

Bryan, Nicole V (ELC)

From: Bryan, Nicole V (ELC)
Sent: Wednesday, August 2, 2023 12:32 PM
To: Bart Frazer
Cc: Halbmaier, Rebecca L (ELC); Van, Renita (ELC)
Subject: RE: Ordinance Codification Grant Application Crittenden County

Hello Mr. Frazer,

Thank you for submitting a FY24C2 Local Records Program Grants application for the preservation of your public records.

I am sending this correspondence as a courtesy. As submitted, the application will not move forward to the Local Records Grant Review Committee because there are missing required application documents.

There is time to modify/update the application as the official FY24C2 application close date is September 8, 2023.

The Codification Invitation for Bid Proposal and the Codification Invitation for Bid Proposal Attachment (attachment) were not included in the application. The attachment should specify the records (ordinances, date span and series number), and what the office requires (number of copies, format of copies, etc.). Also, there is no advertisement included in the application.

The bids are different: one specifies five bound copies; one specifies three bound copies; and one specifies online hosting (which is not allowed). Each bid must match the others (regarding the work specified/requested). Additionally, the requested funds (in the application) do not match either bid. Grant awards are made based on the lowest bid vendor cost; we do not recommend an estimated or rounded-up amount for funding approval.

The bids should also be dated. I cannot locate a date on the Municode/CivicPlus bid.

Review the Local Records (LR) Grant Guidelines, page 8. [LRGrantGuidelines](#)

Please also be mindful that some vendors specify that the bid (quoted) amount is valid for a certain number of days (thirty (30) days, sixty (60) days). Funding decisions will not be made until December and the award will be made at the lowest bid amount in the application. If the lowest bid amount changes between application submission and the funding decision, the award may not be increased. The local agency will be responsible for the difference.

If you have questions, please let us know. You can submit an updated application at your convenience, prior to or on September 8.

Your RA (Regional Administrator) is available to assist. Rebecca (Becca) Halbmaier, Rebecca.Halbmaier@ky.gov or 270.991.5195.

Thank you,

Nicole Bryan

Local Records Branch Manager
Archives and Records Management Division
Kentucky Department for Libraries and Archives
PO Box 537
300 Coffee Tree Road
Frankfort, KY 40602-0537
502.564.1745
502.564.5773 fax

From: Bart Frazer <bart.frazer@crittendencountyky.org>
Sent: Wednesday, July 26, 2023 9:01 AM
To: KDLA LRB Application <LRB.Application@ky.gov>
Cc: Halbmaier, Rebecca L (ELC) <rebecca.halbmaier@ky.gov>
Subject: Ordinance Codification Grant Application Crittenden County

****CAUTION** PDF attachments may contain links to malicious sites. Please contact the COT Service Desk ServiceCorrespondence@ky.gov for any assistance.**

This Message Originated from Outside the Organization

This Message Is From an External Sender.

Report Suspicious



Please see our application for consideration of the Ordinance Codification Grant.

Thank you very much
Bart Frazer



Robert B. Frazer
Crittenden County Attorney
200 South Main Street
P.O. Box 364
Marion, Kentucky 42064
(270) 965-4600
bart.frazer@crittendencountyky.org

This entire electronic mail message and any continued threads or exchanges ("e-mail") contains private information. Receipt by anyone other than a named addressee does not waive the e-mail's confidential nature. If you are not this e-mail's intended recipient, please immediately notify us and remove this e-mail from your record-keeping facilities.

This e-mail does not waive service of process or acknowledge personal jurisdiction regarding any disputed matter without a formal appearance by counsel and a concurrent waiver imposed by stipulation or court rule.

Our client communications are protected from involuntary disclosure: (1) by the rules of evidence and procedure adopted by all state and federal courts in the United States (including Fed. R. Evid. 501-502); (2) by the Electronic Communications Privacy Act (18 U.S.C. §§ [2510-2522](#)); and (3) by the Hague Convention of March 18, 1970 (ratified by Congress at 28 U.S.C. § 1781). However, receiving this e-mail does not form an attorney-client relationship with us in the absence of a separate agreement to do so.

This Disclosure may be required by Circular 230 issued by the Department of Treasury and the Internal Revenue Service. If this e-mail, including any attachments, contains any federal tax advice, such advice is not intended or written by the practitioner to be used, and it may not be used by any taxpayer, for the purpose of avoiding penalties that may be imposed on the taxpayer. Furthermore, any federal tax advice herein (including any attachment hereto) may not be

used or referred to in promoting, marketing or recommending a transaction or arrangement to another party. Further information concerning this disclosure, and the reasons for such disclosure, may be obtained upon request from the author of this e-mail. Thank you.
