



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 240324

Submitted Department/Preparer: General Services

Revised 11/01/23

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Amending Chapter 3 of the Code of Ordinances of the Kansas City, Missouri, Contracts and Leases, by repealing Section 3-31, Contract Award, and enacting in lieu thereof a new section of like number and subject matter.

Discussion

This ordinance revision changes the requirement for the Architect and Engineering Selection Committee award process for Design Professional Contracts and Design-Build Contracts as follow:

Design Professional contracts that are estimated to not exceed \$600,000.00: If the cost proposal from the highest ranked firm is an amount that exceeds \$700,000.00, the director cannot recommend award and the director is required to convene an architect and engineering selection committee in accordance with Section 3-31(b)(1) to reevaluate and re-rank the proposals. Previously, the director was authorized to award contract when the highest rank proposal exceeded the \$600,000.00 estimate.

Design-Build contracts that are estimated to not exceed \$6,000,000.00: If the cost proposal from the highest ranked firm is an amount that exceeds \$7,000,000.00, the director cannot recommend award and the director is required to convene an architect and engineering selection committee in accordance with Section 3-31(c)(2)(i) to reevaluate and re-rank the proposals. Previously, the director was authorized to award contract when the highest rank proposal exceeded the \$6,000,000.00 estimate.

Fiscal Impact

1. Is this legislation included in the adopted budget? Yes No

2. What is the funding source?
N/a
3. How does the legislation affect the current fiscal year?
N/a
4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
N/a
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
N/a

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. Yes No
2. This fund has a structural imbalance. Yes No
3. Account string has been verified/confirmed. Yes No

Additional Discussion (if needed)

There is no direct fiscal impact associated with this ordinance

Citywide Business Plan (CWBP) Impact

1. View the [FY23 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Finance and Governance (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - Ensure the resiliency of a responsive, representative, engaged, and transparent City government.
 - Engage in workforce planning including employee recruitment, development, retention, and engagement.
 - Foster a solutions-oriented, welcoming culture for employees and City Partners.

-
-
-

Prior Legislation

(Ord. No. 130041, § 6, 3-21-13; Ord. No. [170963](#), § 1, 4-19-18; Ord. No. [190622](#), § 1, 8-1-19)

Service Level Impacts

Click or tap here to provide a description of how this ordinance will impact service levels. List any related key performance indicators and impact.

Other Impacts

1. What will be the potential health impacts to any affected groups?
N/a
2. How have those groups been engaged and involved in the development of this ordinance?
N/a
3. How does this legislation contribute to a sustainable Kansas City?
N/a
4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

Click or tap here to enter text.

Click or tap here to enter text.

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

No - CREO's review is not applicable (Press tab after selecting)

Please provide reasoning why not:

Click or tap here to enter text.

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

No(Press tab after selecting)