

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

**AN ORDINANCE** appropriating \$170,863.00 from the undesignated fund balance of the 2018 Health Fund to cover increased revenues for medical examiner services received from Cass, Clay, and Platte Counties.

**ORDINANCE NO. 5146**, September 17, 2018

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the County has received increased revenues under its contracts for medical examiner services with Cass, Platte and Clay Counties; and,

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

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the following appropriation be and hereby are made from the undesignated fund balance of the 2018 Health Fund:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Health Fund			
002-9999	45404-Cass County ME	\$33,473	
002-9999	45405-Platte County ME	\$58,458	
002-9999	45406-Clay County ME	\$78,932	
002-2810	Undesignated Fund Balance		\$170,863
002-2810	Undesignated Fund Balance	\$170,863	
Medical Examiner			
002-2001	56790-Other Contractual Svc		\$ 40,000
002-2001	57180-Laboratory Supplies		\$ 29,000
002-2001	57230-Other Operating Supp.		\$ 15,000
002-2001	56847-Lab Fees		\$ 5,000

002-2001	56530-Maint. & Repair-Auto	\$ 2,000
002-2001	56140-Travel Expense	\$ 8,000
002-2001	56750-Education Benefits	\$ 2,000
002-2001	56730-Janitor & Exterminating Svc	\$ 3,000
002-2001	58120- Automobiles	\$ 33,900
002-2001	58170- Other Equipment	\$ 32,963

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. 5146 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5146.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 002 2810  
ACCOUNT TITLE: Health Fund  
Undesignated Fund Balance  
NOT TO EXCEED: \$170,863.00

9/12/18  
\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

~~Res~~/Ord No.: 5146

Sponsor(s): Crystal Williams

Date: September 17, 2018

<b>SUBJECT</b>	<p>Action Requested  Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p><b>Project/Title:</b>  Requesting an appropriation of \$170,862.79 from the Health Fund as a result of the increase in revenues due to the new contracts with Cass, Platte, and Clay Counties for medical examiner services.</p>								
<b>BUDGET INFORMATION</b> <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>\$170,862.79</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>\$170,862.79</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$0</td> </tr> </table> <p>Source of funding (name of fund) and account code number;  <b>FROM:</b>  002-9999 2810 Health Fund, Non-Dept Health Fund</p> <p><b>TO:</b>  002-2001 6790 Health Fund, MEO, Other Contractual Services  002-2001 7180 Health Fund, MEO, Laboratory Supplies  002-2001 7230 Health Fund, MEO, Other Operating Supplies  002-2001 6847 Health Fund, MEO, Lab Fees  002-2001 6530 Health Fund, MEO, Maint &amp; Repair Auto Equip  002-2001 6140 Health Fund, MEO, Travel Expense  002-2001 6750 Health Fund, MEO, Education Benefits  002-2001 6730 Health Fund, MEO, Janitorial  002-2001 8120 Health Fund, MEO, Automobile  002-2001 8170 Health Fund, MEO, Other Equipment</p> <p><b>FROM ACCT</b>  \$170,862.79</p> <p><b>TO ACCT</b>  \$ 40,000.00  \$ 29,000.00  \$ 15,000.00  \$ 5,000.00  \$ 2,000.00  \$ 8,000.00  \$ 2,000.00  \$ 3,000.00  \$ 33,900.00  \$ 32,962.79</p> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): \$  Prior Year Actual Amount Spent (if applicable): \$</p>	Amount authorized by this legislation this fiscal year:	\$170,862.79	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$170,862.79	Amount budgeted for this item * (including transfers):	\$0
Amount authorized by this legislation this fiscal year:	\$170,862.79								
Amount previously authorized this fiscal year:	\$0								
Total amount authorized after this legislative action:	\$170,862.79								
Amount budgeted for this item * (including transfers):	\$0								
<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):  Prior resolutions and (date): Res. 19838, Res. 19839, Res. 19840 April 23, 2018 Agreements for increased compensation payable to Jackson County covering Medical Examiner services for Cass, Clay, and Platte Counties.</p>								
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Kandi Brooke, Administrative Supervisor for Dr. Diane Peterson, Chief Medical Examiner (816) 881-6600</p>								



REQUEST SUMMARY	Requesting an appropriation of \$170,862.79 from the Health Fund as a result of the increase in revenues due to the new contracts with Cass, Platte, and Clay Counties for medical examiner services to help cover additional expenditures due to an increased case load.		
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	Medical Examiner revenue analysis Medical Examiner 2018 YTD		
REVIEW	Department Director:	<i>Diane Peterson MD</i>	Date: 08/28/2018
	Finance (Budget Approval): If applicable	<i>[Signature]</i>	Date: 9/5/18
	Division Manager:	<i>[Signature]</i>	Date: 9-5-18
	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:
2110	Undesignated Fund Balance	\$170,863

- ☐ 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 transfer are available from the sources indicated below.

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RES # 5146

Budget Officer *9/5/18*

effective 7/1/2018 - 6/30/2019

Medical Examiner Fees

A	B (A / 4)	C (A / 2)	D	E (D - C) Amount to Appropriate from First Half of 2018	F 2018 Resolutions #19838, #19839, & #19840	G (F / 4) Quarter of 2018 Resolutions	H Actual Q3 2018 Revenue	I (H - B) Amount to Appropriate from Q3 2018	J (E + I) Total to Appropriate in 2018
2018 Adopted Budget	Quarter of 2018 Adopted Budget	Half of 2018 Adopted Budget	Actual 1st Half of 2018 Revenue						
Cass \$ 131,641.60	\$ 32,910.40	\$ 65,820.80	\$ 65,820.80	\$ -	\$ 265,533.44	\$ 66,383.36	\$ 66,383.36	\$ 33,472.96	\$ 33,472.96
Platte 92,293.00	23,073.25	46,146.50	62,917.74	16,771.24	259,038.72	64,759.68	64,759.68	41,686.43	58,457.67
Clay 306,028.80	76,507.20	153,014.40	153,014.40	-	621,757.44	155,439.36	155,439.36	78,932.16	78,932.16
Total \$ 529,963.40	\$ 132,490.85	\$ 264,981.70	\$ 281,752.94	\$ 16,771.24	\$ 1,146,329.60	\$ 286,582.40	\$ 286,582.40	\$ 154,091.55	\$ 170,862.79

Checks Received (may not be posted in FMS)	
"Q1 2018 CASS CO MED EXAM"	\$ 32,910.40
"Q1 2018 PLATTE CO MED EXAM"	31,458.87
"Q1 2018 CLAY CO MED EXAM"	76,507.20
"Q2 2018 CASS CO MED EXAM"	32,910.40
"Q2 2018 PLATTE CO MED EXAM"	31,458.87
"Q2 2018 CLAY CO MED EXAM"	76,507.20
	281,752.94
"Q3 2018 CLAY CO MED EXAM"	155,439.36
"Q3 2018 CASS CO MED EXAM"	66,383.36
"Q3 2018 PLATTE CO MED EXAM"	64,759.68
	\$ 568,335.34

002	Health Fund	MTD	YTD-Encum	YTD-Expense	LYTD-Expense	Current Budget	Remaining Budget	%Spent
55010	Regular Salaries	120,300.89	0.00	987,195.67	112,677.83	1,572,263.00	585,067.33	62.79 %
55020	Seasonal Salaries	0.00	0.00	0.00	336.18	0.00	0.00	0.00 %
55030	Over Time Salaries	7,910.20	0.00	78,632.66	9,799.71	130,000.00	51,367.34	60.49 %
55040	FICA Taxes	8,494.16	0.00	77,076.91	7,933.67	124,103.00	47,026.09	62.11 %
55050	Pension Contributions	0.00	0.00	111,866.52	22,187.83	223,733.00	111,866.48	50.00 %
55060	Insurance Benefits	17,551.42	0.00	136,211.47	13,470.08	165,117.00	28,905.53	82.49 %
55061	Insurance Fixed Cost & Dental	69.34	0.00	69.45	0.00	0.00	-69.45	0.00 %
55062	HSA Contribution	1,000.00	0.00	700.00	0.00	0.00	-700.00	0.00 %
55063	Insurance Admin Fee	2,074.46	0.00	2,066.80	0.00	0.00	-2,066.80	0.00 %
56060	Medical & Dental Services	0.00	5,062.50	1,937.50	525.00	12,000.00	5,000.00	58.33 %
56080	Other Professional Services	0.00	0.00	1,475.00	0.00	3,000.00	1,525.00	49.17 %
56110	Postage	195.33	1,769.93	952.32	46.37	4,000.00	1,277.75	68.06 %
56120	Car Allowance & Mileage	203.20	0.00	2,140.65	0.00	1,000.00	-1,140.65	214.07 %
56140	Travel Expense	0.00	0.00	9,988.69	297.00	11,500.00	1,511.31	86.86 %
56160	Meeting Expense	0.00	0.00	236.86	0.00	1,000.00	763.14	23.69 %
56220	Photographing & Blue Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00 %
56230	Printing	0.00	0.00	466.23	0.00	1,017.00	550.77	45.84 %
56370	Liability Insurance	0.00	0.00	28,237.11	8,152.00	28,240.00	2.89	99.99 %
56530	Maint & Repair - Auto Equip	560.96	1,924.91	2,525.09	7.00	4,600.00	150.00	96.74 %
56570	Maint & Repair - Miscellaneous	0.00	0.00	0.00	0.00	500.00	500.00	0.00 %
56641	Copier Rental/Maintenance	775.09	3,022.91	5,477.09	635.12	8,500.00	0.00	100.00 %
56643	Mobile Phone/Pager Rental	66.00	0.00	279.18	0.00	400.00	120.82	69.80 %
56662	Software Maintenance	0.00	0.00	3,013.00	0.00	3,013.00	0.00	100.00 %
56710	Dues & Memberships	0.00	0.00	9,932.60	0.00	10,000.00	67.40	99.33 %
56730	Janitor & Exterminating Svcs	1,080.00	3,240.00	9,740.00	1,080.00	13,000.00	20.00	99.85 %
56740	Laundry Services	49.45	226.95	273.05	66.50	2,000.00	1,500.00	25.00 %
56750	Education Benefits	0.00	0.00	2,385.00	150.00	5,987.00	3,602.00	39.84 %
56790	Other Contractual Services	13,585.00	27,267.65	89,858.25	13,631.82	120,000.00	2,874.10	97.60 %
56847	Lab Fees	21,638.61	68,014.46	183,585.54	4,287.17	400,895.00	149,295.00	62.76 %
57010	Office Supplies	301.74	1,714.96	5,059.04	1,345.85	10,000.00	3,226.00	67.74 %
57020	Reference Books/Publications	0.00	0.00	482.53	0.00	483.00	0.47	99.90 %
57110	Gasoline	571.33	4,639.06	4,360.94	0.00	9,000.00	0.00	100.00 %
57130	Building Cleaning Supplies	0.00	0.00	0.00	0.00	100.00	100.00	0.00 %
57180	Laboratory Supplies	4,537.60	4,511.95	31,782.76	55.00	37,000.00	705.29	98.09 %
57190	Wearing Apparel	438.00	576.00	1,114.00	0.00	2,400.00	710.00	70.42 %
57230	Other Operating Supplies	4,446.94	333.52	15,835.16	0.00	22,000.00	5,831.32	73.49 %
57360	Electrical Supplies	0.00	0.00	0.00	0.00	166.00	166.00	0.00 %
58170	Other Equipment	163.38	1,824.41	1,914.40	780.32	3,760.00	21.19	99.44 %
58171	Personal Computer/Accessories	0.00	0.00	3,375.16	0.00	5,000.00	1,624.84	67.50 %
		<u>206,013.10</u>	<u>124,129.21</u>	<u>1,810,246.63</u>	<u>197,464.45</u>	<u>2,935,777.00</u>	<u>1,001,401.16</u>	<u>65.89 %</u>
		<u>206,013.10</u>	<u>124,129.21</u>	<u>1,810,246.63</u>	<u>197,464.45</u>	<u>2,935,777.00</u>	<u>1,001,401.16</u>	<u>65.89 %</u>

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

**AN ORDINANCE** appropriating \$766.00 from the undesignated fund balance of the 2018 Grant Fund, representing reimbursement from the Missouri Highway Safety and Traffic Division of the Missouri Department of Transportation to cover the cost of repairs to the County's LIDAR equipment.

**ORDINANCE NO. 5147**, September 17, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the Sheriff's Office has received reimbursement in the amount of \$766.00 from the Missouri Department of Transportation, Traffic and Highway Safety Division, to cover the cost of repairs to the County's LIDAR equipment; and,

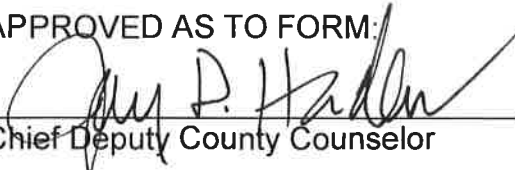
WHEREAS, an appropriation is necessary to place the reimbursement funds in the proper spending account; now therefore,

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

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
Grant Fund			
Hazardous Moving Violations			
010-4285	45920 – Increase Revenues	\$766	
010-2810	Undesignated Fund Balance		\$766
010-2810	Undesignated Fund Balance	\$766	
Hazardous Moving Violations			
010-4285	58170- Other Equipment		\$766

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. 5147 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5147.

\_\_\_\_\_  
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: \$766.00

9/12/18  
\_\_\_\_\_  
Date

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



## REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 5147

AUG 30 2018

Sponsor(s): Alfred Jordan

Date: September 17, 2018

SUBJECT	<p>Action Requested:</p> <p><input type="checkbox"/> Resolution</p> <p><input checked="" type="checkbox"/> Ordinance</p> <p>Project/Title: Jackson County Sheriff's Office TSU reimbursement funding. An ordinance to appropriate \$766.00 in re-imbursement funding from the Missouri Highway Safety and Traffic Division of the Missouri Department of Transportation contract # 18-PT-02-102, for repairs to county owned LIDAR equipment., and disseminate to account # <del>004-4201</del> 010-4285-58170.</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>\$766.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$N/A</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$766.00</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: Grant Fund – 010; Undesignated Fund Balance – 2810</td> <td>FROM ACCT \$ \$766.00</td> </tr> <tr> <td>TO: Grant Fund <del>004-4201</del> 010-4285-58170 – Equipment and Equipment Repair</td> <td>TO ACCT \$766.00</td> </tr> <tr> <td>Total Amount:</td> <td>\$766.00</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)</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): \$</p> <p>Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$766.00	Amount previously authorized this fiscal year:	\$N/A	Total amount authorized after this legislative action:	\$766.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM: Grant Fund – 010; Undesignated Fund Balance – 2810	FROM ACCT \$ \$766.00	TO: Grant Fund <del>004-4201</del> 010-4285-58170 – Equipment and Equipment Repair	TO ACCT \$766.00	Total Amount:	\$766.00
Amount authorized by this legislation this fiscal year:	\$766.00														
Amount previously authorized this fiscal year:	\$N/A														
Total amount authorized after this legislative action:	\$766.00														
Amount budgeted for this item * (including transfers):	\$														
Source of funding (name of fund) and account code number; FROM: Grant Fund – 010; Undesignated Fund Balance – 2810	FROM ACCT \$ \$766.00														
TO: Grant Fund <del>004-4201</del> 010-4285-58170 – Equipment and Equipment Repair	TO ACCT \$766.00														
Total Amount:	\$766.00														
PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date):														
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Sgt. Doug Blodgett TSU Sergeant: 816-524-4302 x 72240														
REQUEST SUMMARY	Accept and Appropriate \$766.00 from the Undesignated Fund Balance and to authorize the County Executive to accept payment in reference to contract # 18-PT-02-102 from Traffic and Highway Safety Division of the Missouri Department of Transportation, for parts purchased for county owned LIDAR equipment.														
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)</p> <p><input type="checkbox"/> Business License Verified (Purchasing &amp; Department)</p> <p><input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														
ATTACHMENTS	MoDOT contract #18-PT-02-102														

	MoDOT award Letter	
REVIEW	Department Director:	Date:
	Finance (Budget Approval): <i>If applicable</i>	Date: 8/30/18
	Division Manager:	Date: 8/30/18
	County Counselor's Office:	Date: 8/30/18

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:
DID-2810	Grant Fund - Undesignated Fund Balance	\$7160

- ☐ 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 # 5147

[illegible]

Zach MaS 8/30/18  
Budgeting

**MoDOT HIGHWAY SAFETY AND TRAFFIC DIVISION**  
**MONTHLY CONTRACT REIMBURSEMENT VOUCHER**

AGENCY: Highway Safety and Traffic Division  
MAKE CHECK PAYABLE TO: Jackson County Sheriff's Office  
STATE VENDOR NUMBER:  
PERIOD OF CLAIM: FROM: 06/25/2018 TO: 09/30/2018  
PROJECT #: 18-PT-02-102 TITLE: Statewide HMV  
PROGRAM CATEGORY: Police Traffic Services  
PROJECT FINANCIAL SUMMARY

CONTRACT TOTAL	\$92,683.93
FEDERAL FUNDS AWARDED	\$92,683.93
TOTAL APPROVED PREVIOUSLY VOUCHERED	\$13,323.27
NET CLAIM THIS PERIOD	\$766.00
REMAINING BALANCE	\$78,594.66

**NET CLAIM THIS PERIOD: \$766.00**

I certify that, in accordance with the laws of the State of Missouri and under terms of the approved project, actual costs claimed have been incurred for the purposes as defined in the project. I understand that the falsification of any of the above statements may subject me to criminal prosecution under Sections 570.090, 575.050, 575.060, RSMo.

Please **SIGN** below (two different written signatures required)

*Dennis Hunk*  
Prepared By  
*J. D. Blitt*  
Project Director or Authorizing Official

*Administrative Specialist*  
Title  
*TBU Sgt.*  
Title

*7/30/18*  
Date  
*07/30/2018*  
Date

Mail one copy to:

Missouri Department of Transportation, Highway Safety and Traffic Division, P.O. Box 270, Jefferson City, MO 65102

HIGHWAY SAFETY USE ONLY:				
<b>PROJECT DIRECTOR APPROVAL</b>				
NAME:		Invoice # 18PTA2 ____		Amount
DATE:		Fund	Agency	Org      Approp
<b>AUDIT APPROVAL</b>		0149	605	7K60      6314
NAME:		Activity	Object      Sub-Obj	Project/Job No/Reporting Category
DATE:		R217		H18PTA2Z

**MoDOT HIGHWAY SAFETY AND TRAFFIC DIVISION**  
**MONTHLY CONTRACT REIMBURSEMENT VOUCHER**  
**REVIEW & APPROVAL BY HIGHWAY SAFETY PROJECT DIRECTOR CONSTITUTES A MONITORING REPORT**

**AGENCY:** Highway Safety and Traffic Division  
**PERIOD OF CLAIM: FROM:** 6/25/18 **TO:** 9/30/18  
**PROJECT #:** 18-PT-02-102 **TITLE:** Statewide HMV  
**CONTACT NAME:** Scott Wilson **PHONE:** 573-751-5408 **EMAIL:** scott.wilson@modot.mo.gov

**PROJECT FINANCIAL SUMMARY**

Category		Item	Description	Contract Approved Amount	Quantity	Expended
1	Equipment	Other	Lidar Repairs	\$47,683.93	1.00	\$766.00
2	Operational Expenses and Supplies	Contract Administration		\$5,000.00	0.00	\$0.00
3	Personnel	Overtime and Fringe		\$20,000.00	0.00	\$0.00
4	Personnel	Overtime and Fringe		\$0.00	0.00	\$0.00
5	Training	Professional Development		\$20,000.00	0.00	\$0.00
				<b>\$92,683.93</b>		<b>\$766.00</b>

**Federal**                **\$0.00**  
**State**                    **\$766.00**

**Equipment****Other**

<b>Name/Item</b>	<b>Date</b>	<b>Quantity</b>	<b>Cost</b>	<b>SubTotal</b>	<b>HSD Percen</b>	<b>Total</b>
Stalker Lidar Repairs	07/12/2018	1.00	\$766.0000000	\$766.0000000	100	\$766.0000000
		1.00		766.00		\$766.00

**PACKING SLIP**  
**Applied Concepts, Inc.**

855 E. Collins Blvd. Richardson, Tx 75081 U.S.A.  
Phone 972-398-3750

Page 1 of 1

Cust Order : PO 4201-38932  
Packing Slip : 268837  
Order Date : 07/12/18

Sales Order : 221399  
Ship Date : 07/16/18

Bill to: Jackson Co Sheriff's Office HQ  
4001 NE Lakewood Court  
Lee's Summit, MO 64064-2129

Ship to: Jackson Co Sheriff's Department  
4001 NE Lakewood Court  
Lee's Summit, MO 64064-2129  
Sgt. Blodgett  
816-524-4302

Sales Rep Jim Fink  
Ship Via : UPS Ground

Terms : Net 30 days

Box #	Part Number	Description	Shipped
1	200-0781-00	Rechargeable LI-Ion Handle HTS: 8507.60.9000 Serial Numbers: BC003983 BC003985 BC003995 BC003996	4
	200-0843-00	LI-Ion Quick Charger Base HTS: 8504.40.3000 Serial Numbers: CG002814 CG002829	2
	200-0845-00	In-line Charger w/Cigarette plug	1



# Sales Order #221399

applied concepts, inc.

855 E. Collins Blvd  
Richardson, TX 75081  
Phone: 972-398-3780  
Fax: 972-398-3781

## This Is Not An Invoice

National Toll Free: 1-800- STALKER

Page 1 of 1

Date: 07/12/18

Inside Sales Partner: Donna Russell  
972-801-4803

Reg Sales Mgr: Jim Fink  
214-399-0430

PO# PO 4201-38932

Est Ship Date: 07/17/2018

**Bill To:**

Jackson Co Sheriff's Office HQ  
4001 NE Lakewood Court  
Lee's Summit, MO 64064-2129

Customer ID: 012803

Accounts Payable

**Ship To:**

Jackson Co Sheriff's Department  
4001 NE Lakewood Court  
Lee's Summit, MO 64064-2129

UPS Ground

Sgt. Blodgett

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1		Accessories	0	\$0.00	\$0.00

Ln	Qty	Part Number	Description	Est. Ship	Price	Ext Price
1	1	200-0845-00	In-line Charger w/Cigarette plug	7/17/2018	\$69.00	\$69.00
2	4	200-0781-00	Rechargeable LI-Ion Handle	7/17/2018	\$110.00	\$440.00
3	2	200-0843-00	LI-Ion Quick Charger Base	7/17/2018	\$121.00	\$242.00
Group Total						\$751.00

Product	\$751.00	Sub-Total:	\$751.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$15.00
		Total: USD	\$766.00

001

Do not pay - This Is Not An Invoice

Amount: \$766.00

Sequence Number: 9692223869

Account: [REDACTED]

Capture Date: 08/06/2018

Bank Number:

Check Number: 933329



**JACKSON COUNTY, MISSOURI**  
**DEPARTMENT OF FINANCE**

VOID AFTER 6 MONTHS FROM DATE OF ISSUANCE

Bank of America  
Kansas City, MO 64188-0001  
10-3/1010

CHECK NO: 00933329

DATE: 07/26/18

\$766.00

PAY Seven Hundred Sixty-Six and 00/100 Dollars

PER ENV

TO THE ORDER OF APPLIED CONCEPTS INC  
(STALKER RADAR)  
855 E COLLINS BLVD  
RICHARDSON, TX 75081

*[Signature]*

County Executive  
*[Signature]*  
Clery of the County Legislature

0000076600

0 0 1 7 7 0 0 0 0 0 0

FEDERAL RESERVE BANK REGULATION CC

JPMORGANCHASE BK NA  
080818 >074909962  
23261640 0972943  
00953832 267

CR TO NMD  
PAYEE ALL  
RTS RSVD

6000000635943970

DO NOT WRITE / SIGN / STAMP BELOW THIS LINE  
DEPOSITARY BANK ENDORSEMENT

ENDORSE CHECK HERE

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

**AN ORDINANCE** transferring \$42,700.00 within the 2018 General Fund and \$180,000.00 within the 2018 Special Road and Bridge Fund and appropriating \$491,899.00 from the undesignated fund balance of the 2018 Grant Fund in acceptance of the Jackson County Sheriff's Office's DWI/Traffic Safety Unit Salary Grant awarded by the Missouri Department of Transportation, Traffic and Highway Safety Division, and authorizing the County Executive to execute a contract with the Missouri Highway Safety Division for the expenditure of grant funds.

**ORDINANCE NO. 5148**, September 17, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the Sheriff's Office has been awarded a grant in the amount of \$269,199.47 by the Missouri Department of Transportation, Traffic and Highway Safety Division, for the purpose of funding a five-person DWI/Traffic Safety Unit and partial funding of a dedicated DWI Traffic Unit vehicle for the period of October 1, 2018, to September 30, 2019; and,

WHEREAS, the grant is subject to a local match in the amount of \$222,699.47; and,

WHEREAS, the Sheriff recommends the acceptance of this grant and the execution of an agreement with the Missouri Department of Transportation, Traffic and Highway Safety Division; and,

WHEREAS, a transfer and appropriation are necessary to place the grant and matching funds in the proper spending accounts; now therefore,



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

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
Sheriff			
001-4201	55010 – Salary	\$42,700	
001-9100	56105 – Operating Transfers Out		\$42,700
Special Road & Bridge Fund			
Sheriff			
004-4201	56798 – Grant Match	\$180,000	
004-9100	56105–Operating Transfers Out		\$180,000
Grant Fund			
DWI Unit			
010-4277	47070-Operating Transfers In	\$222,700	
010-4277	45922- Increase Revenue	\$269,199	
010-2810	Undesignated Fund Balance		\$491,899
010-2810	Undesignated Fund Balance	\$491,899	
DWI Unit			
010-4288	55010 - Regular Salaries		\$312,666
010-4288	55030 – Overtime		\$ 18,039
010-4288	55040 - FICA		\$ 23,919
010-4288	55050 - Pension		\$ 44,492
010-4288	55060 - Insurance		\$ 39,083
010-4288	56140 –Travel Expense		\$ 3,000
010-4288	56630 – Rent- Auto Equipment		\$ 12,340
010-4288	56750 – Education Benefits		\$ 1,500
010-4288	57190 – Wearing Apparel		\$ 7,200
010-4288	58120 – Automobiles		\$ 29,660

and,

BE IT FURTHER ORDAINED that the County Executive be and hereby is authorized to execute the attached agreement with the Missouri Department of Transportation, Traffic and Highway Safety Division.

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. 5148 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5148.

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 4201 55010

ACCOUNT TITLE: General Fund

Sheriff

Salary

NOT TO EXCEED: \$42,700.00

ACCOUNT NUMBER: 004 4201 56798

ACCOUNT TITLE: Special Road and Bridge Fund

Sheriff

Grant Match

NOT TO EXCEED: \$180,000.00

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: \$491,899.00

9/12/18

Date



Chief Administrative Officer

**CONTRACT**

Form HS-1

Revision Reason: Wording

Version: 2

05/07/2018

**Missouri Department of Transportation**  
**Highway Safety and Traffic Division**  
 P.O. Box 270  
 830 MoDOT Drive  
 Jefferson City, MO 65102  
**Phone:** 573-751-4161  
**Fax:** 573-634-5977

**Project Title:** DWI Full Time Unit  
**Project Number:** 19-154-AL-031  
**Project Category:** Transfer  
**Program Area:** 154/164 Alcohol

**Funding Source:** 154 AL / 20.607

**Type of Project:** Initial

**Started:** 10/01/2018

**Name of Grantee**

Jackson County Sheriff's Office

**Grantee County**

Jackson

**Grantee Address**

4001 NE Lakewood Court

Lee's Summit, MO 64064-1703

**Telephone**

816-524-4302

**Fax**

816-795-1969

**Contract Period**

**Effective:** 10/01/2018

**Through:** 09/30/2019

**Federal Funds Benefiting**

**State:**

**Local:** \$269,199.47

**Total:** \$269,199.47

**Source of Funds**

**Federal:** \$269,199.47

**State:**

**Local:** \$222,699.47

**Total:** \$491,898.94

**Prepared By**

Wilson, Scott

Authorizing Official

Date

Project Director

Date

Highway Safety Director

Date

It is mutually agreed by the parties executing this contract to the following: the reimbursable costs shall not exceed the **total obligated amount of \$269,199.47**; the recipient of funds shall proceed with the implementation of the program as detailed in attached forms (which become part of this agreement) and shall adhere to conditions specified in attachments (which become part of this agreement); all Federal and State of Missouri laws and regulations are applicable and any addendums or conditions thereto shall be binding; any facilities and/or equipment acquired in the connection with this agreement shall be used and maintained for highway safety purposes; the recipient of funds must comply with the Title VI of the Civil Rights Act of 1964, and the Federal Funds from other sources, excluding Federal Revenue Sharing Funds, will not be used to match the Federal funds obligated to this project.

IN ORDER TO RECEIVE FEDERAL FUNDING, THE SUBRECIPIENT AGREES TO COMPLY WITH THE FOLLOWING CONDITIONS IN ADDITION TO THOSE OUTLINED IN THE NARRATIVE OF THE CONTRACT.

**I. RELATIONSHIP**

The relationship of the Subrecipient to the Missouri Highways and Transportation Commission (MHTC) shall be that of an independent contractor, not that of a joint enterpriser. The Subrecipient shall have no authority to bind the MHTC for any obligation or expense without the express prior written approval of the MHTC. This agreement is made for the sole benefit of the parties hereto and nothing in the Agreement shall be construed to give any rights or benefits to anyone other than the MHTC and the Subrecipient.

**II. GENERAL REQUIREMENTS**

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4 - Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 23 CFR part 1300 - Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 - Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

**III. INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS**

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs).

**IV. EQUIPMENT**

**A. PROCUREMENT:** Subrecipient may use its own procurement regulations which reflect applicable state/local laws, rules and regulations provided they adhere to the following:

1. Equipment with a cost of \$3,000 or more must be purchased on a competitive bid basis, or purchased through use of state cooperative procurement;
2. Price or rate quotations shall be solicited from at least three (3) qualified sources;
3. All procurement transactions, regardless of whether by sealed bids or by negotiation, shall be conducted in a manner that provides maximum open and free competition;
4. Subrecipients shall have a clear and accurate description of the item to be purchased. Such description shall not, in competitive procurements, contain features that unduly restrict competition. A "brand name or equal" description may be used as a means to define the performance or other requirement of a procurement;
5. If for some reason the low bid is not acceptable, the Subrecipient must have written approval from the MHTC prior to bid approval and purchase.
6. Subrecipients will make a good faith effort to utilize minority and women owned businesses within resource capabilities when procuring goods and services.

**B. DISPOSITION:** The Subrecipient shall make written request to the MHTC for instructions on the proper disposition of all items of equipment provided under the terms of this contract with a cost of \$5,000 or more. Subrecipient must keep and maintain equipment with a cost of under \$5,000 until it is no longer useful for its originally intended purpose.

**C. REPLACEMENT:** No equipment may be funded on a replacement basis. Participation in equipment and manpower projects must be in addition to the Subrecipient's previous twelve months authorized strength.

**V. FISCAL RESPONSIBILITY**

**A. MAINTENANCE OF RECORDS:** The Subrecipient agrees that the Commission and/or its designees or representatives shall have access to all records related to the grant. The Subrecipient further agrees that the Missouri Department of Transportation (MoDOT) Highway Safety and Traffic (HS) Division, the National Highway Traffic Safety Administration (NHTSA), the Federal Highway Administration (FHWA) and/or any Federal audit agency with jurisdiction over this program and the Auditor of the State of Missouri or any of their duly authorized representatives may have access, for purpose of audit and examinations, to any books, documents, papers or records maintained by the Subrecipient pertaining to this contract and further agrees to maintain such books and records for a period of three (3) years following date of final payments.

**B. REIMBURSEMENT VOUCHER, SUPPORTING DOCUMENTATION AND PAYMENT SCHEDULE:** The MHTC agrees to reimburse the Subrecipient for accomplishment of all authorized activities performed under this contract. Reimbursement proceedings will be initiated upon the receipt of a claim voucher and supporting documentation from the Subrecipient, as required by the MHTC. The voucher must reflect actual costs and work accomplished during the project period, to be submitted on the appropriate MHTC certified payroll form or in a format approved by the MHTC, and shall include project number, project period, hours worked, rate of pay, any other allowable expenditures, and must be signed by the person preparing the voucher and the project director or authorizing official. Vouchers should be received by the MHTC within ten (10) working days from the date of the authorizing official/project director's signature. Final payment is contingent upon receipt of final voucher. **AUDITS:** Subrecipient will be responsible for the required supporting documentation no later than 30 days after the end of the contract period.

**C. ACCOUNTING:** The Subrecipient shall maintain all documentation in file for audit review; failure to provide supporting documentation at the time of audit could result in questioned costs. The Subrecipient must document the following: (1) Receipt of federal funds, (2) date and amount paid to employees, (3) employee's timesheet (regular hours and overtime hours). Documentation shall be kept available for inspection for representatives of the MHTC for a period of three years following date of final payments. Copies of such records shall be made available upon request.

**D. OMB AUDIT:** A subrecipient that expends \$750,000 or more during the subrecipient's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of 2 CFR §200.501. A copy of the Audit report shall be submitted to MoDOT within the earlier of thirty (30) days after receipt of the auditor's report(s), or nine (9) months after the end of the audit period. A subrecipient that expends less than \$750,000 during the subrecipient's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in 2 CFR §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO). Failure to furnish an acceptable audit may be basis for refunding federal funds to the MHTC. Cost records and accounts pertaining to the work covered by this contract shall be kept available for inspection for representatives of the MHTC for a period of three (3) years following date of final payments. Copies of such records shall be made available upon request.

**VI. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)**

The State will comply with FFATA guidance, OMB Guidance on FFATA Subaward and Executive Compensation Reporting, August 27, 2010, ([https://www.fsr.gov/documents/OMB\\_Guidance\\_on\\_FFATA\\_Subaward\\_and\\_Executive\\_Compensation\\_Reporting\\_08272010.pdf](https://www.fsr.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf)) by reporting to FSRs.gov for each sub-grant awarded:

- A. Name of the entity receiving the award;
- B. Amount of the award;
- C. Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance (or "Assistance Listings") number (where applicable), program source;
- D. Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country; and an award title descriptive of the purpose of each funding action;
- E. A unique identifier (DUNS);
- F. The names and total compensation of the five most highly compensated officers of the entity if:
  - 1. the entity in the preceding fiscal year received-
    - a. 80 percent or more of its annual gross revenues in Federal awards;
    - b. \$25,000,000 or more in annual gross revenues from Federal awards; and
  - 2. the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986;
- G. Other relevant information specified by OMB guidance.

**VII. TERMINATION**

If, through any cause, the Subrecipient shall fail to fulfill in timely and proper manner its obligation under this contract, or if the Subrecipient shall violate any of the covenants, agreements or stipulations of this contract, the MHTC shall thereupon have the right to terminate this contract and withhold further payment of any kind by giving written notice to the Subrecipient of such termination and specifying the effective date thereof, at least thirty (30) days before such date. The MHTC shall be the sole arbitrator of whether the Subrecipient or its subcontractor is performing its work in a proper manner with reference to the quality of work performed by the Subrecipient or its subcontractor under the provisions of this contract. The Subrecipient and the MHTC further agree that this contract may be terminated by either party by giving written notice of such termination and specifying the effective date thereof, at least thirty (30) days before such date.

**VIII. NONDISCRIMINATION**

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 *et seq.*), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

The State highway safety agency-

1. Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted.
2. Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
3. Agrees to comply (and require any of its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
4. Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
5. Insert in all contracts and funding agreements with other State or private entities the following clause:

During the performance of this contract/funding agreement, the contractor/funding recipient agrees-

1. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State Office of Highway Safety, US DOT or NHTSA;

4. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
5. To insert this clause, including paragraphs 1 through 5, in every subcontract and subagreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

**IX. STATUTORY AND REGULATORY REQUIREMENTS**

**A. COMPLIANCE:** The Subrecipient must comply with the following Statutes or Rules:

1. Peace Officer Standards and Training (P.O.S.T.) Chapter 590 RSMo Department of Public Safety (DPS) certification of peace officers
2. Statewide Traffic Accident Records System (STARS) 43.250 RSMo--Law enforcement officer to file all crash reports with Missouri State Highway Patrol (MSHP).
4. Uniform Crime Reporting RSMo 43.505-Crime incident reports shall be submitted to DPS on forms or in format prescribed by DPS.
5. Racial Profiling RSMo 590.650-Law enforcement agency to file a report to the Attorney General each calendar year.
6. US DOT AND OMB REGULATIONS: The Subrecipient shall comply with all requirements of 2 CFR Parts 200 and 1201 beginning with the federal fiscal year 2016: starting October 1, 2015.

- X. PRODUCTION & DEVELOPMENT COSTS** Items produced with federal funds are within the public domain and are not bound by copyright restrictions. All items produced with federal funds, in whole or in part, must acknowledge this by clearly indicating that MoDOT Highway Safety and Traffic funding supported this effort. Examples may include, but are not limited to print materials; audio/video productions; and training aides such as curricula or workbooks. Any materials developed under this contract must be submitted to the MHTC for approval prior to final print and distribution. Copies of all final products are to be provided to the MHTC. The MHTC has the right to reproduce and distribute materials as the MHTC deems appropriate.

- XI. INDEMNIFICATION** Option 1 below only applies to State agencies, Cities, Counties and other political subdivisions or political corporations of the State of Missouri. Option 2 applies to all other entities (e.g. non-profit, private institutions).

**OPTION 1:**

**A.** To the extent allowed or imposed by law, the Subrecipient shall defend, indemnify and hold harmless the MHTC, including its members and MoDOT employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Subrecipient's wrongful or negligent performance of its obligations under this Agreement. The Subrecipient may satisfy this requirement utilizing a self-funded program.

**B.** The Subrecipient will require any contractor procured by the Subrecipient to work under this Agreement:

1. To obtain a no cost permit from the MHTC's district engineer prior to working on the MHTC's right-of-way, which shall be signed by an authorized contractor representative (a permit from the MHTC's district engineer will not be required for work outside of the MHTC's right-of-way); and
2. To carry commercial general liability insurance and commercial automobile liability insurance from a company authorized to issue insurance in Missouri, and to name the MHTC, and the MoDOT and its employees, as additional named insured's in amounts sufficient to cover the sovereign immunity limits for Missouri public entities as calculated by the Missouri Department of Insurance, Financial Institutions and Professional Registration, and published annually in the Missouri Register pursuant to Section 537.610, RSMo.

**C.** In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitution or law.

**OPTION 2:**

The Subrecipient shall defend, indemnify and hold harmless the MHTC, including its members and the MoDOT employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Subrecipient's performance of its obligations under this Agreement.



**XII. AMENDMENTS** The Budget Proposal within this Agreement may be revised by the Subrecipient and the MHTC subject to the MHTC's approval without a signed amendment as long as the total contract amount is not altered. Prior to any revision being made to the Budget Proposal, Subrecipient shall submit a written request to the MHTC requesting the change. Any other change in this Agreement, whether by modification or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representative of the Subrecipient and the MHTC.

**XIII. MHTC REPRESENTATIVE** The MoDOT Highway Safety and Traffic Division Director is designated as the MHTC's representative for the purpose of administering the provisions of this Agreement. The MHTC's representative may designate by written notice other persons having the authority to act on behalf of the MHTC in furtherance of the performance of this Agreement.

**XIV. ASSIGNMENT** The Subrecipient shall not assign, transfer, or delegate any interest in this Agreement without the prior written consent of the MHTC.

**XV. LAW OF MISSOURI TO GOVERN** This Agreement shall be construed according to the laws of the State of Missouri. The Subrecipient shall comply with all local, state and federal laws and regulations relating to the performance of this Agreement.

**XVI. VENUE** It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

**XVII. SECTION HEADINGS** All section headings contained in this Agreement are for the convenience of reference only and are not intended to define or limit the scope of any provision of this Agreement.

**XVIII. NONSEGREGATED FACILITIES**

(Applicable to contracts over \$10,000) Subrecipient and its subcontractors, suppliers and vendors, should meet Federal requirements regarding nonsegregated facilities.

**XIX. FUNDING ORIGATION AND AUDIT INFORMATION**

The MHTC funds the following NHTSA program areas:

<u>Section</u>	<u>CFDA#</u>	<u>Program Title</u>
402	20.600	State and Community Highway Safety Programs
154	20.607	Alcohol Open Container Requirements
164	20.608	Minimum Penalties for Repeat Offenders for Driving While Intoxicated
405b	20.616	National Priority Safety Programs
405c	20.616	National Priority Safety Programs
405d	20.616	National Priority Safety Programs
405f	20.616	National Priority Safety Programs

\*The Highway Safety and Traffic Division is aware of the pending 2018 change in CFDA numbers to Assistance Listings. At the time of this contract preparation, the final format of revised CFDA/Assistance Listings was not available from the U.S. General Services Administration (GSA). Once final CFDA numbers are available, the Highway Safety and Traffic Division will provide them via memo.

**XX. THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)**

The State will provide a drug-free workplace by:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Subrecipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- B. Establishing a drug-free awareness program to inform employees about:
  1. The dangers of drug abuse in the workplace.
  2. The Subrecipient's policy of maintaining a drug-free workplace.
  3. Any available drug counseling, rehabilitation, and employee assistance programs.
  4. The penalties that may be imposed upon employees for drug violations occurring in the workplace.
  5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (A).

- C. Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant, the employee will:
  - a. Abide by the terms of the statement.
  - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- D. Notifying the agency within ten days after receiving notice under subparagraph (C)(b) from an employee or otherwise receiving actual notice of such conviction.
- E. Taking one of the following actions, within 30 days of receiving notice under subparagraph (C)(b), with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination.
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
- F. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

**XXI. POLITICAL ACTIVITY (HATCH ACT)**  
**(applies to subrecipients as well as States)**

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**XXII. CERTIFICATION REGARDING FEDERAL LOBBYING**  
**(applies to subrecipients as well as States)**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- C. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**XXIII. RESTRICTION ON STATE LOBBYING**  
**(applies to subrecipients as well as States)**

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

**XXIV. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**  
(applies to subrecipients as well as States)

Instructions for Primary Certification (States)

- A. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
- B. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
- C. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
- D. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- E. The terms *covered transaction*, *debarment*, *suspension*, *ineligible*, *lower tier*, *participant*, *person*, *primary tier*, *principal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and Coverage sections of 2 CFR Part 180. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- F. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
- G. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
- H. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.
- I. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- J. Except for transactions authorized under paragraph F of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions:

- 1. The prospective primary participant certifies to the best of its knowledge and belief, that its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

**CONTRACT CONDITIONS - PAGE 9**

- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

- A. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
- B. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- C. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- D. The terms *covered transaction*, *debarment*, *suspension*, *ineligible*, *lower tier*, *participant*, *person*, *primary tier*, *principal*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
- E. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
- F. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
- G. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
- H. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- I. Except for transactions authorized under paragraph E of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**XXV. BUY AMERICA ACT**

**(applies to subrecipients as well as States)**

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase only steel, iron and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation.

All items purchased must be compliant with the National Highway Traffic Safety Administration (NHTSA) interpretation of the Buy America Act including, but not limited to:

1. Items valued over \$5,000 per unit must be manufactured or assembled in the United States of America, or as allowed by a current Buy America Act waiver issued by the NHTSA;
  2. All vehicles must be manufactured or assembled in the United States of America regardless of cost.
- [www.nhtsa.gov/staticfiles/administration/programs-grants/Buy-America-Act-revised-11202015.pdf](http://www.nhtsa.gov/staticfiles/administration/programs-grants/Buy-America-Act-revised-11202015.pdf)

**XXVI. PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

**(applies to subrecipients as well as States)**

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

**XXVII. POLICY ON SEAT BELT USE**

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Subrecipient is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA's website at [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov). Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, D.C. metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at [www.trafficsafety.org](http://www.trafficsafety.org).

**XXVIII. POLICY ON BANNING TEXT MESSAGING WHILE DRIVING**

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or -rented vehicles, Government-owned, leased or rented vehicles, or privately-owned when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

## CONTRACT REQUIREMENTS

### **THE FOLLOWING REQUIREMENTS ONLY APPLY TO CONTRACTS THAT INCLUDE TRAINING**

Subrecipients offering the MHTC-funded courses must adhere to the following standard elements required for training contracts:

- A. A course schedule must be presented to the MHTC program coordinator prior to the proposed training. The schedule should include: title of course; date(s); time; exact location; and agenda. Any changes to the course schedule must have prior approval from the MHTC.
- B. Each student must complete a survey form at the completion of the workshop/training. The survey will ask a series of questions concerning adequacy of: training received; instructor's presentation; training facility/location; and worth of the training.
- C. The Subrecipient must provide a sign-up sheet for every class when submitting a reimbursement request for the course (a typed list of everyone who registered is not acceptable). The sign-up sheet must capture the following information:
  1. Title of the class
  2. Date(s) and location of class
  3. Printed Name and signature of attendees (unless otherwise prohibited)
  4. Name of agency/organization of each attendee
- D. To ensure cost effectiveness, every effort should be made to enroll a minimum of fifteen (15) students per class.
- E. Copies of the student evaluations, number of students enrolled/number of students attending, agenda/syllabus/curriculum, and participant sign-up sheets must be retained in Subrecipient's files after the training has been conducted and available for MHTC review upon request.

### **THE FOLLOWING REQUIREMENTS APPLY TO LAW ENFORCEMENT AGENCIES ONLY**

#### **A. PROBLEM IDENTIFICATION**

Subrecipient must develop a selected traffic enforcement plan by evaluating crash data involving fatal, disabling and moderate injuries. This will be done on an annual basis to determine the highest crash locations, to include: month of year, day of week, time of day, and causation factors. This plan must be used to determine locations utilized in site selection for conducting enforcement efforts. Any changes to the enforcement plan must be made in writing to the MHTC project coordinator in advance of enforcement efforts.

#### **B. PROJECT ACTIVITIES**

1. Enforcement activities by the Subrecipient must remain at the current level. Enforcement efforts provided by this contract must be in addition to current enforcement activities.
2. Officers will be permitted to issue multiple citations and/or written warnings to drivers who have committed several violations.
3. High visibility enforcement is a key strategy to reducing traffic crashes; therefore, law enforcement officers working overtime projects are strongly encouraged to make at least three (3) contacts per hour when conducting an enforcement project.
4. Subrecipient should report monthly or at least quarterly to MHTC using the *Grant Enforcement Activities Monthly Report Form*.
5. Subrecipient is strongly encouraged to participate in all national or state mobilization efforts in conjunction with, or at the direction of, the Highway Safety and Traffic Division. These mobilizations include, but are not limited to: Click It or Ticket campaign, Drive Sober or Get Pulled Over campaign, Youth Seat Belt enforcement campaign, Child Passenger Safety campaign, and quarterly enforcement efforts. Mobilization reporting efforts shall be completed using the online mobilization reporting form located at: <https://mobilization.rejis.org/>.
6. Only law enforcement work performed by a duly licensed, Peace Officer Standards and Training certified law enforcement officer will be reimbursed.
7. The Subrecipient will not be eligible for reimbursement for any individual law enforcement officer working under this grant in excess of 40 hours for any two week pay period. The Subrecipient will not be eligible for reimbursement for any individual law enforcement officer working under this grant where said officer is claiming to have worked as a law enforcement officer for more than 16 hours in any 24 hour period.

**C. PARTNERSHIPS**

Law Enforcement agencies are strongly encouraged to participate in the Law Enforcement Traffic Safety Advisory Council (LETSAC) and attend the general meetings and annual conference. Agencies located within the metropolitan areas of St. Louis or Kansas City should participate in Operation Impact ( traffic safety task force).

**D. ALLOWABLE COSTS**

Full-time, part-time and reserve officers are eligible to participate in overtime enforcement projects . Part-time and reserve officers must have the same authority as a full-time permanent officer. MHTC will reimburse Subrecipient at officer's standard rate of pay in accordance with Subrecipient policies and procedures regarding standard rate of pay and overtime rate of pay. The Subrecipient will not be reimbursed at the overtime rate for work that according to Subrecipient's own policies and procedures does not constitute overtime. Non- POST certified personnel may be allowed, at the sole discretion of MHTC, in a support/administrative role.

Exceptions to allowable costs may be made with prior written permission of the MHTC.

**E. DRUNK DRIVING ENFORCEMENT PROJECTS**

1. Those officers conducting standardized field sobriety testing must have 24 hours of Standardized Field Sobriety Test training to participate in grant funded enforcement efforts .
2. Agency should participate in quarterly enforcement efforts and the national impaired driving crackdown held annually.

**F. SOBRIETY CHECKPOINTS**

Unless otherwise prohibited by state statute or appropriation,

1. The MHTC will fund enforcement agencies to conduct sobriety checkpoints in accordance with standards outlined in the Sobriety Checkpoint Reference Manual and the Sobriety Checkpoint Supervisor Training program .
2. Sobriety checkpoint enforcement efforts must be coupled with appropriate public information efforts to increase the perceived risk of arrest and to enhance the actual risk of arrest.
3. Enforcement statistics and the agency's sobriety checkpoint operations plan must be submitted with reimbursement vouchers.

## PROBLEM IDENTIFICATION

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Substance-impaired drivers contributed to 27 percent of Missouri's traffic crash fatalities during the past five years. Alcohol remains the primary contributor to substance-impaired driving crashes; however, the number of persons under the influence of prescription medications and/or illicit drugs continues to increase. Male drivers were more likely than females to be involved in substance-impaired driving crashes. During the past five years, males were responsible for 82 percent of substance-impaired driving fatalities. Ten percent of the children less than 15 years of age who were killed in motor vehicle crashes over the last five years, were riding with a substance-impaired driver.

### Jackson County Impaired Driving Crashes (as reported by MSHP Crash Data)

2007 - 991  
2008 - 933  
2009 - 987  
2010 - 833  
2011 - 832  
2012 - 752  
2013 - 815  
2014 - 688  
2015 - 662  
2016 - 650

### Jackson County Impaired Driving Fatal Crashes (as reported by MSHP crash data)

2007 - 20  
2008 - 26  
2009 - 27  
2010 - 10  
2011 - 18  
2012 - 10  
2013 - 13  
2014 - 13  
2015 - 10  
2016 - 10

Viewing the average number of impaired driving related fatalities during the first three years of in the charts above to the average of the last three years, it's clear that Jackson County's number of fatal impaired driving traffic crash fatalities has been more than cut in half since 2007, when funds were first granted by HSD for the formation of the Traffic Safety Unit. It's also obvious that over the past four years, the number of impaired driving traffic crashes appear to have "flatlined," with little to no movement up, or down. This may lead some to the flawed perception that "we're doing all we can do."

The TSU refuses to accept that "there just aren't that many drunks out there anymore." As long as impaired driving fatalities remain higher than zero, there remain more impaired drivers to be detected, and arrested. A quote which truly narrates the battle the TSU and all DWI Enforcement in the state of Missouri face, was best said by H.G. Wells in a book titled "The Time Machine" which states "Nature never appeals to intelligence until habit and instinct are useless. There is no intelligence where there is no need of change."

This statement outlines the very basic fact that human nature often times works in direct contradiction of intelligence and self preservation when there is no deterrent for the actions, continued impaired driving fatalities proves this hypothesis. Keeping this unfortunate reality in mind the mission of the TSU must continue. The TSU must continue to be the "need for change" through aggressive enforcement and education, which quite possibly could be the catalyst to implant the intelligence missing from the equation, as described by H.G. Wells.

The investigation of impaired driving offenses is an integral part of all law enforcement officers' skill sets. Agencies such as the Austin, TX Police Department have evaluated the success of Full-Time DWI Enforcement Units compared to patrol. It is estimated that there is only one arrest for every 88 incidents of a person driving with a blood alcohol concentration over the legal limit (Zador, 2001.) Two reasons that are often cited for why there are not more arrests are the complexity of the DWI arrest process, and the length of time the officer must devote to processing the offender and completing the paperwork (Jones, Lacey, and Wiliszowski, 1998).

When considering the efficacy of DWI Enforcement conducted by patrol deputies, versus by full-time DWI Enforcement deputies, keep the following in mind:



Patrol Deputy:

- Receives initial DWI investigation training at the academy, and possibly refreshers once or twice in career.
- Performs SFSTs sometimes only a few times a year, or not at all, and is thus not comfortable with them.
- Subject to pressures of call volume and other serious crimes, may not invest the time in DWI investigations.
- Viewed by the public as "just another cop" who may, or may not be pursuing DWI offenders.
- May not recognize cases of drug-impaired driving, or other non-alcohol impaired driving cases.

Full-Time DWI Enforcement Deputy:

- Receives regular continuing education in DWI enforcement, legal updates, ARIDE, DRE.
- Performs SFSTs on a regular basis, is comfortable conducting, and testifying about the tests.
- Is assigned full-time to DWI enforcement, not subject to pressures of call volume or other serious crimes.
- Operate marked "DWI ENFORCEMENT" vehicles, perceived by the public as always seeking DWI arrests.
- Specialized training such as ARIDE and DRE lead to greater recognition of impaired driving caused by substances other than alcohol.

The Highway Safety Division, in the Problem Identification section of all DWI Enforcement grant applications for Fiscal Year 2019, identified the problem of underreporting of impaired driving traffic crashes. Failure to recognize the impairment, or discretionary decisions by officers to not investigate the impairment due to the nature of the crash (single car, driver-only injury or fatality), are believed to contribute to the under-reporting. When agencies such as the Sheriff's Office have full-time DWI Enforcement Units working, the units frequently respond to crashes to determine if impairment is involved. In accidents handled by the Sheriff's Office, and even by outside agencies, many impaired driving investigations have resulted in arrests that otherwise would not have been made.

During fiscal year 2017, the Sheriff's Traffic Safety Unit arrested 341 subjects for driving while intoxicated. During that same period, deputies assigned to Patrol, and other divisions of the Sheriff's Office arrested 41. Of the 41 DWI arrests made by deputies outside the Traffic Safety Unit over 90% were made by a single deputy who worked a significant amount of grant overtime enforcement. This is a clear indicator of the performance of full-time DWI enforcement deputies compared to deputies working DWI enforcement during regular shift hours, or during overtime enforcement hours.

## GOALS/OBJECTIVES

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### Core Performance Measure Goals

1. To decrease alcohol-impaired driving fatalities by 7.0 percent annually, resulting in a change to the 2014-2018 moving average from 242.8 (2011-2015 moving average) to 180.8 (2014-2018 moving average) by December 31, 2018.

### Other Performance Measure Goals

1. To decrease alcohol-impaired driving serious injuries by 4.0 percent annually, resulting in a change to the 2014-2018 moving average from 686.0 (2011-2015 moving average) to 549.5 (2014-2018 moving average) by December 31, 2018.

Illustrated by the data in the Problem Identification section, Jackson County impaired driving traffic crash fatalities have not yet fallen below 10 in any single year. We can do better. 2017 crash statistics are not yet complete, and 2018 is in progress.

The Traffic Safety Unit Proposes the following goals, to be pursued by TSU and our partners going forward:

2018 - (in progress) 7 or fewer impaired driving fatalities  
2019 - 6 or fewer impaired driving fatalities  
2020 - 5 or fewer impaired driving fatalities  
2021 - 4 or fewer impaired driving fatalities

The cooperative efforts of interested parties have succeeded in the effective reduction of impaired driving traffic crash fatalities, effectively cutting in half the average number of fatalities over the past eight years. If we can cut the number of fatalities in half once, we can certainly make it our goal to do it again.

In pursuit of this goal, the Traffic Safety Unit has the following objectives:

1. Field a full-time DWI Enforcement Unit, the Traffic Safety Unit, of five deputies and one sergeant.
2. Perform as a Full-Time Saturation Patrol. The NHTSA publication "Countermeasures that Work," 8th Edition (2015), identified Saturation Patrols as among the most effective enforcement methods that can be used to address impaired driving. TSU works as a unit, every shift. The supervisor and all deputies work the same hours, and work in small geographical areas (which change based on day of week, time, and most recent crash data). We are, therefore, a saturation patrol in and of ourselves during each shift that we work. Increased visibility due to the specialized markings of deputies' patrol vehicles enhances this method.
3. Continue to develop as leaders in DWI Enforcement amongst the law enforcement community in the Kansas City Metro. The TSU has assisted outside agencies on a regular basis during fiscal year 2017, by assisting with DWI investigations that result from crashes, and traffic stops made by patrol deputies and officers from outside agencies. The TSU will continue to develop this leadership role.
4. Engage the other interested parties in pursuit of the goal. The TSU will share our goals with the public, other law enforcement agencies, the Jackson County Traffic Safety Task Force, MADD, the Highway Safety Division, and others. We will provide updates on progress made. This will involve maintaining an active awareness of traffic crashes in Jackson County as they occur.
5. Increase the number of substance impaired drivers, and work with prosecutors and judges to ensure that adequate prosecution and sentencing are imposed. This work will come in the form of educating members of the courts to the substantial risk presented by substance impaired drivers and the emergent need for interdiction of those persons.
6. Utilize the Type II operators within the TSU to educate the newer members of the Sheriff's Office, and any outside agencies, on basic identification and interdiction of impaired drivers. This action will substantially increase the number of eyes on the streets working to identify and interdict impaired drivers.

## PROJECT DESCRIPTION

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The JCSO TSU functions like an organized Saturation Patrol on all deployment periods and is currently staffed with 1 sergeant and 4 deputies. The amount of arrests made for impaired driving by the unit has continued to increase since 2014, even posting a 5% increase in FY 2017 without the assistance of DWI checkpoints. It is my sincerest belief that with addition of a 5th deputy to the unit, selected by Sgt. Blodgett and the members of the TSU, who has complete buy in to the mission that the impact would be significant and arrest numbers will continue to climb. Since the de-funding of checkpoints and the shift to saturation patrols, or wolf packs, an unfortunate side effect has become reality. This side effect is an approximate 30% decrease in drivers contacted per year. This correlates to less of a visual deterrent, but also less eyes to identify and interdict these impaired drivers prior to the crash. With a 5th member added to the TSU we can significantly mitigate the decrease in drivers contacted, and increase the number of targeted stops resulting in further deterrent effect and enforcement action.

## SUPPLEMENTAL INFORMATION

Question	Answer
You must answer the following questions.	
1 Does your agency have and enforce an internal safety belt policy for all personnel?	Yes
2 Does your agency have and enforce a policy restricting cell phone use while driving?	Yes
3 Does your agency report racial profiling data annually?	Yes
4 Does your agency report to STARS?	Yes
5 Does your agency report UCR information annually?	Yes
6 Please explain any NO answer(s) to questions 1-5:	
7 Have any of your officers/personnel been debarred and are therefore not eligible to receive federal funds for reimbursement of salary, fringe benefits, or overtime?	No
8 Does your agency have adequate manpower to fully expend the funds requested in this application?	Yes
9 If NO, please explain.	
10 Have any significant changes occurred with your agency within the last year that would affect performance, including personnel or system changes?	No
11 If YES, please explain.	
12 Are you aware of any fraud, waste or abuse on grant projects in your office/agency within the last 5 years?	No
13 If YES, please explain.	
14 If your agency received Highway Safety grant funding in the last three (3) fiscal years and there were unexpended balances, please explain why.	
<p>Unexpended balances in the Traffic Safety Unit salary grant are due to differences in the budgeted salaries of the sergeant and deputies, and the actual salaries of the sergeant and deputies. This can be caused by personnel transfers, the non-occurrence of project possible pay increases, or the lower actual cost of county-paid health insurance versus the budgeted cost.</p>	
<p>Unexpended balances in the overtime enforcement grants are due to a lack of interest in participation amongst the sworn personnel eligible to work the grant enforcement.</p>	
15 Did your political entity receive more than 80% of its annual gross revenues in Federal Awards in your preceding fiscal year?	No
16 Did your political entity receive \$25,000,000 or more in Federal Awards in your preceding fiscal year?	No

- 17 If you answered NO to either question 15 and 16, DO NOT answer this question. If you answered YES to both question 15 and 16, and the public does not have access to this information, list the names and compensation amounts of the five most highly compensated employees in your business or organization (the legal entity to which the DUNS number it provided belongs).

Please use the most current 12-months of data available for answering questions 18-23. Include ALL of your agency's statistics, not just those issued during grant activity.

18 Total number of DWI violations written by your agency.	396
19 Total number of speeding violations written by your agency.	2594
20 Total number of HMV violations written by your agency.	4317
21 Total number of child safety/booster seat violations written by your agency.	26
22 Total number of safety belt violations written by your agency.	69
23 Total number of sobriety checkpoints hosted.	0

Use the most current three years crash data from the Missouri State Highway Patrol (MSHP) or your internal record management system for questions 24-34.

24 Total number of traffic crashes.	66370
25 Total number of traffic crashes resulting in a fatality.	217
26 Total number of traffic crashes resulting in a serious injury.	1433
27 Total number of speed-related traffic crashes.	7853
28 Total number of speed-related traffic crashes resulting in a fatality.	89
29 Total number of speed-related traffic crashes resulting in a serious injury.	344
30 Total number of alcohol-related traffic crashes.	1911
31 Total number of alcohol-related traffic crashes resulting in a fatality.	41
32 Total number of alcohol-related traffic crashes resulting in a serious injury.	141
33 Total number of unbuckled fatalities.	94
34 Total number of unbuckled serious injuries.	270

Enter your agency's information below.

35 Total number of commissioned law enforcement officers.	101
36 Total number of commissioned patrol and traffic officers.	29
37 Total number of commissioned law enforcement officers available for overtime enforcement.	75

38	Total number of vehicles available for enforcement.	75
39	Total number of radars/lasers.	18
40	Total number of in-car video cameras.	75
41	Total number of PBTs.	8
42	Total number of Breath Instruments.	6

The following information explains the strategies your agency will use to address the traffic crash problem. This information is considered to be the Project Description and should be specific to the crash problem.

43 Identify primary enforcement locations.

The Traffic Safety Unit regularly reviews the MSHP's Traffic Crash Mapping Utility, and selects enforcement locations based upon high concentrations of crashes, and/or impaired driving crashes. Currently those locations include I-70 and US 24 Hwy between Blue Ridge Cutoff and Lee's Summit Road, US 71 Hwy, US-350 Hwy, 63rd Street, in Kansas City/Raytown area. It also includes Main St., Broadway Blvd., I-35 and I-670/I-70 in the Mid town Kansas City area.

The Traffic Safety Unit will conduct enforcement operations through out the entire Jackson County area , with targeted enforcement at specific locations based on crash data as follows:

Tuesday: I-70, I-435, and US-40 HWY, between Grain Valley and Manchester Traffic Way.

Wednesday: I-70, US-24 HWY, 23rd Street, I-435 and any ancillary roadways between State Line and MO-291 HWY.

Thursday and Friday: US-71 HWY, I-49, Main St., Broadway Blvd., 39th St., Southwest Traffic Way, Southwest Blvd., and I-70 in the portions of Jackson County west of I-435.

Saturday: The TSU will focus on the Mid Town Kansas City area, Down town Kansas City area, MO 291 through Independence, I-70 from east to west county limits, I-435 from north to south county limits, US-71 Hwy and I-49 north to south county limits, I-470 from I-435 to Douglas Rd. in Lee's Summit, and any ancillary roadways.

44 Enter the number of enforcement periods your agency will conduct each month. 20

45 Enter the months in which enforcement will be conducted.

All months.

46 Enter the days of the week in which enforcement will be conducted.

Primarily Tuesday through Friday evenings, with Saturdays substituted for Tuesdays at least twice per month.

47 Enter the time of day in which enforcement will be conducted.

6:00 p.m. to 4:00 a.m., with infrequent activity outside of those hours due to required training or special assignment

48 Enter the number of officers assigned during the enforcement period. 5

49 If equipment or supplies are requested to conduct this project, explain below why it is needed and how it will be used.

The Sheriff's Office Traffic Safety Unit was originally equipped with five patrol vehicles funded by the Highway Safety Division in 2008. Two replacement vehicles were funded by HSD in 2014, and another in 2017, to replace Traffic Unit vehicles that were either lost in crashes, or were past their service life. Three additional patrol vehicles have been provided by the Sheriff's Office to replace the other three patrol vehicles used by the Traffic Safety Unit. We are requesting HSD fund the purchase of two additional patrol vehicles for the Traffic Safety Unit. The vehicle will be specially marked "DWI ENFORCEMENT", and assigned exclusively for the use of the Traffic Safety Unit.

The TSU is in need of replacement of 2 vehicles, due to mileage and age, but 1 vehicle can be rotated to the new member of the TSU, if granted, and would suffice for another year if necessary.

## PROJECT EVALUATION

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The MHTC will administratively evaluate this project. Evaluation will be based, at a minimum, upon the following:

1. Law enforcement compliance with state UCR, Racial Profiling, and STARS reporting requirements (law enforcement contracts only)
2. Timely submission of monthly reimbursement vouchers and appropriate documentation to support reimbursement for expenditures (i.e., personal services, equipment, materials)
3. Timely submission of periodic reports (i.e., monthly, quarterly, semi-annual) as required
4. Timely submission of the Year End Report of activity (due within 30 days after contract completion date)
5. Attaining the Goals set forth in this contract\*
6. Accomplishing the Objectives\* established to meet the project Goals, such as:
  - Enforcement activities (planned activities compared with actual activities)
  - Programs (number and success of programs held compared to planned programs, evaluations if available)
  - Training (actual vs. anticipated enrollment, student evaluations of the class, student test scores on course examinations, location of classes, class cancellation information)
  - Equipment purchases (timely purchase of equipment utilized to support and enhance the traffic safety effort; documentation of equipment use and frequency of use)
  - Public awareness activities (media releases, promotion events, incentive items or education materials produced or purchased)
  - Other (any other information or material that supports the Objectives)
7. The project will be evaluated by the Highway Safety and Traffic Division through annual crash analysis .

Evaluation results will be used to determine:

- The success of this type of activity in general and this particular project specifically ;
- Whether similar activities should be supported in the future; and
- Whether grantee will receive funding for future projects.

\*Evaluation and requests to fund future projects will not be based solely on attaining Goals and/or Objectives if satisfactory justification is provided.

The TSU will continuously monitor the number of impaired driving traffic crashes with serious injury and fatalities , as well as the number of impaired driving arrests made, including geographical data, age of offender, time of day or night, and day of the week. These numbers will function as our Littman's test for efficiency, and guide the TSU in making adjustments.



## ADDITIONAL FUNDING SOURCES

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MIDWEST HIDTA, Initiative - Kansas Investigative Support Center  
2017 Funding Year (11/1/16 to 12/31/17)

Allocated - \$58,431.00. Expended as of 10/16 - \$18,426.75. Balance Available - \$40,004.25

# BUDGET

Category	Item	Description	Quantity	Cost	Total	Local	Total Requested
Equipment							
	Vehicle	2018 Ford Interceptor Utility marked "DWI ENFORCEMENT" with emergency equipment and installation.	1.00	\$42,000.00	\$42,000.00	\$0.00	\$42,000.00
					\$42,000.00	\$0.00	\$42,000.00
Personnel							
	Salary and Fringe	Salary and Fringe Benefits for 1 Sergeant and 4 Deputies at current rate of pay. Salary: 267,176.00 FICA: 20,438.96 Pension: 38,019.14 Health Insurance: 33,397.00 Uniform Allowance: 6,000.00 Holiday Pay: 15,414.52	1.00	\$380,445.62	\$380,445.62	\$190,222.81	\$190,222.81
	Salary and Fringe	Additional Deputy at current pay rate of Deputy 2: Salary: 45,489.60 FICA: 3,479.95 Pension: 6,473.17, Health Insurance: 5,686.20 Uniform Allowance: 1,200.00, Holiday Pay: 2,624.40	1.00	\$64,953.32	\$64,953.32	\$32,476.66	\$32,476.66
					\$445,398.94	\$222,699.47	\$222,699.47
Training							
	Professional Development	Funding for specialized training, with lodging, for DWI Unit members. Funding will only be utilized for members of the full time unit - Alcohol related training only	1.00	\$4,500.00	\$4,500.00	\$0.00	\$4,500.00

					\$4,500.00	\$0.00	\$4,500.00
Total Contract					\$491,898.94	\$222,699.47	\$269,199.47

## ATTACHMENTS

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<u>Document Type</u>	<u>Description</u>	<u>Original File Name</u>	<u>Date Added</u>
WORD	County Authorization Form	2019 County Authorization	02/14/2018
PDF	PDF Document	DWI Unit Salary Signed.p	02/27/2018

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 5148

Sponsor(s): Alfred Jordan

Date: September 17, 2018

**EXECUTIVE OFFICE**

**SEP 10 2018**

## SUBJECT

Action Requested:

☐ Resolution

☒ Ordinance

Project/Title: Jackson County Sheriff's Office DWI Enforcement Unit. An ordinance to appropriate \$269,199.47 from the Undesignated Fund Balance, transfer \$180,000 from the Sheriff's Office Grant Matching Fund and 42,700 from Sheriff's office salary savings in the General Fund and to authorize the County Executive to execute an agreement with the Missouri Traffic and Highway Safety Division in acceptance of a grant awarded by the Missouri Department of Transportation (hereinafter referred to as MoDOT) to the Sheriff's Office. #: 19-154-AL-031.

## BUDGET INFORMATION To be completed By Requesting Department and Finance

Amount authorized by this legislation this fiscal year:	\$491,898.94
Amount previously authorized this fiscal year:	\$N/A
Total amount authorized after this legislative action:	\$491,898.94
Amount budgeted for this item * (including transfers):	\$
Source of funding (name of fund) and account code number; FROM: Grant Fund – 010; Undesignated Fund Balance – 2810	FROM ACCT \$
Grant Matching Fund 004-4201-56798	\$269,199.47
Regular Salaries 001-4201-55010	\$180,000
	\$42,700
	TO ACCT
TO: Grant Fund 010 DWI Unit Salary <del>4284</del> 4288	
Salary – 55010	\$ 312,665.60
Overtime (worked holidays only) – 55030	\$ 18,038.92
FICA – 55040	\$ 23,918.91
Pension – 55050	\$ 44,492.31
Health Insurance – 55060	\$ 39,083.20
Uniform Allowance - 57190	\$7200.00
Total:	\$445,398.94
TO: Grant Fund 010 DWI Unit Training DWI / DRE conference <del>4284</del> 4288	
Travel – 56140	\$3,000.00
Education – 56750	\$1,500.00
Total Training:	\$4,500.00
Grant Fund – 010; Undesignated Fund Balance <del>4284</del> 4288	
Automobiles – 58120	\$29,660.00
Automobile Equipment – 56630	\$12,340.00
Total Combined Amount:	\$491,898.94

\* If account includes additional funds for other expenses, total budgeted in the account is: \$

## OTHER FINANCIAL INFORMATION:

☐ No budget impact (no fiscal note required)

☐ Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:

	Department: _____ Estimated Use: \$ _____  Prior Year Budget (if applicable):\$204,536.02 Prior Year Actual Amount Spent (if applicable):\$187,495.20																				
PRIOR LEGISLATION	Prior ordinances and (date): 5027: 10/09/2017 Prior resolutions and (date): _____																				
CONTACT INFORMATION	RLA drafted by (name, title, & phone):Sgt. Doug Blodgett TSU Sergeant: 816-524-4302 x 72240																				
REQUEST SUMMARY	<p>Accept and Appropriate \$269,199.47 from the Undesignated Fund Balance and \$180,000 from the Sheriff's Office Grant Matching Fund and \$42,700 from Sheriff's General Fund salary savings for the Jackson County Sheriff's Office DWI Unit Salary Project #19-154-AL-031 and to authorize the County Executive to execute an agreement with the Traffic and Highway Safety Division of the Missouri Department of Transportation. The grant is awarded in the amount of \$269,199.47 and requires \$222,699.47 in Matching Local Funds, with the remaining \$46,500.00 in funds utilized to purchase a dedicated DWI enforcement vehicle with all emergency and interior equipment, and establish a DWI Unit specific training fund.</p> <p>The term of this Grant is October 1, 2018 through September 30, 2019.</p> <p>This goal of this grant is to fund the Jackson County Sheriff's Office Traffic Safety Unit and the subsequent enforcement action, in an effort to decrease the number of injuries and fatality crashes due to impaired driving. MoDOT has made a commitment to continue funding the DWI / Traffic Safety Unit within the Jackson County Sheriff's Office, while adding a fifth deputy at fifty percent (50%) and by purchasing a dedicated DWI unit vehicle.</p> <p>Please appropriate \$491,898.94 as follows:</p> <table border="0"> <tr> <td>Salary – 55010</td><td>\$312,665.60</td></tr> <tr> <td>Overtime (holidays) – 55030</td><td>\$18,038.92</td></tr> <tr> <td>FICA – 55010</td><td>\$23,918.91</td></tr> <tr> <td>Pension – 55060</td><td>\$44,492.31</td></tr> <tr> <td>Health Insurance – 55060</td><td>\$39,083.20</td></tr> <tr> <td>Uniform Allowance – 57190</td><td>\$7,200.00</td></tr> <tr> <td>Education – 56750</td><td>\$1,500.00</td></tr> <tr> <td>Travel for Education – 56140</td><td>\$3,000.00</td></tr> </table> <p>Grant Fund – 010; Undesignated Fund Balance <del>4284</del> 4288</p> <table border="0"> <tr> <td>Automobiles – 58120</td><td>\$29,660.00</td></tr> <tr> <td>Automobile Equipment – 56630</td><td>\$12,340.00</td></tr> </table> <p>Total Combined Dissemination - \$491,898.94</p>	Salary – 55010	\$312,665.60	Overtime (holidays) – 55030	\$18,038.92	FICA – 55010	\$23,918.91	Pension – 55060	\$44,492.31	Health Insurance – 55060	\$39,083.20	Uniform Allowance – 57190	\$7,200.00	Education – 56750	\$1,500.00	Travel for Education – 56140	\$3,000.00	Automobiles – 58120	\$29,660.00	Automobile Equipment – 56630	\$12,340.00
Salary – 55010	\$312,665.60																				
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Travel for Education – 56140	\$3,000.00																				
Automobiles – 58120	\$29,660.00																				
Automobile Equipment – 56630	\$12,340.00																				
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	Three (3) copies of MoDOT contract # 19-154-AL-031 for signing by Mr. County Executive Frank White Jr.																				
REVIEW	<table border="1"> <tr> <td>Department Director:</td><td>Date: 9/10/18</td></tr> <tr> <td>Finance (Budget Approval): If applicable</td><td>Date: 9/10/18</td></tr> <tr> <td>Division Manager:</td><td>Date: 9.16.18</td></tr> </table>	Department Director:	Date: 9/10/18	Finance (Budget Approval): If applicable	Date: 9/10/18	Division Manager:	Date: 9.16.18														
Department Director:	Date: 9/10/18																				
Finance (Budget Approval): If applicable	Date: 9/10/18																				
Division Manager:	Date: 9.16.18																				

	County Counselor's Office:	Date:
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**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	\$269,199.47
001-4201-55010	General Fund – Sheriff's Office – Salary	\$42,700
004-4201-56798	Road & Bridge Fund – Sheriff's Office – Grant Match	\$180,000

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

## Supplemental Appropriation Request Jackson County, Missouri

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

Date: September 10, 2018

ORD # 5148

Department / Division	Character/Description	From	To
<b>General Fund - 001</b>			
4201 - Sherriif	55010 - Salary	42,700	
9100 - Operating Transfers	56105 - Operating Transfers Out		42,700
<b>Road &amp; Bridge Fund - 004</b>			
4201 - Sherriif	56798 - Grant Match	180,000	
9100 - Operating Transfers	56105 - Operating Transfers Out		180,000
<b>Grant Fund - 010</b>			
4277 - DWI Unit	47070 - Operating Transfers In	222,700	
4277 - DWI Unit	45922 - Increase Revenue	269,199	
2810	Undesignated Fund Balance		491,899
2810	Undesignated Fund Balance	491,899	
4288 - DWI Unit	55010 - Regular Salary		312,666
4288 - DWI Unit	55030 - Overtime		18,039
4288 - DWI Unit	55040 - FICA		23,919
4288 - DWI Unit	55050 - Pension		44,492
4288 - DWI Unit	55060 - Insurance		39,083
4288 - DWI Unit	56140 - Travel Expense		3,000
4288 - DWI Unit	56630 - Rent - Auto Equipment		12,340
4288 - DWI Unit	56750 - Education Benefits		1,500
4288 - DWI Unit	57190 - Wearing Apparel		7,200
4288 - DWI Unit	58120 - Automobiles		29,660



Budgeting



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

**AN ORDINANCE** setting the 2018 merchants and manufacturers' inventory replacement tax levy.

**ORDINANCE NO. 5149**, September 17, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

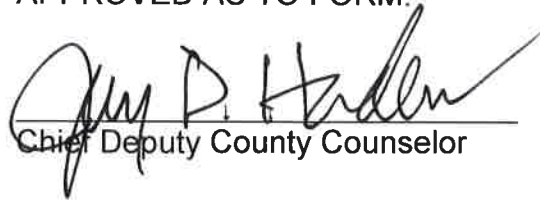
WHEREAS, the Missouri Constitution, article X, section 6, and section 139.600, RSMo, provide for a tax levy to be charged against the assessed valuation of real property listed in subclass 3 (utility, industrial, commercial and railroad property) of class one property (real estate), to replace revenues lost from the exemption of merchants' and manufacturers' inventories; and,

WHEREAS, this replacement levy has been calculated in accordance with section 139.600, RSMo; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that the 2018 replacement levy be set at the rate of \$1.437 per one hundred dollars of assessed valuation of real property in subclass 3 of class one property.

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. 5149 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5149.

\_\_\_\_\_  
Date

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

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

**AN ORDINANCE** setting the 2018 Jackson County Community Mental Health Fund Levy.

**ORDINANCE NO. 5150**, September 17, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, pursuant to sections 205.975 through 205.990, RSMo, as amended, and the vote of the qualified voters of November 4, 1980, and June 2, 1991, there was established for the Jackson County Community Mental Health Fund a tax levy at the annual rate not to exceed thirteen and three tenths (13.3) cents per one hundred dollars of assessed valuation on all taxable property in Jackson County, Missouri; and,

WHEREAS, sections 137.073 and 137.115, RSMo, and Missouri Constitution, article X, section 22, require tax levies to be revised as a result of general reassessment; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri that, after calculation of the levy revision mandated by statute and the Constitution, there is hereby levied for the 2018 tax year the rate of eleven and seventy-one hundredths (11.71) cents per one hundred dollars of assessed valuation on all taxable property for the Jackson County Community Mental Health Fund.

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. 5150 introduced on September 17, 2018 was duly passed on \_\_\_\_\_, 2018 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. 5150.

\_\_\_\_\_  
Date

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

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

**AN ORDINANCE** setting the 2018 Jackson County Board of Services for the Developmentally Disabled (Sheltered Workshop) Levy.

**ORDINANCE NO. 5151**, September 17, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, pursuant to sections 205.968 through 205.973, RSMo, as amended, and the vote of the qualified voters of November 2, 1976, there was established for the Jackson County Board of Services for the Developmentally Disabled (Sheltered Workshop) a tax levy at the annual rate of ten cents per one hundred dollars of assessed valuation on all taxable property in Jackson County, Missouri; and,

WHEREAS, sections 137.073 and 137.115, RSMo, and Missouri Constitution, article X, section 22, require tax levies to be revised as a result of general reassessment; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri that, after calculation of the revisions mandated by statute and the Constitution, there is hereby levied for the 2018 tax year the rate of seven and twenty hundredths (7.20) cents per one hundred dollars of assessed valuation on all taxable property for the Jackson County Board of Services for the Developmentally Disabled (Sheltered Workshop).

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. 5151 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5151.

\_\_\_\_\_  
Date

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

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

**AN ORDINANCE** setting the 2018 Jackson County, Missouri, tax levy.

**ORDINANCE NO. 5152**, September 17, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, section 540.00 of the Jackson County Code requires the County Legislature to adopt a tax levy sufficient to provide for appropriations in the County budget; and,

WHEREAS, sections 137.073 and 137.115, RSMo, and Missouri Constitution, article X, section 22, require political subdivisions, including counties, to revise their tax levies as a result of general reassessment; and,

WHEREAS, the 2018 annual County budget would require the following tax levies on each one hundred dollars of assessed valuation for the fiscal year 2018 after calculation of the levy revisions mandated by sections 137.073 and 137.115 and the Missouri Constitution:

	<u>LEVY</u>
General	\$0.2842
Health	\$0.3040
Park	\$0.1531
Special Road and Bridge	<u>\$0.2842</u>
TOTAL	\$1.0255

and,

WHEREAS, these levy rates include the reversal of prior voluntary reductions of levy rates, as authorized by section 137.073.5(3), RSMo, and Resolution 19965, dated August 20, 2018; and,

WHEREAS, pursuant to authorization granted in sections 67.500 et seq., RSMo, the qualified voters in Jackson County on November 6, 1979, approved Jackson County Proposition #1 which provided for a county-wide sales tax of one-half cent and a corresponding reduction of the County's total property tax levy annually by seventy percent of the total amount of sales tax revenue in the same tax year; and,

WHEREAS, section 67.505, RSMo, requires that after a county has determined its budget, the total property tax levy must be reduced in an amount sufficient to decrease the total property taxes it will collect by an amount equal to 70% of the sales tax revenue in the same tax year; and,

WHEREAS, this estimate is subject to revisions based upon actual sales tax revenues during the calendar year 2018, and the permanent levy adopted in September 2019 will reflect an adjustment based on actual sales tax revenues during calendar year 2018; and,

WHEREAS, during the 2017 calendar year, the actual sales tax revenues fell short of the 2017 estimated sales tax revenues by \$294,910.11 and, therefore, the 2018 Jackson County tax levy must be adjusted to reflect this decrease from the 2017 estimated revenues; and,



WHEREAS, this adjustment is made by deducting the \$294,910.11 from the 2018 estimated sales tax revenues (\$54,257,599.44) to produce \$53,962,689.33, of which 70% is used to reduce the 2018 total property tax levy; now therefore,

BE IT ORDAINED by the County Legislature of Jackson County, Missouri, that, based upon estimates of the 2018 sales tax revenues, including the decrease in the actual sales tax revenues during 2017, based upon the appropriations in the 2018 annual County budget, and based upon the levy rollbacks required by law, the following amounts on each one hundred dollars of assessed valuation be set as the Jackson County Tax Levy for fiscal year 2018, on real and personal property within Jackson County, Missouri:

	<u>LEVY</u>
General	\$0.1349
Health	\$0.2259
Park	\$0.1416
Special Road and Bridge	<u>\$0.1989</u>
TOTAL	\$0.7013

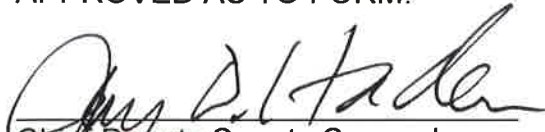
and,

BE IT FURTHER ORDAINED that the sales tax revenues that replace the property tax revenues lost by virtue of the reduction in the total property tax levy in accordance with section 67.505, RSMo, be allocated to the General Fund; and,

BE IT FURTHER ORDAINED the Director of Finance and Purchasing is authorized to make any adjustments to revenue accounts in the 2018 County budget made necessary by this Ordinance.

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. 5152 introduced on September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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. 5152.

\_\_\_\_\_  
Date

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

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

**A RESOLUTION** authorizing the Jackson County Legislature to hold a closed meeting on Monday, September 17, 2018, 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. 19981**, September 17, 2018

**INTRODUCED BY** Scott Burnett, County Legislator

WHEREAS, the Jackson County Legislature desires to hold a closed meeting on Monday, September 17, 2018, 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 17, 2018, 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.19981 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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** recognizing the Kansas/Missouri Dream Alliance on the occasion of its 10<sup>th</sup> Anniversary Gala celebration.

**RESOLUTION NO.19982**, September 17, 2018

**INTRODUCED BY** Crystal Williams, County Legislator

WHEREAS, the Kansas/Missouri Dream Alliance (KSMODA) was founded in 2008 to advocate for dignity and respect of immigrant youth in our area; and,

WHEREAS, by 2010 KSMODA was a national force leading the fight for the Development, Relief, and Education for Alien Minors (DREAM) Act, with founders Yahaira Carrillo, Myrna Orozco, Erin Fleming, Will Suarez, Miro Heynik, Alejandra Valles, Ricardo Quiñonez, and early member Diana Martinez; and,

WHEREAS, KSMODA exercised civil disobedience and “coming out of the shadow” events where undocumented youth could share their personal stories of living in uncertainty; and,

WHEREAS, KSMODA has also supported campaigns for the Deferred Action for Childhood Arrivals (DACA) program and has promoted mentoring programs to aid young immigrants trying to navigate college while addressing the psychological trauma and stress of being a part of the undocumented community; and,

WHEREAS, recently KSMODA has taken up the fight related to deportation defense campaigns, including training to educate our community on our constitutionally protected rights; and,

WHEREAS, in celebration of its 10<sup>th</sup> Anniversary, KSMODA will host a gala on September 21, 2018, at The Venue in Leawood, 4800 W. 135<sup>th</sup>, Suite 108, Leawood, Kansas; and,

WHEREAS, this event will feature keynote speaker Greisa Martinez Rosas, Executive Director of United We Dream, presenting a program on building power by fearlessly defending the rights of undocumented immigrants and advocating for the rights of women; and,


WHEREAS, the KSMODA Gala will support its outreach training, and lobbying programs; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the Legislature hereby recognizes the Kansas/Missouri Dream Alliance on the occasion of its 10<sup>th</sup> Anniversary and extends best wishes to the organization for a successful gala event.

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. 19982 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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** transferring \$50,000.00 within the 2018 Special Road and Bridge Fund to cover an anticipated budget shortfall for overtime within the Public Works Department.

**RESOLUTION NO. 19983**, September 17, 2018

**INTRODUCED BY** Greg Grounds, County Legislator

WHEREAS, the Public Works Department anticipates a budget shortfall in its account for overtime salaries within its Road and Bridge Maintenance Division; and,

WHEREAS, a transfer is necessary to cover these costs; and,

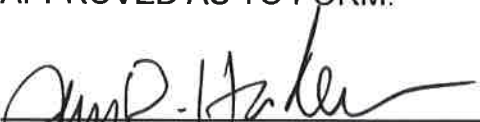
WHEREAS, the County Executive recommends this transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2018 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 & Bridge Maintenance			
004-1506	55010-Regular Salaries	\$25,000	
004-1506	55060-Insurance Benefits	\$25,000	
004-1506	55030-Overtime Salaries		\$50,000

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. 19983 of September 17, 2018, as duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 004 1506 55010  
ACCOUNT TITLE: Special Road & Bridge Fund  
Road & Bridge Maintenance  
Regular Salaries  
NOT TO EXCEED: \$25,000.00

ACCOUNT NUMBER: 004 1506 55060  
ACCOUNT TITLE: Special Road & Bridge Fund  
Road & Bridge Maintenance  
Insurance Benefits  
NOT TO EXCEED: \$25,000.00


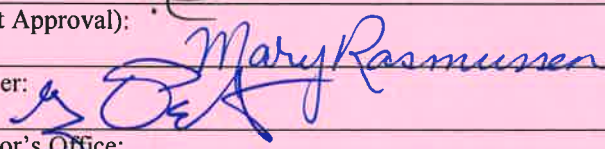
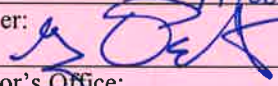

9/12/18  
Date

  
Chief Administrative Officer

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:  
 R#19983 Res/Ord No.: 19983  
**EXECUTIVE OFFICE**  
 Sponsor(s): Greg Grounds  
 Date: September 17, 2018

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance  Project/Title: <u>Requesting a resolution to transfer \$50,000.00 within the Special Road &amp; Bridge Fund to pay for overtime salaries.</u>								
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>\$50,000.00</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>\$50,000.00</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$</td></tr> </table> <div> <div>Source of funding (name of fund) and account code number;</div> <div> <div>FROM ACCOUNT:</div> <div>004-1506-5010</div> <div>Special Road &amp; Bridge Fund – Road &amp; Bridge Maintenance – Regular Salaries</div> <div>004-1506-55060</div> <div>Special Road &amp; Bridge Fund – Road &amp; Bridge Maintenance – Insurance</div> <div>TO ACCOUNT:</div> <div>004-1506-55030</div> <div>Special Road &amp; Bridge Fund – Road &amp; Bridge Maintenance – Overtime Salaries</div> </div> <div> <div>FROM AMOUNT:</div> <div>\$25,000.00</div> <div>\$25,000.00</div> <div>TO AMOUNT:</div> <div>\$50,000.00</div> </div> </div> <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:	\$50,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$50,000.00	Amount budgeted for this item * (including transfers):	\$
Amount authorized by this legislation this fiscal year:	\$50,000.00								
Amount previously authorized this fiscal year:	\$								
Total amount authorized after this legislative action:	\$50,000.00								
Amount budgeted for this item * (including transfers):	\$								
PRIOR LEGISLATION	Prior ordinances and (date):  Prior resolutions and (date):								
CONTACT INFORMATION	RLA drafted by James Evans, Road & Bridge Administrator (816) 847-7053								
REQUEST SUMMARY	We had several snow events since the beginning of the year and our last snow event was April 1, 2018. On April 16, 2018 we started to prepare roads for overlay and chip seal for the road program and we have been working 48 hour weeks. I'm concerned that I won't have the dollars this winter to cover any storms that we may get. So I'm requesting a transfer of \$50,000.00 within the Special Road & Bridge Fund, specifically the Road & Bridge								

	department within Public Works. This transfer is to pay for overtime salaries for Road & Bridge employees.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS		
REVIEW	Department Director:  Finance (Budget Approval):  <i>If applicable</i> Division Manager:  County Counselor's Office: 	Date: 9.7.18 Date: 9/10/18 Date: 9.10.18 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.

### Fiscal Note:

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

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

Date: September 10, 2018

RES # 19983

Department / Division	Character/Description	From	To
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**004 Special Road & Bridge Fund**

1506	Road & Bridge Maintenance	55010	Regular Salaries	\$	25,000	
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1506	Road & Bridge Maintenance	55060	Insurance Benefits	25,000	
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1506	Road & Bridge Maintenance	55030	Over Time Salaries		50,000
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\$ 50,000      \$ 50,000

Mark Lang by MER  
Budget Officer

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

**A RESOLUTION** authorizing the purchase of a trash truck with eight-yard rear loader bed, barrel tipper, and light panel for use by the Parks + Rec Department to Elliott Equipment Company of Grandview, MO, under the terms and conditions of Invitation to Bid 35-18, at an actual cost to the County in the amount of \$79,934.00.

**RESOLUTION NO.19984**, September 17, 2018

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has a need for a trash truck with an eight-yard rear loader bed, barrel tipper, and light panel, to replace a truck currently in service that is outdated and has exceeded its useful life; and,

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

<b><u>VENDOR</u></b>	<b><u>BID</u></b>
Elliott Equip. Co Grandview (Jackson County), MO	\$79, 934.00
Armor Equip. Arnold, MO	No Bid
Truck Component Services Strafford, MO	\$115,140.00

WHEREAS, pursuant to section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a contract for the furnishing of a trash truck with eight-yard rear loader bed, barrel tipper, and light panel for use by Parks + Rec to Elliott Company of Grandview (Jackson County), MO, as the lowest and best bid under the terms and conditions of Invitation to Bid 35-18; and,

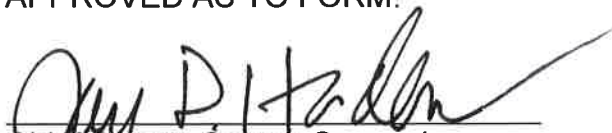
BE IT FURTHER RESOLVED that award be made as recommended by the Director of Finance and Purchasing and that the Director be and hereby is authorized to execute any documents necessary to the accomplishment of the award; and


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



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. 19984 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 003 5103 58110  
ACCOUNT TITLE: Park Fund  
Non-Departmental-Park  
Heavy Machinery & Equipment  
NOT TO EXCEED: \$79,934.00

9/12/18  
\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19984

Sponsor(s): Tony Miller

Date: September 17, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the purchase of a Trash Truck with Eight Yard Rear Loader Bed, Barrel Tipper and Light Panel for use by Parks + Rec from Elliott Equipment Company of Grandview, MO under the terms and conditions of Invitation to Bid 35-18.</u></p>																																			
<b>BUDGET INFORMATION</b> <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>\$79,934.00</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>\$79,934.00</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$79,934.00</td></tr> <tr> <td>Source of funding (name of fund) and account code number: 003-5103-58110 Park Fund – Non-Departmental – Heavy Machinery &amp; Equipment</td><td>\$79,934.00</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:	\$79,934.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$79,934.00	Amount budgeted for this item * (including transfers):	\$79,934.00	Source of funding (name of fund) and account code number: 003-5103-58110 Park Fund – Non-Departmental – Heavy Machinery & Equipment	\$79,934.00																									
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PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date): N/A</p>																																			
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Katie Bartle, Senior Buyer, 816-881-3465</p>																																			
REQUEST SUMMARY	<p>Parks + Rec requires the purchase of a Trash Truck with Eight Yard Rear Loader Bed, Barrel Tipper and Light Panel for use by Parks Operations. This truck will replace the current truck, which has exceeded its useful life and operating costs have exceeded value. The Purchasing Department issued Invitation to Bid 35-18 in response to those requirements.</p> <p>A total of twenty-two notifications were distributed and three responses received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>NO</th><th>DESCRIPTION</th><th>Elliott Equip. Co Grandview, MO</th><th>Aromor Equip. Arnold, MO</th><th>Truck Component Services Strafford, MO</th></tr> </thead> <tbody> <tr> <td>1.0</td><td>Trash Truck with 8 Yd Bed</td><td>\$71,996.00</td><td>NO BID</td><td>\$108,340.00</td></tr> <tr> <td>2.0</td><td>Trash Truck with 11 Yd Bed</td><td>\$103,385.00</td><td>\$108,869.00</td><td>\$111,165.00</td></tr> <tr> <td></td><td><b>ADD-ON ITEMS</b></td><td></td><td></td><td></td></tr> <tr> <td>3.0</td><td>55 Gal Barrel Tipper with Hook Ups</td><td>\$7,650.00</td><td>\$7,319</td><td>\$6,400.00</td></tr> <tr> <td>4.0</td><td>Hopper Lights, Installed</td><td>\$275.00</td><td>INCLUDED</td><td>\$150.00</td></tr> <tr> <td>5.0</td><td>Light Panel to provide extra safety lighting</td><td>\$288.00</td><td>INCLUDED</td><td>\$400.00</td></tr> </tbody> </table> <p>Pursuant to Chapter 1054.6 of the Jackson County Code, the Department of Finance and Purchasing recommends the award of a contract to purchase a Trash Truck with Eight Yard Rear Loader Bed, Barrel Tipper and Light Panel for use by Parks + Rec to Elliott Equipment Company of Grandview, MO as the lowest bid received.</p>	NO	DESCRIPTION	Elliott Equip. Co Grandview, MO	Aromor Equip. Arnold, MO	Truck Component Services Strafford, MO	1.0	Trash Truck with 8 Yd Bed	\$71,996.00	NO BID	\$108,340.00	2.0	Trash Truck with 11 Yd Bed	\$103,385.00	\$108,869.00	\$111,165.00		<b>ADD-ON ITEMS</b>				3.0	55 Gal Barrel Tipper with Hook Ups	\$7,650.00	\$7,319	\$6,400.00	4.0	Hopper Lights, Installed	\$275.00	INCLUDED	\$150.00	5.0	Light Panel to provide extra safety lighting	\$288.00	INCLUDED	\$400.00
NO	DESCRIPTION	Elliott Equip. Co Grandview, MO	Aromor Equip. Arnold, MO	Truck Component Services Strafford, MO																																
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5.0	Light Panel to provide extra safety lighting	\$288.00	INCLUDED	\$400.00																																
CLEARANCE																																				

	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals      No Goals Assigned <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Abstract of Bids Received, Award Recommendation from Parks + Rec, Pertinent pages of Elliott Equipment's bid.	
REVIEW	Department Director:	Date:
	<i>Michael Newman</i>	<i>8/31/18</i>
	Finance (Budget Approval): <i>If applicable</i>	Date:
	<i>[Signature]</i>	<i>9/5/18</i>
	Division Manager:	Date:
	<i>[Signature]</i>	<i>9.5.18</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.

### Fiscal Note:

**This expenditure was included in the Annual Budget.**

PC#

Date: September 5, 2018

RES # 19984

Department / Division

Character/Description
-----------------------

Not to Exceed

**003      Park Fund**

5103 Non-Departmental - Park

**58110 Heavy Machinery & Equipment**

\$ 79,934

\$ 79,934

Budget Officer



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

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

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

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

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

*Blue Springs Marina  
(816) 795-1112*

*Jacomo Marina  
(816) 795-8888*

*Longview Marina  
(816) 966-0131*

*Special Population  
Services  
(816) 763-5130*

**MEMORANDUM**

**TO:** Katie Bartle, Senior Buyer  
**FROM:** John Johnson, Superintendent Park Operations  
**DATE:** August 21, 2018  
**SUBJECT:** Bid #35-18, Park Operations - Trash Truck

The Parks + Rec. Department recommends the purchase of the below listed trash truck, as quoted from the low bid submitted by Elliott Equipment Company:

- Ford F550 Gas, 8-yard Nuway Bed
- Add on item 3.0, barrel tipper
- Add on item 5.0, Light panel for additional turn and brake lights

Mark Hite, Longview Supervisor, has checked with two of the municipal references listed within the bid and received positive comments regarding the quality of the equipment and support service provide by Elliott.

The base bid is \$71,996, the cost of the two add on components totaled is \$7,938 which equals \$79,934.

003 - 5103 - 58110 - \$79,934

Please advise if you need additional information, thank you.

John

Invitation to Bid No. 35-18		Truck		Armor		Elliott		Amount	
Truck		Component		Equipment		Equipment		Amount	
Opens: 2:00 PM, CDT on 7/10/18		Services		Amount		Amount		Amount	
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1	Trash Truck with 8 Yard Rear Loader Bed			\$ 108,340. <sup>00</sup>	NB	\$ 71,996. <sup>00</sup>			
2	Trash Truck with 11 Yard Rear Loader Bed			\$ 111,165. <sup>00</sup>	\$ 108,869. <sup>00</sup>	\$ 103,385. <sup>00</sup>			
3	55 Gallon Barrel Tipper			\$ 6,400. <sup>00</sup>	\$ 7,319. <sup>00</sup>	\$ 7,650. <sup>00</sup>			
4	Hopper Lights			\$ 150. <sup>00</sup>	included	\$ 275. <sup>00</sup>			
5	Light Panel			\$ 400. <sup>00</sup>	included	\$ 288. <sup>00</sup>			

Vents

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: July 10, 2018 BY  
Wendy J. Brouland  
CLERK OF THE LEGISLATURE

Katie Brouland  
PURCHASING

### STATEMENT OF CONTRACTOR'S QUALIFICATIONS

(Complete in full, Use attachments if necessary)

Name of Bidder: <u>Elliott Equipment Company</u>	
Address with Zip Code: <u>14001 Botts Rd. Grandview, MO 64030</u>	
Federal Tax I.D. Number: <u>42-0999627</u>	
Check One: Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/>	
If SOLE PROPRIETORSHIP, state name, address and phone number of owner:	
If CORPORATION:	
Date of Incorporation: <u>November 1970</u>	Name of State(s) in which incorporated: <u>Iowa</u>
President's Name: <u>Eugene Elliott</u>	Vice-President's Name: <u>Rick Vanklassen</u>
Secretary's Name: <u>Angele Deloursey</u>	Treasurer's Name: <u>Dalena Elliott</u>
If PARTNERSHIP:	
Is the Partnership: General <input type="checkbox"/> Limited <input type="checkbox"/> Association <input type="checkbox"/> (Check one)	
Date of Organization:	
Name and addresses of all partners:	
1.	
2.	
3.	
GENERAL INFORMATION:	
Percent of work to be done under the proposed contract by your own staff: <u>We are a dealer, warranty work to be done on body. Chassis Maint for the chassis. Percent to vary.</u>	
No. of Permanent Employees: <u>43</u>	Geographical Limits of Operation: <u>None</u>
No. of years in business: <u>48</u>	
Have you ever done business under a different name: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, give Name and Location:	
Has contractor ever withdrawn or defaulted on a contractual obligation: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, state where and why:	



STATEMENT OF CONTRACTOR'S QUALIFICATIONS - Continued

Has Contractor ever been sued for breach of any contract? Yes No ☒ (Check one)

If Yes, Explain:

List Completed Contracts within the Past Three Years, Including Amount of Each:

City of Kansas City, MO - Water Services Division - \$1,490,605.00  
City of Olathe, KS - Solid Waste Division - \$3,016,949.00  
City of Columbia, MO - Solid Waste Division - \$501,762.00

List of Current Contracts, Including Amount of Each:

City of Kansas City, MO - Water Services/Solid Waste Division - \$1,023,746.30  
City of Olathe, KS (bid) - Solid Waste Division - \$988,172.00  
City of Columbia, MO - Solid Waste Division - \$705,971.00

Customer Reference (state name, address, and phone number):

City of Kansas City, MO - Greg Queen - 1800 Prospect, KCMO 64127 (816) 513-8013  
City of Olathe, KS - Darren Gilbert - 1415 S. Robinson, Olathe, KS 66051 (913) 971-9046  
City of Columbia, MO - Damon Groom - 1313 Lakeview Avenue, Columbia, MO 65201 (573) 874-6291

List each subcontractor you plan to use if awarded the contract. If no, so state. NO

SUBCONTRACTOR'S NAME & PHONE #	ITEM OF WORK	\$ AMOUNT OF CONTRACT	MBE/WBE

State any other relevant information concerning Contractor's history, credentials, responsibility and capabilities (If none, so state):

None

DBE STATUS Indicate status claimed:

1. Minority Owned Business (MBE) YES \_\_\_ NO \_\_\_  
African American \_\_\_ Latino \_\_\_ Native American \_\_\_ Asian \_\_\_ Pacific Islander \_\_\_
2. Woman Owned Business (WBE) YES \_\_\_ NO \_\_\_
3. Small Business YES ☒ NO \_\_\_

For consideration as an MBE, WBE or Small Business, a copy of any governmental entity or Minority Supplier Council certification must be attached.

Prepared by (print or type): Kevin M. Hilgendorf

Title: VP- Branch Manager

Signature: [Signature]

Date: 07/09/18



8.0 QUOTATION *Comply*

Delivery must be included in all pricing.

NO.		PRICE
1.0	Trash truck with 8 Yard rear loader bed <i>(2019 F550 G-Is w/ Hyd New Way)</i>	\$ 71,976.00
2.0	Trash truck with 11 Yard rear loader bed <i>(2019 F650 Diesel w/ Hyd New Way)</i> <i>Diamond Truck</i> <i>1/2 per</i>	\$ 103,385.00
Add-On Items		
3.0	55 gallon barrel tipper and all related hydraulic hook-ups	\$ 7,650.00
4.0	Hopper lights installed in the upper tailgate for lighting of hopper	\$ 275.00
5.0	Light panel added to upper area of tailgate to provide extra turn and brake lighting	\$ 288.00

\*\*Note – Please provide a separate sheet to quote any additional add-on items.

SIGNATURE:	<i>KM</i>	DATE:	<i>07/09/18</i>
NAME (PRINT):	<i>Kevin M. Magendoff</i>	PHONE:	<i>(816) 761-4840 ex. 2401</i>
TITLE (PRINT):	<i>VP - Branch Manager</i>	CELL:	<i>(515) 669-4351</i>
COMPANY NAME (PRINT):	<i>Elliot Equipment Company</i>	FAX:	<i>(816) 761-4844</i>
E-MAIL ADDRESS (PRINT):	<i>Kevinh@elliottequipco.com</i>		
E-MAIL ADDRESS FOR PO'S (PRINT):	<i>Kevinh@elliottequipco.com</i>		
URL (PRINT):	<i>www.elliottequipco.com</i>		

## EXHIBIT F

# BIDDER'S EXCEPTIONS TO SPECIFICATIONS OF

JACKSON COUNTY, MISSOURI INVITATION TO BID NO. 35-18

Respondent's attention is directed to Paragraph 4 of the General Conditions of this Invitation to Bid. **READ THIS PARAGRAPH CAREFULLY.**

The following exceptions to the Specifications of Invitation to Bid No. 35-18 are requested by the undersigned Respondent: (Use additional pages as necessary.)

[illegible]

Name of Firm: Ellect Equipment Company

Signature of Bidder: [Signature]



## **Jackson County Bid 35-18 Trash Truck**

### **Options Page**

#### **Ford Chassis:**

- For 19,500# GVWR in lieu of 18,000# GVWR – add \$1,515.00
- For 19,500# Diesel engine option for 8yd unit – add \$10,224.00
- For F650 Gas engine in lieu of diesel for 11yd unit – deduct <\$3,500.00>

#### **New Way 8yd Diamondback Options:**

- For Hot Shift Pto w/ Overspeed (Pack on the Go) – add \$700.00
- For LED Round Strobes upper tailgate in lieu of, single strobe – add \$125.00
- For shovel/broom rack – add \$209.96
- For access door ladder – add \$377.00

#### **New Way 11yd Viper Options:**

- For Hot Shift Pto w/ Overspeed (Pack on the Go) – add \$495.00
- For LED Round Strobes upper tailgate in lieu of, single strobe – add \$125.00
- For in cab air controls for tailgate & eject – add \$838.00
- For shovel/broom rack – add \$209.96
- For access door ladder – add \$396.00

**Kevin M Hilgendorf**

**Elliott Equipment Company**

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

**A RESOLUTION** awarding a twenty-four month term and supply contract with two twelve-month options to extend for the furnishing of parking lot management services for specific County-owned lots during Sprint Center events to Diamond Executive Services, L.L.C., under the terms and conditions of Invitation to Bid No. 43-18.

**RESOLUTION NO. 19985**, September 17, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, the Director of Finance and Purchasing has solicited bids under the terms and conditions of Invitation to Bid No. 43-18 for the furnishing of parking lot management services during Sprint Center events for County-owned parking lots located in downtown Kansas City commonly referred to as Lots B and C; and,

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

**VENDOR**

Diamond Executive Services  
Parkville, MO

SP Municipal  
Kansas City (Jackson County), MO

and,

WHEREAS, the Director of Finance and Purchasing has recommended that award be made to Diamond Executive Services of Parkville, MO, for the reason that it has submitted the best bid as set forth in the attached recapitulation and analysis; 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.

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. 19985 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 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

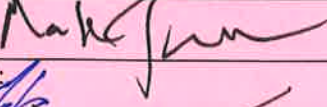

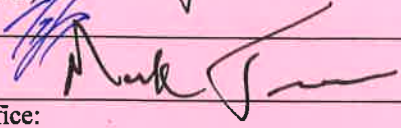
Completed by County Counselor's Office:

Res/Ord No.: 19985

Sponsor(s): Dennis Waits

Date: September 17, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with Two Twelve Month Options to Extend for the furnishing of Parking Lot Management Services for the County Executive's Office to Diamond Executive Services of Parkville, Missouri under the terms and conditions of Invitation to Bid No. 43-18</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> </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) – <b>Vendor Pays County</b>  <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:							
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): 18604, 9/15/14</p>																
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>																
REQUEST SUMMARY	<p>The County Executive's Office requires a Term and Supply Contract for the furnishing of Parking Lot Services for Lots B and C across from the Sprint Center. This Contract provides management and collection of fees for parking from the general public during Sprint Center events. The Purchasing Department issued Invitation to Bid No. 43-18 in response to those requirements.</p> <p>A total of eight notifications were distributed and two bids were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>No.</th><th>Description</th><th>Diamond Executive Parkville, MO</th><th>SP Municipal Kansas City, MO</th></tr> </thead> <tbody> <tr> <td>01</td><td>Percentage of Fee Retained</td><td>35%</td><td>48%</td></tr> <tr> <td>02</td><td>Snow Removal Lot B</td><td>\$275.00</td><td>\$200.00</td></tr> <tr> <td>03</td><td>Snow Removal Lot C</td><td>\$ 80.00</td><td>\$100.00</td></tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the Award of a Twenty-Four Month Term and Supply Contract with Two Twelve Month Options to Extend, for the furnishing of Parking Lot Services for use by the County Executive's Office to Diamond Executive Services of Parkville, Missouri as the best bid received meeting the terms and conditions of Invitation to Bid No. 43-18.</p>	No.	Description	Diamond Executive Parkville, MO	SP Municipal Kansas City, MO	01	Percentage of Fee Retained	35%	48%	02	Snow Removal Lot B	\$275.00	\$200.00	03	Snow Removal Lot C	\$ 80.00	\$100.00
No.	Description	Diamond Executive Parkville, MO	SP Municipal Kansas City, MO														
01	Percentage of Fee Retained	35%	48%														
02	Snow Removal Lot B	\$275.00	\$200.00														
03	Snow Removal Lot C	\$ 80.00	\$100.00														
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>																
COMPLIANCE	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals  <input type="checkbox"/> VBE Goals</p> <p>No goals were established for this Contract</p>																

ATTACHMENTS	The Abstract of Bids, an Recommendation Memorandum from Mark Trosen, Deputy Chief Operating Office and the pertinent pages of Diamond Executive Services bid documents	
REVIEW	Department Director: 	Date: 9/10/18
	Finance (Budget Approval): <i>If applicable</i> 	Date: 9/11/18
	Division Manager: 	Date: 9/10/18
	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.



## 5.0 EVALUATION PROCESS

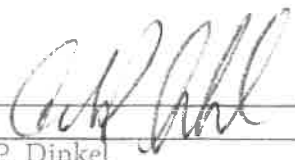
- 5.1 All bids received in response to this Invitation to Bid that are responsive to the General Conditions, Specifications and other provisions of this Invitation to Bid will be evaluated.
- 5.2 An Evaluation Committee make up of Jackson County, Missouri personnel will evaluate bids and make recommendations.
- 5.3 Jackson County, Missouri shall be the sole judge of bids submitted and its decision shall be final.

## 6.0 QUESTIONS

- 6.1 All questions regarding this Invitation to Bid must be emailed as described under General Conditions, Item Five of this Invitation to Bid.
- 6.2 The deadline for Questions is 5:00 PM, CDT on August 7, 2018.
- 6.3 Point of Contact for this Invitation to Bid is Barbara Casamento, email address is [bcasamento@jacksongov.org](mailto:bcasamento@jacksongov.org).
- 6.4 All Questions will be answered in the form of Addenda and posted on the County's website. It is the Bidder's responsibility to check the website for any Addenda.
- 6.5 Bidders and their agents (including subcontractors, employees, consultants or anyone else acting on their behalf) must follow this procedure. Bidders or agents may not contact any other County personnel regarding matters covered by this Invitation to Bid during the solicitation and evaluation process. Inappropriate contacts are grounds for REJECTION OF YOUR BID.

## 7.0 QUOTATIONS

No.	Description	Amount
01	Percentage Fee retained by Successful Contractor per event	35 %
02	Fee for Snow Removal, Lot B	\$ 275.00
03	Fee for Snow Removal, Lot C	\$ 80.00

Signature:		Date:	8/13/18
Name:	Douglas P. Dinkel	Phone:	913-403-8700
Title:	member	Cell:	913-226-8470
Company Name:	Diamond Executive Services, LLC	Fax:	816-436-7784
Company Address	7900 N. State Route 9 Parkville, MO 64152	Email:	doug@diamondexecutiveservices.com

ITB: 43-18		Date: 8/14/18		COMMODITY: Parking Lot Management		Diamond Executive Services		Municipal Services		AMOUNT		AMOUNT		AMOUNT	
NO	DESCRIPTION				UNIT	QTY	AMOUNT		AMOUNT		AMOUNT				
1.0	Percentage Fee retained by Successful Contractor per event				35%	48	\$ 170								
2.0	Fee for Snow Removal, Lot B				\$ 275.00	\$ 200.00									
3.0	Fee for Snow Removal, Lot C				\$ 80.00	\$ 100.00									

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: August 14, 2018, BY  
Udi H. Rowland  
CLERK OF THE LEGISLATURE  
Katie Barthel  
PURCHASING

CERTIFICATION OF BID OPENING  
BIDS WERE PUBLICLY  
OPENED AND RECORDED

ON: August 14, 2018 BY

Vicki A. Bowland  
CLERK OF THE LEGISLATURE

Katie Barth  
PURCHASING

**Barbara J. Casamento**

---

**From:** Mark A. Trosen  
**Sent:** Friday, August 24, 2018 2:40 PM  
**To:** Barbara J. Casamento  
**Cc:** Brian Gaddie  
**Subject:** Invitation to Bid 43-18 - Parking Lot Management

Good afternoon Barbara,

In reviewing the bids submitted for the above referenced invitation, I recommend that Diamond Executive Services be awarded the contract. Diamond Executive Services' bid was the lowest and best bid.

Furthermore, Diamond is the previous vendor and has provided excellent service in the past and is responsive to our needs.

Please let me know if you need anything else.

Thank you,  
Mark

***Mark Trosen***

**Deputy Chief Operating Officer**  
**415 East 12<sup>th</sup> Street; 2<sup>nd</sup> Floor**  
**Kansas City, MO 64106**  
**Phone: (816) 881-1377**  
**Fax: (816) 881-3133**  
**Cell: (816) 200-9018**

[mtrosen@jacksongov.org](mailto:mtrosen@jacksongov.org)

The information contained in this electronic mail transmission is the property of the Jackson County. It is only for the use of the intended individual or entity named above and is privileged and confidential. If you are not the intended recipient you are hereby notified that any disclosure, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this transmission in error, please notify us immediately by replying to this message and deleting it and any attachments from your system and destroy any printouts and/or copies.

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

**A RESOLUTION** declaring certain real property within the Parks + Rec Department as surplus and unusable property and authorizing its disposal.

**RESOLUTION NO. 19986**, September 17, 2018

**INTRODUCED BY** Tony Miller, County Legislator

WHEREAS, the Parks + Rec Department has eight parcels of real property totaling 62.5 acres that the department can no longer use, specifically described on the attached Exhibit A; and,

WHEREAS, the Director of Finance and Purchasing recommends that said property be declared surplus and unusable and sold at auction; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the eight parcels of real property described and itemized attached in Exhibit A be and hereby are declared surplus, and that the Director of Finance and Purchasing be and hereby is authorized to dispose of the parcels by auction as provided for in Chapter 11, Jackson County Code, 1984.

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. 19986 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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



# SURPLUS/TRANSFER DECLARATION FORM

## JACKSON COUNTY, MISSOURI

-DO NOT DUPLICATE-

### SURPLUS

### TRANSFER

Date of Surplus: 8/27/18		Department Code: 003		Date Transfer Received:	
Department Name: Parks + Rec		Phone Number: (816) 503-4803		Department Transferring Asset:	
Point of Contact: Brian Nowotny				Department Receiving Asset:	
Please Check: Select only one				Receiving Department Contact:	
<input checked="" type="checkbox"/> Surplus		<input type="checkbox"/> Transfer		Receiving Department Phone Number:	

Transaction Date	Fixed Asset #	Asset Description	Disposition Code*	Model Year	Make/Model	Serial/Vin Number	Useful Life**	Purchase Date	Original Cost
8/10/18	Tract #1	11645 Blue River Rd., KCMO 64137	South of Red	Bridge Road		65-600-01-08-00-0-00-000		8.23 acres	
8/10/18	Tract #2	Blue River Rd, KCMO 64137	South of Red	Bridge Road		65-600-01-17-00-0-00-000		2.74 acres	
8/10/18	Tract #3.1	9106 Chestnut Ave, KCMO 64132	North of Bannister	Road		49-420-02-31-00-0-00-000		36.05 acres	
8/10/18	Tract #3.2	KCMO 64132	North of Bannister	Road		49-420-04-07-00-0-00-000		3.5 acres	
8/10/18	Tract #3.3	KCMO 64132	North of Bannister	Road		49-420-05-02-00-0-00-000		1.16 acres	
8/10/18	Tract #3.4	KCMO 64132	North of Bannister	Road		49-330-07-01-00-0-00-000		0.25 acres	
8/10/18	Tract #4	9101 Grandview Rd, KCMO 64132	North of Bannister	Road		49-420-01-07-00-0-00-000		1.86 acres	
8/10/18	Tract #5	101 Maple St., Sibley, MO 64088	Adjacent to Hayes Park			07-310-01-44-00-0-00-000		8.72 acres	

\* Indicate if Asset was (S) Sold, (D) Donated, (R) Recycled, (X) Scrapped, (T) Trade-in, or (O) Other.

\*\* Refer to Asset Subclass Listing.

1. User Department send to Finance Department



## JACKSON COUNTY Parks + Rec

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

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

### MEMORANDUM

**TO:** Barbara Casamento, Purchasing Supervisor  
**FROM:** Brian Nowotny, Deputy Director Parks + Rec  
**DATE:** July 19, 2018  
**SUBJECT:** Surplus Property Recommendation

As you know, Jackson County owns and/or manages over 21,000 acres of parkland for the use and enjoyment of county residents and visitors from across the country. Parks + Rec performs periodic reviews of real property inventory to determine if any parcels may be declared surplus and offered for sale per Chapter 11 of the Jackson County Code.

After recent review and evaluation of all real property inventory by staff, the Department recommends that approximately 62.5 acres (as detailed on the attached) be declared as surplus and sold by either formal sealed bid or public auction. Further, the Department recommends that proceeds from the sale of the property be allocated for the purchase of needed equipment for the ongoing maintenance and operations of the park and trails system.

#### Summary of Surplus Parcels

Tract #	Property/Address	City	St	Zip	Parcel #	Acreage
1	11645 Blue River Rd.	KC	MO	64137	65-600-01-08-00-0-00-000	8.23
2	Blue River Rd.	KC	MO	64137	65-600-01-17-00-0-00-000	2.74
3.1	9106 Chestnut Ave.	KC	MO	64132	49-420-02-31-00-0-00-000	36.05
3.2		KC	MO	64132	49-420-04-07-00-0-00-000	3.5
3.3		KC	MO	64132	49-420-05-02-00-0-00-000	1.16
3.4		KC	MO	64132	49-330-07-01-00-0-00-000	0.25
4	9101 Grandview Rd.	KC	MO	64132	49-420-01-07-00-0-00-000	1.86
5	101 Maple St.	Sibley	MO	64088	07-310-01-44-00-0-00-000	8.72



Frank White Jr., County Executive

## Surplus Property List (approx. 62.5 acres)

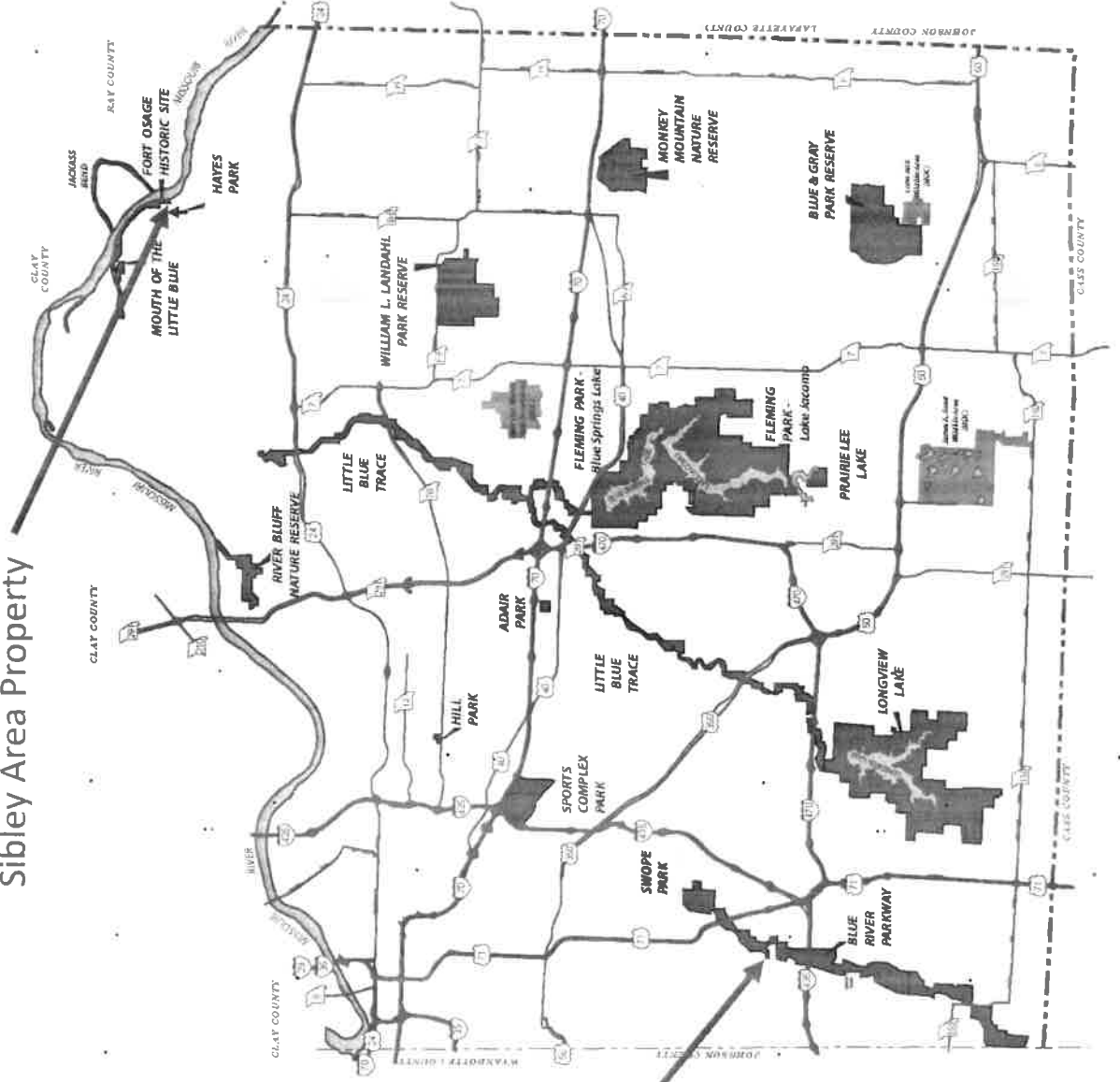
Tract #	Property/Address	City	St	Zip	Parcel #	Acreage	Notes
1	11645 Blue River Rd.	KC	MO	64137	65-600-01-08-00-0-00-000	8.23	east of road; remnant piece
2	Blue River Rd.	KC	MO	64137	65-600-01-17-00-0-00-000	2.74	east of road; remnant piece
3.1	9106 Chestnut Ave.	KC	MO	64132	49-420-02-31-00-0-00-000	36.05	includes approx. 1,200 SF single family residence
3.2		KC	MO	64132	49-420-04-07-00-0-00-000	3.5	adjacent tract
3.3		KC	MO	64132	49-420-05-02-00-0-00-000	1.16	adjacent tract
3.4		KC	MO	64132	49-330-07-01-00-0-00-000	0.25	adjacent tract
4	9101 Grandview Rd.	KC	MO	64132	49-420-01-07-00-0-00-000	1.86	east of road; remnant piece
5	101 Maple St.	Sibley	MO	64088	07-310-01-44-00-0-00-000	8.72	floodway south of park





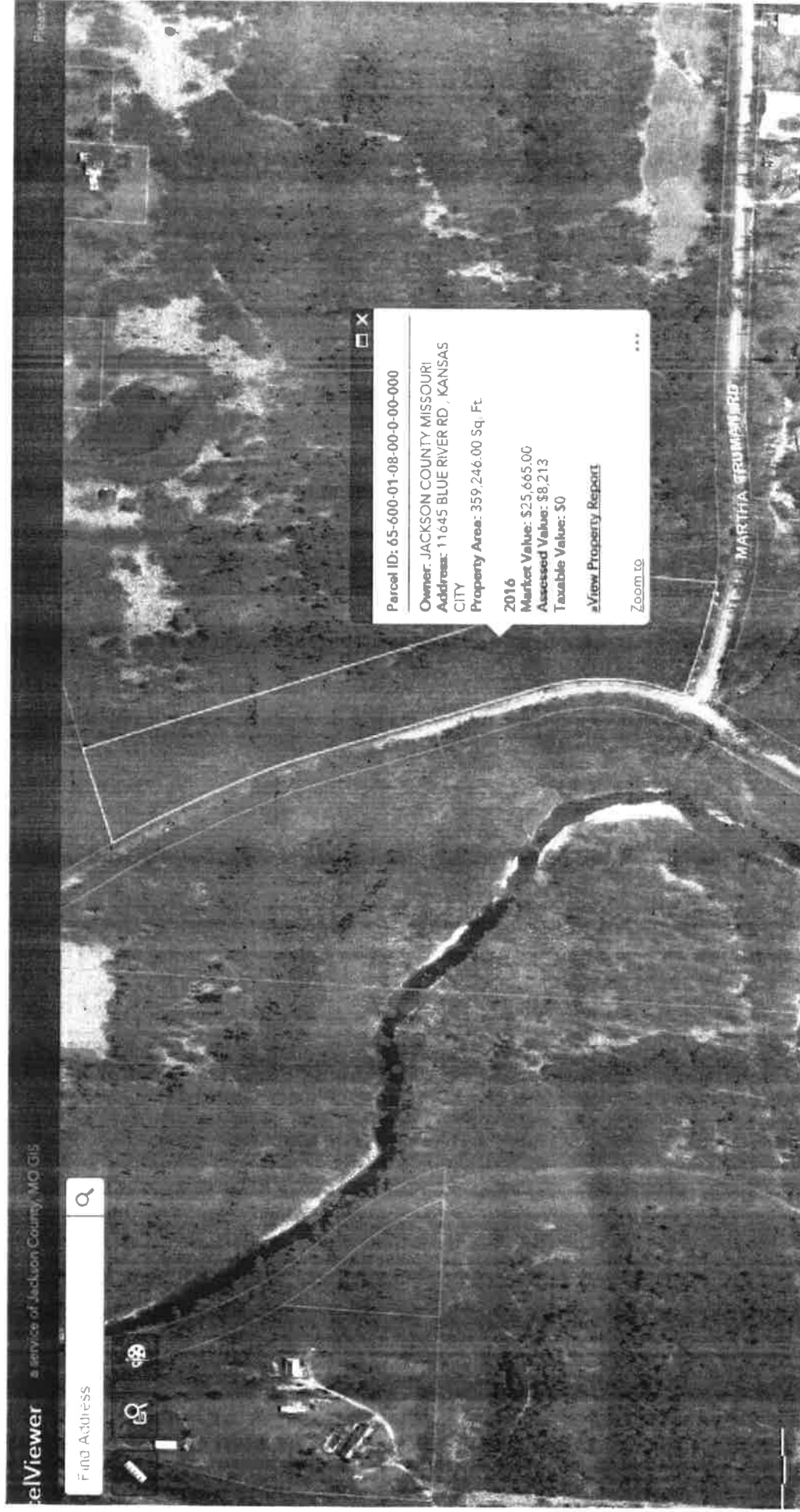
# Surplus Property Location Map

## Sibley Area Property

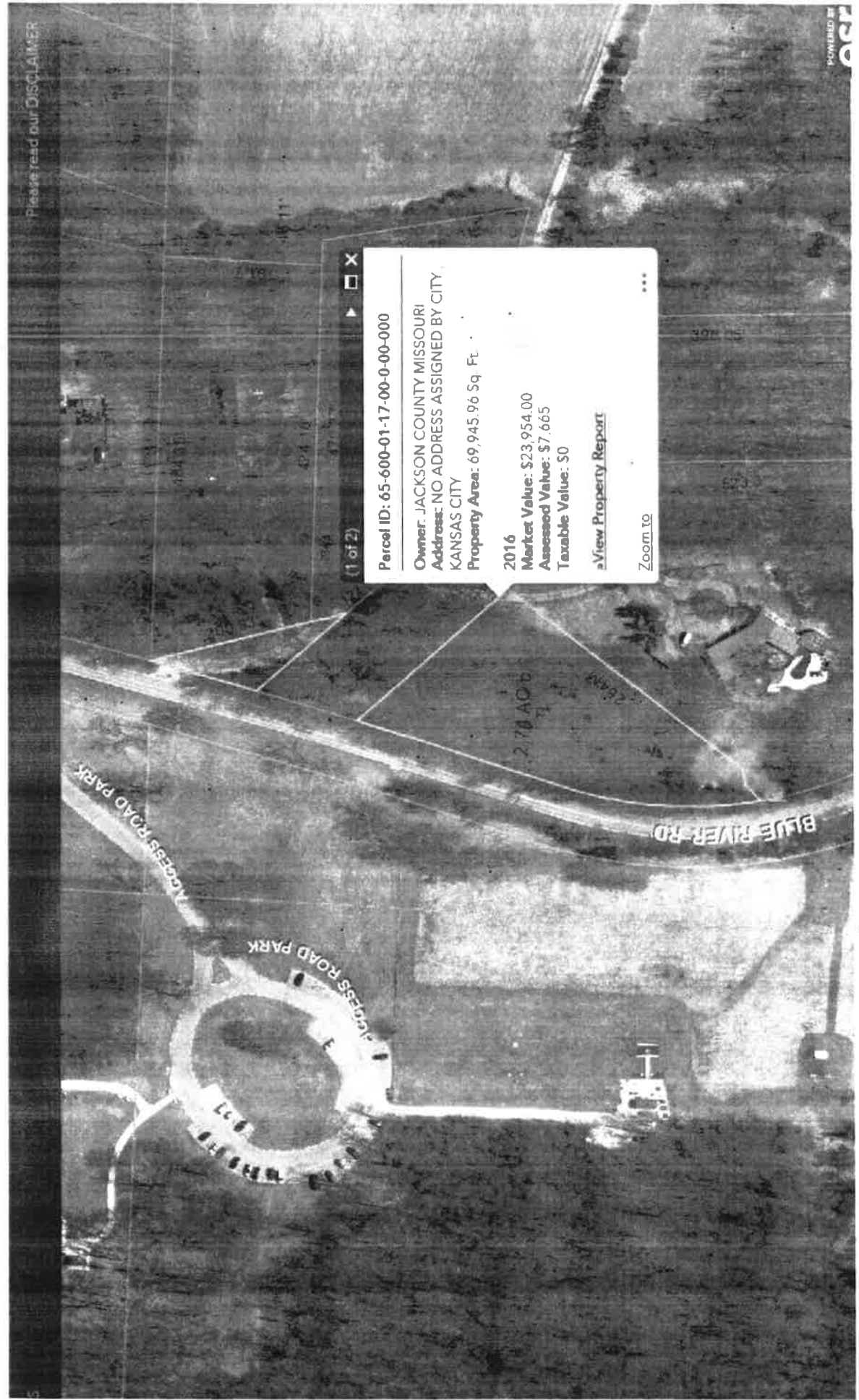


## Blue River Area Properties

# Property #1 - Blue River Road & Martha Truman Road (8.23 acres)



Property #2 - Blue River Road (no address), across from Minor Park (2.74 acres)



Please read our DISCLAIMER

(1 of 2)

Parcel ID: 65-600-01-17-00-0-00-000

Owner: JACKSON COUNTY MISSOURI

Address: NO ADDRESS ASSIGNED BY CITY

KANSAS CITY

Property Area: 69,945.96 Sq. Ft.

2016

Market Value: \$23,954.00

Assessed Value: \$7,665

Taxable Value: \$0

[View Property Report](#)

[Zoom to](#)

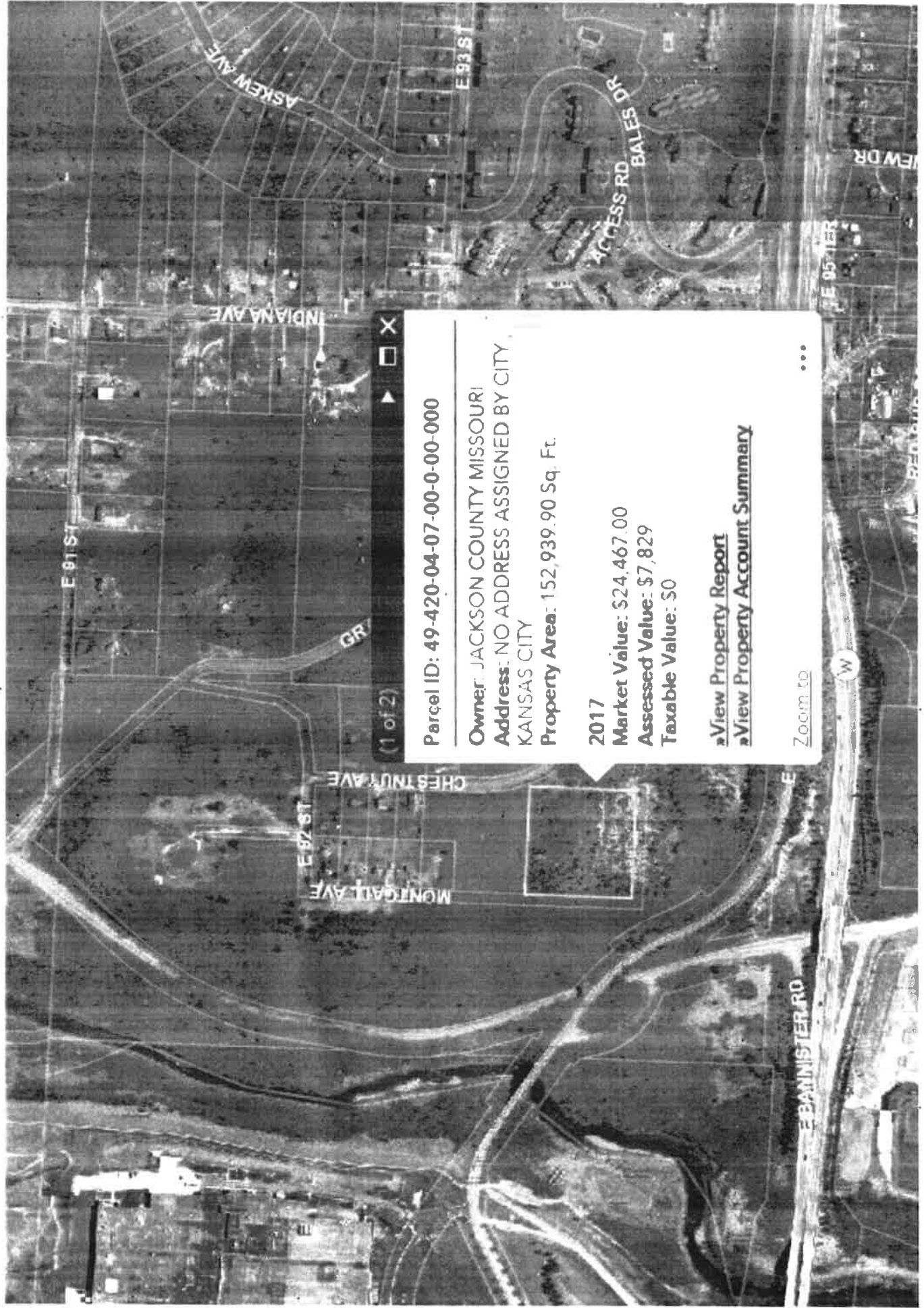
POWERED BY

Property #3.1 - 9106 Chestnut Avenue (36.05 acres);  
includes approx. 1,200 SF single family residence





Property #3.2 – (no address) adjacent to 9106 Chestnut Avenue (3.5 acres)



(1 of 2) X

Parcel ID: 49-420-04-07-00-0-00-000

Owner: JACKSON COUNTY MISSOURI

Address: NO ADDRESS ASSIGNED BY CITY  
KANSAS CITY

Property Area: 152,939.90 Sq. Ft.

2017

Market Value: \$24,467.00

Assessed Value: \$7,829

Taxable Value: \$0

[View Property Report](#)

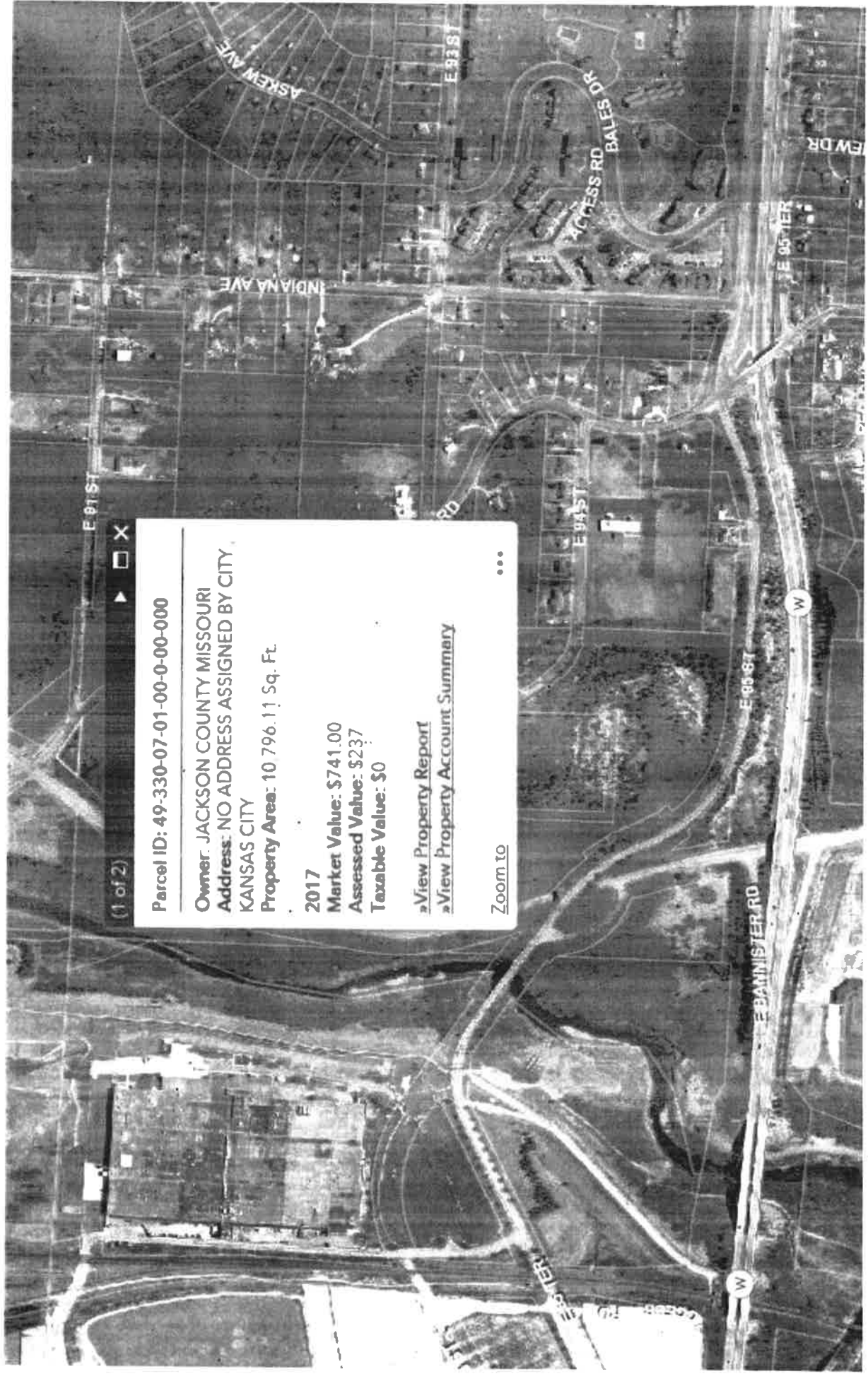
[View Property Account Summary](#)

Zoom to

Property #3.3 – 9207 Chestnut, adjacent to 9106 Chestnut Avenue (1.16 acres)

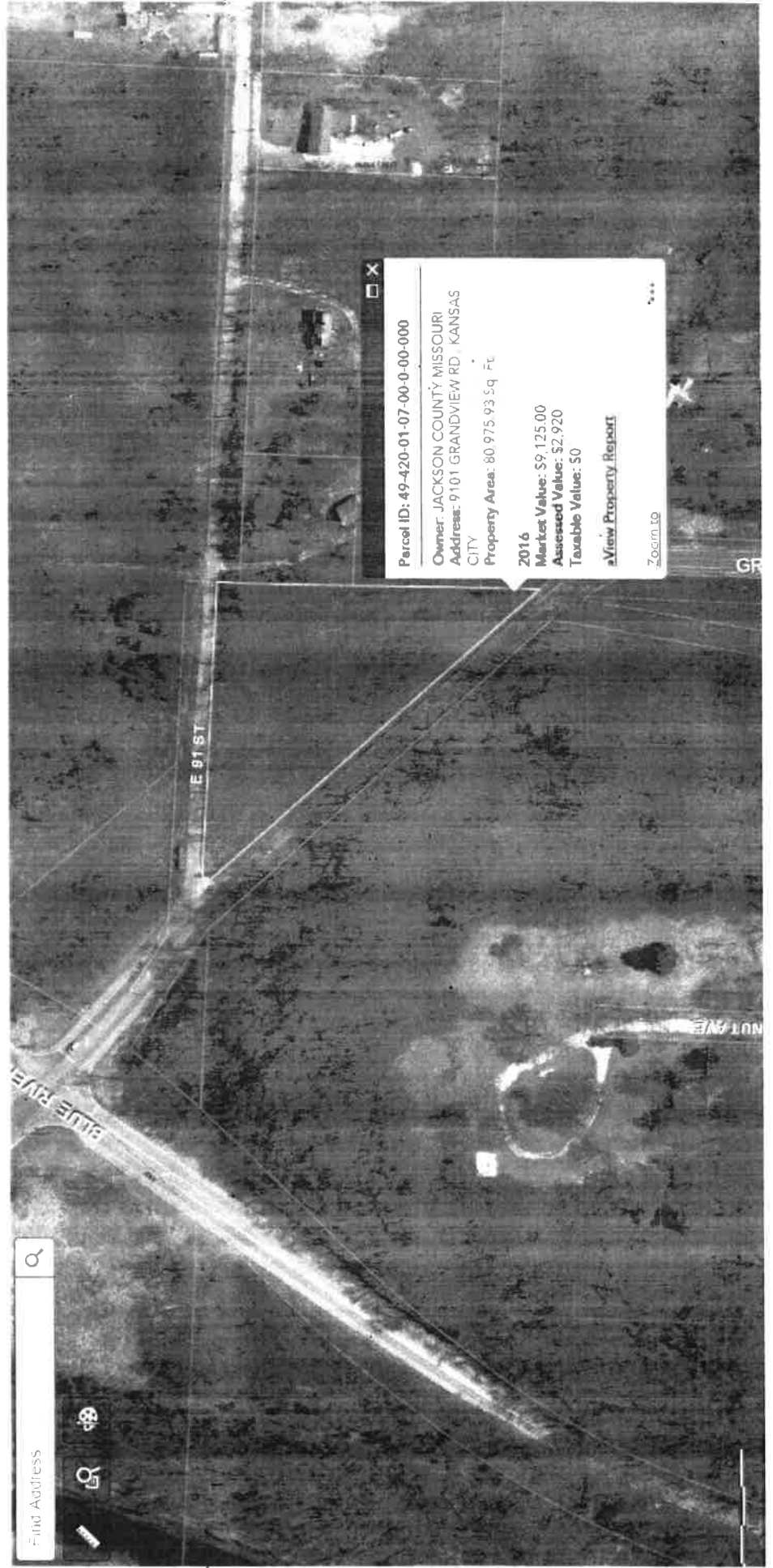


Property #3.4 – (no address) adjacent to 9106 Chestnut Avenue (.25 acres)





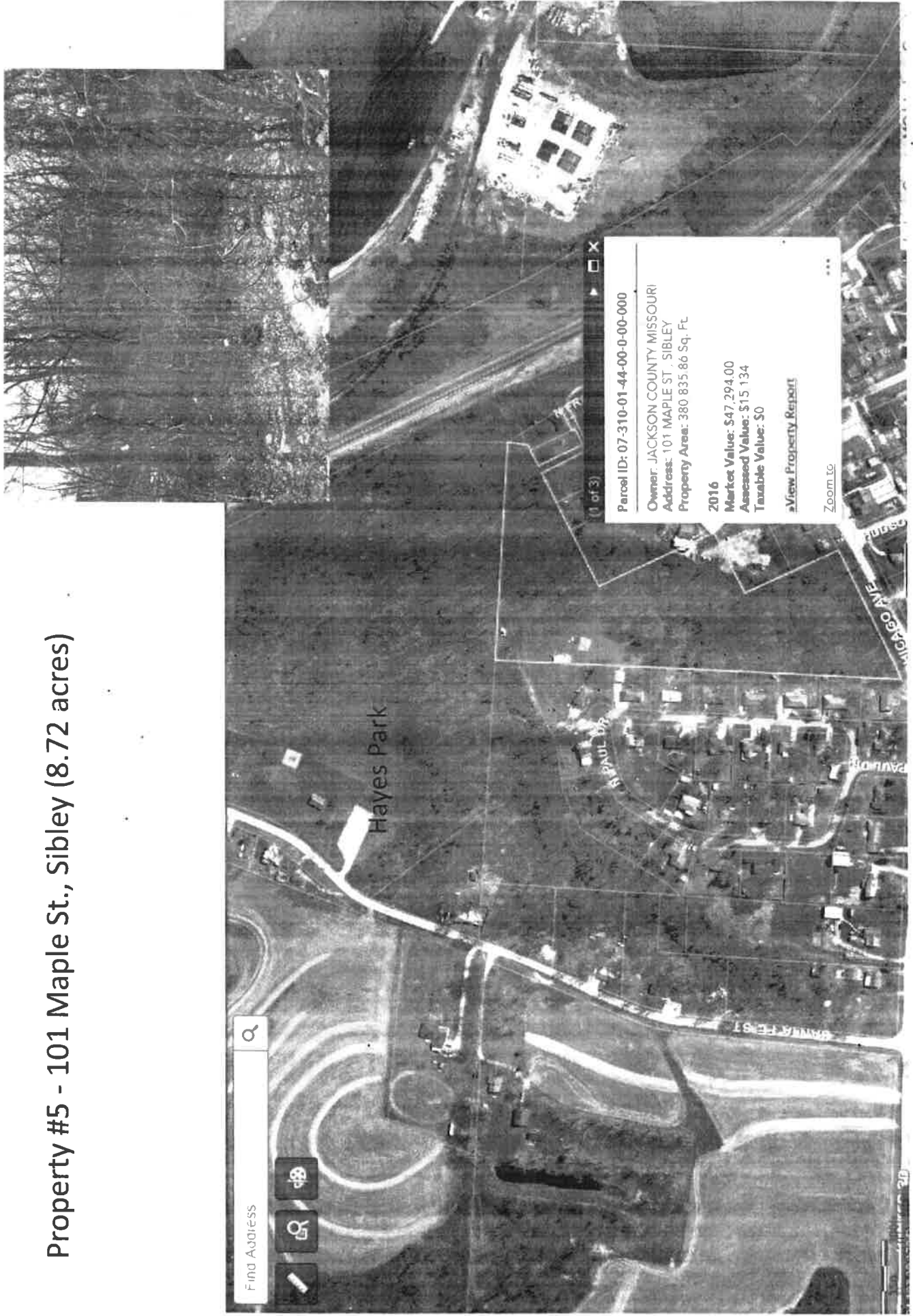
Property #4 – 9101 Grandview Road  
91<sup>st</sup> & Grandview SE corner (1.86 acres)



Parcel ID: 49-420-01-07-00-0-00-000  
Owner: JACKSON COUNTY MISSOURI  
Address: 9101 GRANDVIEW RD, KANSAS  
CITY  
Property Area: 80,975.93 Sq. Ft.  
2016  
Market Value: \$9,125.00  
Assessed Value: \$2,920  
Taxable Value: \$0  
aView Property Report  
Zoom to



Property #5 - 101 Maple St., Sibley (8.72 acres)



Find Address



(1 of 3)

Parcel ID: 07-310-01-44-00-0-00-000  
Owner: JACKSON COUNTY MISSOURI  
Address: 101 MAPLE ST, SIBLEY  
Property Area: 380 835 86 Sq. Ft.  
2016  
Market Value: \$47,294.00  
Assessed Value: \$15,134  
Taxable Value: \$0  
[View Property Report](#)  
Zoom to

# REQUEST FOR LEGISLATIVE ACTION

## EXECUTIVE OFFICE

Completed by County Counselor's Office:

Res/Ord No.: 19986

SEP 05 2018

Sponsor(s): Tony Miller

Date: September 17, 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: Declaring eight Land Parcels totaling approximately 62.5 acres as Surplus and authorizing its disposal pursuant to Chapter 11 of the Jackson County Code.</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> </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:																											
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): 19026 (December 2015)</p>																																				
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Katie Bartle, Senior Buyer, 816-881-3465</p>																																				
REQUEST SUMMARY	<p>Parks + Rec has requested that eight Land Parcels totaling approximately 62.5 acres be declared Surplus and the disposal of that property be authorized.</p> <p>Descriptions of the Land Parcels are as follows:</p> <table border="1"> <thead> <tr> <th>Tract</th><th>Property Address (if available)</th><th>Parcel Number</th><th>Acreage</th></tr> </thead> <tbody> <tr> <td>1</td><td>11645 Blue River Rd. Kansas City, MO 64137</td><td>65-600-01-08-00-0-00-000</td><td>8.23</td></tr> <tr> <td>2</td><td>Blue River Rd. Kansas City, MO 64137</td><td>65-600-01-17-00-0-00-000</td><td>2.74</td></tr> <tr> <td>3.1</td><td>9106 Chestnut Ave Kansas City, MO 64132</td><td>49-420-02-31-00-0-00-000</td><td>36.05</td></tr> <tr> <td>3.2</td><td>Kansas City, MO 64132</td><td>49-420-04-07-00-0-00-000</td><td>3.5</td></tr> <tr> <td>3.3</td><td>Kansas City, MO 64132</td><td>49-420-05-02-00-0-00-000</td><td>1.16</td></tr> <tr> <td>3.4</td><td>Kansas City, MO 64132</td><td>49-330-07-01-00-0-00-000</td><td>0.25</td></tr> <tr> <td>4</td><td>9101 Grandview Rd. Kansas City, MO 64132</td><td>49-420-01-07-00-0-00-000</td><td>1.86</td></tr> <tr> <td>5</td><td>101 Maple St. Sibley, MO 64088</td><td>07-310-01-44-00-0-00-000</td><td>8.72</td></tr> </tbody> </table> <p>Parks + Rec has done a recent review and evaluation of all real property inventory, and has determined the listed parcels to be surplus and unusable property.</p>	Tract	Property Address (if available)	Parcel Number	Acreage	1	11645 Blue River Rd. Kansas City, MO 64137	65-600-01-08-00-0-00-000	8.23	2	Blue River Rd. Kansas City, MO 64137	65-600-01-17-00-0-00-000	2.74	3.1	9106 Chestnut Ave Kansas City, MO 64132	49-420-02-31-00-0-00-000	36.05	3.2	Kansas City, MO 64132	49-420-04-07-00-0-00-000	3.5	3.3	Kansas City, MO 64132	49-420-05-02-00-0-00-000	1.16	3.4	Kansas City, MO 64132	49-330-07-01-00-0-00-000	0.25	4	9101 Grandview Rd. Kansas City, MO 64132	49-420-01-07-00-0-00-000	1.86	5	101 Maple St. Sibley, MO 64088	07-310-01-44-00-0-00-000	8.72
Tract	Property Address (if available)	Parcel Number	Acreage																																		
1	11645 Blue River Rd. Kansas City, MO 64137	65-600-01-08-00-0-00-000	8.23																																		
2	Blue River Rd. Kansas City, MO 64137	65-600-01-17-00-0-00-000	2.74																																		
3.1	9106 Chestnut Ave Kansas City, MO 64132	49-420-02-31-00-0-00-000	36.05																																		
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3.4	Kansas City, MO 64132	49-330-07-01-00-0-00-000	0.25																																		
4	9101 Grandview Rd. Kansas City, MO 64132	49-420-01-07-00-0-00-000	1.86																																		
5	101 Maple St. Sibley, MO 64088	07-310-01-44-00-0-00-000	8.72																																		

	<p>The Director of Finance and Purchasing recommends the listed eight Land Parcels totaling approximately 62.5 acres be declared surplus and disposed of pursuant to Chapter 11 of the Jackson County Code.</p> <p>All land parcels listed are to be sold at auction. All proceeds will be credited to the General Fund pursuant to Chapter 5, Section 535.2 of the Jackson County Code.</p>	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) N/A	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals N/A <input type="checkbox"/> VBE Goals	
ATTACHMENTS	Surplus Declaration, Memo from Parks + Rec, Property descriptions and maps	
REVIEW	Department Director:	Date: 8-31-18
	Finance (Budget Approval): If applicable	Date: 9/5/18
	Division Manager:	Date: 9.5.18
	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** transferring \$26,642.00 within the 2018 General Fund and \$86,190.00 within the 2018 Special Road and Bridge Fund to cover budgetary shortfalls for employee insurance benefits within the Sheriff's Office.

**RESOLUTION NO. 19987**, September 17, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the Sheriff's Office has experienced budgetary shortfalls in its accounts for employee insurance benefits; and,

WHEREAS, a transfer is necessary to cover these costs; and,

WHEREAS, the County Executive recommends this transfer; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that the following transfer within the 2018 General and Health Funds be and hereby is made:

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
Sheriff			
001-4201	55010-Regular Salaries	\$26,642	
001-4201	55060-Insurance Benefits		\$26,642
Special Road & Bridge Fund			
Sheriff			
004-4201	55010-Regular Salaries	\$86,190	
004-4201	55060-Insurance Benefits		\$86,190



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. 19987 of September 17, 2018, as duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 4201 55010

ACCOUNT TITLE: General Fund  
Sheriff  
Regular Salaries

NOT TO EXCEED: \$26,642.00

ACCOUNT NUMBER: 004 4201 55010

ACCOUNT TITLE: Special Road & Bridge Fund  
Sheriff  
Regular Salaries

NOT TO EXCEED: \$86,190.00

9/12/18  
\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

Completed by County Executive's Office  
 Res/Ord No.: 19987  
 Sponsor(s): Alfred Jordan  
 Date: September 17, 2018  
**EXECUTIVE OFFICE**  
**SEP 10 2018**

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A Resolution authorizing the transfer of \$26,642 from the Sheriff's Office General Fund Regular Salaries 001-4201-55010 to the Sheriff's Office General Fund Insurance Benefits 001-4201-55060 and the transfer of \$86,190 from the Sheriff's Office Road and Bridge Regular Salaries 004-4201-55010 to the Sheriff's Office Road and Bridge Fund Insurance Benefits 004-4201-55060 to cover budgetary shortfalls for employee benefits.</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>\$112,832</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>\$112,832</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: General Fund – Sheriff 001-4201-55010 – Regular Salaries Road and Bridge Fund – Sheriff 004-4201-55010</td><td>           FROM ACCT              \$26,642            \$86,190             TO ACCT             \$26,642            \$86,190         </td></tr> <tr> <td>TO: General Fund – Sheriff 001-4201-55060 – Insurance Benefits Road and Bridge Fund - Sheriff 001-4201-55060 – Insurance Benefits</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 type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:        Department: Sheriff's Office                      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:	\$112,832	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$112,832	Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number; FROM: General Fund – Sheriff 001-4201-55010 – Regular Salaries Road and Bridge Fund – Sheriff 004-4201-55010	FROM ACCT   \$26,642 \$86,190  TO ACCT  \$26,642 \$86,190	TO: General Fund – Sheriff 001-4201-55060 – Insurance Benefits Road and Bridge Fund - Sheriff 001-4201-55060 – Insurance Benefits	
Amount authorized by this legislation this fiscal year:	\$112,832												
Amount previously authorized this fiscal year:	\$0												
Total amount authorized after this legislative action:	\$112,832												
Amount budgeted for this item * (including transfers):													
Source of funding (name of fund) and account code number; FROM: General Fund – Sheriff 001-4201-55010 – Regular Salaries Road and Bridge Fund – Sheriff 004-4201-55010	FROM ACCT   \$26,642 \$86,190  TO ACCT  \$26,642 \$86,190												
TO: General Fund – Sheriff 001-4201-55060 – Insurance Benefits Road and Bridge Fund - Sheriff 001-4201-55060 – Insurance Benefits													
PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date):</p>												
CONTACT INFORMATION	<p>RLA drafted by: Captain Scott Goodman Jackson County Sheriff's Office Commander (816) 541-8017</p>												
REQUEST SUMMARY	<p><u>A Resolution authorizing the transfer of \$26,642 from the Sheriff's Office General Fund Regular Salaries 001-4201-55010 to the Sheriff's Office General Fund Insurance Benefits 001-4201-55060 and the transfer of \$86,190 from the Sheriff's Office Road and Bridge Regular Salaries 004-4201-55010 to the Sheriff's Office Road and Bridge Fund Insurance Benefits 004-4201-55060 to cover budgetary shortfalls for employee benefits.</u></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	Bliss and Associates Fee Proposal	
REVIEW	Department Director:	Date: <i>Sept 20, 18</i>
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: <i>9/10/18</i>
	Division Manager: <i>A. J. DeA</i>	Date: <i>9.11.18</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.

### Fiscal Note:

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

PC#

Date: September 10, 2018

RES # 19987

Department / Division	Character/Description	From	To
-----------------------	-----------------------	------	----

## 001 General Fund

4201	Sheriff	55010	Regular Salaries	\$	26,642
------	---------	-------	------------------	----	--------

4201	Sheriff	55060	Insurance Benefits	26,642
------	---------	-------	--------------------	--------

## 004 Special Road &amp; Bridge Fund

4201	Sheriff	55010	Regular Salaries	\$	86,190
------	---------	-------	------------------	----	--------

4201	Sheriff	55060	Insurance Benefits	86,190
------	---------	-------	--------------------	--------

\$	112,832	\$	112,832
----	---------	----	---------

Mark Lang by MER  
Budget Officer



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

**A RESOLUTION** transferring \$24,676.00 within the 2018 General Fund for outside legal services, educational benefits, and travel expenses for use by the Prosecuting Attorney's Office.

**RESOLUTION NO. 19988**, September 17, 2018

**INTRODUCED BY** Alfred Jordan, County Legislator

WHEREAS, the Prosecuting Attorney's Office has encountered budgetary shortfalls in various accounts that are needed to cover the costs of outside legal fees, educational benefits, and travel expenses; and,

WHEREAS, a transfer is necessary to place the needed funding in the appropriate spending accounts; now therefore,


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

<u>DEPARTMENT/DIVISION</u>	<u>CHARACTER/DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
General Fund			
Prosecuting Attorney			
001-4101	55010- Regular Salaries	\$24,676	
001-4101	56020- Legal Services		\$17,176
001-4101	56140- Travel Expense		\$ 2,500
001-4101	56750- Education Benefits		\$ 5,000

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.19988 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

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

ACCOUNT NUMBER: 001 4101 55010  
ACCOUNT TITLE: General Fund  
Prosecuting Attorney  
Regular Salaries  
NOT TO EXCEED: \$24,676.00

9/12/18  
\_\_\_\_\_  
Date

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

# REQUEST FOR LEGISLATIVE ACTION

EXECUTIVE OFFICE

Completed by County Counselor's Office:

Res/Ord No.: 19988

Sponsor(s): Alfred Jordan

Date: September 17, 2018

SEP 10 2018

SUBJECT	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>A resolution transferring \$24,676.00 within the 2018 General Fund to cover various expenses in the Jackson County Prosecutor's Office.</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>\$24,676.00</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>\$24,676.00</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> <b>FROM</b>  <b>General Fund</b>  001-4101-55010 Regular Salaries </td><td> <b>FROM ACCT</b>    \$24,676.00 </td></tr> <tr> <td> <b>TO</b>  <b>General Fund</b>  001-4101-56020 Legal Services  001-4101-56140 Travel Expenses  001-4101-56750 Educational Benefit </td><td> <b>TO ACCT</b>    \$17,176.00  \$ 2,500.00  \$ 5,000.00 </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)</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):</p> <p>Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$24,676.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$24,676.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number;		<b>FROM</b> <b>General Fund</b> 001-4101-55010 Regular Salaries	<b>FROM ACCT</b>  \$24,676.00	<b>TO</b> <b>General Fund</b> 001-4101-56020 Legal Services 001-4101-56140 Travel Expenses 001-4101-56750 Educational Benefit	<b>TO ACCT</b>  \$17,176.00 \$ 2,500.00 \$ 5,000.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date):</p> <p>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>This resolution requests to transfer estimated "soft" salary savings in the Prosecutor's Office General Fund to cover outside legal counsel fees, educational benefits and travel expenses.</p>														
CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department)</p> <p><input type="checkbox"/> Business License Verified (Purchasing &amp; Department)</p> <p><input type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														
ATTACHMENTS															

REVIEW	Department Director: <i>Chen Peters Baker</i>	Date: <i>9/4/18</i>
	Finance (Budget Approval): <i>Mary Rasmussen</i> <i>If applicable</i>	Date: <i>9/10/18</i>
	Division Manager: <i>[Signature]</i>	Date: <i>9.11.18</i>
	County Counselor's Office: <i>[Signature]</i>	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.

### Fiscal Note:

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

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

Date: September 10, 2018

RES # 19988

Department / Division		Character/Description		From	To
<b>001</b>	<b>General Fund</b>				
4101	Prosecuting Attorney	55010	Regular Salaries	\$ 24,676	
4101	Prosecuting Attorney	56020	Legal Services		17,176
4101	Prosecuting Attorney	56140	Travel Expense		2,500
4101	Prosecuting Attorney	56750	Education Benefits		5,000
				\$ 24,676	\$ 24,676

Mark Lang by MZR  
Budget Officer

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

**A RESOLUTION** awarding twenty-four month term and supply contracts with three twelve-month options to extend for the furnishing of printed letterhead stationery, envelopes, business cards, and other printed material for use by various County departments to Almar Printing, Inc., of Kansas City, MO, and KC Blue Print and Planroom of North Kansas City, MO under the terms and conditions of Invitation to Bid No. 36-18.

**RESOLUTION NO. 19989**, September 17, 2018

**INTRODUCED BY** Dennis Waits, County Legislator

WHEREAS, the County has a need for printing services for use by various County departments; and,

WHEREAS, the Director of Finance and Purchasing solicited formal written bids for printing services under Invitation to Bid No. 36-18; and,

WHEREAS, a total of thirty-six notifications were distributed and two responses were received and evaluated, while a third bid was rejected for not meeting specifications; and,

WHEREAS, the Director of Finance and Purchasing recommends a spilt award to Almar Printing, Inc., of Kansas City (Jackson County), MO, and KC Blue Print and Planroom of North Kansas City, MO, as the lowest and best overall bids received; and,

WHEREAS, the spilt award is being recommended due to the different in cost breaks for different quantities among the bidders and to enable the using departments to take advantage of the cost breaks; and,

WHEREAS, pursuant to 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of twenty-four month term and supply contracts with three twelve-month options to extend, for the furnishing of printing letterhead, envelopes, business cards, and other printed material, to Service Printing and Graphics for use by various County departments under the terms and conditions of Invitation to Bid 36-18 to Almar Printing, Inc., of Kansas City (Jackson County), MO, and KC Blueprint and Planroom of North Kansas City, MO, as the lowest and best bids received; and,

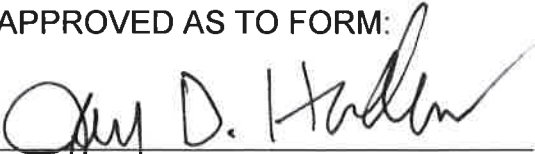
WHEREAS, this award is made on an as needed basis and does not obligate Jackson County to pay any specific amount, with the availability of funds for specific purchases being subject to annual appropriation; now therefore,

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 contracts, to the extent that sufficient appropriations to the using spending agencies 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:

  
\_\_\_\_\_  
Senior Deputy County Counselor

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

Certificate of Passage

I hereby certify that the attached resolution, Resolution No. 19989 of September 17, 2018, was duly passed on \_\_\_\_\_, 2018 by the Jackson County Legislature. The votes thereon were as follows:

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

Abstaining \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Date

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

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriation.

9/12/18  
\_\_\_\_\_  
Date

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



# REQUEST FOR LEGISLATIVE ACTION

# EXECUTIVE OFFICE


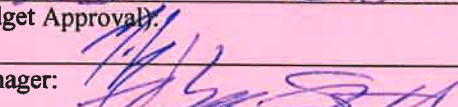


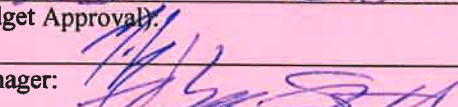


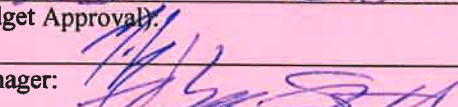

Completed by County Counselor's Office:

Res/Ord No.: 19989

Sponsor(s): Dennis Waits **SEP 05 2018**

Date: September 17, 2018

<b>SUBJECT</b>	<p>Action Requested  <input checked="" type="checkbox"/> Resolution  <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract with Three Twelve-Month Options to Extend for the furnishing of Printing Stationary, Envelopes, and Business Cards for the use by Various County Departments to Almar Printing Inc. of Kansas City, MO and KC Blueprint and Planroom of North Kansas City, MO under the terms and conditions of Bid 36-18.</u></p>																																												
<b>BUDGET INFORMATION</b> <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><b>OTHER FINANCIAL INFORMATION:</b></p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</p> <p><input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:</p> <table> <tr> <td>Department:</td> <td>Estimated Use:</td> </tr> <tr> <td>County Counselor</td> <td>\$ 300</td> </tr> <tr> <td>County Legislature</td> <td>\$ 3,000</td> </tr> <tr> <td>Collections</td> <td>\$ 6,500</td> </tr> <tr> <td>Parks</td> <td>\$ 5,000</td> </tr> <tr> <td>Human Resources</td> <td>\$ 350</td> </tr> <tr> <td>Municipal Court</td> <td>\$ 14,000</td> </tr> <tr> <td>Facilities</td> <td>\$ 100</td> </tr> <tr> <td>Records</td> <td>\$ 3,500</td> </tr> <tr> <td>Sheriff</td> <td>\$ 2,000</td> </tr> <tr> <td>Executive Office</td> <td>\$ 4,400</td> </tr> <tr> <td>Public Works</td> <td>\$ 2,500</td> </tr> <tr> <td>Medical Examiner</td> <td>\$ 1,000</td> </tr> <tr> <td>Drug Task Force</td> <td>\$ 500</td> </tr> <tr> <td>Family Support</td> <td>\$ 4,000</td> </tr> <tr> <td>Public Administrator</td> <td>\$ 700</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$ 78,900</b></td> </tr> </table> <p>Requesting approval by the Legislature of the term and supply contract; the funds were already appropriated through the annual budget adoption. Estimated usage figures are for informational purposes only.</p> <p>Prior Year Budget (if applicable):</p> <p>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:		Department:	Estimated Use:	County Counselor	\$ 300	County Legislature	\$ 3,000	Collections	\$ 6,500	Parks	\$ 5,000	Human Resources	\$ 350	Municipal Court	\$ 14,000	Facilities	\$ 100	Records	\$ 3,500	Sheriff	\$ 2,000	Executive Office	\$ 4,400	Public Works	\$ 2,500	Medical Examiner	\$ 1,000	Drug Task Force	\$ 500	Family Support	\$ 4,000	Public Administrator	\$ 700	<b>Total</b>	<b>\$ 78,900</b>
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<b>PRIOR LEGISLATION</b>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 18526 (June 2, 2014)</p>																																												
<b>CONTACT INFORMATION</b>	<p>RLA drafted by (name, title, &amp; phone): Craig Reich, Senior Buyer, 816-881-3265</p>																																												
<b>REQUEST SUMMARY</b>	<p>Various County Departments require a Term and Supply Contract for the printing of Stationary, Envelopes, and Business Cards. The Purchasing Department issued Invitation to Bid 36-18 in response to these needs.</p> <p>A total of 36 notification were distributed and 2 responses were received and evaluated. A third bid was rejected for not meeting the specifications of the Invitation to Bid. Attached is a Recap of Bids Received. The Director</p>																																												

	<p>of Finance and Purchasing is recommending a split award between Almar Printing Inc. of Kansas City, MO and KC Blueprint and Planroom of North Kansas City, MO as the lowest/best overall bids received. The split award is being recommended due to the difference in cost breaks for different quantities amongst the bidders. The split award will enable the using departments to take advantage of these cost breaks.</p> <p>Pursuant to 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twenty-Four Month Term and Supply Contract with Three Twelve Month Options to Extend, for the furnishing of Printing Stationary, Envelopes, and Business Cards for the use by Various County Departments under the terms and conditions of Invitation to Bid 36-18 to Almar Printing Inc. of Kansas City, MO and KC Blueprint and Planroom of North Kansas City, MO as the lowest and best bids received.</p> <p>This award is on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.</p>									
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)									
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals <div style="text-align: center;">No Goals Assigned</div>									
ATTACHMENTS	Recap of Bids Received, Award Recommendation from Various Departments, pertinent pages of the bids from Almar and KC Blueprint and Planroom.									
REVIEW	<table border="1" style="width: 100%;"> <tr> <td style="width: 70%;">Department Director: </td> <td style="width: 30%;">Date: 9-5-2018</td> </tr> <tr> <td>Finance (Budget Approval): If applicable: </td> <td>Date: 9/5/18</td> </tr> <tr> <td>Division Manager: </td> <td>Date: 9/6/18</td> </tr> <tr> <td>County Counselor's Office:</td> <td>Date:</td> </tr> </table>		Department Director: 	Date: 9-5-2018	Finance (Budget Approval): If applicable: 	Date: 9/5/18	Division Manager: 	Date: 9/6/18	County Counselor's Office:	Date:
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Finance (Budget Approval): If applicable: 	Date: 9/5/18									
Division Manager: 	Date: 9/6/18									
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: Craig Reich, Senior Buyer  
FROM: Caroline Deihl, Office Coordinator  
DATE: July 26, 2018  
SUBJECT: Bid NO. 36-18; Printing Stationary, & Envelopes

Craig, we have evaluated the above referenced bid and we recommend that the bid be awarded to KC Blueprint & Planroom. We will spend approximately \$350.00 with them.



# Office of the JACKSON COUNTY SHERIFF

---

Sheriff Darryl Forté

**TO:** Jackson County Purchasing

**FROM:** Captain Scott Goodman

**DATE:** 08-01-18

**SUBJECT:** Bid 36-18 Award Letter

The Jackson County Sheriff's Office would like Bid 36-18 to be awarded to **KC Blueprint and Planroom**; as they were the lowest bid. The Sheriff's Office is estimating that approximately \$1,000.00 will be expended for our needs.

Thank you,

Captain Scott Goodman  
Staff Services Commander

## Craig A. Reich

---

**From:** Cari Beeman <cbeeman@jcdtf.com>  
**Sent:** Monday, July 23, 2018 11:06 AM  
**To:** Craig A. Reich  
**Subject:** RE: Invitation to Bid 36-18

Craig,

We're good with either one.

Thanks  
Cari

**From:** Craig A. Reich [mailto:CReich@jacksongov.org]  
**Sent:** Monday, July 23, 2018 9:10 AM  
**To:** Caroline Deihl <CDeihl@jacksongov.org>; Carol Gordon <cgordon@jacksongov.org>; Karey A. Schulze <KSchulze@jacksongov.org>; Carolyn Barnett <Carolyn.Barnett@jacksongov.org>; Carol A. Lillis <CLillis@jacksongov.org>; Marvin J. Walker <MWalker@jacksongov.org>; Sue Akers <kakers@jacksongov.org>; Christine Howard <CHoward@jacksongov.org>; Kimberly J. Byers <KByers@jacksongov.org>; Michael G. Ohlson-Dicus <MGOhlson-dicus@jacksongov.org>; Maria Leathers <MLeathers@jacksongov.org>; Cindy L. Wallace <cwallace@jacksongov.org>; Kandi L. Brooke <KBrooke@jacksongov.org>; Shirley Williams-Lee <SWilliams-Lee@jacksongov.org>; Andrea Marshel <AMarshel@jacksongov.org>; Bob McMillin <BMcMillin@jacksongov.org>; Stephenie L. Thompson <SLThompson@jacksongov.org>; Vivian M. Denton <VDenton@jacksongov.org>; Jordin Mahnke <JMahnke@jacksongov.org>; Kay D. Norris <KNorris@jacksongov.org>; Tina Spallo <TSpallo@jacksongov.org>; Amber J. Ledbetter <ALedbetter@jacksongov.org>; Gina Robinson <GRobinson@jacksongov.org>; Tina M. Wise <TWise@jacksongov.org>; Brian M. Test <BTest@jacksongov.org>; Vickie a. Mattox <VMattox@jacksongov.org>; Gwendolyn P. Mitchell <GMitchell@jacksongov.org>; Amy Keister <AKeister@jacksongov.org>; Kerri L. Moore <klmoore@jacksongov.org>; Sandra L. Custard <SCustard@jacksongov.org>; Devyn J. Horsley <DJHorsley@jacksongov.org>; Cathy I. Jackson <CIJackson@jacksongov.org>; Betsy Meek <BMeek@jacksongov.org>; cbeeman@jcdtf.com; Christy Davenport <cdavenport@jcebmo.org>  
**Cc:** Katie M. Bartle <KMBartle@jacksongov.org>  
**Subject:** RE: Invitation to Bid 36-18

Forgot to attach files.

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:09 AM  
**To:** Caroline Deihl <[CDeihl@jacksongov.org](mailto:CDeihl@jacksongov.org)>; Carol Gordon <[cgordon@jacksongov.org](mailto:cgordon@jacksongov.org)>; Karey A. Schulze <[KSchulze@jacksongov.org](mailto:KSchulze@jacksongov.org)>; Carolyn Barnett <[Carolyn.Barnett@jacksongov.org](mailto:Carolyn.Barnett@jacksongov.org)>; Carol A. Lillis <[CLillis@jacksongov.org](mailto:CLillis@jacksongov.org)>; Marvin J. Walker <[MWalker@jacksongov.org](mailto:MWalker@jacksongov.org)>; Sue Akers <[kakers@jacksongov.org](mailto:kakers@jacksongov.org)>; Christine Howard <[CHoward@jacksongov.org](mailto:CHoward@jacksongov.org)>; Kimberly J. Byers <[KByers@jacksongov.org](mailto:KByers@jacksongov.org)>; Michael G. Ohlson-Dicus <[MGOhlson-dicus@jacksongov.org](mailto:MGOhlson-dicus@jacksongov.org)>; Maria Leathers <[MLeathers@jacksongov.org](mailto:MLeathers@jacksongov.org)>; Cindy L. Wallace <[CWallace@jacksongov.org](mailto:CWallace@jacksongov.org)>; Kandi L. Brooke <[KBrooke@jacksongov.org](mailto:KBrooke@jacksongov.org)>; Shirley Williams-Lee <[SWilliams-Lee@jacksongov.org](mailto:SWilliams-Lee@jacksongov.org)>; Andrea Marshel <[AMarshel@jacksongov.org](mailto:AMarshel@jacksongov.org)>; Bob McMillin <[BMcMillin@jacksongov.org](mailto:BMcMillin@jacksongov.org)>; Stephenie L. Thompson <[SLThompson@jacksongov.org](mailto:SLThompson@jacksongov.org)>; Vivian M. Denton <[VDenton@jacksongov.org](mailto:VDenton@jacksongov.org)>; Jordin Mahnke <[JMahnke@jacksongov.org](mailto:JMahnke@jacksongov.org)>; Kay D. Norris <[KNorris@jacksongov.org](mailto:KNorris@jacksongov.org)>; Tina Spallo <[TSpallo@jacksongov.org](mailto:TSpallo@jacksongov.org)>; Amber J. Ledbetter <[ALedbetter@jacksongov.org](mailto:ALedbetter@jacksongov.org)>; Gina Robinson <[GRobinson@jacksongov.org](mailto:GRobinson@jacksongov.org)>; Tina M. Wise

## Craig A. Reich

---

**From:** Carol A. Lillis  
**Sent:** Tuesday, July 24, 2018 8:51 AM  
**To:** Craig A. Reich  
**Subject:** RE: Invitation to Bid 36-18

Almar

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:10 AM  
**To:** Caroline Deihl; Carol Gordon; Karey A. Schulze; Carolyn Barnett; Carol A. Lillis; Marvin J. Walker; Sue Akers; Christine Howard; Kimberly J. Byers; Michael G. Ohlson-Dicus; Maria Leathers; Cindy L. Wallace; Kandi L. Brooke; Shirley Williams-Lee; Andrea Marshel; Bob McMillin; Stephenie L. Thompson; Vivian M. Denton; Jordin Mahnke; Kay D. Norris; Tina Spallo; Amber J. Ledbetter; Gina Robinson; Tina M. Wise; Brian M. Test; Vickie a. Mattox; Gwendolyn P. Mitchell; Amy Keister; Kerri L. Moore; Sandra L. Custard; Devyn J. Horsley; Cathy I. Jackson; Betsy Meek; cbeeman@jcdtf.com; Christy Davenport  
**Cc:** Katie M. Bartle  
**Subject:** RE: Invitation to Bid 36-18

Forgot to attach files.

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:09 AM  
**To:** Caroline Deihl <[CDeihl@jacksongov.org](mailto:CDeihl@jacksongov.org)>; Carol Gordon <[cgordon@jacksongov.org](mailto:cgordon@jacksongov.org)>; Karey A. Schulze <[KSchulze@jacksongov.org](mailto:KSchulze@jacksongov.org)>; Carolyn Barnett <[Carolyn.Barnett@jacksongov.org](mailto:Carolyn.Barnett@jacksongov.org)>; Carol A. Lillis <[CLillis@jacksongov.org](mailto:CLillis@jacksongov.org)>; Marvin J. Walker <[MWalker@jacksongov.org](mailto:MWalker@jacksongov.org)>; Sue Akers <[kakers@jacksongov.org](mailto:kakers@jacksongov.org)>; Christine Howard <[CHoward@jacksongov.org](mailto:CHoward@jacksongov.org)>; Kimberly J. Byers <[KByers@jacksongov.org](mailto:KByers@jacksongov.org)>; Michael G. Ohlson-Dicus <[MGOhlson-dicus@jacksongov.org](mailto:MGOhlson-dicus@jacksongov.org)>; Maria Leathers <[MLeathers@jacksongov.org](mailto:MLeathers@jacksongov.org)>; Cindy L. Wallace <[CWallace@jacksongov.org](mailto:CWallace@jacksongov.org)>; Kandi L. Brooke <[KBrooke@jacksongov.org](mailto:KBrooke@jacksongov.org)>; Shirley Williams-Lee <[SWilliams-Lee@jacksongov.org](mailto:SWilliams-Lee@jacksongov.org)>; Andrea Marshel <[AMarshel@jacksongov.org](mailto:AMarshel@jacksongov.org)>; Bob McMillin <[BMcMillin@jacksongov.org](mailto:BMcMillin@jacksongov.org)>; Stephenie L. Thompson <[SLThompson@jacksongov.org](mailto:SLThompson@jacksongov.org)>; Vivian M. Denton <[VDenton@jacksongov.org](mailto:VDenton@jacksongov.org)>; Jordin Mahnke <[JMahnke@jacksongov.org](mailto:JMahnke@jacksongov.org)>; Kay D. Norris <[KNorris@jacksongov.org](mailto:KNorris@jacksongov.org)>; Tina Spallo <[TSpallo@jacksongov.org](mailto:TSpallo@jacksongov.org)>; Amber J. Ledbetter <[ALedbetter@jacksongov.org](mailto:ALedbetter@jacksongov.org)>; Gina Robinson <[GRobinson@jacksongov.org](mailto:GRobinson@jacksongov.org)>; Tina M. Wise <[TWise@jacksongov.org](mailto:TWise@jacksongov.org)>; Brian M. Test <[BTTest@jacksongov.org](mailto:BTTest@jacksongov.org)>; Vickie a. Mattox <[VMattox@jacksongov.org](mailto:VMattox@jacksongov.org)>; Gwendolyn P. Mitchell <[GMitchell@jacksongov.org](mailto:GMitchell@jacksongov.org)>; Amy Keister <[AKeister@jacksongov.org](mailto:AKeister@jacksongov.org)>; Kerri L. Moore <[klmoore@jacksongov.org](mailto:klmoore@jacksongov.org)>; Sandra L. Custard <[SCustard@jacksongov.org](mailto:SCustard@jacksongov.org)>; Devyn J. Horsley <[DJHorsley@jacksongov.org](mailto:DJHorsley@jacksongov.org)>; Cathy I. Jackson <[CJackson@jacksongov.org](mailto:CJackson@jacksongov.org)>; Betsy Meek <[BMeek@jacksongov.org](mailto:BMeek@jacksongov.org)>; 'cbeeman@jcdtf.com' <[cbeeman@jcdtf.com](mailto:cbeeman@jcdtf.com)>; Christy Davenport <[cdavenport@icebmo.org](mailto:cdavenport@icebmo.org)>  
**Cc:** Katie M. Bartle <[KMBartle@jacksongov.org](mailto:KMBartle@jacksongov.org)>  
**Subject:** Invitation to Bid 36-18

Attached are the bids for Invitation to Bid 36-18.

Almar Printing bid exactly to the specifications submitted.

Service Printing did not bid to the specifications, therefore their bid is invalid.

Service Printings bid is less expensive but does not meet the specifications so we either can award the bid to Almar or if users prefer, we can re-bid to new specifications.

## Craig A. Reich

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**From:** Christine Howard  
**Sent:** Monday, July 23, 2018 11:56 AM  
**To:** Craig A. Reich  
**Cc:** Miriam N. Hennosy  
**Subject:** RE: Invitation to Bid 36-18

Good Day Craig,

Since Almar processed the bid to specification, I am for going with them.

Thank you,

Chriss Howard  
Executive Assistant  
Jackson County, MO Executive Offices

Phone: 816-881-3649  
Email: [choward@jacksongov.org](mailto:choward@jacksongov.org)

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:10 AM  
**To:** Caroline Deihl; Carol Gordon; Karey A. Schulze; Carolyn Barnett; Carol A. Lillis; Marvin J. Walker; Sue Akers; Christine Howard; Kimberly J. Byers; Michael G. Ohlson-Dicus; Maria Leathers; Cindy L. Wallace; Kandi L. Brooke; Shirley Williams-Lee; Andrea Marshel; Bob McMillin; Stephenie L. Thompson; Vivian M. Denton; Jordin Mahnke; Kay D. Norris; Tina Spallo; Amber J. Ledbetter; Gina Robinson; Tina M. Wise; Brian M. Test; Vickie a. Mattox; Gwendolyn P. Mitchell; Amy Keister; Kerri L. Moore; Sandra L. Custard; Devyn J. Horsley; Cathy I. Jackson; Betsy Meek; [cbeeman@jcdtf.com](mailto:cbeeman@jcdtf.com); Christy Davenport  
**Cc:** Katie M. Bartle  
**Subject:** RE: Invitation to Bid 36-18

Forgot to attach files.

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:09 AM  
**To:** Caroline Deihl <[CDeihl@jacksongov.org](mailto:CDeihl@jacksongov.org)>; Carol Gordon <[cgordon@jacksongov.org](mailto:cgordon@jacksongov.org)>; Karey A. Schulze <[KSchulze@jacksongov.org](mailto:KSchulze@jacksongov.org)>; Carolyn Barnett <[Carolyn.Barnett@jacksongov.org](mailto:Carolyn.Barnett@jacksongov.org)>; Carol A. Lillis <[CLillis@jacksongov.org](mailto:CLillis@jacksongov.org)>; Marvin J. Walker <[MWalker@jacksongov.org](mailto:MWalker@jacksongov.org)>; Sue Akers <[kakers@jacksongov.org](mailto:kakers@jacksongov.org)>; Christine Howard <[CHoward@jacksongov.org](mailto:CHoward@jacksongov.org)>; Kimberly J. Byers <[KByers@jacksongov.org](mailto:KByers@jacksongov.org)>; Michael G. Ohlson-Dicus <[MGOhlson-dicus@jacksongov.org](mailto:MGOhlson-dicus@jacksongov.org)>; Maria Leathers <[MLeathers@jacksongov.org](mailto:MLeathers@jacksongov.org)>; Cindy L. Wallace <[CWallace@jacksongov.org](mailto:CWallace@jacksongov.org)>; Kandi L. Brooke <[KBrooke@jacksongov.org](mailto:KBrooke@jacksongov.org)>; Shirley Williams-Lee <[SWilliams-Lee@jacksongov.org](mailto:SWilliams-Lee@jacksongov.org)>; Andrea Marshel <[AMarshel@jacksongov.org](mailto:AMarshel@jacksongov.org)>; Bob McMillin <[BMcMillin@jacksongov.org](mailto:BMcMillin@jacksongov.org)>; Stephenie L. Thompson <[SLThompson@jacksongov.org](mailto:SLThompson@jacksongov.org)>; Vivian M. Denton <[VDenton@jacksongov.org](mailto:VDenton@jacksongov.org)>; Jordin Mahnke



## Craig A. Reich

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**From:** Sandra L. Custard  
**Sent:** Monday, July 23, 2018 9:59 AM  
**To:** Craig A. Reich  
**Subject:** RE: Invitation to Bid 36-18

Hi Craig,

The bid is okay with me. I'm so happy that we won't have to deal with Service Printing any more. Thanks.

Sandra L. Custard  
Operations Administrator  
Recorder of Deeds  
Jackson County Courthouse  
415 E. 12th St., Room 104  
Kansas City, MO 64106-2706  
Phone: 816-881-3191  
Fax: 816-881-3719  
[scustard@jacksongov.org](mailto:scustard@jacksongov.org)

[www.jacksongov.org](http://www.jacksongov.org) is available 24 hours a day

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:10 AM  
**To:** Caroline Deihl <[CDeihl@jacksongov.org](mailto:CDeihl@jacksongov.org)>; Carol Gordon <[cgordon@jacksongov.org](mailto:cgordon@jacksongov.org)>; Karey A. Schulze <[KSchulze@jacksongov.org](mailto:KSchulze@jacksongov.org)>; Carolyn Barnett <[Carolyn.Barnett@jacksongov.org](mailto:Carolyn.Barnett@jacksongov.org)>; Carol A. Lillis <[CLillis@jacksongov.org](mailto:CLillis@jacksongov.org)>; Marvin J. Walker <[MWalker@jacksongov.org](mailto:MWalker@jacksongov.org)>; Sue Akers <[kakers@jacksongov.org](mailto:kakers@jacksongov.org)>; Christine Howard <[CHoward@jacksongov.org](mailto:CHoward@jacksongov.org)>; Kimberly J. Byers <[KByers@jacksongov.org](mailto:KByers@jacksongov.org)>; Michael G. Ohlson-Dicus <[MGOhlson-dicus@jacksongov.org](mailto:MGOhlson-dicus@jacksongov.org)>; Maria Leathers <[MLeathers@jacksongov.org](mailto:MLeathers@jacksongov.org)>; Cindy L. Wallace <[cwallace@jacksongov.org](mailto:cwallace@jacksongov.org)>; Kandi L. Brooke <[KBrooke@jacksongov.org](mailto:KBrooke@jacksongov.org)>; Shirley Williams-Lee <[SWilliams-Lee@jacksongov.org](mailto:SWilliams-Lee@jacksongov.org)>; Andrea Marshel <[AMarshel@jacksongov.org](mailto:AMarshel@jacksongov.org)>; Bob McMillin <[BMcMillin@jacksongov.org](mailto:BMcMillin@jacksongov.org)>; Stephenie L. Thompson <[SLThompson@jacksongov.org](mailto:SLThompson@jacksongov.org)>; Vivian M. Denton <[VDenton@jacksongov.org](mailto:VDenton@jacksongov.org)>; Jordin Mahnke <[JMahnke@jacksongov.org](mailto:JMahnke@jacksongov.org)>; Kay D. Norris <[KNorris@jacksongov.org](mailto:KNorris@jacksongov.org)>; Tina Spallo <[TSpallo@jacksongov.org](mailto:TSpallo@jacksongov.org)>; Amber J. Ledbetter <[ALedbetter@jacksongov.org](mailto:ALedbetter@jacksongov.org)>; Gina Robinson <[GRobinson@jacksongov.org](mailto:GRobinson@jacksongov.org)>; Tina M. Wise <[TWise@jacksongov.org](mailto:TWise@jacksongov.org)>; Brian M. Test <[BTTest@jacksongov.org](mailto:BTTest@jacksongov.org)>; Vickie a. Mattox <[VMattox@jacksongov.org](mailto:VMattox@jacksongov.org)>; Gwendolyn P. Mitchell <[GMitchell@jacksongov.org](mailto:GMitchell@jacksongov.org)>; Amy Keister <[AKeister@jacksongov.org](mailto:AKeister@jacksongov.org)>; Kerri L. Moore <[klmoore@jacksongov.org](mailto:klmoore@jacksongov.org)>; Sandra L. Custard <[SCustard@jacksongov.org](mailto:SCustard@jacksongov.org)>; Devyn J. Horsley <[DJHorsley@jacksongov.org](mailto:DJHorsley@jacksongov.org)>; Cathy I. Jackson <[CIIJackson@jacksongov.org](mailto:CIIJackson@jacksongov.org)>; Betsy Meek <[BMeek@jacksongov.org](mailto:BMeek@jacksongov.org)>; cbeeman@jcdtf.com; Christy Davenport <[cdavenport@jcebmo.org](mailto:cdavenport@jcebmo.org)>  
**Cc:** Katie M. Bartle <[KMBartle@jacksongov.org](mailto:KMBartle@jacksongov.org)>  
**Subject:** RE: Invitation to Bid 36-18

Forgot to attach files.

**From:** Craig A. Reich  
**Sent:** Monday, July 23, 2018 9:09 AM  
**To:** Caroline Deihl <[CDeihl@jacksongov.org](mailto:CDeihl@jacksongov.org)>; Carol Gordon <[cgordon@jacksongov.org](mailto:cgordon@jacksongov.org)>; Karey A. Schulze <[KSchulze@jacksongov.org](mailto:KSchulze@jacksongov.org)>; Carolyn Barnett <[Carolyn.Barnett@jacksongov.org](mailto:Carolyn.Barnett@jacksongov.org)>; Carol A. Lillis



**Bid No: 36-18**

**Commodity: Printing Stationary, and Envelopes**

**Vendor: Almar**

**Bid Recap**

**Quote**

REQUIRED SUBMITTALS		Yes/No	Item #	Item Name	QTY	Unit	Manufacturer	Amount
Contract Signed		Y	1.0	4.1 Letterhead	250	each	Royal Cotton	\$ 117.00
Affidavit		Y			500	each	Royal Cotton	\$ 141.00
Compliance Review		Y			1000	each	Royal Cotton	\$ 187.00
Certificate of Compliance		N			5000	each	Royal Cotton	\$ 539.00
Statement of Contractor's Qualification		Y			10000	each	Royal Cotton	\$ 831.00
Acknowledgement of Receipt of Addenda		N			20000	each	Royal Cotton	\$ 1,481.00
Bidder's Quote		Y	2.0	4.2 Envelope (to match 4.1)	250	each	Royal Cotton	\$ 132.00
Bidder's Exceptions		Y			500	each	Royal Cotton	\$ 170.00
					1000	each	Royal Cotton	\$ 244.00
					5000	each	Royal Cotton	\$ 861.00
					10000	each	Royal Cotton	\$ 1,367.00
			3.0	4.3 Envelope (to match 4.1)	20000	each	Royal Cotton	\$ 2,472.00
					2500	each	Western States	\$ 255.00
					5000	each	Western States	\$ 405.00
					10000	each	Western States	\$ 709.00
					20000	each	Western States	\$ 1,256.00
			4.0	4.4 Envelope (to match 4.1)	500	each	Western States	\$ 126.00
					10000	each	Western States	\$ 709.00
					20000	each	Western States	\$ 1,256.00
			5.0	4.5 Business Card One Logo	250	each	Accent	\$ 49.00
					500	each	Accent	\$ 59.00
					1000	each	Accent	\$ 89.00
			6.0	4.6 Business Card Two Logos	250	each	Accent	\$ 49.00
			7.0	4.7 Business Card with Gold Foil	500	each	Accent	\$ 169.00
			8.0	4.8 Business Card with Gold Foil	250	each	Accent	\$ 149.00
			9.0	4.9 Envelope Size #9	2500	each	Western States	\$ 241.00
					5000	each	Western States	\$ 378.00
					10000	each	Western States	\$ 656.00
					20000	each	Western States	\$ 1,160.00
			10.0	4.10 Envelope with Address Printed on it	2500	each	Western States	\$ 250.00
					5000	each	Western States	\$ 396.00
					10000	each	Western States	\$ 692.00
			11.0	4.11 Envelope Size 10" x 13"	5000	each	Western States	\$ 756.00
					10000	each	Western States	\$ 1,409.00
			12.0	4.12 Envelope Size 9" x 12"	2500	each	Western States	\$ 386.00
			13.0	4.13 Memo Pads	20	pads	Vector	\$ 108.00
					30	pads	Vector	\$ 116.00
			14.0	4.14 Letterhead with Union Bug	2500	each	Classic Laid or Linen	\$ 309.00
			15.0	4.15 Second Sheets (to match 4.14)	500	each	Classic Laid or Linen	\$ 29.00
			16.0	4.16 Letterhead with Gold Foil Logo	2500	each	Classic Laid or Linen	\$ 659.00
			17.0	4.17 Second Sheets (to match 4.16)	500	each	Classic Laid or Linen	\$ 29.00

[illegible]

Comments: Please see exceptions page

**Bid No: 36-18**

**Commodity: Printing Stationary, and Envelopes**

**Vendor: KC Blueprint and Planroom**

Bid Recap			Quote				
REQUIRED SUBMITTALS	Yes/No	Item #	Item Name	QTY	Unit	Manufacturer	Amount
Contract Signed	Y	1.0	4.1 Letterhead	250	each	Neenan Enironmental	\$ 82.50
Affidavit	Y			500	each	Neenan Enironmental	\$ 165.00
Compliance Review	Y			1000	each	Neenan Enironmental	\$ 250.00
Certificate of Compliance	n			5000	each	Neenan Enironmental	\$ 1,250.00
Statement of Contractor's Qualification	Y			10000	each	Neenan Enironmental	\$ 2,300.00
Acknowledgement of Receipt of Addenda	Y			20000	each	Neenan Enironmental	\$ 4,600.00
Bidder's Quote	Y	2.0	4.2 Envelope (to match 4.1)	250	each	Seville	\$ 30.00
Bidder's Exceptions	Y			500	each	Seville	\$ 60.00
				1000	each	Seville	\$ 120.00
				5000	each	Seville	\$ 600.00
				10000	each	Seville	\$ 1,000.00
				20000	each	Seville	\$ 2,000.00
		3.0	4.3 Envelope (to match 4.1)	2500	each	Seville	\$ 300.00
				5000	each	Seville	\$ 600.00
				10000	each	Seville	\$ 1,000.00
				20000	each	Seville	\$ 2,000.00
		4.0	4.4 Envelope (to match 4.1)	500	each	Seybrook	\$ 60.00
				10000	each	Seybrook	\$ 1,100.00
				20000	each	Seybrook	\$ 2,000.00
		5.0	4.5 Business Card One Logo	250	each	Accent Opaque	\$ 15.00
				500	each	Accent Opaque	\$ 30.00
				1000	each	Accent Opaque	\$ 60.00
		6.0	4.6 Business Car Two Logos	250	each	Accent Opaque	\$ 30.00
		7.0	4.7 Business Card with Gold Foil	500	each	Accent Opaque	\$ 175.00
		8.0	4.8 Business Card with Gold Foil	250	each	Linen	\$ 145.00
		9.0	4.9 Envelope Size #9	2500	each	Seville	\$ 300.00
				5000	each	Seville	\$ 600.00
				10000	each	Seville	\$ 1,000.00
				20000	each	Seville	\$ 2,000.00
		10.0	4.10 Envelope with Address Printed on it	2500	each	Seville	\$ 300.00
				5000	each	Seville	\$ 600.00
				10000	each	Seville	\$ 1,000.00
		11.0	4.11 Envelope size 10" x 13"	5000	each	Seville	\$ 750.00
				10000	each	Seville	\$ 1,400.00
		12.0	4.12 Envelope size 9" x 12"	2500	each	Kraft	\$ 500.00
		13.0	4.13 Memo Pads	20	pads/black	Econosource	\$ 165.00



**STATEMENT OF CONTRACTOR'S QUALIFICATIONS**

(Complete in full. Use attachments if necessary)

Name of Bidder: <u>ALMAR PRINTING INC.</u>	
Address with Zip Code: <u>7735 WORNALL ROAD, KCMO 64114</u>	
Federal Tax I.D. Number: <u>43-1014496</u>	
Check One: Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/>	
If <b>SOLE PROPRIETORSHIP</b> , state name, address and phone number of owner:	
<b>If CORPORATION:</b>	
Date of Incorporation: <u>1966</u>	Name of State(s) in which incorporated: <u>MO</u>
President's Name: <u>STEVEN GROMOWSKI</u>	Vice-President's Name: <u>N/A</u>
Secretary's Name: <u>N/A</u>	Treasurer's Name: <u>N/A</u>
<b>If PARTNERSHIP:</b>	
Is the Partnership: General <input type="checkbox"/> Limited <input type="checkbox"/> Association <input type="checkbox"/> (Check one)	
Date of Organization: <u> </u>	
Name and addresses of all partners:	
1. <u> </u>	
2. <u> </u>	
3. <u> </u>	
<b>GENERAL INFORMATION:</b>	
Percent of work to be done under the proposed contract by your own staff: <u>95%</u>	
No. of Permanent Employees: <u>8</u>	Geographical Limits of Operation: <u>NATIONAL</u>
No. of years in business: <u>52</u>	
Have you ever done business under a different name: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, give Name and Location: <u> </u>	
Has contractor ever withdrawn or defaulted on a contractual obligation: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, state where and why: <u> </u>	

STATEMENT OF CONTRACTOR'S QUALIFICATIONS - Continued

Has Contractor ever been sued for breach of any contract? Yes <span style="margin-left: 100px;">(No) ✓</span> (Check one)			
If Yes, Explain:			
List Completed Contracts within the Past Three Years, Including Amount of Each			
List of Current Contracts, Including Amount of Each:			
Customer Reference (state name, address, and phone number): <div style="text-align: right; font-family: cursive;">             KELLY RUDOLPH              HANS RUDOLPH, INC.              8325 COLE PKWY, SHAWNEE MISSION, KS 66201              913-422-7788           </div>			
List each subcontractor you plan to use if awarded the contract. If no, so state.			
SUBCONTRACTOR'S NAME & PHONE #	ITEM OF WORK	\$ AMOUNT OF CONTRACT	MBE/WBE
T&J PRINTING	FOIL STAMP	5-10%	NO
State any other relevant information concerning Contractor's history, credentials, responsibility and capabilities (If none, so state):  <div style="text-align: center; font-size: 2em; font-family: cursive;">NA</div>			
DBE STATUS Indicate status claimed:			
1. Minority Owned Business (MBE) YES ___ NO ___ African American ___ Latino ___ Native American ___ Asian ___ Pacific Islander ___			
2. Woman Owned Business (WBE) YES ___ NO ___			
3. Small Business YES <u>X</u> NO ___			
For consideration as an MBE, WBE or Small Business, a copy of any governmental entity or Minority Supplier Council certification must be attached.			
Prepared by (print or type): STEVEN GROMOWSKI		Title: OWNER	
Signature:		Date: 6/26/18	

## 6.0 EVALUATION PROCESS

- 6.1 All proposals received that are responsive to the General Conditions, Specifications, and other provisions of this Invitation to Bid will be evaluated. An Evaluation Committee made up of Jackson County personnel, determined by the Jackson County, Missouri Legislature will evaluate all bids and make a recommendation. Jackson County shall be the sole judge of the proposals submitted for this Invitation to Bid and its decision will be final.

## 7.0 QUESTIONS

- 7.1 All Questions regarding this Invitation to Bid must be in writing and e-mailed as detailed under General Conditions, Item Number Five (5) on Page Ten (10) of this Invitation to Bid by **July 10, 2018** by 5:00 p.m., CDT. Point of contact for this Invitation to Bid is Katie Bartle, e-mail address: [kmbartle@jacksongov.org](mailto:kmbartle@jacksongov.org).

## 8.0 QUOTATION

NO.	DESCRIPTION	% POST CONSUMER WASTE	PAPER MANUFACTURER	QTY	PRICE
1.0	Item 4.1 - Letterhead - \$25 FOR BLACK INK	30%	ROYAL COTTON	250 500 1000 5000 10,000 20,000	117 141 187 539 831 1481
2.0	Item 4.2 - Envelope (to match 4.1) - \$25 FOR BLACK INK	30%	ROYAL COTTON	250 500 1000 5000 10,000 20,000	132 170 244 311 1367 2472
3.0	Item 4.3 Envelope (to match 4.1) - \$25 FOR BLACK	30%	WESTERN STATES	2500 5000 10,000 20,000	255 405 707 1256
4.0	Item 4.4 Envelope (to match 4.1) - \$25 FOR BLACK	30% NO COTTON	WESTERN STATES	500 10,000 20,000	126 709 1256
5.0	Item 4.5 - Business Card One Logo COLOR DIGITAL PRINTING	30%	ACCENT	250 500 1000	49 59 89
6.0	Item 4.6 Business Card Two Logos COLOR DIGITAL PRINTING	30%	ACCENT	250	49
7.0	Item 4.7 - Business Card with Gold Foil COLOR DIGITAL PRINTING	30%	ACCENT	500	169
8.0	Item 4.8 - Business Card with Gold Foil COLOR DIGITAL PRINTING	30%	ACCENT	250 2500 5000 10,000 20,000	149 241 378 656 1160
9.0	Item 4.9 Envelope Size #9 - \$25 FOR BLACK	30%	WESTERN STATES	2500 5000 10,000 20,000	250 396 692 1409
10.0	Item 4.10 - Envelope with address printed on it - \$25 FOR BLACK GENERIC ADDRESS ONLY	30%	WESTERN STATES	2500 5000 10,000	250 396 692
11.0	Item 4.11 - Envelope Size 10" x 13" - \$25 FOR BLACK	30%	WESTERN STATES	5000 10,000	756 1409
12.0	Item 4.12 - Envelope Size 9" x 12" - \$25 FOR BLACK	30%	WESTERN STATES	2500	386
13.0	Item 4.13 - Memo Pads - \$25 FOR BLACK	30%	VECTOR	20 pads 30 pads	108 116




NO.	DESCRIPTION	% POST CONSUMER WASTE	PAPER MANUFACTURER	QTY	PRICE
14.0	Item 4.14 - Letterhead with Union Bug	NOT 25% COTTON	CLASSIC OR LAIN	2500	309
15.0	Item 4.15 - Second Sheets (to match 4.14)	"	"	500	29
16.0	Item 4.16 - Letterhead with Gold Foil Logo	"	"	2500	659
17.0	Item 4.17 - Second Sheets (to match 4.16)	"	"	500	29
18.0	Item 4.18 - Envelope (to match 4.16)	"	"	2500	595
19.0	Item 4.19 - Business Cards with Gold Foil Logo	DIGITAL COLOR PRINTING	"	1000	209
20.0	Item 4.20 - Business Cards with Union Bug	DIGITAL COLOR PRINTING	"	1000	89
21.0	Item 4.21 - Business Cards with Union Bug	DIGITAL COLOR PRINTING	"	1000	89
22.0	Item 4.22 - Letterhead with Gold Foil Logo		"	500	288
23.0	Item 4.23 - Second Sheets (to match 4.22)		"	500	29
24.0	Item 4.24 - Envelope with Gold Foil (to match 4.22)		"	250	302
				500	359
25.0	Item 4.25 - Envelope - Prosecuting Attorney's Bad Check Unit	30% - \$25 FOR BLACK	WESTERN STAPLES	1000	154
26.0	Item 4.26 - Letterhead with Gold Foil	30%	ROYAL COTTON	500	265
27.0	Item 4.27 - Business Cards Double Sided	30%	ACCENT	500	99
28.0	Item 4.28 - Letterhead 3 color logo	30%	ROYAL COTTON	2500	394
29.0	Item 4.29 - Envelope (to match 4.28)	30%	ROYAL COTTON	25000	6291/21
30.0	Item 4.30 - Business Cards 3 color logo	30%	ACCENT	250	49
31.0	Item 4.31 - Letterhead 2 color printing	30%	ROYAL COTTON	250	167
32.0	Item 4.32 - Envelope (to match 4.31)	30%	ROYAL COTTON	500	248
33.0	Item 4.33 - Business Cards Red and Black	30%	ACCENT	500	59
34.0	Item 4.34 - Letterhead			5000	272
				10,000	439
				20,000	777
35.0	Item 4.35 - Envelope Sleeve for Municipal Court	NOT AVAILABLE		2500	
GRAND TOTAL, ITEM 1-35					

PERCENTAGE DISCOUNT FOR SPECIALTY PRINT ORDERS NOT LISTED: \_\_\_\_\_ %

\*\*\*CONTINUED\*\*\*



SIGNATURE: 	DATE: 7/10/18
NAME (PRINT): STEVEN GROMOWSKY	PHONE: 816-523-4566
TITLE (PRINT): OWNER	CELL:
COMPANY NAME (PRINT): ALMAR PRINTING INC	FAX: 816-523-6570
E-MAIL ADDRESS (PRINT): Steve@almarprinting.com	
E-MAIL ADDRESS FOR PO'S (PRINT):	
URL (PRINT): ALMAR.PRINTING.COM	

STATEMENT OF CONTRACTOR'S QUALIFICATIONS  
(Complete in full. Use attachments if necessary)

Name of Bidder: <u>KC Blueprint Company</u>	
Address with Zip Code: <u>1801 Swift St NKC MO 64116</u>	
Federal Tax I.D. Number: <u>20-1824510</u>	
Check One: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship	
If SOLE PROPRIETORSHIP, state name, address and phone number of owner:	
IF CORPORATION:	
Date of Incorporation: <u>11/1/2004</u>	Name of State(s) in which incorporated: <u>Missouri</u>
President's Name: <u>Ruby Lane</u>	Vice-President's Name: <u>none</u>
Secretary's Name: <u>Ruby Lane</u>	Treasurer's Name: <u>none</u>
IF PARTNERSHIP:	
Is the Partnership: <input type="checkbox"/> General <input type="checkbox"/> Limited <input type="checkbox"/> Association (Check one)	
Date of Organization:	
Name and addresses of all partners:	
1.	
2.	
3.	
GENERAL INFORMATION:	
Percent of work to be done under the proposed contract by your own staff: <u>90%</u>	
No. of Permanent Employees: <u>7</u>	Geographical Limits of Operation: <u>None</u>
No. of years in business: <u>14 years</u>	
Have you ever done business under a different name: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, give Name and Location	
Has contractor ever withdrawn or defaulted on a contractual obligation: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (Check one)	
If Yes, state where and why:	

STATEMENT OF CONTRACTOR'S QUALIFICATIONS - Continued

Has Contractor ever been sued for breach of any contract? Yes No (Check one)

If Yes, Explain:

List Completed Contracts within the Past Three Years, Including Amount of Each:

Cerner 3 Trails Phase 1-2 Gould Evans 116,000 -

Cerner 3 Trails Phase 1-2 GE Dunn 109,000 -

Buena + McDannell outsource printing 120,000 - (we have just renewed with them to continue)

List of Current Contracts, Including Amount of Each:

City of KCMO Duplicating Contract EX-2181-2 750,000 Annually  
Cerner 3 Trails thru Gould Evans 75,000 Annually 5 more years  
Lowes Convention Center GE Dunn 110,000 Annually 2 more years

KCI Airport Edgemoor/Clark/Wertz/Clark Construction we do not know the dollar amount we were just awarded

Customer Reference (state name, address, and phone number):

Cedric Rowan Head of Procurement City of KCMO 414 East 12th St KCMO 6465130814

Craig McCord Buena + McD 9400 Ward Parkway Kansas City MO 64114 816-627-6069

GDD Ault Gould Evans

List each subcontractor you plan to use if awarded the contract. If no, so state.

SUBCONTRACTOR'S NAME & PHONE #	ITEM OF WORK	\$ AMOUNT OF CONTRACT	MBE/WBE
Doco Litho 816-241-2754	Folding	Undetermined at this time depending on the dollar value printed with the gold foil	WBE Certified with the City of KCMO

State any other relevant information concerning Contractor's history, credentials, responsibility and capabilities (If none, so state):

PC Blueprint holds contract EX-2181-2 with the city of KCMO. We digitized the contract two years ago. We print both large format / small format documents, signage, banners, posters, letterhead, envelopes, we have in house drivers, expedient turn around times.

And we will customize your letterhead watermark with the County Seal at no extra charge.

DBE STATUS Indicate status claimed: J

1. Minority Owned Business (MBE) YES \_\_\_ NO X

African American \_\_\_ Latino \_\_\_ Native American \_\_\_ Asian \_\_\_ Pacific Islander \_\_\_

2. Woman Owned Business (WBE) YES X NO \_\_\_

3. Small Business YES X NO \_\_\_

For consideration as an MBE, WBE or Small Business, a copy of any governmental entity or Minority Supplier Council certification must be attached.

Prepared by (print or type): Ruby A. Lane

Title: President/owner

Signature: Ruby A. Lane

Date: 7/11/2018

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned acknowledges receipt of Addenda through and including numbers \_\_\_\_\_ and that this Bid is submitted in accordance with information, instructions, and stipulations set forth therein.

Robert A. Jaro  
Signature of Respondent

7/11/18  
Date

KC Blueprint Company  
Company Name

1801 Swift St  
Address

NKC Mo 64116  
City, State, and Zip

816-868-3263  
Phone

## 6.0 EVALUATION PROCESS

- 6.1 All proposals received that are responsive to the General Conditions, Specifications, and other provisions of this Invitation to Bid will be evaluated. An Evaluation Committee made up of Jackson County personnel, determined by the Jackson County, Missouri Legislature will evaluate all bids and make a recommendation. Jackson County shall be the sole judge of the proposals submitted for this Invitation to Bid and its decision will be final.

## 7.0 QUESTIONS

- 7.1 All Questions regarding this Invitation to Bid must be in writing and e-mailed as detailed under General Conditions, Item Number Five (5) on Page Ten (10) of this Invitation to Bid by July 10, 2018 by 5:00 p.m., CDT. Point of contact for this Invitation to Bid is Katie Bartle, e-mail address: [kmbartle@jacksongov.org](mailto:kmbartle@jacksongov.org).

## 8.0 QUOTATION

NO.	DESCRIPTION	% POST CONSUMER WASTE	PAPER MANUFACTURER	QTY	PRICE
1.0	Item 4.1 - Letterhead	30	Neenah Environmental	250	02.50
				500	165.00
				1000	250.00
				5000	1250.00
				10,000	2300.00
				20,000	4600.00
2.0	Item 4.2 - Envelope (to match 4.1)	30	Seville	250	30.00
				500	60.00
				1000	120.00
				5000	600.00
				10,000	1000.00
				20,000	2000.00
3.0	Item 4.3 - Envelope (to match 4.1)	30	Seville	2500	300.00
				5000	600.00
				10,000	1000.00
				20,000	2000.00
4.0	Item 4.4 - Envelope (to match 4.1)	30	Seabrook	500	60.00
				10,000	1100.00
				20,000	2200.00
5.0	Item 4.5 - Business Card One Logo	30	Accent Opague Digital Smooth	250	15.00
				500	30.00
				1000	60.00
6.0	Item 4.6 - Business Card Two Logos	30	Accent Opague Digital Smooth	250	30.00
7.0	Item 4.7 - Business Card with Gold Foil	30	Accent Opague Digital Smooth	500	175.00
8.0	Item 4.8 - Business Card with Gold Foil	30	Linen	250	145.00
9.0	Item 4.9 - Envelope Size #9	30	Seville	2500	300.00
				5000	600.00
				10,000	1000.00
				20,000	2000.00
10.0	Item 4.10 - Envelope with address printed on it	30	Seville	2500	300.00
				5000	600.00
				10,000	1000.00
11.0	Item 4.11 - Envelope Size 10" x 13"	30	Seabrook	5000	750.00
				10,000	1400.00
12.0	Item 4.12 - Envelope Size 9" x 12"	30	Kraft	2500	500.00
13.0	Item 4.13 - Memo Pads	30	EcoSource Smooth	20 pads	1165.00
				30 pads	247.50

Subtotal  
22,815.00

NO.	DESCRIPTION	% POST CONSUMER WASTE	PAPER MANUFACTURER	QTY	PRICE
14.0	Item 4.14 - Letterhead with Union Bug	30	Neenah Environmental	2500	625 <sup>00</sup>
15.0	Item 4.15 - Second Sheets (to match 4.14)	30	" "	500	125 <sup>00</sup>
16.0	Item 4.16 - Letterhead with Gold Foil Logo	30	" "	2500	875 <sup>00</sup>
17.0	Item 4.17 - Second Sheets (to match 4.16)	30	" "	500	125 <sup>00</sup>
18.0	Item 4.18 - Envelope (to match 4.16)	30	Linen	2500	375 <sup>00</sup>
19.0	Item 4.19 - Business Cards with Gold Foil Logo	30	Recent Opac Digital Smooth	1000	180 <sup>00</sup>
20.0	Item 4.20 - Business Cards with Union Bug	30	Recent Opac Digital Smooth	1000	60 <sup>00</sup>
21.0	Item 4.21 - Business Cards with Union Bug	30	Recent Opac Digital Smooth	1000	60 <sup>00</sup>
22.0	Item 4.22 - Letterhead with Gold Foil Logo	30	Neenah Environmental	500	275 <sup>00</sup>
23.0	Item 4.23 - Second Sheets (to match 4.22)	30	" "	500	125 <sup>00</sup>
24.0	Item 4.24 - Envelope with Gold Foil (to match 4.22)	30	Skybrook Linen	250 500	185 <sup>00</sup> 2250 <sup>00</sup>
25.0	Item 4.25 - Envelope - Prosecuting Attorney's Bad Check Unit	30	Digital Print	1000	100 <sup>00</sup>
26.0	Item 4.26 - Letterhead with Gold Foil	30	Neenah Environmental	500	180 <sup>00</sup>
27.0	Item 4.27 - Business Cards Double Sided	30	12pt cis KornitDye	500	40 <sup>00</sup>
28.0	Item 4.28 - Letterhead 3 color logo	30	Neenah Environmental	2500	675 <sup>00</sup>
29.0	Item 4.29 - Envelope (to match 4.28)	30	Seville	25000	2350 <sup>00</sup>
30.0	Item 4.30 - Business Cards 3 color logo	30	Recent Opac Digital Smooth	250	30 <sup>00</sup>
31.0	Item 4.31 - Letterhead 2 color printing	30	Neenah Environmental	250	625 <sup>00</sup>
32.0	Item 4.32 - Envelope (to match 4.31)	30	Seville	500	60 <sup>00</sup>
33.0	Item 4.33 - Business Cards Red and Black	30	Carolina	500	40 <sup>00</sup>
34.0	Item 4.34 - Letterhead	30	Environmental	5000 10,000 20,000	1250 <sup>00</sup> 2500 <sup>00</sup> 4900 <sup>00</sup>
35.0	Item 4.35 - Envelope Sleeve for Municipal Court	30	Digital Print	2500	595 <sup>00</sup>
	GRAND TOTAL, ITEM 1-35				45,002.50

PERCENTAGE DISCOUNT FOR SPECIALTY PRINT ORDERS NOT LISTED: 25 %

\*\*\*CONTINUED\*\*\*

SIGNATURE: <i>[Signature]</i>	DATE: <i>7/1/18</i>
NAME (PRINT): <i>Ruby LANE</i>	PHONE: <i>816-527-0900</i>
TITLE (PRINT): <i>President/owner</i>	CELL: <i>816-868-5263</i>
COMPANY NAME (PRINT): <i>Kc Blueprint Co</i>	FAX: <i>n/a</i>
E-MAIL ADDRESS (PRINT): <i>RubyL@KcBlueprint.com</i>	
E-MAIL ADDRESS FOR PO'S (PRINT): <i>plotting</i>	
URL (PRINT): <i>www.Kcblueprint.com</i>	

## EXHIBIT F

# BIDDER'S EXCEPTIONS TO SPECIFICATIONS OF

JACKSON COUNTY, MISSOURI INVITATION TO BID NO. 36-18

Respondent's attention is directed to Paragraph 4 of the General Conditions of this Invitation to Bid. READ THIS PARAGRAPH CAREFULLY.

The following exceptions to the Specifications of Invitation to Bid No. 36-18 are requested by the undersigned Respondent: (Use additional pages as necessary.)

[illegible]

Name of Firm: KC Blueprint Company

Signature of Bidder: [Signature]