

REQUEST FOR LEGISLATIVE ACTION

Version 6/10/19

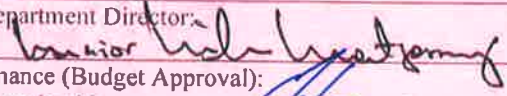


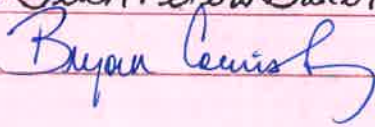
Completed by County Counselor's Office:

Resolution No.: 20307

Sponsor(s): Crystal Williams

Date: November 18, 2019

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: Transfer savings within the Corrections 2019 Budget from the Regular Salary Account Line in the 001 and 008 Fund to other Account Lines within the Corrections' and Shcriff's 2019 Budget.</p>																																										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$ 828,926</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>\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$ 828,926</td> </tr> <tr> <td colspan="2">Source of funding (name of fund) and account code number:</td> </tr> <tr> <td colspan="2">From:</td> </tr> <tr> <td>001-2701-55010 Regular Salaries</td> <td>\$ 746,926</td> </tr> <tr> <td>008-2701-56790 Other Contractual Services</td> <td>82,000</td> </tr> <tr> <td colspan="2">To:</td> </tr> <tr> <td>001-2701-56790 Other Contractual Services- Inmate Medical Services</td> <td>\$ 366,700</td> </tr> <tr> <td>001-2701-57230 Other Operating Supplies</td> <td>5,742</td> </tr> <tr> <td>001-2701-58150 Office Furniture</td> <td>75,000</td> </tr> <tr> <td>001-2701-57191 Wearing Apparel Inmates</td> <td>35,316</td> </tr> <tr> <td>001-2701-57190 Wearing Apparel</td> <td>29,285</td> </tr> <tr> <td>001-2701-58160 Radio/Communications Equipment</td> <td>41,915</td> </tr> <tr> <td>001-2701-57510 Small Tools & Minor Equipment</td> <td>1,856</td> </tr> <tr> <td>001-2701-58170 Other Equipment</td> <td>7,074</td> </tr> <tr> <td>001-2701-56790 Other Contractual Services-Policy & Training Materials Development</td> <td>75,000</td> </tr> <tr> <td>001-2701-55030 Overtime Salaries</td> <td>90,000</td> </tr> <tr> <td>001-4201-55010 Regular Salaries- New Captain Position (Nov-Dec)</td> <td>19,038</td> </tr> <tr> <td>008-2701-55030 Overtime Salaries</td> <td>82,000</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)</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:	\$ 828,926	Amount previously authorized this fiscal year:	\$0	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$ 828,926	Source of funding (name of fund) and account code number:		From:		001-2701-55010 Regular Salaries	\$ 746,926	008-2701-56790 Other Contractual Services	82,000	To:		001-2701-56790 Other Contractual Services- Inmate Medical Services	\$ 366,700	001-2701-57230 Other Operating Supplies	5,742	001-2701-58150 Office Furniture	75,000	001-2701-57191 Wearing Apparel Inmates	35,316	001-2701-57190 Wearing Apparel	29,285	001-2701-58160 Radio/Communications Equipment	41,915	001-2701-57510 Small Tools & Minor Equipment	1,856	001-2701-58170 Other Equipment	7,074	001-2701-56790 Other Contractual Services-Policy & Training Materials Development	75,000	001-2701-55030 Overtime Salaries	90,000	001-4201-55010 Regular Salaries- New Captain Position (Nov-Dec)	19,038	008-2701-55030 Overtime Salaries	82,000
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																																										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Deloris Wells, Deputy Director of Administration 816-881-4210</p>																																										
REQUEST SUMMARY	<p>This RLA is requesting a transfer within the 2019 Corrections Budget of Actual and Projected Savings in the Regular Salary Account in the General Fund (001) to cover expenses, supplies, furniture, and services to be used throughout the facility. We are requesting a transfer from the 008 fund, from the Other Contractual Services account to cover the overtime shortage in the 008 Fund, Overtime Salary Account.</p>																																										

	<p>We are wanting to cover the shortage in medical funding by requesting a transfer from the salary savings in the 001 fund.</p> <p>The funding for the new Captain position will cover the remaining two months of 2019. The Sheriff's Office has included full funding for this position for 2020 in their 2020 budget. This position will oversee the Internal Affairs Division.</p> <p>The request for Inmate clothing is to restock the items that were removed from circulation due to wear and tear and to provide enough clothing to give Inmates at minimum of two outfits each.</p> <p>The request to purchase protective vest for Associates will improve the safety of the employees that are escorting Inmates and performing perimeter checks.</p> <p>The request for batteries will allow staff to have fully charged radios 24 hours/day.</p> <p>The lobby furniture, office furniture, breakroom furniture, children's furniture is long overdue. The improvement will aid in boosting the morale of the Associates and the guest that visit the facility.</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)	
COMPLIANCE	<input type="checkbox"/> MBE Goals <input type="checkbox"/> WBE Goals <input type="checkbox"/> VBE Goals	
ATTACHMENTS		
REVIEW	Department Director:  Finance (Budget Approval):  If applicable Division Manager:  County Counselor's Office: 	Date: 11-01-19 Date: 11/6/19 Date: 11/6/19 Date: 11/14/19

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 transfer are available from the sources indicated below.

RES # 20307

Budget Officer 11/1/19

002-2701-56790

Medical 2019 Year End Estimate

002-2701-56790	Other Contractual Services	\$ 4,286,825.00
	Expenses YTD	\$ 3,438,196.22
	<u>Remaining Payments (Oct, Nov & Dec)</u>	<u>\$ 1,030,515.00</u>
	Total:	\$ (181,886.22)
	Remaining Monthly Pool Average (Oct, Nov & Dec)	\$ 184,809.00
	<u>Total Estimated Shortage</u>	<u>\$ (366,695.22)</u>

001-2701-57230



Quote Date: 9/27/2019
Quote No: JTB-092719-JCDoC
Original Quote Date: 9/27/2019

Batteries for XPR3300e

Customer Information Agency Name: Jackson County Department of Corrections Contact: Matthew F. Lewis Phone: 816-881-4226 Address: 1300 Cherry Street, Kansas City MO. 64106 E-Mail: mlewis@jacksongov.org	Product(s): Batteries
Commenco Contact Information: Account Exec: James Brafford Office: 816-753-2166 Cell: 816-621-1051 E-Mail: james.brafford@commenco.com	

ITEM	QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
1	60	IMPRES Slim Li-Ion, 2100 mAh Battery	\$95.70	\$5,742.00
Total				\$5,742.00

CUSTOMER APPROVAL/SIGNATURE

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND ACCEPTS THE ABOVE AS A SALES AGREEMENT

Legal Name Of Purchaser

PO Number

Authorized Signature

Date

TERMS / VALIDITY / LEAD TIME

PAYMENT TERMS:

- Net 30 Days

LEAD TIME / DELIVERY:

- 30 Days ARO

PRICES FIRM FOR:

- 30 Days

**All Orders Subject To
Shipping & Handling**

JCDC Department Furniture:

Vendor will be Office Products Alliance

Currently awaiting the final estimate

- Replace the furniture in the main lobby
- Replace the furniture in the administrative reception area
- Replace the video visitation chairs
- Add children's furniture in the lobby
- Replace 12, 20+ year old office desks
- Replace tables in the employee breakroom
- Chairs for the employee breakroom
- Replace broken/worn chairs in offices
- Replace library chairs

Sales Quote

Quote Number: NC1001494482

Quote Date: 10/14/2019

Quote Expiration Date: 11/28/2019

Customer Code: JACMO0

Customer PO#: Q101419

Created By: kellyrose

Quoted To: Craig Mosher

Rob Parker

Mailing: PO Box 429, Fuquay-Varina, NC 27526-0429

Payment: PO Box 890885, Charlotte, NC 28289-0885

Phones: (800) 334-9880 Fax: (800) 322-7537

Fed I.D. #: 56-1558062

Page 1 of 4

001-2701-57191

Sold To:

Jackson Cnty Det Ctr

1300 Cherry St

Kansas City, MO 64106 US

Ship To:

Jackson Cnty Det Ctr

Attn Marvin Walker

1300 Cherry St

Kansas City, MO 64106 US

Product Code	Quantity	U/M	Unit Price	Amount
JOJSNEP7S-M Jumpsuit,OR.7 Snaps,Med.	220 1 ea	EA	\$10.86	\$2,389.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-L Jumpsuit,OR.7 Snaps,Large	220 1 ea	EA	\$10.86	\$2,389.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-XL Jumpsuit,OR.7 Snaps,XL	420 1 ea	EA	\$10.86	\$4,561.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-2XL Jumpsuit,OR.7 Snaps,2XL	420 1 ea	EA	\$10.86	\$4,561.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-3XL Jumpsuit,OR.7 Snaps,3XL	420 1 ea	EA	\$10.86	\$4,561.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-4XL Jumpsuit,OR.7 Snaps,4XL	220 1 ea	EA	\$10.86	\$2,389.20
*** Special Order Item; Please allow for additional delivery time ***				
JOJSNEP7S-5XL Jumpsuit,OR.7 Snaps,5XL	220 1 ea	EA	\$13.59	\$2,989.80
*** Special Order Item; Please allow for additional delivery time ***				
SC#1JACMO2 DETENTION/CENTER	2,420	EA	\$0.52	\$1,258.40

Sales Quote

Quote Number: NC1001494482

Quote Date: 10/14/2019

Quote Expiration Date: 11/28/2019

Customer Code: JACMO0

Customer PO#: Q101419

Created By: kellyrose

Quoted To: Craig Mosher



Mailing: PO Box 429, Fuquay-Varina, NC 27526-0429

Payment: PO Box 890885, Charlotte, NC 28289-0885

Phones: (800) 334-9880 Fax: (800) 322-7537

Fed I.D. #: 56-1558062

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Product Code	Quantity	U/M	Unit Price	Amount
EBASPLS32 Bra Sports White Sz 32	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS34 Bra Sports White Sz 34	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS36 Bra Sports White Sz 36	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS38 Bra Sports White Sz 38	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS40 Bra Sports White Sz 40	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS42 Bra Sports White Sz 42	12 12 ea/dz, 12 dz/mc	DZ	\$19.20	\$230.40
EBASPLS44 Bra Sports White Sz 44	12 12 ea/dz, 10 dz/mc	DZ	\$19.20	\$230.40
EBASPLS46 Bra Sports White Sz 46	12 12 ea/dz, 10 dz/mc	DZ	\$19.20	\$230.40
EBASPLS48 Bra Sports White Sz 48	12 12 ea/dz, 10 dz/mc	DZ	\$19.20	\$230.40

Sales Quote

Quote Number: NC1001494482

Quote Date: 10/14/2019

Quote Expiration Date: 11/28/2019

Customer Code: JACMO0

Customer PO#: Q101419

Created By: kellyrose

Quoted To: Craig Mosher



Mailing: PO Box 429, Fuquay-Varina, NC 27526-0429

Payment: PO Box 890885, Charlotte, NC 28289-0885

Phones: (800) 334-9880 Fax: (800) 322-7537

Fed I.D. #: 56-1558062

Page 3 of 4

Product Code	Quantity	U/M	Unit Price	Amount
BT2040BR Towel, Brown 20x40 5.0 Lbs	204 12 ea/dz, 25 dz/mc	DZ	\$14.20	\$2,896.80
WC1212BR Washcloth, Brown 12x12 .75lb	204 12 ea/dz, 100 dz/mc	DZ	\$2.30	\$469.20
ZNWNR-OR Nightshirt Jersey OR Reg Size	10	DZ	\$69.85	\$698.50
*** This Item will ship directly from the manufacturer ***				
OC Sock, Crew Orange	180 12pr/dz, 15dz/mc	DZ	\$5.11	\$919.80
J24220NEP7S-S Jumpsuit, Green, 7 Snaps, Small	30 1 ea	EA	\$10.55	\$316.50
*** Special Order Item; Please allow for additional delivery time ***				
J24220NEP7S-M Jumpsuit, Green, 7 Snaps, Med.	30 1 ea	EA	\$10.55	\$316.50
*** Special Order Item; Please allow for additional delivery time ***				
J24220NEP7S-L Jumpsuit, Green, 7 Snaps, Large	30 1 ea	EA	\$11.21	\$336.30
*** Special Order Item; Please allow for additional delivery time ***				
J24220NEP7S-XL Jumpsuit, Green, 7 Snaps, XL	30 1 ea	EA	\$11.81	\$354.30
*** Special Order Item; Please allow for additional delivery time ***				
J24220NEP7S-2XL Jumpsuit, Green, 7 Snaps, 2XL	30 1 ea	EA	\$12.31	\$369.30
*** Special Order Item; Please allow for additional delivery time ***				

Sales Quote

Quote Number: NC1001494482

Quote Date: 10/14/2019

Quote Expiration Date: 11/28/2019

Customer Code: JACMO0

Customer PO#: Q101419

Created By: kellyrose

Quoted To: Craig Mosher



Mailing: PO Box 429, Fuquay-Varina, NC 27526-0429

Payment: PO Box 890885, Charlotte, NC 28289-0885

Phones: (800) 334-9880 Fax: (800) 322-7537

Fed I.D. #: 56-1558062

Page 4 of 4

Product Code	Quantity	U/M	Unit Price	Amount
J24220NEP7S-3XL	30	EA	\$12.65	\$379.50
Jumpsuit, Green, 7 Snaps, 3XL	1 ea			

*** Special Order Item; Please allow for additional delivery time ***

JOJSNEP7S-S	100	EA	\$10.86	\$1,086.00
Jumpsuit, OR. 7 Snaps, Small	1 ea			

*** Special Order Item; Please allow for additional delivery time ***

When placing your order, please refer to this quote number.

Subtotal:	35,315.70
Freight:	0.00
Taxes:	0.00
Payment:	0.00
Total:	\$35,315.70

001-2701-57190

Quote

Customer: (1001556311) JACKSON COUNTY CORRECTIONS
 Date: 10/04/2019
 Sales Rep: KAITLYN CARR

Page 1 of 1
 Quote Number: 14193334
 Quote Expiration: 01/02/2020

Sold To:
 JACKSON CNTY DETENTION CTR
 1300 CHERRY ST
 KANSAS CITY, MO 64106
 MATTHEW LEWIS

Ship To:
 JACKSON CNTY DETENTION CTR
 1300 CHERRY ST
 KANSAS CITY, MO 64106
 MATTHEW LEWIS

Line	Item	Description	Qty	Retail	Your Price	Ext Total
1	BF259 CSTM 00	CI11A-2 BALLISTIC PANEL SET ONLY	40		505.00	20,200.00
2	BF448 BLK CSTM 00	TAILORED ARMOR CARRIER	60		145.00	8,700.00
2.1	BP0001	BODY ARMOR CARRIERS	60			
3	TP059 CO	REFLECTIVE NAME PLATE	55		3.50	192.50
4	TP059 CO	REFLECTIVE NAME PLATE	55		3.50	192.50

Quote is valid for 90 days

SUBTOTAL: 29,285.00
 SHIPPING:
 TAX.....
 TOTAL...: 29,285.00

Galls is required to collect sales tax on shipments to certain states. Sales tax will be added where applicable. For tax exempt customers, state laws require us to have signed tax exemption or resale certificates on file at our office. If you are tax exempt, please email or fax this information, (including your Galls account number) to Tax@galls.com or fax 859-268-5946.

Export Restrictions - This may contain commodities restricted in the United States International Trade Regulations.

1340 Russell Cave Rd
 Lexington, KY 40505
 Tel: 800-876-4242 Fax: 877-914-2557

001-2701-58160



Quote Date: 10/4/2019
 Quote No: JTD-100419-JCDoC
 Original Quote Date: 10/4/2019

XPR3300e Portable Radio and Programming

Customer Information Agency Name: Jackson County Department of Corrections Contact: Matthew Lewis Phone: 816-881-4226 Address: 1300 Cherry St., Kansas City MO. 64106 E-Mail: Mlewis@jacksonco.gov	Product(s): XPR3300e Portable Programming and Updating
Commenco Contact Information: Account Exec: James Brafford Office: 816-753-2166 Cell: 816-621-1051 E-Mail: james.brafford@commenco.com	

ITEM	QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
1	75	XPR3300e Portable Radio - 136-174MHz VHF		
		- Pricing based on minimum purchase of 60 radios -	\$456.19	\$34,214.25
	75	Standard Battery - IMPRES Li-Ion, 2100mAh IP68 w/Belt Clip	N/C	N/C
	75	Standard Charger - IMPRES Single Unit Charger	N/C	N/C
	75	VHF Helical Antenna 144-165MHz	N/C	N/C
	75	Shipping	N/C	N/C
	75	Standard 5 Year Software support, parts and labor warranty.	N/C	N/C
	75	5 Year Essential Repair	N/C	N/C
		Options -		
2	75	IMPRES Windporting Speaker Mic w/ 3.5 Jack	\$82.81	\$6,210.75
3	30	2.5 Inch Belt Clip	\$11.31	\$339.30
		Programming -		
4	1	Program First Portable Radio	\$40.00	\$40.00
	74	Programming - Each Additional Radio done at same time	\$15.00	\$1,110.00
Total				\$41,914.30

CUSTOMER APPROVAL/SIGNATURE

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND ACCEPTS THE ABOVE AS A SALES AGREEMENT

Legal Name Of Purchaser

PO Number

Authorized Signature

Date

TERMS / VALIDITY / LEAD TIME**PAYMENT TERMS:**

- Net 30 Days

PRICES FIRM FOR:

- 30 Days

LEAD TIME / DELIVERY:

- 30 Days ARO

All Orders Subject To

Shipping & Handling



GT Distributors - Austin
P.O. Box 16080
Austin TX 78761
(512) 451-8298 Ext. 0000

Ship To:

Missouri Department of Corrections (MO)
8501 No More Victims Rd.
Attn: Chris Wolfe
Ref: 19100094
Jefferson City MO 65101

All returns must be authorized by GT Distributors. Interest charges on past due invoices at the maximum rate allowed by law.

Thank you, your salesman was Adam Balak

Subtotal	\$1,816.00
Misc	\$0.00
Tax	\$0.00
Freight	\$40.00
Total	\$1,856.00

001-2701-58170



Updated Quote Date: 9/18/2019
Quote No: JTB-091819-JCDoC
Original Quote Date: 9/18/2019

Bank Charger for XPR3300e

Customer Information Agency Name: Jackson County Department of Corrections Contact: Matthew F. Lewis Phone: 816-881-4226 Address: 1300 Cherry Street, Kansas City MO. 64106 E-Mail: mlewis@jacksongov.org	Product(s): Bank Charger
Commenco Contact Information: Account Exec: James Brafford Office: 816-753-2166 Cell: 816-621-1051 E-Mail: james.brafford@commenco.com	

ITEM	QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
1	12	IMPRES 6 Pocket, 1 Display Charger	\$589.50	\$7,074.00
Total				\$7,074.00

CUSTOMER APPROVAL/SIGNATURE

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND ACCEPTS THE ABOVE AS A SALES AGREEMENT

Legal Name Of Purchaser

PO Number

Authorized Signature

Date

TERMS / VALIDITY / LEAD TIME

PAYMENT TERMS:

- Net 30 Days

LEAD TIME / DELIVERY:

- 30 Days ARO

PRICES FIRM FOR:

- 30 Days

**All Orders Subject To
Shipping & Handling**



Office of the JACKSON COUNTY SHERIFF

001-2701-56790

Sheriff Darryl Forté

TO: Barb Casamento
FROM: Captain Dave Epperson
DATE: 10/18/2019

SUBJECT: Policy Management Program Scope of Services

Ms. Casamento,

I am submitting this memorandum to provide a proposed scope of services for a policy management program which is needed by the Jackson county Sheriff's Office.

As you are aware, in January of 2019 the Jackson County Missouri Charter changed giving the Sheriff jurisdiction of the Jackson County Department of Corrections. The charter change resulted in over five hundred employees, sworn and non-sworn, operating under the overall umbrella of the Jackson County Sheriff's Office. A group was developed to review policies and procedures and quickly determined policies and procedures in both departments were often outdated and there was a need for consolidation and standardization between the two.

The Sheriff's Office proposes the following scope of services for a desired policy management program:

A Law Enforcement/Corrections Policy Manual to include Daily Training Bulletins that is

1. Compliant with state and federal laws and regulations
2. Customized to fit our agency's needs
3. Daily Training bulletins with testing that reinforces policy comprehension
4. Ease of access capable to be accessed through computers and IOS and Android operating systems

Policy Updates

1. Real time policy updates delivered in response to new legislation, case law, and best practices
2. Highlighted recommendations for change for comparison with existing policy
3. The ability to accept, reject or customize policies based on updated information

Web-based delivery platform and accessible mobile application

1. Ability to edit and customize to reflect our agencies mission and philosophy.
2. Ease access and distribution of policies to staff.
3. Automated tracking and reporting of acknowledgements and completion of training.
4. Archives and retrieval of all versions of the policy manual. Ability to track changes, etc.

5. Mobile application that provides in field access to policy and training materials.

Supplemental Manual

1. Electronically link department specific procedural content to the policy manual.
2. Automated tools to ensure consistency between policy and procedure material.
3. Area which covers other procedural instructions and field guides.

Thank you for your help in forwarding our desired scope of services for this important step towards the standardization of our policy management.

Jackson County Sheriff's Office Salary Worksheet

Printed 10/21/2019