

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

April Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

15th day of April 20 03

the following, among other proceedings, were had, viz:

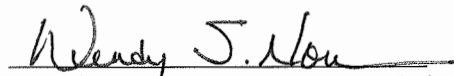
Now on this day, the County Commission of the County of Boone does hereby authorize the disposal of seven (7) P100 and P200 Motorola Portable radios and transfer said radios to Harrisburg R-VII Schools. It is further ordered that the Presiding Commissioner be hereby authorized to sign said disposal request forms.

Done this 15th day of April, 2003.



Keith Schnarre
 Presiding Commissioner

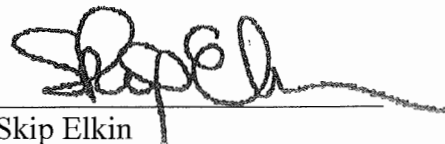
ATTEST:



Wendy S. Noren
 Clerk of the County Commission

ABSENT

Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner

Boone County Purchasing

Marlene Ridgway
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
(573) 886-4392

187-2003

MEMORANDUM

TO: Boone County Commission
FROM: Marlene Ridgway *MR*
RE: Surplus Items
DATE: April 9, 2003

The Sheriff's Department is requesting disposal of 7 P100 and P200 Motorola portable radios and to be allowed to transfer these radios to the Harrisburg R-VII Schools. Currently, the School Resource Officer, Mark Sullivan, is providing the school law enforcement as well as the community activity as necessary since Harrisburg is one of the municipalities that do not have law enforcement and rely heavily on our Sheriff's Department. Officer Sullivan is working with Bill View, the Superintendent, to improve security measures. Communications is an area that needs to be enhanced. The Sheriff's Department has replaced these radios with Motorola HT1000s.

The disposal forms are attached.

APR 07 2003

**BOONE COUNTY SHERIFF'S DEPARTMENT
INTER-OFFICE MEMORANDUM**

DATE: April 2, 2003

TO: Auditor, Purchasing and County Commission

FROM: Capt. Beverly Braun

SUBJECT: Outdated radios

I am attaching 7 of the "Request for Disposal of County Property" forms for outdated P100 and P200 Motorola Portable radios. I am requesting that we be allowed to transfer these 7 outdated radios to Harrisburg R-VIII schools. Our School Resource Officer, Mark Sullivan is working with Bill View, the superintendent on security measures that need to be implemented. Communications is an area that needs to be enhanced.

We are currently using HT1000 in both enforcement and jail. The P100 and P200 portables only have the 2 channels and have been taken out of service.

Harrisburg is one of the municipalities that do not have law enforcement and rely on our department. Mark Sullivan is providing both the school law enforcement as well as the community activity as is necessary.

Please let me know as soon as possible if we can make this equipment transfer. Thank you.



HARRISBURG R-VIII SCHOOL DISTRICT

Home of the Bulldogs

April 2, 2003
Two-way radios

Boone County Sheriff's Department
Boone County, Missouri

To Whom It May Concern:

Our school resource office, Mark Sullivan suggested we contact your office with an official request for surplus two-way radios.

The Harrisburg R-VIII School District respectfully requests to receive any older model radios the department is currently not using. Our district could take advantage of those radios to assist with security activities within the district.

Respectfully,

A handwritten signature in black ink that reads "Bill View". The signature is written in a cursive style with a large, looping "V" at the end.

Bill View
Superintendent
Harrisburg Schools

cc: Mark Sullivan
School Resource Officer

Administration Office
180 West Sexton
Harrisburg, MO 65256-9700
Phone (573)875-5604
Fax (573)875-8877

High School Office
221 South Harris
Harrisburg, MO 65256-9706
Phone (573)875-5602
Fax (573)443-1559

Elementary Office
221 South Harris
Harrisburg, MO 65256-9706
Phone (573)875-0290
Fax (573)875-8572

South Campus
801 South Harris
Harrisburg, MO 65258
Phone (573)817-5857

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.


April Session of the February Adjourned Term. 20 03

In the County Commission of said county, on the 15th day of April 20 03

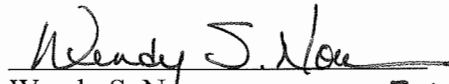
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve the Water Line Relocation Cost Allocation Agreement for the Judy School Road Realignment Project with Public Water Supply District No. 9. It is further ordered that the Presiding Commissioner be hereby authorized to sign said agreement.


Done this 15th day of April, 2003.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren *sv*
Clerk of the County Commission

ABSENT
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

**WATER LINE RELOCATION COST ALLOCATION AGREEMENT
JUDY SCHOOL ROAD REALIGNMENT**

THIS AGREEMENT, dated the 15 day of APRIL, 2003, is made by and between **BOONE COUNTY, MISSOURI**, through its County Commission ("County") and **PUBLIC WATER SUPPLY DISTRICT NO. 9** of Boone County, Missouri ("District").

In consideration of each Party's performance of the obligations set forth in this Agreement, the Parties agree to the following:

1. Background and Purposes of Agreement. The County has prepared, or is in the process of preparing, Final Plans and Specifications for road improvements, known as the Judy School Road Realignment Project ("the Project"), which such Plans and Specifications are described as follows: Judy School Road Realignment plans prepared by the A CIVIL Group, dated June 3, 2002, and which such Final Plans and Specifications ("the Project Plans") have been provided to District. It has been determined that the Project will require improvement of Water Lines owned by District in areas which will be disturbed by construction for the Project, or will be affected by the Project. Both Parties desire to coordinate their work in order to assure that Road construction work for the Project can go forward and be completed without unreasonable delay and without disruption of water service to District's customers. County intends to reimburse District for all or a part of its actual Water Line improvement costs incurred by District in improving those Water Lines which must be improved because of the Project. In order to accomplish these objectives, County and District are entering into this Agreement. This Agreement is entered into by the County and the District pursuant to that Cooperative Agreement ("the Cooperative Agreement") between the County and various Public Water Supply Districts located in Boone County, Missouri, dated June 6, 2001, which is incorporated herein by reference.

2. Terms/Definitions. Unless the context clearly indicates otherwise, each term used in this Agreement, which is defined in Section 2 "Definitions" of the Cooperative Agreement, shall have the same meaning as is provided for by Section 2 of the Cooperative Agreement.

3. Water Line Improvement Plan. District has submitted to County and County has approved a Water Line Evaluation and Plan for District's Water Lines which contains options for avoiding or eliminating conflicts between Water Lines and the County Project. The County and District have agreed upon the exercise of an design option and solution that meets the needs of both Parties with respect to avoidance or elimination of such conflicts ("the Water Line Plan"). The option and Preliminary Waterline Plan agreed upon is described as follows: Simple price quote to encase existing waterline "In Place" in areas identified by Boone County Public Works as location roadway will relocate to.

Further, the County has completed or is in the process of completing Final Project Plans and has submitted or intends to submit those Final Project Plans to District within the time periods permitted by the Cooperative Agreement. Promptly upon receipt of County's Project Plans (if not already received), and of a written request of the County that District so proceed, for improvement and/or other work on District's Water Lines based upon the Water Line Plan and the design option specified above. County agrees to compensate District for the actual costs incurred by District in implementing the Final Water Line Plan as follows:

District shall be permitted to submit to County, on a monthly basis, invoices for those portions of District's fees and costs for completion of the Final Water Line Plan, which are to be paid by County, pursuant to this Paragraph 3. All such invoices which are properly payable by County, shall be paid by County within thirty (30) days of the date of submission to County. All costs and expenses shall be documented by District in sufficient detail and with receipts and other evidence of expense as shall be required by the Auditor of Boone County, Missouri. The County shall have the right to withhold payment on undocumented costs and expenses which are not approved by the Auditor of Boone County, Missouri.

4. Easement Acquisition. Implementation of the Water Line improvement Plan does require acquisition by District of new private Water Line Easements. If the provisions of this Paragraph 4 state that implementation of the Water Line improvement Plan will require acquisition of new private Water Line Easements by District, then the acquisition of such new private Water Line Easements shall be coordinated with, or performed by, County, as a part of the County's Road Right-of-Way and Easement acquisition process, consistent with that "Cooperative Agreement".

5. Water Line Improvement. Subject to this Agreement and the Cooperative Agreement, District agrees to perform, or to cause to be performed, the Water Line Improvement work, or other work, provided for by the Final Water Line Plan, before the scheduled commencement of Road Construction for the Project, or to perform, or to cause to be performed, such work in coordination with the Road construction work required for the Project, so as to not delay the Project.

6. Selection of Option for Performing Work. District has determined that the actual construction work under the Final Water Line Plan ("the Water Line Work") required for the Project will be performed as follows:

 X By District's own forces.

District shall be solely responsible for performance of the Water Line Work, determining the contractor to be chosen for any Water Line Work which is bid by District or bid as an alternate bid with the Project bid letting; for entering into its own construction contract for the Water Line Improvement Work and administering such contract when bid by District or bid as an alternate bid under County's project bid; and District shall be exclusively responsible for the performance and supervision of Water Line Work when such work is included in a County contract for the Project. The expense of the Water Line Improvement Work shall be subject to allocation between District and County, as more specifically described below in this Agreement.

7. Parts of Water Line for Which County is Obligated to Pay Improvement Costs.

County agrees that County is obligated to reimburse District for District's costs incurred for Improvement that portion or those portions of District's existing Water Lines, or other Water Line Work, described as follows: Encase existing waterline "In Place" at locations identified by Boone County Public Works as locations roadway will relocate to.

The cost to be reimbursed by County to District for improving such portions of the Water Line shall be determined, pursuant to this Agreement, without inclusion of the expense and cost of upgrade in size or capacity, meaning that all incremental costs associated solely with such upgrades shall be the District's responsibility.

8. Construction Cost Allocation. County agrees to compensate District for the actual cost of the Water Line Improvement Work for those parts of the Water Line for which County is obligated to reimburse District for the Water Line Work, as described in Paragraph 7 above, on the basis of the following:

- X The actual cost of Improvement incurred by District using its own forces, based upon: (i) the actual cost of materials; and (ii) District's actual cost for use of District's personnel, including salaries or wages (allocated on an hourly basis for hours actually devoted to the work) plus District's share of payroll taxes, fringe benefits and District's reasonably allocated insurance costs, including worker's compensation insurance costs; and (iii) reasonable equipment rates for use of District's equipment, which shall not exceed the reasonable rental rates chargeable in Boone County, Missouri for similar equipment; and (iv) all of District's other reasonable, out of pocket costs and expenses which are necessarily and reasonably incurred to accomplish the Water Line Work, not to exceed the sum of Twelve Thousand Dollars (\$12,000) unless a higher amount is approved by County prior to performance of additional work requiring a higher amount. All such actual costs and expenses shall be documented by District in sufficient detail and with receipts and other evidence of expense as shall be required by the Auditor of Boone County, Missouri.

District shall be permitted to submit invoices to County, on a monthly basis, with such invoices to be submitted on or near the first day of each month, for County's share of the Water Line Work, determined in accordance with the provisions of this Paragraph 8, for construction accomplished during the previous month. All invoices which are properly payable by County shall be paid by County within thirty days (30) of the date of their submission to County. The County shall have the right to withhold payment on undocumented costs and expenses which are not approved by the Auditor of Boone County, Missouri.

9. Cost of Inspection. County and District agree that County shall compensate District for the actual costs incurred by District in inspecting the Water Line Improvement Work, during construction, for those parts of the Water Line for which County is obligated to reimburse District

for the Water Line Improvement costs, as described in Paragraph 7 above, or as follows, or on the basis of the following:

 X A lump sum for all inspection work in the amount of One Hundred Dollars (\$100.00).

District may invoice County, at monthly intervals, on or before the first day of each month, for the County's share of inspection costs incurred by the District, during the previous month, as the County's share of inspection costs is reasonably determined in accordance with the provisions of this Paragraph 9. All such invoices, which are properly payable, shall be payable within thirty (30) days of submission. The County shall have the right to withhold payment on undocumented costs and expenses which are not approved by the Auditor of Boone County, Missouri.

10. Easement Cost Allocation. If applicable, County and District agree, with respect to the acquisition of the new private Water Line Easements required by District for implementation of the Water Line Improvement plan, as follows: County to acquire easement on existing waterline at current location.

11. Location. County agrees to physically locate and mark by flags, or other appropriate surface markings, the Road Right-of-Way in areas involved with District's Water Line Improvement and installation along the above described Project. County's markings shall include the boundaries of County's Right-of-Way and the centerline station numbers of County's Project, so that District can identify both the boundaries of the Road Right-of-Way and the various centerline stations, by station number.

12. Coordination of Work and Time Limits. The County and District agree to use their best efforts to coordinate all engineering and construction work to be performed under this Agreement. The agreements between County and District for the sharing of costs for the preparation of the Final Water Line Plan, under Paragraph 3 of this Agreement and the agreement for sharing costs of physically Improving Water Lines, under Paragraph 8 of this Agreement, shall be subject to the time limits for performance specified in the Cooperative Agreement unless the District and County mutually agree, in writing, to shorten or extend the times for performance, which agreement shall not be withheld when reasonable cause exists to modify the times for performance. Reasonable cause to modify the times for performance shall exist when work to be performed takes less time to perform than anticipated, or when scheduled work is delayed for reasons outside of the control of either Party to this Agreement, or when it is otherwise mutually agreed that the schedule for work should be modified for other good and sufficient reasons. If either the County or District suspends or terminates scheduled work to be performed under this Agreement, then the Party causing such suspension or termination shall be liable for the actual costs and expenses incurred by the other Party resulting from suspension or termination, provided that in the event suspension or termination occurs, both parties shall be required to mitigate any financial loss they may incur as a result of suspension or termination.

13. Letting of Bids or Commencement of Construction Work.

A. If Work is to be Performed by District's Own Forces. If Paragraph 6 of this Contract indicates that District is going to perform the Relocation Work with its own forces, then,

upon receipt from the County of a written request that District proceed with the Water Line Improvement Work, District shall so proceed with the work, as soon as is reasonably practicable, and shall complete such work within approximately One Hundred Twenty (120) days of the date of the County's request that the District proceed with the Water Line Relocation Work.

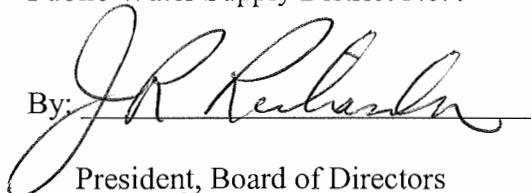
14. Coordination of Work. The County and District agree to use their best efforts, and good faith, to coordinate all engineering and construction work to be performed under this Agreement.

15. Extension of Time. Subject to Paragraph 16 below, the times for performance specified herein shall be extended when scheduled work is delayed for reasons outside the control of the Party to this agreement who is required to perform such work or to cause such work to be performed, or when it is otherwise mutually agreed that the schedule for work should be modified for good and sufficient cause. If either party to this Agreement becomes and aware of a need for an extension of time or of a delay in the work, then such party shall promptly notify the other party, in writing, of the need for such extension, or of the delay, and of the anticipated extent of such delay.

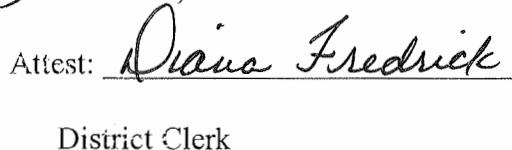
16. Suspension or Termination of Work. If either County or District, without the consent of the other Party, suspends or terminates schedule work to be performed under this Agreement, and, as a result, the other party sustain additional cost or expense, then the Party causing such suspension or termination shall be liable to the other Party for the actual costs and expenses incurred by the other Party as a result of such suspension or termination; provided that, in the event suspension or termination occurs, both parties shall be required to mitigate any financial loss they may incur as a result of the suspension or termination.

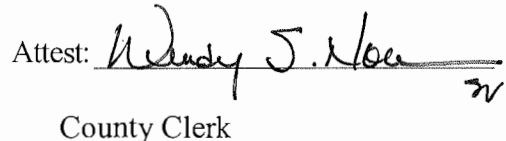
Public Water Supply District No. 9

Boone County, Missouri

By: 
President, Board of Directors

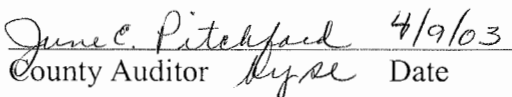
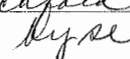
By: 
Presiding Commissioner


Attest: 
District Clerk

Attest: 
County Clerk

Approved as to sufficient unencumbered appropriations:

Approved as to form:

 4/9/03
County Auditor  Date

 4/8/03
County Attorney Date

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned Term. 20 03

In the County Commission of said county, on the 15th day of April 20 03

the following, among other proceedings, were had, viz:

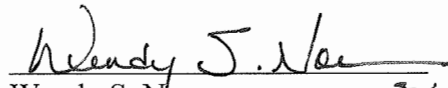
Now on this day, the County Commission of the County of Boone does hereby approve the Proposal for Consultant Services with Butler Rosenbury and Partners, Inc for the Boone County Courthouse and Johnson Building Space Analysis project. It is further ordered that the Presiding Commissioner be hereby authorized to sign said proposal.

Done this 15th day of April, 2003.



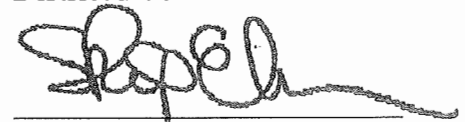
Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT

Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES 189-2003

Effective the 15 day of APRIL, 2003, Boone County, Missouri, a political subdivision of the state of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Butler, Rosenbury, & Partners, Inc.

Project/Work Description: Boone County Courthouse and Johnson Building Space Analysis

Proposal Description: (identify proposal by date, person issuing proposal and attach a copy of proposal) See attached letter from Robert Perry to Doug Jackson dated January 17, 2003, meeting minutes of February 27, 2003 prepared by Jennifer Wilson dated March 3, 2003, and proposal letter to David Mink from Jennifer Wilson dated March 7, 2003.

Modifications to Proposal: (identify any modifications or attach correspondence modifying proposal, or show as not applicable) Fees in lump sum amount of \$38,480.00; reimbursable expenses at cost not to exceed \$595.00. In addition, all fees and expenses shall be allocated as incurred to either the Courthouse or Johnson Building projects, in a form satisfactory to the County Auditor.

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above described proposal and any approved modifications to the proposal, both of which shall be in accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year on file with the Boone County Public Works Department, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the general Consultant Services Agreement, the terms and conditions of the general agreement shall control unless the proposal approved herein specifically identifies a term or condition of the general Consultant Services Agreement that shall not be applicable.

CONSULTANT

By [Signature]
Title EXECUTIVE VICE PRESIDENT

Dated: 4-15-03

APPROVED AS TO FORM:

[Signature]
County Counselor

APPROVED:

[Signature]
Director, Boone County Public Works

BOONE COUNTY, MISSOURI

By [Signature]
Presiding Commissioner

Dated: 15 APRIL 2003

ATTEST:

[Signature]
County Clerk

CERTIFICATION:

I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.

[Signature] Auditor Date 4/10/03

4000-71211 #28,560
4011-71211 #9920
4000-71212 #595
total = \$39,075



• Architecture
• Engineering
• Interior Design
• Planning & Development

March 7, 2003

Mr. David Mink, P.E.
Boone County
Public Works
601 E. Walnut
Columbia, MO 65201

Re: Boone County Courthouse & Johnson Building

Dear David:

Thank you for the opportunity to submit a proposal for space analysis services for the Boone County Courthouse and the Johnson Building. We propose these services for a Stipulated Sum Fee of \$38,480.00.

This fee proposal is based upon the scope of services outlined in the letter from Bob Perry dated January 17, 2003, and a meeting held on February 27, 2003 attended by Commissioner Elkin, Bob Perry, Tim Rosenbury, you and me. Please see the attached sheet for scope and schedule information. The deliverables for this project shall be:

- Summary memoranda of each meeting and interview.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the site.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the Boone County Courthouse.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the Johnson Building.
- Report that indicates background and criteria utilized for the diagrams. This report shall include additional parking requirements.
- Computer generated 3-D rendering of the existing courthouse and the proposed addition.
- Cost estimate.

We look forward to a successful project with Boone County.

Sincerely,

BUTLER, ROSENBERY & PARTNERS, INC.

A handwritten signature in cursive script that reads "Jennifer Wilson".

Jennifer Wilson
Architect

:jlw

Enclosures: Fee and Project Schedule



To David Mink, PE
March 7, 2003
Page 2

cc: Commissioner Elkin
Bob Perry
Tim Rosenbury

Services and Fee Proposal, Attachment 1a
Boone County Courthouse
Proposed Pre-Design Phase

Butler, Rosenbury & Partners, Inc.
 April 9, 2003

Task Description	Principal Rate \$145.00		Architect II Rate \$70.00		Intern III Rate \$60.00		Total Cost	Estimated Reimbursable Expenses	Date Completed
	Hours	Cost	Hours	Cost	Hours	Cost			
Research								\$250.00	4/16/2003
Interviews	12	\$1,740.00	12	\$840.00	0	\$0.00	\$2,580.00		
Document Interviews	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Load Cadd files of buildings and site information	0	\$0.00	20	\$1,400.00	0	\$0.00	\$1,400.00		
Program	6	\$870.00	12	\$840.00	0	\$0.00	\$1,710.00		4/18/2003
Preliminary Schemes								\$125.00	5/9/2003
Sketch relationships in plan	14	\$2,030.00	25	\$1,750.00	0	\$0.00	\$3,780.00		
3-D rendering	0	\$0.00	0	\$0.00	40	\$2,400.00	\$2,400.00		
Cost Estimates	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Meeting with client	6	\$870.00	6	\$420.00	0	\$0.00	\$1,290.00		
Final Schemes									5/21/2003
Sketch relationships in plan	14	\$2,030.00	25	\$1,750.00	0	\$0.00	\$3,780.00		
Coordinate with client	2	\$290.00	14	\$980.00	0	\$0.00	\$1,270.00		
Revisions to 3-D rendering	0	\$0.00	2	\$140.00	8	\$480.00	\$620.00		
Final Presentation								\$200.00	5/30/2003
PowerPoint Presentation	2	\$290.00	2	\$140.00	16	\$960.00	\$1,390.00		
Presentation Diagrams	2	\$290.00	20	\$1,400.00	0	\$0.00	\$1,690.00		
Report Preparation	6	\$870.00	10	\$700.00	8	\$480.00	\$2,050.00		
Meeting with client	6	\$870.00	6	\$420.00	0	\$0.00	\$1,290.00		
Revisions per comments	2	\$290.00	16	\$1,120.00	8	\$480.00	\$1,890.00	\$20.00	6/6/2003
TOTALS	76	\$11,020.00	182	\$12,740.00	80	\$4,800.00	\$28,560.00	\$595.00	

Services and Fee Proposal, Attachment 1b
 Johnson Building
 Proposed Pre-Design Phase

Butler, Rosenbury & Partners, Inc.
 April 9, 2003

Task Description	Principal Rate \$145.00		Architect II Rate \$70.00		Intern III Rate \$60.00		Total Cost	Estimated Reimbursable Expenses	Date Completed
	Hours	Cost	Hours	Cost	Hours	Cost			
Research									4/16/2003
Interviews	4	\$580.00	4	\$280.00	0	\$0.00	\$860.00		
Document Interviews	0	\$0.00	2	\$140.00	0	\$0.00	\$140.00		
Load Cadd files of buildings and site information	0	\$0.00	4	\$280.00	0	\$0.00	\$280.00		
Program	2	\$290.00	4	\$280.00	0	\$0.00	\$570.00		4/18/2003
Preliminary Schemes									5/9/2003
Sketch relationships in plan	6	\$870.00	15	\$1,050.00	0	\$0.00	\$1,920.00		
Cost Estimates	0	\$0.00	2	\$140.00	0	\$0.00	\$140.00		
Meeting with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Final Schemes									5/21/2003
Sketch relationships in plan	6	\$870.00	15	\$1,050.00	0	\$0.00	\$1,920.00		
Coordinate with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Final Presentation									5/30/2003
PowerPoint Presentation	0	\$0.00	0	\$0.00	8	\$480.00	\$480.00		
Presentation Diagrams	0	\$0.00	4	\$280.00	0	\$0.00	\$280.00		
Report Preparation	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Meeting with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Revisions per comments	2	\$290.00	8	\$560.00	8	\$480.00	\$1,330.00		6/6/2003
TOTALS	28	\$4,060.00	70	\$4,900.00	16	\$960.00	\$9,920.00	\$0.00	

BLUE
CORR



Office of Court Administrator Thirteenth Judicial Circuit Court

Robert L. Perry
Court Administrator

Kathy S. Lloyd
Assistant to the
Court Administrator

January 17, 2003

Doug Jackson
Butler Rosenbury & Partners, Inc.
300 South Jefferson, Suite 505
Springfield, MO 65806

Re: Planning for Future Courthouse Expansion

Dear Doug:

We are so pleased that the county commission allocated funds to proceed with planning for future courthouse expansion. We look forward to working with your firm in this effort.

Enclosed you will find three reports related to courthouse expansion.

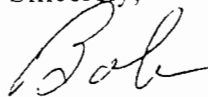
- 1) *Boone County Government Space Needs Study* prepared by Peckham & Wright Architects, Inc. (January 2001).
- 2) *Courthouse Expansion Project Possible Space Utilization Plan* prepared by Office of Court Administrator (June 2001).
- 3) *Boone County Judicial and Law Enforcement Task Force Final Report* (October 2001).

I want to emphasize that the possible space utilization plan developed by my office was not presented as the recommended plan, rather it was presented as one option. Over the past several years, considerable discussion has been held from time to time on the question, "What office, if any, could be located outside the courthouse?" The conclusion reached was that the Juvenile Office could be located outside the courthouse providing that it was in close proximity. The option described in the June 2001 report is based on the Juvenile Office remaining in the courthouse. While not specifically noted in the report, this option contemplated that the Circuit Clerk's Office would be housed on the second floor with the present staff group now located on the first floor being moved to the second floor.

Letter to Doug Jackson
January 17, 2003
Page 2

It is my understanding that you will be contacted by Commissioner Elkin or David Mink regarding cost of fees for your services to be provided. I think it might be helpful that we hold an initial meeting to discuss the overall planning strategy around the first of February. Participants from here would be Commissioner Elkin, David Mink and myself. Please give me a call in this regard as I will be glad to coordinate the date and place of our meeting with Commissioner Elkin and David Mink.

Sincerely,



Robert L. Perry
Court Administrator

RLP/map

Enclosures

cc: Judge Hamilton
Commissioner Elkin
David Mink



300 S. Jefferson, Suite 505 *Architecture*
Springfield, Missouri 65806 *Interior Design*
Phone (417) 865-6100 *Structural Engineering*
Fax (417) 865-6102 *Planning & Development*

YOUR VISION. OUR FOCUS.

MEMORANDUM

Date March 3, 2003
To Bob Perry
From Jennifer Wilson *JW*
Copies Commissioner Skip Elkin
 David Mink
 Tim Rosenbury
Regarding Boone County Courthouse

This documents a meeting held on February 27, 2003 at the offices of the Boone County Commissioners. Commissioner Elkin, David Mink, Tim Rosenbury, you and I were present. The following information was discussed:

1. Butler Rosenbury & Partners' contract with Boone County shall include a space planning analysis of the Boone County Courthouse and the Johnson Building.
2. All correspondence for this project shall be copied to Commissioner Elkin, David Mink and you.
3. This analysis shall consider the following criteria:
 - A. Floor area requirements of individual departments.
 - B. Functional relationships between the departments.
 - C. Condition of construction of the Johnson Building.
 - D. Parking requirements. David stated that the county would forward 8 ½ x 11 sketches of the parking lots to BR&P. BR&P shall load that information into CADD to create a base map.
 - E. ADA improvements.
 - F. Heating and cooling upgrade requirements.
 - G. Availability and cost of adjacent properties.
 - H. Construction logistics and project phasing.
 - I. Security.
4. In order to determine floor area requirements of individual departments, BR&P shall contact and interview the following people. Meeting minutes from these interviews shall be forwarded to Commissioner Elkin, David Mink and you.
 - A. Catherine Benson, Public Defender
 - B. Regional office representative of the Public Defender's office.
 - C. Kevin Crane, Prosecuting Attorney
 - D. Connie Hendren, Public Administrator
 - E. Cheryl Whitemarsh, Circuit Clerk
5. You stated that you would contact the following people in order to schedule interviews with BR&P and you to determine floor area requirements of individual departments. Meeting minutes from these interviews shall be forwarded to

Commissioner Elkin, David Mink and you.

- A. Judge Hamilton
 - B. Melody Garnett, I/T Supervisor
 - C. Jack Wonneman, Court Marshall
 - D. Darrell Martin, Circuit Services Supervisor
 - E. Rick Gaines, Juvenile Officer
6. Currently, county records are stored on the second floor of the Johnson Building. Those records shall be relocated. This analysis shall consider what functions could move into that vacated space. This project shall be a near to mid term project. The following suggestions were made:
 - A. Expansion for the Public Defender's office.
 - B. Juvenile Offices. If the juvenile offices were relocated to this building, then a separate entrance for that space shall be provided.
 7. This analysis shall also consider whether the Public Defender's office shall remain in the Johnson Building.
 8. Currently, the child support staff of the Prosecuting Attorney's office is located in the Guitar Building. This is a privately owned building. This analysis shall consider the feasibility of relocating those offices. Functionally, they do not need to be relocated to the courthouse.
 9. The structure of the north half of the courthouse was sized to allow the construction of two additional floors. Commissioner Elkin stated that if it was determined that an additional floor was needed, and then he would prefer to build both levels. This would allow economy of construction and future expansion possibilities.
 10. BR&P shall provide a computer rendering that includes the existing dome and the new addition to the courthouse to determine if the scale of the addition would "dwarf" the dome.
 11. The project deliverables shall be as follows:
 - A. Site analysis diagrams that indicate revisions to the project site.
 - B. Floor plan diagrams that indicate additional construction and department locations.
 - C. A written report that indicates the criteria that was used to accomplish items 11A & 11B.
 - D. Computer generated 3-d rendering that includes an exterior image of the existing courthouse structure and the new addition.
 - E. Cost estimate.
 12. The final analysis shall be completed July, 2003.
 13. BR&P shall forward a proposal for this work to David. Once an approved proposal is in place, this work shall begin.

This memo is per my notes. If you have any questions or clarifications, please contact me.

4/10/2003

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

4/10/03

DATE

2906

Butler, Rosenbury & Partners

VENDOR NO.

VENDOR NAME

PHONE #

300 South Jefferson, Ste. 505

Springfield

MO 65806

ADDRESS

CITY

STATE ZIP

189-2003

BID DOCUMENTATION

This field MUST be completed to demonstrate compliance with statutory bidding requirements. Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- Bid /RFP (enter # below)
- Sole Source (enter # below)
- Emergency Procurement (enter # below)
- Written Quotes (3) attached (>\$750 to \$4,449)
- <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750)
- Professional Services (see Purchasing Policy Section 3-103)

Transaction Not Subject To Bidding For The Following Reason:

- Utility
- Travel
- Dues
- Refund
- Cooperative Agreement
- Other (Explain):
- Training
- Pub/Subscriptions
- Required Gov Payment
- Agency Fund Distribution

#

(Enter Applicable Bid / Sole Source / Emergency Number)

Ship To Department #

Bill To Department #

Department				Account				Item Description	Qty	Unit Price	Amount	
0	0	0	0	7	1	2	1	1	Courthouse Expansion/Renovation: Architectural Fees			28,560
4	0	1	1	7	1	2	1	1	Johnson Building: Architectural Fees			9,920
								total fees = \$38,480				
4	0	0	0	7	1	2	1	2	Courthouse Expansion/Renovation: Architectural Reimbursables			595
								grand total = \$39,075				
CLERK'S OFFICE												
*DO NOT UNSTAPLE THESE PAGES												
*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.												

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of Boone County, and have been procured in accordance with statutory bidding requirements.


Requesting Official


Auditor Approval

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

September Session of the July Adjourned

Term. 20 05

In the County Commission of said county, on the

8th

day of September

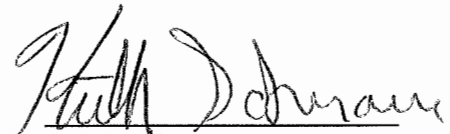
20 05

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following revisions to the Proposal for Consultant Services with Butler Rosenbury and Partners, Inc. as originally approved by Commission Order 189-2003:

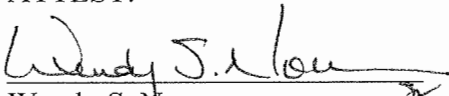
- Judges' Chambers Revisions in the amount of \$1,190.00
- Court System Expansion Study Additional Services in the amount of \$26,620.00

Done this 8th day of September, 2005.

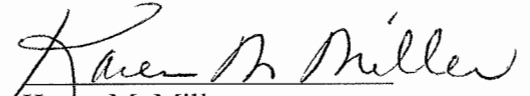


Keith Schnarre
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner

absent

Skip Elkin
District II Commissioner

**Services and Fee Proposal
Judges' Chambers Revisions**

Butler, Rosenbury & Partners, Inc.
June 20, 2005

Task Description	Principal Rate \$150.00		Architect Rate \$80.00		Intern Architect Rate \$60.00		Total Cost	Estimated Reimbursable Expenses
	Hours	Cost	Hours	Cost	Hours	Cost		
Judges' Chambers Revisions								
Schematic layout (fax to client)	0.5	\$75.00	2	\$160.00	0	\$0.00	\$235.00	
Revise per comments	0.5	\$75.00	2	\$160.00	0	\$0.00	\$235.00	
Cost Estimate	0	\$0.00	4	\$320.00	0	\$0.00	\$320.00	
Construction Documents	1	\$150.00	16	\$1,280.00	40	\$2,400.00	\$3,830.00	
Bidding & Negotiations	0	\$0.00	8	\$640.00	16	\$960.00	\$1,600.00	
Construction Administration	0	\$0.00	8	\$640.00	24	\$1,440.00	\$2,080.00	
Site Meetings (2)	0	\$0.00	16	\$1,280.00	0	\$0.00	\$1,280.00	\$400.00
TOTALS	2	\$300.00	56	\$4,480.00	80	\$4,800.00	\$9,580.00	\$400.00

Only approved

\$ 1,190.00

*Out of 9,580.00
Judges chambers*

CERTIFICATION:

I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.

[Signature] 9/6/05
Auditor 14000-71211 Date 9790 -
4000-71212 & 400 -

26,620
 approved
 for 2005 Budget

Services and Fee Proposal, Attachment 1
Court System Expansion Study Additional Services

Butler, Rosenbury & Partners, Inc.
 May 27, 2005

Task Description	Principal Rate \$150.00		Architect Rate \$80.00		Intern Architect Rate \$60.00		Total Cost	Estimated Reimbursable Expenses
	Hours	Cost	Hours	Cost	Hours	Cost		
10-Year Master Plan								
Review committee meeting notes	0	\$0.00	4	\$320.00	0	\$0.00	\$320.00	
Research county properties	0	\$0.00	8	\$640.00	0	\$0.00	\$640.00	
Develop 10 alternative concepts/scenarios	4	\$600.00	40	\$3,200.00	0	\$0.00	\$3,800.00	
Prepare cost estimates for concepts/scenarios	0	\$0.00	16	\$1,280.00	0	\$0.00	\$1,280.00	
Present diagrams to commission/courts	8	\$1,200.00	8	\$640.00	0	\$0.00	\$1,840.00	
Develop master plan drawings of preferred concept	2	\$300.00	40	\$3,200.00	0	\$0.00	\$3,500.00	
Present preferred concept to commission/courts	8	\$1,200.00	8	\$640.00	0	\$0.00	\$1,840.00	
Prepare perspective drawing of preferred concept	4	\$600.00	0	\$0.00	40	\$2,400.00	\$3,000.00	\$500.00
45-Year Master Plan								
Research and project county growth patterns	0	\$0.00	8	\$640.00	0	\$0.00	\$640.00	
Develop master plan	4	\$600.00	32	\$2,560.00	0	\$0.00	\$3,160.00	
Present master plan diagrams to commission/courts*	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00	
Revise per meeting	4	\$600.00	8	\$640.00	0	\$0.00	\$1,240.00	
Final Master Plan								
Prepare PowerPoint presentation	2	\$300.00	8	\$640.00	0	\$0.00	\$940.00	
Present 10 & 45-year master plan diagrams to committee	8	\$1,200.00	8	\$640.00	0	\$0.00	\$1,840.00	
Revise per meeting	4	\$600.00	16	\$1,280.00	0	\$0.00	\$1,880.00	\$200.00
TOTALS	48	\$7,200.00	204	\$16,320.00	40	\$2,400.00	\$25,920.00	\$700.00

*The 45-year master plan shall be presented to the commission/courts simultaneously with the 10-year master plan.

CERTIFICATION:
 I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.

[Signature] 9/6/05
 Auditor 4000-71211 Date 25,920
 9000-71212 6700-

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the 15th day of April 20 03
the following, among other proceedings, were had, viz:

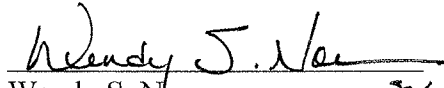
Now on this day, the County Commission of the County of Boone does hereby approve the Proposal for Consultant Services with Butler Rosenbury and Partners, Inc for the Boone County Courthouse and Johnson Building Space Analysis project. It is further ordered that the Presiding Commissioner be hereby authorized to sign said proposal.

Done this 15th day of April, 2003.



Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES 189-2003

Effective the 15 day of APRIL, 2003, Boone County, Missouri, a political subdivision of the state of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Butler, Rosenbury, & Partners, Inc.

Project/Work Description: Boone County Courthouse and Johnson Building Space Analysis

Proposal Description: (identify proposal by date, person issuing proposal and attach a copy of proposal) See attached letter from Robert Perry to Doug Jackson dated January 17, 2003, meeting minutes of February 27, 2003 prepared by Jennifer Wilson dated March 3, 2003, and proposal letter to David Mink from Jennifer Wilson dated March 7, 2003.

Modifications to Proposal: (identify any modifications or attach correspondence modifying proposal, or show as not applicable) Fees in lump sum amount of \$38,480.00; reimbursable expenses at cost not to exceed \$595.00. In addition, all fees and expenses shall be allocated as incurred to either the Courthouse or Johnson Building projects, in a form satisfactory to the County Auditor.

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above described proposal and any approved modifications to the proposal, both of which shall be in accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year on file with the Boone County Public Works Department, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the general Consultant Services Agreement, the terms and conditions of the general agreement shall control unless the proposal approved herein specifically identifies a term or condition of the general Consultant Services Agreement that shall not be applicable.

CONSULTANT

By [Signature]
Title EXECUTIVE VICE PRESIDENT

BOONE COUNTY, MISSOURI

By [Signature]
Presiding Commissioner

Dated: 4-15-03

Dated: 15 APRIL 2003

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

[Signature]
County Clerk

APPROVED:

[Signature]
Director, Boone County Public Works

CERTIFICATION:

I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriation sufficient to pay the costs arising from this contract.

[Signature] Auditor Date 4/10/03

4000-71211 #28,560
4011-71211 #9920
4000-71212 #595
total = #39,075

March 7, 2003

Mr. David Mink, P.E.
Boone County
Public Works
601 E. Walnut
Columbia, MO 65201

Re: Boone County Courthouse & Johnson Building

Dear David:

Thank you for the opportunity to submit a proposal for space analysis services for the Boone County Courthouse and the Johnson Building. We propose these services for a Stipulated Sum Fee of \$38,480.00.

This fee proposal is based upon the scope of services outlined in the letter from Bob Perry dated January 17, 2003, and a meeting held on February 27, 2003 attended by Commissioner Elkin, Bob Perry, Tim Rosenbury, you and me. Please see the attached sheet for scope and schedule information. The deliverables for this project shall be:

- Summary memoranda of each meeting and interview.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the site.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the Boone County Courthouse.
- 8 1/2" x 11" color diagrams that indicate proposed revisions to the Johnson Building.
- Report that indicates background and criteria utilized for the diagrams. This report shall include additional parking requirements.
- Computer generated 3-D rendering of the existing courthouse and the proposed addition.
- Cost estimate.

We look forward to a successful project with Boone County.

Sincerely,

BUTLER, ROSENBERY & PARTNERS, INC.



Jennifer Wilson
Architect

:jlw

Enclosures: Fee and Project Schedule

To David Mink, PE
March 7, 2003
Page 2

cc: Commissioner Elkin
Bob Perry
Tim Rosenbury

Services and Fee Proposal, Attachment 1a
Boone County Courthouse
Proposed Pre-Design Phase

Butler, Rosenbury & Partners, Inc.
 April 9, 2003

Task Description	Principal Rate \$145.00		Architect II Rate \$70.00		Intern III Rate \$60.00		Total Cost	Estimated Reimbursable Expenses	Date Completed
	Hours	Cost	Hours	Cost	Hours	Cost			
Research								\$250.00	4/16/2003
Interviews	12	\$1,740.00	12	\$840.00	0	\$0.00	\$2,580.00		
Document Interviews	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Load Cadd files of buildings and site information	0	\$0.00	20	\$1,400.00	0	\$0.00	\$1,400.00		
Program	6	\$870.00	12	\$840.00	0	\$0.00	\$1,710.00		4/18/2003
Preliminary Schemes								\$125.00	5/9/2003
Sketch relationships in plan	14	\$2,030.00	25	\$1,750.00	0	\$0.00	\$3,780.00		
3-D rendering	0	\$0.00	0	\$0.00	40	\$2,400.00	\$2,400.00		
Cost Estimates	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Meeting with client	6	\$870.00	6	\$420.00	0	\$0.00	\$1,290.00		
Final Schemes									5/21/2003
Sketch relationships in plan	14	\$2,030.00	25	\$1,750.00	0	\$0.00	\$3,780.00		
Coordinate with client	2	\$290.00	14	\$980.00	0	\$0.00	\$1,270.00		
Revisions to 3-D rendering	0	\$0.00	2	\$140.00	8	\$480.00	\$620.00		
Final Presentation								\$200.00	5/30/2003
PowerPoint Presentation	2	\$290.00	2	\$140.00	16	\$960.00	\$1,390.00		
Presentation Diagrams	2	\$290.00	20	\$1,400.00	0	\$0.00	\$1,690.00		
Report Preparation	6	\$870.00	10	\$700.00	8	\$480.00	\$2,050.00		
Meeting with client	6	\$870.00	6	\$420.00	0	\$0.00	\$1,290.00		
Revisions per comments	2	\$290.00	16	\$1,120.00	8	\$480.00	\$1,890.00	\$20.00	6/6/2003
TOTALS	76	\$11,020.00	182	\$12,740.00	80	\$4,800.00	\$28,560.00	\$595.00	

Services and Fee Proposal, Attachment 1b
Johnson Building
Proposed Pre-Design Phase

Butler, Rosenbury & Partners, Inc.
 April 9, 2003

Task Description	Principal Rate \$145.00		Architect II Rate \$70.00		Intern III Rate \$60.00		Total Cost	Estimated Reimbursable Expenses	Date Completed
	Hours	Cost	Hours	Cost	Hours	Cost			
Research									4/16/2003
Interviews	4	\$580.00	4	\$280.00	0	\$0.00	\$860.00		
Document Interviews	0	\$0.00	2	\$140.00	0	\$0.00	\$140.00		
Load Cadd files of buildings and site information	0	\$0.00	4	\$280.00	0	\$0.00	\$280.00		
Program	2	\$290.00	4	\$280.00	0	\$0.00	\$570.00		4/18/2003
Preliminary Schemes									5/9/2003
Sketch relationships in plan	6	\$870.00	15	\$1,050.00	0	\$0.00	\$1,920.00		
Cost Estimates	0	\$0.00	2	\$140.00	0	\$0.00	\$140.00		
Meeting with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Final Schemes									5/21/2003
Sketch relationships in plan	6	\$870.00	15	\$1,050.00	0	\$0.00	\$1,920.00		
Coordinate with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Final Presentation									5/30/2003
PowerPoint Presentation	0	\$0.00	0	\$0.00	8	\$480.00	\$480.00		
Presentation Diagrams	0	\$0.00	4	\$280.00	0	\$0.00	\$280.00		
Report Preparation	2	\$290.00	6	\$420.00	0	\$0.00	\$710.00		
Meeting with client	2	\$290.00	2	\$140.00	0	\$0.00	\$430.00		
Revisions per comments	2	\$290.00	8	\$560.00	8	\$480.00	\$1,330.00		6/6/2003
TOTALS	28	\$4,060.00	70	\$4,900.00	16	\$960.00	\$9,920.00	\$0.00	

BLUE
CORR



Office of Court Administrator Thirteenth Judicial Circuit Court

Robert L. Perry
Court Administrator

Kathy S. Lloyd
Assistant to the
Court Administrator

January 17, 2003

Doug Jackson
Butler Rosenbury & Partners, Inc.
300 South Jefferson, Suite 505
Springfield, MO 65806

Re: Planning for Future Courthouse Expansion

Dear Doug:

We are so pleased that the county commission allocated funds to proceed with planning for future courthouse expansion. We look forward to working with your firm in this effort.

Enclosed you will find three reports related to courthouse expansion.

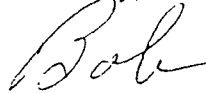
- 1) *Boone County Government Space Needs Study* prepared by Peckham & Wright Architects, Inc. (January 2001).
- 2) *Courthouse Expansion Project Possible Space Utilization Plan* prepared by Office of Court Administrator (June 2001).
- 3) *Boone County Judicial and Law Enforcement Task Force Final Report* (October 2001).

I want to emphasize that the possible space utilization plan developed by my office was not presented as the recommended plan, rather it was presented as one option. Over the past several years, considerable discussion has been held from time to time on the question, "What office, if any, could be located outside the courthouse?" The conclusion reached was that the Juvenile Office could be located outside the courthouse providing that it was in close proximity. The option described in the June 2001 report is based on the Juvenile Office remaining in the courthouse. While not specifically noted in the report, this option contemplated that the Circuit Clerk's Office would be housed on the second floor with the present staff group now located on the first floor being moved to the second floor.

Letter to Doug Jackson
January 17, 2003
Page 2

It is my understanding that you will be contacted by Commissioner Elkin or David Mink regarding cost of fees for your services to be provided. I think it might be helpful that we hold an initial meeting to discuss the overall planning strategy around the first of February. Participants from here would be Commissioner Elkin, David Mink and myself. Please give me a call in this regard as I will be glad to coordinate the date and place of our meeting with Commissioner Elkin and David Mink.

Sincerely,



Robert L. Perry
Court Administrator

RLP/map

Enclosures

cc: Judge Hamilton
Commissioner Elkin
David Mink



300 S. Jefferson, Suite 505 *Architecture*
Springfield, Missouri 65806 *Interior Design*
Phone (417) 865-6100 *Structural Engineering*
Fax (417) 865-6102 *Planning & Development*

YOUR VISION. OUR FOCUS.

MEMORANDUM

Date March 3, 2003
To Bob Perry
From Jennifer Wilson *JW*
Copies Commissioner Skip Elkin
 David Mink
 Tim Rosenbury
Regarding Boone County Courthouse

This documents a meeting held on February 27, 2003 at the offices of the Boone County Commissioners. Commissioner Elkin, David Mink, Tim Rosenbury, you and I were present. The following information was discussed:

1. Butler Rosenbury & Partners' contract with Boone County shall include a space planning analysis of the Boone County Courthouse and the Johnson Building.
2. All correspondence for this project shall be copied to Commissioner Elkin, David Mink and you.
3. This analysis shall consider the following criteria:
 - A. Floor area requirements of individual departments.
 - B. Functional relationships between the departments.
 - C. Condition of construction of the Johnson Building.
 - D. Parking requirements. David stated that the county would forward 8 ½ x 11 sketches of the parking lots to BR&P. BR&P shall load that information into CADD to create a base map.
 - E. ADA improvements.
 - F. Heating and cooling upgrade requirements.
 - G. Availability and cost of adjacent properties.
 - H. Construction logistics and project phasing.
 - I. Security.
4. In order to determine floor area requirements of individual departments, BR&P shall contact and interview the following people. Meeting minutes from these interviews shall be forwarded to Commissioner Elkin, David Mink and you.
 - A. Catherine Benson, Public Defender
 - B. Regional office representative of the Public Defender's office.
 - C. Kevin Crane, Prosecuting Attorney
 - D. Connie Hendren, Public Administrator
 - E. Cheryl Whitemarsh, Circuit Clerk
5. You stated that you would contact the following people in order to schedule interviews with BR&P and you to determine floor area requirements of individual departments. Meeting minutes from these interviews shall be forwarded to

Commissioner Elkin, David Mink and you.

- A. Judge Hamilton
 - B. Melody Garnett, I/T Supervisor
 - C. Jack Wonneman, Court Marshall
 - D. Darrell Martin, Circuit Services Supervisor
 - E. Rick Gaines, Juvenile Officer
6. Currently, county records are stored on the second floor of the Johnson Building. Those records shall be relocated. This analysis shall consider what functions could move into that vacated space. This project shall be a near to mid term project. The following suggestions were made:
 - A. Expansion for the Public Defender's office.
 - B. Juvenile Offices. If the juvenile offices were relocated to this building, then a separate entrance for that space shall be provided.
 7. This analysis shall also consider whether the Public Defender's office shall remain in the Johnson Building.
 8. Currently, the child support staff of the Prosecuting Attorney's office is located in the Guitar Building. This is a privately owned building. This analysis shall consider the feasibility of relocating those offices. Functionally, they do not need to be relocated to the courthouse.
 9. The structure of the north half of the courthouse was sized to allow the construction of two additional floors. Commissioner Elkin stated that if it was determined that an additional floor was needed, and then he would prefer to build both levels. This would allow economy of construction and future expansion possibilities.
 10. BR&P shall provide a computer rendering that includes the existing dome and the new addition to the courthouse to determine if the scale of the addition would "dwarf" the dome.
 11. The project deliverables shall be as follows:
 - A. Site analysis diagrams that indicate revisions to the project site.
 - B. Floor plan diagrams that indicate additional construction and department locations.
 - C. A written report that indicates the criteria that was used to accomplish items 11A & 11B.
 - D. Computer generated 3-d rendering that includes an exterior image of the existing courthouse structure and the new addition.
 - E. Cost estimate.
 12. The final analysis shall be completed July, 2003.
 13. BR&P shall forward a proposal for this work to David. Once an approved proposal is in place, this work shall begin.

This memo is per my notes. If you have any questions or clarifications, please contact me.

4/10/2003

PURCHASE REQUISITION

BOONE COUNTY, MISSOURI

4/10/03

DATE	Butler, Rosenbury & Partners		
2906			
VENDOR NO.	VENDOR NAME	PHONE #	
	300 South Jefferson, Ste. 505	Springfield	MO 65806
	ADDRESS	CITY	STATE ZIP

189-2003

BID DOCUMENTATION

This field **MUST** be completed to demonstrate compliance with statutory bidding requirements.
Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

<input type="checkbox"/> Bid /RFP (enter # below) <input type="checkbox"/> Sole Source (enter # below) <input type="checkbox"/> Emergency Procurement (enter # below) <input type="checkbox"/> Written Quotes (3) attached (>\$750 to \$4,449) <input type="checkbox"/> <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750) <input checked="" type="checkbox"/> Professional Services (see Purchasing Policy Section 3-103)	Transaction Not Subject To Bidding For The Following Reason: <input type="checkbox"/> Utility <input type="checkbox"/> Travel <input type="checkbox"/> Dues <input type="checkbox"/> Refund <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other (Explain): <input type="checkbox"/> Training <input type="checkbox"/> Pub/Subscriptions <input type="checkbox"/> Required Gov Payment <input type="checkbox"/> Agency Fund Distribution
--	--

(Enter Applicable Bid / Sole Source / Emergency Number)

Ship To Department #

Bill To Department #

Department	Account	Item Description	Qty	Unit Price	Amount
0 0 0	7 1 2 1 1	Courthouse Expansion/Renovation: Architectural Fees			28,560
4 0 1 1	7 1 2 1 1	Johnson Building: Architectural Fees			9,920
		total fees = \$38,480			
4 0 0 0	7 1 2 1 2	Courthouse Expansion/Renovation: Architectural Reimbursables			595
		grand total = \$39,075			
CLERK'S OFFICE					
*DO NOT UNSTAPLE THESE PAGES					
*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.					

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of _____ county, and have been procured in accordance with statutory bidding requirements.

Skip Sh

Requesting Official

KS

Auditor Approval

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned

Term. 20 03

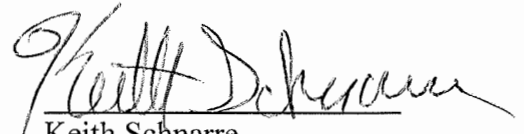
In the County Commission of said county, on the 15th day of April 20 03

the following, among other proceedings, were had, viz:

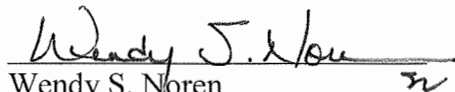
Now on this day, the County Commission of the County of Boone does hereby approve the recommendation from the Road and Bridge Advisory Committee to allow a variance from the current Boone County Road, Bridge and Right of Way Regulation of 32-foot wide curb and gutter streets for Brookfield Estates to have 28-foot wide curb and gutter streets allowing parking on only one side of the street. The following three conditions must be met:

1. The Plat shall be noted about the No Parking Allowed, for whichever side of the street is chosen.
2. All No Parking Signs and posts shall be purchased and installed before the roadway will be accepted for maintenance.
3. Placement shall be shown on plans according to the Manual on Uniform Traffic Control Devices.

Done this 15th day of April, 2003.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

CERTIFIED COPY OF ORDER

191 -2003

STATE OF MISSOURI }
County of Boone } ea.

April Session of the February Adjourned

Term. 20 03

In the County Commission of said county, on the

15th day of

April

20 03

the following, among other proceedings, were had, viz:

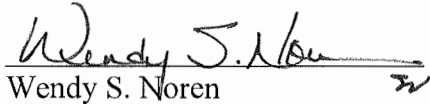
Now on this day, the County Commission of the County of Boone does hereby appoint Randall Chann to the Boone County Regional Sewer Board of Directors for an interim term to expire on January 1, 2008.

Done this 15th day of April, 2003.



Keith Schnarre
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission

ABSENT

Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

Don Stamper, Presiding Commissioner
Karen M. Miller, District I Commissioner
Skip Elkin District II Commissioner



Boone County Government Center
801 E. Walnut, Room 245
Columbia, MO 65201
573-886-4305 • FAX 573-886-4311
E-mail: commission@boonecountymo.org

Ex. 25 @ 4:00

Boone County Commission

RECEIVED

appt. for interim term to expire 01/01/2008

191-2003 JAN 15 2002
2003

BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Boone County Commission

Board or Commission: Regional Sewer District Term: _____

Current Township: _____ Today's Date: _____

Name: Randall Chann

Home Address: See attached Zip Code: _____

Business Address: _____ Zip Code: _____

Home Phone: _____ Work Phone: _____

Fax: _____ E-mail: _____

Qualifications: _____

Past Community Service: _____

References: _____

I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.

Randall Chann

Applicant Signature

Return Application To: Boone County Commission Office
Boone County Government Center
801 East Walnut, Room 245
Columbia, MO 65201
Fax: 573-886-4311

Boone County Regional Sewer District Board
Application Form

Board or Commission: Boone County Regional Sewer District
Term: 5 years
Current Township:
Today's Date: December 4, 2002
Name: Randall C. Chann, PE
Home Address: 3455 S. Old Ridge Road
Columbia, MO 65203
Business Address: Environmental Dynamics Inc.
5601 Paris Road
Columbia, MO 65202
Home Phone: 573-446-8757
Work Phone: 573-474-9456
Work Fax: 573-474-6988
Work E-mail: randy.chann@wastewater.com
Qualifications: Registered professional civil engineer with over 20 years experience in the assessment, design, and operations of wastewater treatment plants. Work experience includes 7 years with BP America in the Corporate Engineering Group and 15 years with EDI as the Director of Engineering, Vice-President of Operations, and Executive Vice-President responsible for Marketing and Sales. Appreciation for the technical and business aspects of the industry with an MBA in finance.

Past Community Service: Habitat for Humanity, Boy Scouts of America, Boone County Business and Industry Advisory Committee

References: Marco Figueroa – Current BCRSD Board Member, Chad Sayre – Allstate Consultants (875-8799), Trent Stober – MEC Water Resources (443-4100)

RECEIVED
DEC 06 2002
Boone County Commission

Don Stamper, Presiding Commissioner
Karen M. Miller, District I Commissioner
Elkin, District II Commissioner



Roger B. Wilson
Boone County Government Center
801 East Walnut Room 245
Columbia, MO 65201-7732
573-886-4305 • FAX 573-886-4311

Boone County Commission

December 11, 2002

Randall Chann
3455 S. Old Ridge Rd.
Columbia, MO 65203

Dear Mr. Chann:

Thank you very much for your interest in serving on the Boone County Regional Sewer District Board. Currently this board is filled, but there will be 2 positions that expire January 31, 2003. I will keep your application on file and pull it when these positions become available and are advertised for. You might want to call me and give me a reminder.

If you have any further questions, please feel free to contact me at the Boone County Commission Office at 886-4305.

Sincerely,

Donna Minnis
Administrative Assistant