38		\$268,467.50	\$268,467.50		\$304,463.00	\$304,463.00		\$315,477.03	\$315,477.03		\$391,785.20		
	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00	\$0.00		\$0.00		

## THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

**Bid Bond**

KNOW ALL MEN BY THESE PRESENTS, that we Orr Wyatt Streetscapes - A Joint Venture  
 9812 East 56th Street, Raytown, MO 64133  
 as Principal, hereinafter called the Principal, and Western Surety Company  
 P. O. Box 5077, Sioux Falls, SD 57117-5077  
 a corporation duly organized under the laws of State of SD

as Surety, hereinafter called the Surety, are held and firmly bound unto

Jackson County, Missouri

415 East 12th Street, Kansas City, MO 64106

as Obligee, hereinafter called the Obligee, in the sum of

Five Percent of Amount Bid

Dollars (\$ 5% ),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Approximately 30,000 SF of 6" concrete trail in Longview Lake Park

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution hereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 23rd of August, 2016.

  
 (Witness)

Orr Wyatt Streetscapes - A Joint Venture

(Principal)

(Seal)

BY:   
 (Title)

Western Surety Company

(Surety)

BY:   
 (Title)

Mindy M. Goss

(Title) Attorney-in-Fact



Surety Phone No. 605-336-0850

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Mindy M. Goss, Individually**

of Kansas City, MO its true and lawful Attorney-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

Surety Bond No: Bid Bond

Principal: Orr Wyatt Streetscapes - A Joint Venture

Obligee: Jackson County, Missouri

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 1st day of December, 2015.



WESTERN SURETY COMPANY

*Paul T. Brufat*

Paul T. Brufat, Vice President

State of South Dakota }  
County of Minnehaha }

ss

On this 1st day of December, 2015, before me personally came Paul T. Brufat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



*J. Mohr*

J. Mohr, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 23rd day of August, 2016.



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary

**From:** Thomas J. Wyrsh  
**Sent:** Friday, August 26, 2016 10:34 AM  
**To:** Bruce M. Wilke  
**Subject:** RE: Compliance Review

Bruce, Orr Construction Management is in compliance. Renewal date is 12/31/2016. We received their Compliance Review form on 8/18/16.

**From:** Bruce M. Wilke  
**Sent:** Friday, August 26, 2016 10:17 AM  
**To:** Thomas J. Wyrsh  
**Subject:** Compliance Review

Tom,  
Attached is the bid proposal form from Orr Wyatt Streetscapes. They submitted the apparent low bid for PW-09-2016 which opened August 23. Please review the compliance review form and let me know the results.  
Thank you

**Bruce Wilke**  
Jackson County Parks + Rec  
22807 Woods Chapel Road  
Blue Springs, Mo. 64015  
Phone: (816) 503-4802  
fax: (816) 795-1234  
email: [bwilke@jacksongov.org](mailto:bwilke@jacksongov.org)



**JACKSON COUNTY**  
**Parks + Rec**

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

**Res. 19265**

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

August 29, 2016

Ms. Eva Steinman  
Missouri Department of Transportation  
600 Northeast Colbern Road  
Lee's Summit, Mo. 64086

Re: FLAP-9901(430) Longview Lake Trail Resurfacing

Dear Ms. Steinman,

This letter is to inform you that a bid opening for the Longview Lake Multi-purpose Trail Renovation was held on August 23, 2016. Eleven bids were received. Orr Wyatt Streetscapes submitted the apparent lowest and best bid in the amount of \$218,300.90. Wil-Pav Inc. submitted the second low bid in the amount of \$239,037.50.

- The bid total is for the base bid only.
- There were no alternates.
- The DBE goal was set at 0% for this project.
- Bidders were not required to be pre-qualified for this job. The low bidder is on the Prime Contractor MoDOT approved list.
- All Bidders were responsive.
- Bidders were required to fill out the following additional forms: Equipment Questionnaire, List of Contracts on Hand, Tax Clearance and Jackson County, Missouri Compliance Review Form. All bidders submitted completed forms with their bid.

I am requesting MoDOT concurrence in the award of the bid for this project to Orr Wyatt Streetscapes in the amount of \$218,300.90. All supporting documentation is attached.

If you have questions or need further information please feel free to contact me at (816) 503-4802.

Sincerely,

Bruce Wilke  
Jackson County Parks + Rec



Frank White Jr., County Executive

Bruce M. Wilke

**From:** Innovations <MoDOTSP@modot.mo.gov>  
**Sent:** Tuesday, September 6, 2016 7:44 AM  
**To:** Patrick.Hake@modot.mo.gov; Eva.Steinman@modot.mo.gov; Bruce M. Wilke  
**Cc:** Randy.Gilliland@modot.mo.gov; Kim.Temmen@modot.mo.gov;  
Amanda.Haynes@modot.mo.gov; Donna.Roewe@modot.mo.gov;  
Linda.Conner@modot.mo.gov; Lindsey.Boswell@modot.mo.gov;  
MaryAnn.Jacobs@modot.mo.gov; data\_backup@ghspfewp21.dot.missouri  
**Subject:** Concurrence in Award



9/6/2016

Jackson County Parks & Rec  
Bruce Wilke

Re: Concurrence in Award  
FLAP-9901(430)  
Trail Resurfacing

Dear Bruce Wilke

The Missouri Department of Transportation (MoDOT) concurs with the recommendation to award this project to Orr Wyatt Streetscapes, with a low bid of \$218,300.90. MoDOT's External Civil Rights have approved the DBE participation submitted by the awarded bidder to fulfill the DBE Goal of 0%.

After executing the contract, please submit an electronic copy of the following documents to your MoDOT district contact:

- Final Plans Package given to Bidders (include all addenda that were issued)
- Fully Executed Contract
- Payment Bond, Performance Bond
- Insurance Certificate
- Signed Worker Eligibility Verification Affidavit
- Signed E-Verify Memorandum of Understanding (MOU)
- Certification Regarding Affirmative Action signed by prime contractor (only if NOT utilizing MoDOT's Federal Project Bid Proposal Boilerplate)

MoDOT will grant the authority to issue the Notice To Proceed after these documents have been reviewed. The fully executed contract must be the same version that was shown in the bid proposal and must include all signatures, etc.



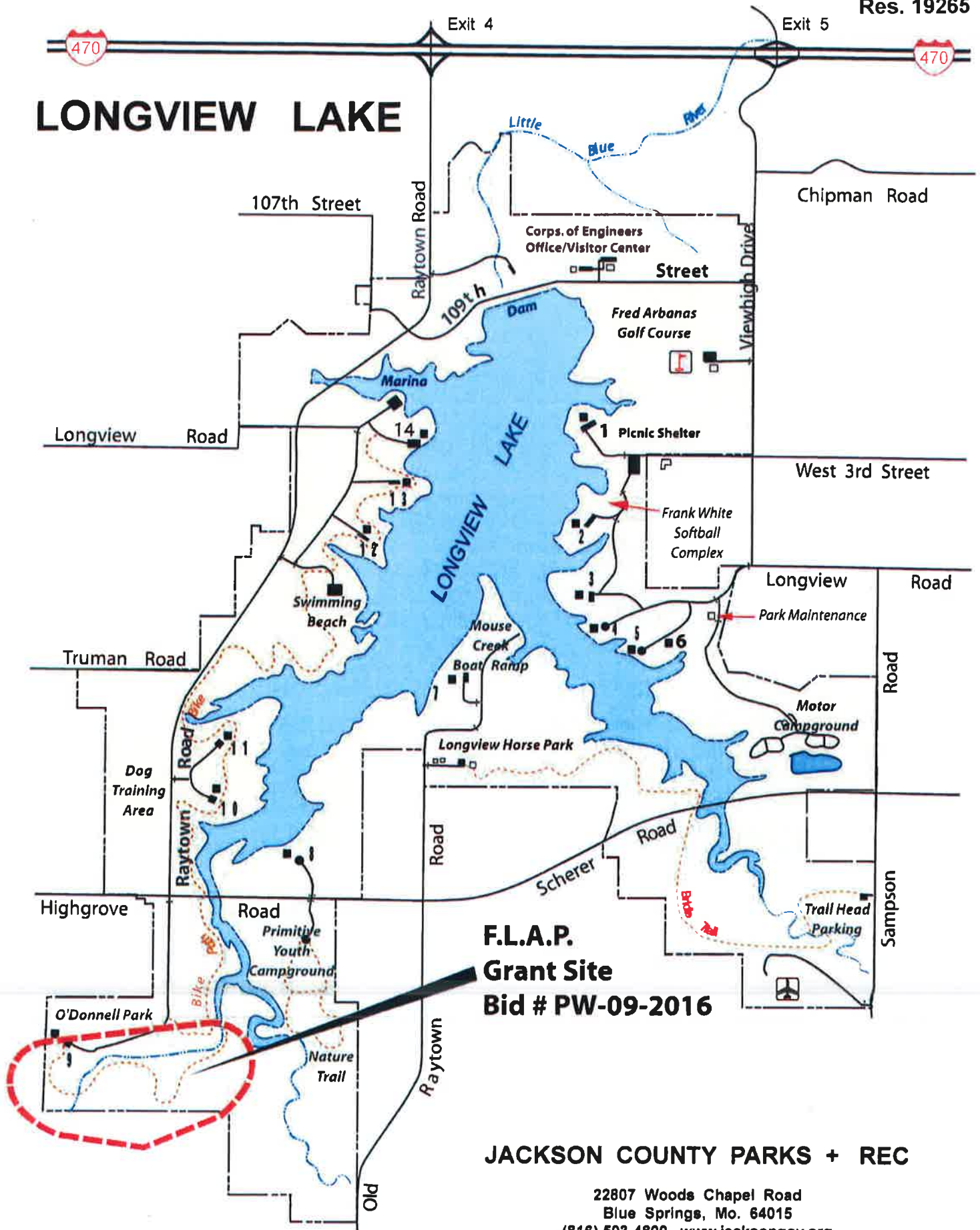
The itemized proposal is used in preparing a formal project agreement with FHWA. Upon FHWA's approval, a copy of the summary of estimated cost will be furnished for your use. You will then be able to submit invoices for reimbursement.

Please contact your district representative at <http://www.modot.org/business/manuals/LPAContacts.htm> to coordinate the scheduling of a pre-construction conference or if you have any questions regarding the required submittals.

Sincerely,

Kenny Voss, P.E.  
LPA Administrator  
(573)526-2924

Please do not respond to this automated email. Forward the email, with your questions or concerns to [LPASubmit@modot.mo.gov](mailto:LPASubmit@modot.mo.gov)



# Memorandum

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Res. 19265

Date: September 12, 2016

To: Legislative Committee

From: Michele Newman, Director of Parks + Rec

Sub: FLAP-9901(430) Longview Lake Trail Resurfacing

A bid opening for Bid No. PW-09-2016, for the Longview Lake Multi-purpose Trail Renovation was held on August 23, 2016. Eleven responsive bids were received. Orr Wyatt Streetscapes, (Raytown, Mo.), submitted the apparent lowest and best bid in the amount of \$218,300.90. Wil-Pav Inc. submitted the second low bid in the amount of \$239,037.50. The Parks Department has received a "Concurrence In Award" letter from the Missouri Department of Transportation that Orr Wyatt Streetscapes provided the lowest and best bid. The Jackson County Compliance Review Office has stated that Orr Wyatt Streetscapes is in compliance. Funding for this project was appropriated previously by Ordinance 4827 on February 29, 2016. We are therefore requesting the Legislature to accept the bid and award a contract on Bid No. PW-09-2016. We further request authorization for the County Executive to execute the Contract for this bid.

## Background:

- Resolution #18652 dated Nov. 3, 2014; authorized a Memorandum of Agreement with MoDOT for a Federal Lands Access Program grant for the Longview Lake Multi-purpose Trail Renovation.
- Ordinance 4827 dated Feb. 29, 2016; authorized execution of a Program Agreement for the project and appropriated \$270,984.00 to account 010-1608-58060, Grant Fund Construction Services Other Improvements.
- MoDOT has issued a "Concurrence in Award" notice allowing the County to execute a contract with Orr Wyatt Streetscapes for the work.

Please let me know if any additional information is required. I would be most happy to meet with you prior to the next Committee meeting to answer any remaining questions.

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

**A RESOLUTION** awarding a contract for the furnishing of lawn maintenance equipment for use by the Parks + Rec Department to John Deere & Company of Cary, North Carolina, at an actual cost to the County not to exceed \$44,901.00, under the terms and conditions of National Joint Powers Alliance Contract No. 070313-DAC, an existing government contract.

**RESOLUTION NO. 19266**, September 26, 2016

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has a need for lawn maintenance equipment for use at Adair Park; and,

WHEREAS, pursuant to section 1030.4 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the award of a contract for this equipment to John Deere & Company of Cary, North Carolina, at an actual cost to the County not to exceed \$44,901.00, under the terms and conditions of National Joint Powers Alliance Contract No. 070313-DAC, an existing government contract; and,

WHEREAS, the Director of Finance and Purchasing recommends this purchase under the terms and conditions set forth in the National Joint Powers Alliance Contract, due to the volume discounts offered to large entities; 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 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. 19266 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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: 300 5300 58170  
ACCOUNT TITLE: Park Enterprise Fund  
Non-Departmental  
Other Equipment  
NOT TO EXCEED: \$44,901.00

  
Date

  
Chief Financial Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19266

Sponsor(s): Tony Miller

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Purchase of Lawn Maintenance Equipment for the Parks + Rec Department from Deere &amp; Company of Cary, NC under the terms and conditions set forth in the National Joint Powers Alliance Contract No. 070313-DAC, an existing government contract.</u></p>												
<p>BUDGET INFORMATION</p> <p><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>\$44,900.32</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>\$44,900.32</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td></td></tr> <tr> <td>Source of funding (name of fund) and account code number:</td><td></td></tr> <tr> <td>300-5300-58170 Park Fund, Non-Departmental-Enterprise; Other Equipment</td><td>\$44,900.32</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:	\$44,900.32	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$44,900.32	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:		300-5300-58170 Park Fund, Non-Departmental-Enterprise; Other Equipment	\$44,900.32
Amount authorized by this legislation this fiscal year:	\$44,900.32												
Amount previously authorized this fiscal year:													
Total amount authorized after this legislative action:	\$44,900.32												
Amount budgeted for this item * (including transfers):													
Source of funding (name of fund) and account code number:													
300-5300-58170 Park Fund, Non-Departmental-Enterprise; Other Equipment	\$44,900.32												
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>												
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Jessica Johnson, Senior Buyer, 816-881-3465</p>												
REQUEST SUMMARY	<p>The Parks + Rec Department is requesting approval to purchase lawn maintenance equipment for use at Adair Park.</p> <table border="1"> <tr> <td>Description</td><td>Lawn &amp; Leisure-Lee's Summit</td></tr> <tr> <td>Cost of Equipment</td><td>\$50,411.46</td></tr> <tr> <td>Less Discount</td><td>\$5,511.14</td></tr> <tr> <td>Net Equipment Cost</td><td>\$44,900.32</td></tr> </table> <p>Pursuant to Section 1030.4 of the Jackson County Code, the Director of Finance and Purchasing recommends the purchase of lawn maintenance equipment for the Parks + Rec Department from Deere &amp; Company of Cary, NC under the terms and conditions of the National Joint Powers Alliance Contract No. 070313-DAC, an existing government contract in the amount of \$44,900.32.</p> <p>The Director of Finance and Purchasing recommends the purchase be made under this contract due to the higher volume discounts offered to larger government entities and/or buying groups.</p>	Description	Lawn & Leisure-Lee's Summit	Cost of Equipment	\$50,411.46	Less Discount	\$5,511.14	Net Equipment Cost	\$44,900.32				
Description	Lawn & Leisure-Lee's Summit												
Cost of Equipment	\$50,411.46												
Less Discount	\$5,511.14												
Net Equipment Cost	\$44,900.32												
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>												
ATTACHMENTS	<p>A Memorandum from Tina Spallo of the Parks + Rec Department; the quote from Lawn &amp; Leisure-Lee's Summit, delivering dealer for Deere &amp; Company; the pertinent pages of the National Joint Powers Alliance</p>												



	Contract.	
REVIEW	Department Director:	Date:
	<i>Michelle [Signature]</i>	<i>8-29-16</i>
	Finance (Budget Approval): If applicable	Date:
	<i>Mary Rasmussen</i>	<i>9/20/16</i>
	Division Manager:	Date:
	<i>Mary Jane Bibun</i>	<i>9/21/16</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☒ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- ☒ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.

This expenditure was included in the Annual Budget.

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

RES # 19266

[illegible]

Mary Rasmussen  
Budgeting



**Res. 19266**

**Quote Id: 13917069**

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**ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:**

LAWN & LEISURE - LEES SUMMIT  
706 Se Blue Parkway  
Lees Summit, MO 64063  
816-524-6695  
KraftS@LawnandLeisure.com

---

Prepared For:  
**Jackson County Parks**



**Proposal For:**  
**Jackson County Parks**

**Delivering Dealer:**

W.r. Vietze

LAWN & LEISURE - LEES SUMMIT  
706 Se Blue Parkway  
Lees Summit, MO 64063

816-524-6695

KraftS@LawnandLeisure.com

**Quote Prepared By:**

w.r. vietze

816-590-9424

vietzee@lawnandleisure.com

Date: 23 August 2016

Offer Expires: 23 September 2016

---

*Confidential*

## MEMORANDUM

To: Jessica Johnson, Purchasing

From: Tina Spallo, Parks + Rec

Re: Adair Park Equipment Purchase

Date: August 29, 2016

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The Parks + Rec Department recommend the purchase of the following equipment from Deere & Company based upon pricing provided through NJPA Landscaping and Grounds Contract 070313-DAC (PG NB).

- John Deere Z997R Commercial L.C. Diesel W 60" 7-Gauge Side Discharge Deck
- Agrimental Fairway Aerator with 3 point hitch
- Bunker Rake and Field Finisher

Total price is \$44,900.32 and will be funded from 300-5300-58170.



Res. 19266

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

LAWN & LEISURE - LEES SUMMIT  
706 Se Blue Parkway  
Lees Summit, MO 64063  
816-524-6695  
KraftS@LawnandLeisure.com

**Quote Summary**

**Prepared For:**

Jackson County Parks  
MO

**Delivering Dealer:**

**LAWN & LEISURE - LEES SUMMIT**  
W.r. Vietze  
706 Se Blue Parkway  
Lees Summit, MO 64063  
Phone: 816-524-6695  
Mobile: 816-590-9424  
vietzee@lawnandleisure.com

**Quote ID:** 13917069

**Created On:** 23 August 2016

**Last Modified On:** 24 August 2016

**Expiration Date:** 23 September 2016

**Equipment Summary**

**Selling Price Qty Extended**

JOHN DEERE Z997R DIESEL W 60" \$ 44,900.32 X 1 = \$ 44,900.32

7-GUAGE SIDE DISCHARGE DECK

**Contract:** NJPA Landscaping and Grounds 070313-DAC (PG NB)

**Price Effective Date:** August 23, 2016

**Equipment Total**

**\$ 44,900.32**

\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total \$ 44,900.32

Trade In

SubTotal **\$ 44,900.32**

Total \$ 44,900.32

Down Payment (0.00)

Rental Applied (0.00)

**Balance Due \$ 44,900.32**

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

Confidential

**JOHN DEERE**

# Selling Equipment

Quote Id: 13917069

Customer Name:

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

LAWN & LEISURE - LEES SUMMIT  
706 Se Blue Parkway  
Lees Summit, MO 64063  
816-524-6695  
KraftS@LawnandLeisure.com

## JOHN DEERE Z997R DIESEL W 60" 7-GUAGE SIDE DISCHARGE DECK

Hours:

Stock Number:

Contract: NJPA Landscaping and Grounds 070313-DAC  
(PG NB)

Selling Price \*

\$ 44,900.32

Price Effective Date: August 23, 2016

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0910TC	Z997R Commercial L. C. Diesel Max-Frame Z-Trak with 60 In. Side Discharge 7-Iron PRO Deck	1	\$ 23,335.00	23.00	\$ 5,367.05	\$ 17,967.95	\$ 17,967.95
<b>Standard Options - Per Unit</b>							
001A	United States/Canada	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
2011	Comfort Adjust Suspension Seat with Armrests	1	\$ 375.00	23.00	\$ 86.25	\$ 288.75	\$ 288.75
<b>Standard Options Total</b>			<b>\$ 375.00</b>		<b>\$ 86.25</b>	<b>\$ 288.75</b>	<b>\$ 288.75</b>
<b>Dealer Attachments/Non-Contract/Open Market</b>							
BTC10674	Rear Bumper Kit	1	\$ 251.46	23.00	\$ 57.84	\$ 193.62	\$ 193.62
FA720TP	Allied, Agrimetel Fairway Aerator, 3 point	1	\$ 7,950.00	0.00	\$ 0.00	\$ 7,950.00	\$ 7,950.00
1200A	Non-Contract ,Bunker rake and field finisher	1	\$ 18,500.00	0.00	\$ 0.00	\$ 18,500.00	\$ 18,500.00
<b>Dealer Attachments Total</b>			<b>\$ 26,701.46</b>		<b>\$ 57.84</b>	<b>\$ 26,643.62</b>	<b>\$ 26,643.62</b>
<b>Suggested Price</b>						<b>\$ 44,900.32</b>	
<b>Total Selling Price</b>			<b>\$ 50,411.46</b>		<b>\$ 5,511.14</b>	<b>\$ 44,900.32</b>	<b>\$ 44,900.32</b>



# ANNUAL RENEWAL OF AGREEMENT

Made by and Between

**Deere & Company (Vendor)**  
**2000 John Deere Run**  
**Cary, NC 27513**

and

**National Joint Powers Alliance® (NJPA)**  
**202 12<sup>th</sup> Street NE**  
**Staples, MN 56479**  
**Phone: (218) 894-1930**

Whereas:

"Vendor" and "NJPA" have entered into an "Acceptance and Award #070313-DAC" for the procurement of Grounds Maintenance with Related Equipment, Accessories and Supplies, and having a maturity date of August 20, 2017, and which are subject to annual renewals at the option of both parties.

Now therefore:

"Vendor" and "NJPA" hereby desire and agree to extend and renew the above defined contract for the period of August 20, 2016 to August 20, 2017.

National Joint Powers Alliance® (NJPA)

By: [Signature], Its: Executive Director/CEO

Name printed or typed: Chad Coquette

Date: 7/12/16

Deere & Company

By: [Signature], Its: Mgr. Government Sales

Name printed or typed: Collins Jones

Date: 7/12/16

If you do not desire to extend contract, please sign below and return this agreement.  
**Discontinue: We desire to discontinue the contract.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

must show John Deere Company as the vendor and reference the contract number.

Expand All Collapse All

## Contract Details

### Quotes

Quotes are valid for 30 days from the creation date of the quote. All quotes created in JDQ2 have creation and expiration dates on the upper right hand corner of the first quote page for your convenience.

### Allied (Non-Deere)

Allowed. Allied equipment may only be sold in connection with the sale of a contract item. Items must be clearly labeled on the purchase order or quote as Allied.

Allied items are Order Zone products, implements, attachments, accessories, parts or bundles not manufactured by John Deere that are requested by the customer to complete the purchase of John Deere equipment awarded on contract.

### Credit Cards

Not allowed on this contract.

### Demo

Not allowed on this contract.

### Fees

An optional delivery charge of \$4 per loaded mile is allowed for the delivering dealer. If charged, the fee must appear on the quote or purchase order.

### Financing

The low interest rate, low cost John Deere Municipal Lease, is a type of financing that is specifically designed for qualified state, government, and educational entities which allow full ownership at the end of the lease term.

Allowed. The John Deere Municipal Lease or a third party type municipal lease (if applicable) is allowed.

**Multiple Unit Discount**

Multiple unit discounts are permitted. The contract discount plus the multiple unit discount equals the total discount. Discounts are based on the following schedule:

Quantity	Additional Discount
3-4	1%
5-6	2%
7-8	3%
9 units or more	4%

Sales of 3 or more like self-propelled products sold on the same purchase order are eligible for the multi-unit discount. Self-propelled products, with the exception of our utility vehicles, must be listed in the same tabbed price book section. Compatible implements sold with such products also qualify for the multi-unit discount but do not count as a unit.

Frontier Equipment is excluded from the Multiple Unit Discount.

**Non-Contract (Deere)**

Allowed. Non-contract equipment may only be sold in connection with the sale of a contract item. Items must be clearly labeled on the purchase order or quote as Non-Contract.

Non-contract items are John Deere manufactured Order Zone products, implements, attachments, accessories, parts or bundles that are not currently on contract but are requested by the customer to complete the purchase of John Deere equipment awarded on contract.

**Rental**

Not allowed on this contract.

**Special Delivery Obligations**

None.

**Substitutions** Not allowed on this contract.

**Trade-Ins** Allowed. Items must be clearly labeled on the purchase order or quote as Trade-In. The agency and the dealer determine the trade-in value.

**Miscellaneous** Shipping charges apply for Alaska and Hawaii.

For deliveries to Alaska or Hawaii, factory freight to the delivering dealer will be paid by the NJPA member. The equipment will be FOB origin. Factory freight is known at the time of quoting, and will be included on the quote to the NJPA member.

For all other deliveries within the continental US, the equipment will be FOB destination (the NJPA member will NOT be charged factory freight to the delivering dealer).

#### Price Structure

**\*\*Please include the NJPA member number on the dealer quote or on the NJPA Member's purchase order.\*\***

Price Page Tabs	Product Descriptions	Discounts off MSRP	Price Page Dates
L21	Residential Zero-Turn-Radius Mowers & Equipment	0%	Current
L25	Lawn Tractors (D100's only) & Equipment	0%	Current
L25	Lawn Tractors (X300s only) & Equipment	18%	Current

L30	Garden Tractors & Equipment	18%	Current
L35	Equipment for Lawn & Garden Tractors	18%	Current
C10	Commercial Walk-Behind Mowers & Equipment	13%	Current
C13	Commercial Zero-Turn-Radius Mowers & Equipment	23%	Current
C15	Commercial Front Mowers & Equipment	23%	Current
C18	Commercial Wide Area Mowers & Equipment	23%	Current
C20	Compact Utility Tractors & Equipment	17%	Current
C21	Equipment for Commercial Mowing Products	23%	Current
C25	Equipment for Compact Utility Tractors	17%	Current
C39	Recreational Utility Vehicles & Equipment	16%	Current
C40	Mid Duty Crossover Utility Vehicles & Equipment	16%	Current
C41	Heavy-Duty Crossover Utility Vehicles & Equipment	16%	Current
C42	Traditional Utility Vehicles & Equipment	16%	Current
C47	HPX Utility Vehicles & Equipment	16%	Current
G10	Reel Mowers & Equipment	22%	Current

G15	Special Application Mowers & Equipment	22%	Current
G20	Special Application Vehicles & Equipment	22%	Current
G25	Aeration & Equipment	22%	Current
G30	Debris Maintenance & Equipment	22%	Current
<b>Frontier</b>	Cutting & Mowing	18%	Current
	Hay & Forage	18%	Current
	Landscaping	18%	Current
	Material Handling	18%	Current
	Planting & Seeding	18%	Current
	Snow	18%	Current

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

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Monday, September 26, 2016, for the purpose of conducting privileged and confidential communications between itself and the Jackson County Counselor under section 610.021(1) of the Revised Statutes of Missouri, and closing all records prepared for discussion at said meeting.

**RESOLUTION NO. 19267**, September 26, 2016

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, September 26, 2016, 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 privileged and confidential communications between the Legislature and the Jackson County Counselor concerning the status of legal actions, causes of action, and/or litigation; and,

WHEREAS, such closed meeting is allowable under section 610.021(1) of the Revised Statutes of Missouri; now therefore,



BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature be authorized to hold a closed meeting during the regularly scheduled meeting of the Legislature on Monday, September 26, 2016, pursuant to section 610.021(1), 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. 19267 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 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 Executive to execute an addendum to the outside agency Cooperative Agreement with the Jackson County Soil and Water Conservation District, at no additional cost to the County.

**RESOLUTION NO. 19268**, September 26, 2016

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, by Resolution 19052, dated January 19, 2016, the Legislature did authorize the execution of a Cooperative Agreement, in the amount of \$16,940.00, with the Jackson County Soil and Water Conservation District for conservation efforts for the benefit and preservation of the road and bridge rights-of-way in unincorporated Jackson County; and,

WHEREAS, it is necessary to revise the original budget presented by the Jackson County Soil and Water Conservation District due to the need for additional printing supplies; and,

WHEREAS, an Addendum to the Cooperative Agreement is a suitable mechanism to memorialize the budget revisions; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be and hereby is authorized to execute an Addendum to the Cooperative Agreement with the Jackson County Soil and Water Conservation District, at no additional cost to the County, in a form to be approved by the County Counselor; 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 Agreement.

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. 19268 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res~~Ord~~ No.: 19268

Sponsor(s): Greg Grounds

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: 2016 Outside Agency Funding Request for Jackson County Soil and Water re-allocating budget items within their outside agency program budget which was approved on January 19, 2016 as Resolution 19052. The (REVISED) Program Budget dated 09/20/2016 is attached.</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>\$0</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td>\$16,940</td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$16,940</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$16,940</td></tr> <tr> <td>Source of funding (name of fund) and account code number; FROM/TO:</td><td>N/A</td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$0	Amount previously authorized this fiscal year:	\$16,940	Total amount authorized after this legislative action:	\$16,940	Amount budgeted for this item * (including transfers):	\$16,940	Source of funding (name of fund) and account code number; FROM/TO:	N/A
Amount authorized by this legislation this fiscal year:	\$0										
Amount previously authorized this fiscal year:	\$16,940										
Total amount authorized after this legislative action:	\$16,940										
Amount budgeted for this item * (including transfers):	\$16,940										
Source of funding (name of fund) and account code number; FROM/TO:	N/A										
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date): Res #19052 1/19/2016</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Auditor's Office 881-3310</p>										
REQUEST SUMMARY	<p>1). Jackson County Soil &amp; Water</p> <p>Jackson Soil and Water is requesting a change in allocation from the original program budget submitted to the <i>REVISED</i> program budget dated September 20, 2016 (attached).</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS	<p><b>REVISED Program Budget &amp; Explanation Letter Attached</b></p>										
REVIEW	<table border="1"> <tr> <td>Department Director: <i>Chissy Woodhouse</i></td><td>Date: <i>9/21/2016</i></td></tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i> <i>N/A</i></td><td>Date:</td></tr> <tr> <td>Division Manager: <i>Marylou Brown</i></td><td>Date: <i>9/21/16</i></td></tr> <tr> <td>County Counselor's Office:</td><td>Date:</td></tr> </table>	Department Director: <i>Chissy Woodhouse</i>	Date: <i>9/21/2016</i>	Finance (Budget Approval): <i>If applicable</i> <i>N/A</i>	Date:	Division Manager: <i>Marylou Brown</i>	Date: <i>9/21/16</i>	County Counselor's Office:	Date:		
Department Director: <i>Chissy Woodhouse</i>	Date: <i>9/21/2016</i>										
Finance (Budget Approval): <i>If applicable</i> <i>N/A</i>	Date:										
Division Manager: <i>Marylou Brown</i>	Date: <i>9/21/16</i>										
County Counselor's Office:	Date:										

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.



RECEIVED

SEP 20 2016

JACKSON COUNTY  
AUDITORS OFFICE  
KANSAS CITY, MISSOURI  
Date of AMENDMENT



## Section B

## 2016 Program AMENDED Budget Request

**Agency Name:**

Jackson County Soil &amp; Water Conservation

**Replaces Previous Budget Dated:**

**December 18, 2015**

**Budget Request:**

9/20/2016

## Salaries

*attach job description or duties for NEW Program requests only*

Position / Title	Budgeted Amount as of: 12/18/2015	100% Funded by Jackson County	New Amount Amended Request
Program Specilist II / District Manager	\$ 6,346	<input type="checkbox"/>	\$ 6,346
Info/ Ed Specialist	\$ 7,500	<input type="checkbox"/>	\$ 7,500
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
Fringe Benefits	\$ 2,254		\$ 1,301
<b>Total Salaries &amp; Fringe Benefits</b>	<b>\$ 16,100</b>		<b>\$ 15,147</b>

## Contractual Services & Supplies

Description	Budgeted Amount as of: 1/8/2016	100% Funded by Jackson County	New Amount Amended Request
Program Audit (Ralph C. Johnson & Co. PC, CPA)	\$ 840	<input type="checkbox"/>	\$ 840
Printer Expense		<input type="checkbox"/>	\$ 953
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
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		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
<b>Total Contractual Services &amp; Supplies</b>	<b>\$ 840</b>		<b>\$ 1,793</b>
<b>Total 2016 Program Budget Request</b>	<b>\$ 16,940</b>		<b>\$ 16,940</b>

**Total Program Cost**                      **\$ 96,362**

*Total cost to run your program regardless of the Jackson County funding you are requesting.*

### Estimate of Cost Per Participant

**From:** Struwe, Linda <linda.struwe@swcd.mo.gov>  
**Sent:** Friday, September 09, 2016 11:45 AM  
**To:** Crissy Wooderson  
**Subject:** Outside Funding  
**Attachments:** SKMBT\_C36016090911010.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Crissy,

Jackson County Soil and Water Conservation District, would like to make a request to the Legislature to take some of the funds in our 2016 Outside Funding in the Fringe Benefits in the amount of \$953.70 and use to purchase much needed supplies for our printer. Please find attached the proposed invoice, which of course, I have not ordered.

Could you please advise if this could be done?

Thanks,

*Linda Struwe*

Program Specialist III/District Manager

Jackson County SWCD

1974 NW Copper Oaks Circle

Blue Springs, MO 64015

816-228-1836 x 5036

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

**A RESOLUTION** authorizing the County Executive to execute an addendum to the outside agency Cooperative Agreement with the University of Missouri Extension Council, at no additional cost to the County.

**RESOLUTION NO. 19269**, September 26, 2016

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, by Resolution 19044, dated January 19, 2016, the Legislature did authorize the execution of a Cooperative Agreement, in the amount of \$241,275.00, with the University of Missouri Extension Council to support the Council's staff in health and recreation related programs and services for citizens of Jackson County; and,

WHEREAS, it is necessary to revise the original budget presented by the University of Missouri Extension Council due to an increase in its budgetary needs for rent and utilities; and,

WHEREAS, an Addendum to the Cooperative Agreement is a suitable mechanism to memorialize the budget revisions; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the County Executive be and hereby is authorized to execute an Addendum to the Cooperative Agreement with the University of Missouri Extension Council, at no additional cost to the County, in a form to be approved by the County Counselor; 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 Agreement.

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. 19269 of September 26, 2016, was duly passed on \_\_\_\_\_, 2016 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19269

Sponsor(s): Greg Grounds

Date: September 26, 2016

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: 2016 Outside Agency Funding Request for University of Missouri Extension Council re-allocating budget items within their outside agency program budget which was approved on January 19, 2016 as Resolution 19044. The (REVISED) Program Budget dated 09/15/2016 is attached.</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>\$0</td></tr> <tr> <td>Amount previously authorized this fiscal year:</td><td>\$241,275</td></tr> <tr> <td>Total amount authorized after this legislative action:</td><td>\$241,275</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$241,275</td></tr> <tr> <td>Source of funding (name of fund) and account code number; FROM/TO:</td><td>N/A</td></tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input checked="" type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$0	Amount previously authorized this fiscal year:	\$241,275	Total amount authorized after this legislative action:	\$241,275	Amount budgeted for this item * (including transfers):	\$241,275	Source of funding (name of fund) and account code number; FROM/TO:	N/A
Amount authorized by this legislation this fiscal year:	\$0										
Amount previously authorized this fiscal year:	\$241,275										
Total amount authorized after this legislative action:	\$241,275										
Amount budgeted for this item * (including transfers):	\$241,275										
Source of funding (name of fund) and account code number; FROM/TO:	N/A										
PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date): Res #19044 1/19/2016</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Auditor's Office 881-3310</p>										
REQUEST SUMMARY	<p>1). University of Missouri Extension Council</p> <p>University of Missouri Extension Council is requesting a change in allocation from the original program budget submitted to the <i>REVISED</i> program budget dated September 15, 2016 (attached).</p>										
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department)  <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
ATTACHMENTS	<p><b>REVISED Program Budget &amp; Explanation Letter Attached</b></p>										
REVIEW	<table border="1"> <tr> <td>Department Director: <i>Cherry Woodhouse</i></td><td>Date: <i>9/21/2016</i></td></tr> <tr> <td>Finance (Budget Approval): <i>If applicable</i></td><td>Date:</td></tr> <tr> <td>Division Manager: <i>Mary Jane Brown</i></td><td>Date: <i>9/21/16</i></td></tr> <tr> <td>County Counselor's Office:</td><td>Date:</td></tr> </table>	Department Director: <i>Cherry Woodhouse</i>	Date: <i>9/21/2016</i>	Finance (Budget Approval): <i>If applicable</i>	Date:	Division Manager: <i>Mary Jane Brown</i>	Date: <i>9/21/16</i>	County Counselor's Office:	Date:		
Department Director: <i>Cherry Woodhouse</i>	Date: <i>9/21/2016</i>										
Finance (Budget Approval): <i>If applicable</i>	Date:										
Division Manager: <i>Mary Jane Brown</i>	Date: <i>9/21/16</i>										
County Counselor's Office:	Date:										

Fiscal Information (to be verified by Budget Office in Finance Department)

- ☐ This expenditure was included in the annual budget.
- ☐ Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- ☐ There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- ☐ Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- ☐ Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- ☐ This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- ☐ This legislative action does not impact the County financially and does not require Finance/Budget approval.





## Section B 2016 Program AMENDED Budget Request

Res. 1926 9  
**RECEIVED**

SEP 15 2016

JACKSON COUNTY  
AUDITORS OFFICE  
KANSAS CITY, MISSOURI

Agency Name:

Replaces Previous Budget Dated:

Date of AMENDED  
Budget Request:

University of MO Extension

January 8, 2016

9/13/2016

### Salaries

*attach job description or duties for NEW Program requests only*

Position / Title	Budgeted Amount as of: 1/8/2016	100% Funded by Jackson County	New Amount Amended Request
Bookkeeper/Office Manager	\$ 35,000	<input checked="" type="checkbox"/>	\$ 35,000
Administrative Support Assistant	\$ 25,000	<input checked="" type="checkbox"/>	\$ 25,000
Administrative Support Assistant	\$ 24,500	<input checked="" type="checkbox"/>	\$ 24,500
4-H Administrative Support Assistant (24 hours)	\$ 15,775	<input checked="" type="checkbox"/>	\$ 15,775
Administrative Support (20 hours)	\$ 12,250	<input type="checkbox"/>	\$ 12,250
		<input type="checkbox"/>	
Fringe Benefits	\$ 19,100		\$ 17,500
<b>Total Salaries &amp; Fringe Benefits</b>	<b>\$ 131,625</b>		<b>\$ 130,025</b>

### Contractual Services & Supplies

Description	Budgeted Amount as of: 1/8/2016	100% Funded by Jackson County	New Amount Amended Request
Rent/Utilities for Ext. Offices in Blue Springs, MO and Kansas City, MO	\$ 81,000	<input type="checkbox"/>	\$ 86,750
Phone Service	\$ 4,000	<input type="checkbox"/>	\$ 4,000
Printing/Copying	\$ 3,000	<input type="checkbox"/>	\$ 3,000
Communications & Media	\$ 2,150	<input type="checkbox"/>	\$ 1,000
Office Supplies/Services	\$ 2,500	<input type="checkbox"/>	\$ 2,500
Travel/Mileage for 26 Extension faculty providing programs in Jackson County	\$ 17,000	<input type="checkbox"/>	\$ 14,000
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
<b>Total Contractual Services &amp; Supplies</b>	<b>\$ 109,650</b>		<b>\$ 111,250</b>
<b>Total 2016 Program Budget Request</b>	<b>\$ 241,275</b>		<b>\$ 241,275</b>

Total Program Cost \$ 323,626

Total cost to run your program regardless of the Jackson County funding you are requesting.

Estimate of Cost Per Participant \$ 5

**Crissy Wooderson**

---

**From:** Brillhart, Matt J. <brillhartmj@missouri.edu>  
**Sent:** Wednesday, August 31, 2016 11:29 AM  
**To:** Crissy Wooderson  
**Subject:** Request for Appropriation Revision: Jackson County, MO - Outside Agency - U of MO Extension

Ms. Wooderson,

Below are the changes that the Council agreed upon for adjustments. The Council reviewed their overall current expenses and projections for the rest of the year and would like to request changes in some categories within their 2016 appropriation. Due to staff retirements and transitions that have occurred, there will an overall reduction in travel expenses for the year until all the positions are refilled. All open positions are expected to be filled by the end of this year. Benefit costs did not increase as high as initially estimated when the budget was submitted earlier this year. There is some assistance from campus this year that will aid us in marketing and postage expenses; thus, reduction in the "Communications & Media" category. One of our core expenses is rent/utilities. The difference in the other three categories is being adjusted with in an increase in the "Rent/Storage" category.

Next year, we will not be receiving any assistance from campus in regards to postage or marketing expenses so this will be reflected in our upcoming budget request for 2017.

Thank you for your assistance,

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