

1 Introduced by the Council President at the request of the Mayor:
2
3

4 **ORDINANCE 2018-**

5 AN ORDINANCE APPROPRIATING \$206,000.00 FROM
6 THE GENERAL FUND - GSD TO THE AUTHORIZED
7 CAPITAL PROJECTS FUND TO PROVIDE FUNDING TO
8 ADDRESS THE IMMEDIATE NEEDS OF THE MEDICAL
9 EXAMINER'S OFFICE (MEO), AS INITIATED BY B.T.
10 18-037; AMENDING THE 2018-2022 FIVE-YEAR
11 CAPITAL IMPROVEMENT PROGRAM APPROVED BY
12 ORDINANCE 2017-505-E TO PROVIDE ADDITIONAL
13 FUNDING FOR THE PROJECT ENTITLED "MEDICAL
14 EXAMINER FACIL. - ADDITIONAL SPACE"; WAIVING
15 THE PROVISIONS OF CHAPTER 126, *ORDINANCE CODE*,
16 IN ORDER TO ADDRESS IMMEDIATELY THE SPACE
17 NEEDS OF THE MEO; REQUESTING EMERGENCY PASSAGE
18 UPON INTRODUCTION; PROVIDING AN EFFECTIVE
19 DATE.
20

21 **BE IT ORDAINED** by the Council of the City of Jacksonville:

22 **Section 1. Appropriation.** For the 2017-2018 fiscal year,
23 within the City's budget, there are hereby appropriated the
24 indicated sum(s) from the account(s) listed in subsection (a) to
25 the account(s) listed in subsection (b):

26 (B.T. 18-037, attached hereto as **Exhibit 1** and incorporated herein
27 by this reference):

28 (a) Appropriated from:

29 See B.T. 18-037 \$206,000.00

30 (b) Appropriated to:

31 See B.T. 18-037 \$206,000.00

1 (c) **Explanation of Appropriation**

2 The funding above comprises a transfer of \$206,000.00
3 from General Fund - GSD to Authorized Capital Projects
4 Fund. The transfer will fund the purchase of a mobile
5 office (\$26,325.00), an outdoor walk-in morgue cooler
6 (\$86,880.00), morgue equipment (\$87,775.12), and other
7 construction costs, such as electrical connections for
8 the new facilities (\$5,019.00).

9 **Section 2. Purpose.** The purpose of the appropriation in
10 Section 1 is to address the immediate needs of the Medical
11 Examiner's Office (MEO). With the recent increase in drug related
12 overdoses, the need for autopsy services has increased
13 significantly. During the past six months, the MEO has been at
14 capacity several times for normal workload processing. The proposed
15 solution will increase refrigerated storage capacity by
16 approximately 40 spaces and the modular office will provide
17 additional needed space for personnel.

18 **Section 3. CIP Amendment.** Ordinance 2017-505-E, being
19 the 2018-2022 Five-Year Capital Improvement Program for the City
20 and certain of its independent agencies, is hereby amended to
21 provide additional funding for the project entitled "Medical
22 Examiner Facil. - Additional Space." The Project is more fully
23 described in the Project Information Sheet, attached hereto as
24 **Exhibit 2** and incorporated herein by this reference. The Council
25 finds that the deferral of this amendment of the CIP until the next
26 annual budget and CIP review will be detrimental to the best
27 interests of the community because such deferral will result in
28 unnecessary delay in addressing this critical issue. Pursuant to
29 Section 122.605(c), *Ordinance Code*, enactment of this ordinance
30 requires the affirmative vote of two-thirds of the Council members
31 present at the meeting because of the CIP amendment set forth in

1 this section. This ordinance shall constitute an amendment to
2 Ordinance 2017-505-E. In all other respects, the Five-Year Capital
3 Improvement Program approved by Ordinance 2017-505-E shall continue
4 in full force and effect.

5 **Section 4. Waiving Chapter 126, Ordinance Code.** The
6 provisions of Chapter 126 (Procurement Code), *Ordinance Code*, are
7 hereby waived in order to address immediately the space needs of
8 the MEO. Waiver of Chapter 126 will allow the MEO to quickly
9 procure needed facilities by utilizing a vendor currently under
10 contract with the MEO for other services.

11 **Section 5. Requesting emergency passage upon introduction**
12 **pursuant to Council Rules 4.901 Emergency.** Emergency passage of
13 this legislation upon introduction is requested. The nature of the
14 emergency is the need to address as soon as possible the capacity
15 needs of the Medical Examiner's Office.

16 **Section 6. Effective Date.** This ordinance shall become
17 effective upon signature by the Mayor or upon becoming effective
18 without the Mayor's signature.

19
20 Form Approved:

21
22 _____
23 Office of General Counsel

24 Legislation prepared by: James R. McCain, Jr.

25 GC-#1179431-v1-01_08_18_BT_18_037_MEO_Waiver_CIP_Emergency_Intro.doc

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10 contract with the MEO for other services.

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25 GC-#1179431-v1-01_08_18_BT_18_037_MEO_Waiver_CIP_Emergency_Intro.doc

**City of Jacksonville, Florida
Request for Budget Transfer Form**

Public Works / Public Buildings / Medical Examiner's Office
 Department or Area Responsible for Contract / Compliance / Oversight 7
 Council District(s)

Reversion of Funds: (if applicable) _____ Subfund / Indexcode / Subobject / Project Prj-DII / Grant Grt-DII _____
 Subfund 32E is an all-years subfund
 Fiscal Yr(s) of carry over (all-years funds do not require a carryover) _____

Section of Code Being Waived (if applicable): Chapter 126 CIP (yes or no): Yes

Justification for Waiver
 We are seeking a waiver of all provisions of the Procurement Code, Chapter 126, in order to immediately address the MEO space needs.

Justification for / Description of Transfer:
 To appropriate funds from the General Fund - GSD to the "Medical Examiner Facility - Additional Space" project in order to address immediate needs of the Medical Examiner's Office. This transfer will fund the purchase of a mobile office (\$26,325), an outdoor walk-in morgue cooler (\$86,880), morgue equipment (\$87,775.12), and \$5,019 for other construction costs such as electrical connections for the new facilities. These purchases will increase refrigerated storage capacity by approximately 40 spaces and the modular office will provide additional needed space for personnel.

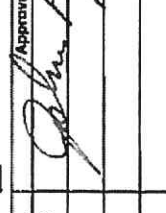
Total Amount Appropriated: \$206,000.00

CITY COUNCIL

Requesting Council Member: _____ CM's District: _____
 Requesting Council Member: _____ CM's District: _____
 Prepared By: _____ Ordinance: _____

OFFICE OF THE MAYOR

BUDGET ORDINANCE TRANSFER DIRECTIVE

Date Rec'd.	Date Fwd.	Approved	Disapproved
12/19/17	12/19/17		

Department Head _____ TD / BT Number: _____
 Mayor's Office _____
 Accounting Division _____
 Budget Division _____

Date of Action By Mayor: _____ Approved: _____
 Division Chief: Roy Birbal, Chief of Public Buildings Date Initiated: 12/19/17
 Prepared By: Alberto J. "A.J." Souto Phone Number: 255 - 8508
 Initiated / Requested By (if other than Department): _____

Budget Transfer Line Item Detail

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Rev Exp	SF ID	Subfund Title	Activity / Grant Title	Line Item / Subobject Title	Amount	Accounting Codes						
						Indexcode	Subobject	Project	Pj-Dtl	Grant	Grt-Dtl	
					\$412,000.00							
REV	011	GENERAL FUND - GSD	GENERAL FUND - GENERAL SERVICE DISTRICT	NC-TRANSFERS FROM FUND BALANCE	\$206,000.00	JXSF011	38901					
REV	32E	AUTHORIZED CAPITAL PROJECTS	MEDICAL EXAMINER FACIL.- ADDITIONAL SPACE	INTERFUND TRANSFER IN (09191)	\$206,000.00	TRINS2EFR011	38191	PW0105	02			

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Rev Exp	SF ID	Subfund Title	Activity / Grant Title	Line Item / Subobject Title	Amount	Accounting Codes						
						Indexcode	Subobject	Project	Pj-Dtl	Grant	Grt-Dtl	
					\$412,000.00							
EXP	011	GENERAL FUND - GSD	GENERAL FUND GSD TRANSFER TO AUTHORIZED CAPITAL PROJECTS FUND	INTERFUND TRANSFER OUT (38191)	\$206,000.00	TROU011TO32E	08191					
EXP	32E	AUTHORIZED CAPITAL PROJECTS	MEDICAL EXAMINER FACIL.- ADDITIONAL SPACE	OTHER STRUCTURES AND FACILITIES	\$113,205.00	PWCP32EPB519	06338	PW0105	02			
EXP	32E	AUTHORIZED CAPITAL PROJECTS	MEDICAL EXAMINER FACIL.- ADDITIONAL SPACE	SPECIALIZED EQUIPMENT	\$87,776.00	PWCP32EPB519	06429	PW0105	02			
EXP	32E	AUTHORIZED CAPITAL PROJECTS	MEDICAL EXAMINER FACIL.- ADDITIONAL SPACE	OTHER CONSTRUCTION COSTS	\$5,019.00	PWCP32EPB519	06505	PW0105	02			

LEGISLATIVE FACT SHEET

DATE: 12/19/17

BT or RC No: _____
(Administration & City Council Bills)

SPONSOR: Public Works / Public Buildings / Medical Examiners Office
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: _____

Provide Name: John P. Pappas

Contact Number: 255 - 8707

Email Address: pappas@coj.net

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council Introduced legislation and the Administration is responsible for all other legislation. (Minimum of 350 words - Maximum of 1 page.)

With the recent increase in drug related overdoses, the need for autopsy services has increased significantly. The current space allocation at the Medical Examiner's Office (MEO) is very restrictive in providing both services and staff workspace. Currently, the maximum number of bodies that can be accommodated is approximately 45. During the past six months, the MEO has been at capacity several times for normal workload processing. The proposed solution will increase refrigerated storage capacity by approximately 40 spaces and the modular office will provide additional needed space for personnel. We are seeking a waiver of all provisions of the Procurement Code, Chapter 126, in order to immediately address the MEO space needs. Once the legislation is approved by the City Council, a waiver of chapter 126 will allow us to quickly procure the items for the MEO by utilizing a vendor currently under contract with the MEO for other services. Deferral of this amendment of the CIP until the next annual budget and CIP review will be detrimental to the best interest of the community because such deferral will result in the unnecessary delay of addressing this critical issue.

APPROPRIATION: Total Amount Appropriated \$206,000.00 as follows:
 List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s)	From: _____	Amount: _____
	To: _____	Amount: _____
Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of City of Jacksonville Funding Source(s):	From: General Fund - GSD	Amount: \$206,000.00
	To: Authorized Capital Projects Fund	Amount: \$206,000.00
Name of In-Kind Contribution(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name & Number of Bond Account(s):	From: _____	Amount: _____
	To: _____	Amount: _____

PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

This is an appropriation of a pay-go contribution from the General Fund - General Service District. This transfer will not cause the City to incur any additional debt.

ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS:

Emergency? Yes No

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

We are requesting emergency passage in order to address the capacity needs of the Medical Examiner's Office.

Federal or State Mandate? Yes No

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year Carryover?

Note: If yes, note must include explanation of all-year subfund carryover language.

Subfund 32E is an all-years subfund

CIP Amendment?

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract / Agreement Approval?

Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted?

Related RC/BT?

Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code?

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

We are seeking a waiver of all provisions of the Procurement Code, Chapter 126, in order to immediately address the MEO space needs. Once the legislation is approved by the City Council, a waiver of chapter 126 will allow us to quickly procure the items for the MEO.

Code Exception?

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted Ordinances?

Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

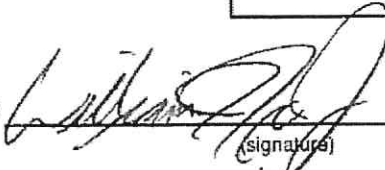
ACTION ITEMS: **Yes** **No**
 Continuation of Grant?

Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

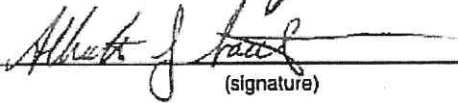
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate form(s).

Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating

Sv
 Division Chief: 
(signature)

Date: 12/19/2017

Prepared By: 
(signature)

Date: 12/19/2017

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o Roselyn Chall, Budget Office, St. James Suite 325

Thru: John P. Pappas, P.E., Director of Public Works

(Name, Job Title, Department)

Phone: 255 - 8707

E-mail: pappas@coj.net

From: Roy Birbal, Chief of Public Buildings Division

Initiating Department Representative (Name, Job Title, Department)

Phone: 255 - 4330

E-mail: rbirbal@coj.net

Primary Contact: Roy Birbal, Chief of Public Buildings Division

(Name, Job Title, Department)

Phone: 255 - 4330

E-mail: rbirbal@coj.net

CC: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: akshelton@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Peggy Sidman, Office of General Counsel, St. James Suite 480

Phone: 904-630-4647

E-mail: psidman@coj.net

From:

Initiating Council Member / Independent Agency / Constitutional Officer

Phone: _____

E-mail: _____

Primary

Contact: _____
(Name, Job Title, Department)

Phone: _____

E-mail: _____

CC: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: akshelton@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item: Yes No

Boards Action / Resolution?

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED

