

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

November Session of the October Adjourned

Term. 20 05

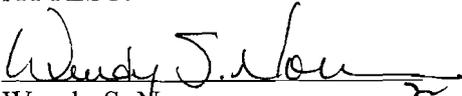
In the County Commission of said county, on the 3rd day of November 20 05

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

Now on this day the County Commission of the County of Boone does hereby approve the petition submitted by Boone National Savings and Loan Association to vacate and re-plat Lot 19A of Perche Hills Estates Subdivision. Said vacation is not to take place until the re-plat is approved.

Done this 3rd day of November, 2005.

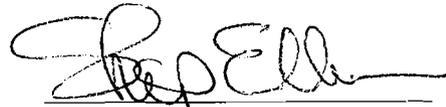
ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT

Keith Schnarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

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STATE OF MISSOURI }
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November Session of the October Adjourned Term. 20 05

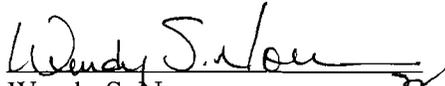
In the County Commission of said county, on the 3rd day of November 20 05

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

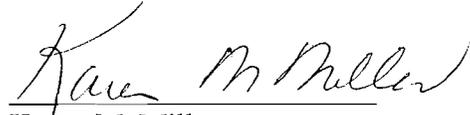
Now on this day the County Commission of the County of Boone does hereby table the request by Gilpin – Sells LLC on behalf of Bobcat of St. Louis to rezone from R-SP (Planned Single Family Residential) to C-GP (Planned Commercial) of 4.89 acres, and approve a revised Review Plan and Preliminary Plat, located at 6989 I-70 Drive NE, Columbia.

Done this 3rd day of November, 2005.

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT
Keith Schnarre
Presiding Commissioner


Katen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

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STATE OF MISSOURI }
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In the County Commission of said county, on the

3rd

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20 05

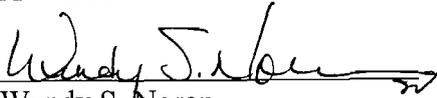
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby receive and accept the following plats and authorize the Acting Presiding Commissioner to sign said plats:

- Windy Hill.
- Lile-Michaelieu.
- George.
- Clatterbuck Road.
- Cochran.

Done this 3rd day of November, 2005.

ATTEST:



Wendy S. Noren
 Clerk of the County Commission

ABSENT

Keith Schnarre
 Presiding Commissioner



Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner

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November Session of the October Adjourned

Term. 20 05

County of Boone

In the County Commission of said county, on the

3rd

day of November

20 05

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 the following vehicles through auction:

Year	Description	VIN #
2001	Ford Crown Victoria	2FAFP71W11X114230
2002	Ford Crown Victoria	2FAFP71W62X129713
2001	Ford Crown Victoria	2FAFP71W91X185157
2003	Ford Crown Victoria	2FAHP71W23X214400
2003	Ford Crown Victoria	2FAFP71W03X211292
2003	Ford Crown Victoria	2FAFP71W33X154778
2002	Ford Crown Victoria	2FAFP71W42X125658

It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said disposal request forms and titles.

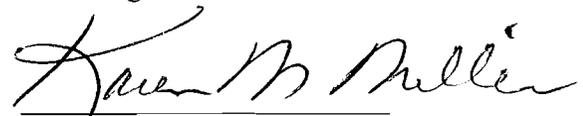
Done this 3rd day of November, 2005.

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT

Keith Schnarre
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut St., Rm. 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

426-2005

TO: Boone County Commission

FROM: Melinda Bobbitt, CPPB
Director of Purchasing

DATE: October 25, 2005

RE: Sheriff Vehicle Disposal and Transfer

The following is a list of Sheriff Department vehicles that are ready for surplus. The first three were used by our Public Works Department for the summer and are now ready to surplus. The next four are from the Sheriff Department. Purchasing is requesting Commission approval to dispose of these vehicles by auction. Attached for signature are the fixed asset disposal forms and original titles.

SHERIFF VEHICLES USED IN PUBLIC WORKS - VEHICLE DISPOSAL			
Year	Description	Approximate Mileage	VIN #
2001	Ford Crown Victoria	92,878	2FAFP71W11X114230
2002	Ford Crown Victoria	92,043	2FAFP71W62X129713
2001	Ford Crown Victoria	76,177	2FAFP71W91X185157
SHERIFF - VEHICLE DISPOSAL			
Year	Description	Approximate Mileage	VIN #
2003	Ford Crown Victoria	139,813	2FAHP71W23X214400
2003	Ford Crown Victoria	78,042	2FAFP71W03X211292
2003	Ford Crown Victoria	78,324	2FAFP71W33X154778
2002	Ford Crown Victoria	92,786	2FAFP71W42X125658

cc: Disposal File
Greg Edington, PW
Beverly Braun, Sheriff
Tom O'Sullivan, Sheriff
Leasa Quick, Sheriff
Carol Wilson, Clerk
Sue Lake, Auditor

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STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 05

County of Boone

In the County Commission of said county, on the

3rd

day of November

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 SI-3000 System (Mugshot) Maintenance Agreement. It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said agreement.

Done this 3rd day of November, 2005.

ABSENT

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, Rm. 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

427-2005

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: October 18, 2005
RE: SI-3000 System (Mugshot) Maintenance Agreement

Attached is a Software Support Agreement Renewal with I/TX Information Technology Solutions, Inc. for the Mugshot SI-3000 System software located in the Sheriff's Department. This system was originally purchased in 1994 and re-negotiated in 1999 for Y2K compliance. The agreement insures critical upgrades and online technical support for the mugshot system.

This maintenance agreement is sole source (sole source #29-123103). I/TX is the only vendor that can maintain this software.

This maintenance agreement is for the period December 1, 2005 through November 30, 2006. Total price for contract term is \$7,031.01 to be paid out of department 2902 Corrections – LE Sales Tax, account 70050 Software Service Contract.

ATTACHMENT: Maintenance Services Agreement
Sole Source Approval

cc: Contract File
Captain Braun, Sheriff Department
Michael Mallicoat, IT Department



SI-3000 SYSTEM

SOFTWARE SUPPORT AGREEMENT RENEWAL

THIS AGREEMENT made this day of December 1, 2005 is by and between *information technology solutions, inc.*, an Iowa corporation ("*i/t^x*") And **Boone Co. Sheriff's Dept**, a jurisdiction organized under the laws of the state of, Missouri, hereinafter referred to as "JURISDICTION".

1. DEFINITIONS.

The following terms as defined below are used throughout this AGREEMENT:

- (a) "UPDATES": Any revised and/or corrected versions of SI-3000 provided under this AGREEMENT;
- (b) "UPGRADES": Any enhanced and/or improved versions of SI-3000 provided under this AGREEMENT and released after the execution of this AGREEMENT.
- (c) "LICENSED SOFTWARE": SI-3000 provided under this AGREEMENT. LICENSED SOFTWARE shall not include any operating systems such as DOS, Windows, Novell, Banyan Vines Local Area Networks, Wide Area Networks, PC Support, RUMBA or any other operating systems or related software.
- (d) "DOCUMENTATION": Specifications for the Licensed Software, pre-installation instruction documents, user manuals and other written or electronic instructions (such as product bulletins) related to the use of the LICENSED SOFTWARE.
- (e) "SMA": The *i/t^x* Software Maintenance Agreement

1. Coverage

Subject to the terms of this Software Maintenance Agreement (hereinafter "SMA"), *i/t^x* provide support services as described in Section 2 (the "Support Services") to JURISDICTION for the SI-3000 LICENSED SOFTWARE

If *i/t^x* elects to make Updates or Upgrades to the LICENSED SOFTWARE, such Updates or Upgrades shall be provided solely in accordance with the SMA. Absent such SMA, *i/t^x* shall have no obligation to provide JURISDICTION with available Updates or Upgrades to the LICENSED SOFTWARE.

2. SUPPORT SERVICES SUPPORT SERVICES include:

- (a) "STANDARD SUPPORT SERVICES", which consist of consultations, assistance and similar SUPPORT SERVICES by telephone in connection with the use and operation of the Licensed Software;
- (b) "ANNUAL MAINTENANCE", which includes providing to JURISDICTION Updates and Upgrades to the LICENSED SOFTWARE that *i/t^x* in its discretion makes available and new and/or revised versions of the applicable operator's guides;

(c) "PERSONNEL TRAINING SERVICES" are provided by *i/t*^x via dial up for JURISDICTION's personnel to learn and understand the LICENSED SOFTWARE; and

(d) "PROGRAMMING SERVICES", which includes programming analysis at *i/t*^x's facility or other location selected by *i/t*^x, including JURISDICTION's facility.

Associated costs for services are located under Section 4 - Fees.

3. **EXCLUSIONS.**

i/t^x shall have no obligation under this SMA to support:

(a) Altered, damaged or modified LICENSED SOFTWARE or any portion of the LICENSED SOFTWARE incorporated with or into other software;

(b) Software not supplied by *i/t*^x

(c) LICENSED SOFTWARE problems caused by JURISDICTION's negligence, abuse or misapplication, use of the LICENSED SOFTWARE other than as specified in the DOCUMENTATION or other causes beyond the control of *i/t*^x;

(d) LICENSED SOFTWARE installed on any hardware that exceeds the number of workstations purchased. JURISDICTION currently has installed the following software licenses and Modules:

SI-Admin Module
SI- Screen Scrape
SI-Photo Imaging Module
Photo Capture Station(s) – 1 License(s)
View Station(s) Dedicated – 1 License(s)
Output Generator – 1 License(s)

(e) Hardware-related problems.

Further, *i/t*^x shall have no obligation to provide ANNUAL MAINTENANCE, PERSONNEL TRAINING SERVICES or PROGRAMMING SERVICES, unless such services are purchased at the rates set forth in this Section (4) Fees.

JURISDICTION shall be responsible for registering with all manufacturers applicable warranty cards for the LICENSED SOFTWARE.

4. **FEES**

JURISDICTION shall pay *i/t*^x the applicable fees as set forth below for the services provided:

(a) "STANDARD SUPPORT SERVICES". Provides telephone SUPPORT SERVICES by *i/t*^x's Help Desk during the normal business hours of 8:00 a.m. to 5:00 p.m. (CST or

CDST, as applicable) Monday through Friday, except holidays. Includes service for Updates and Upgrades to the LICENSED SOFTWARE

(b) "STANDARD SUPPORT SERVICES AND ANNUAL MAINTENANCE".
\$7,031.01 for the period beginning December 1, 2005 and ending November 30, 2006.

(c) "ADDITIONAL SERVICES". The following ADDITIONAL SERVICES are provided at the following rates, which are guaranteed for the initial term of this SMA. Such rates do not include travel and living expenses, which will be billed to JURISDICTION for payment within thirty (30) days of receipt of *it*'s invoice.

Services	
Personnel Training Services	\$1000 per day
Programming Services	\$125 per hour
Integration Services	\$125 per hour

5. PAYMENT

(a) Payment of the annual fees for STANDARD SUPPORT SERVICES, and ANNUAL MAINTENANCE shall be made prior to the commencement of the initial term or the subsequent annual term to which they relate, as applicable.

(b) Charges for PERSONNEL TRAINING SERVICES and PROGRAMMING SERVICES, which may be provided pursuant to this SMA, shall be paid by JURISDICTION within thirty (30) days of receipt of *it*'s invoice.

(c) In the event that JURISDICTION fails to make payments or terminates the SMA pursuant to Sections (d) and (f), and such payment is not received within ten (10) days of such payment date, *it* may, at its option, cancel or suspend the provision of any services or products to JURISDICTION, whether pursuant to this or any other agreement between *it* and JURISDICTION, until such charges have been paid. If *it* decides, at its option, to reinstate this SMA, JURISDICTION must first pay *it* any fees due, plus all labor and related costs to bring JURISDICTION up to current level of licensed software and, at *it*'s option, *it*'s current reinstatement charge (currently the unpaid pro-rata portion plus 50% fee).

6. TERMS AND TERMINATION.

This SMA shall become effective upon receipt by *it* of the Annual Maintenance Fee provided on the Maintenance Agreement Invoice and shall continue for one (1) full year from the date of the receipt, installation or previous expiration date, whichever is applicable. The agreement shall be automatically renewed for successive similar periods subject to the receipt by *it* of the Annual Maintenance renewal authorization in effect at the time of renewal, provided that the Customer is not in default. *it* may change the fees payable under the SMA at the end of the initial and each succeeding one-year term by giving written notice to CITY within thirty (30) days prior to the end of the term. This amount will not exceed 5% of the previous year's fee. In addition to any other rights under this Agreement, either party may terminate this Agreement at any time of giving thirty (30)

days prior written notice to the other party, and the unused portion of the maintenance will be refunded (except as otherwise noted)

7. LIMITATION OF LIABILITY

it's liability for damages from any cause of action whatsoever relating to *it*'s agreement to provide SMA services hereunder shall be limited to the amount paid by JURISDICTION for such services for the applicable year. *it*'s liability shall be further limited as provided in the LICENSE AGREEMENT.

THESE TERMS AND CONDITIONS CONSTITUTE A SERVICE CONTRACT AND NOT A PRODUCT WARRANTY. THE LICENSED SOFTWARE AND ALL MATERIALS RELATED TO THE LICENSED SOFTWARE ARE SUBJECT EXCLUSIVELY TO THE WARRANTIES SET FORTH IN THE LICENSE AGREEMENT. THIS AGREEMENT IS AN EXTENSION OF THE LICENSE AGREEMENT AND DOES NOT CHANGE OR SUPERSEDE ANY TERM OF THE AGREEMENT

information technology systems, inc.
"it"

Boone Co Sheriff's Dept.



Michael Ott
Vice President



Title ACTING PRESIDING COMMISSIONER
427-2005



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.

June Pitchford by KT 10/20/05
Auditor Date

2902-70050 # 7031.01

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STATE OF MISSOURI }
 County of Boone } ea.

November Session of the October Adjourned

Term. 20 05

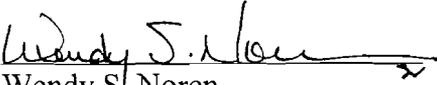
In the County Commission of said county, on the 3rd day of November 20 05

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

Now on this day the County Commission of the County of Boone does hereby approve Amendment #1 to Bid 23-21JUN04 for Fire Extinguisher Inspection and Maintenance. It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said amendment.

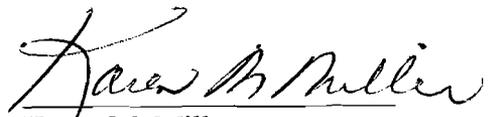
Done this 3rd day of November, 2005.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission

ABSENT

Keith Schnarre
 Presiding Commissioner


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, Room 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

428-2605

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: October 27, 2005
RE: Amendment Number One – 23-21JUN04 – Fire Extinguisher Inspection and Maintenance

The Purchasing department received a request from the Facilities Maintenance department to add additional locations to the Fire Extinguisher Inspection and Maintenance contract. In addition, the contractor's name has changed from Fyrfyter of Missouri to Cintas Fire Protection.

Attached is Amendment Number One which adds these changes to the contract. The invoices will be paid from 6100 – Facilities and Grounds Maintenance, account 71100 – Outside Services.

cc: Carol Wilson, Clerk
Ken Roberts, Facilities
Bid File

**CONTRACT AMENDMENT NUMBER ONE
PURCHASE AGREEMENT FOR
FIRE EXTINGUISHER INSPECTION AND MAINTENANCE
BID # 23-21JUN04**

The Agreement dated July 22, 2004 made by and between Boone County, Missouri and Fyrfyter of Missouri for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. ADD to paragraph 2.2.3. the following locations:

- | | |
|---|---|
| Boone County Fairgrounds
5212 Oakland Gravel Road
Columbia, MO 65202. | Lifestyles Building
101 N. Seventh
Columbia, MO 65201 |
| The Guaranty Building
602 E. Ash
Columbia, MO 65201 | Law Office Building
609 E. Walnut
Columbia, MO 65201 |

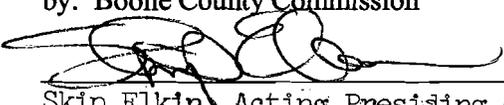
- Change Contractor name from Fyrfyter of Missouri to Cintas Fire Protection.
- Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

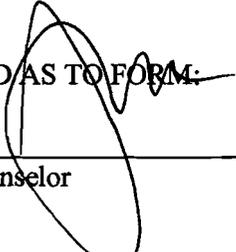
IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

CINTAS FIRE PROTECTION

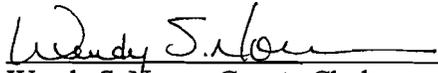
BOONE COUNTY, MISSOURI

by _____
title _____

by: Boone County Commission

Skip Elkin, Acting Presiding Commissioner

APPROVED AS TO FORM:


County Counselor

ATTEST:

Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

~~2005-1191-60200 Term and Supply~~
2006: 6100-71100 Term and Supply

Term & Supply - No Encumbrance Required *KF 10/26/05*

Signature _____ Date _____ Appropriation Account _____

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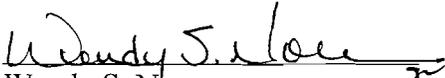
20 05

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

Now on this day the County Commission of the County of Boone does hereby award bid 64-04OCT05 for Office Furniture Term and Supply to Inside the Lines. It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said contract.

Done this 3rd day of November, 2005.

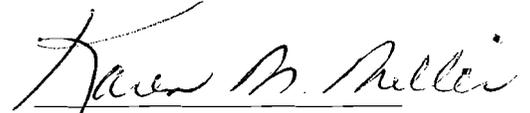
ATTEST:



Wendy S. Noren
Clerk of the County Commission

ABSENT

Keith Schnarre
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



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Fax: (573) 886-4390

429-2005

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: October 20, 2005
RE: 64-04OCT05 – Office Furniture

The Request for Bid for *Office Furniture – Term and Supply* closed on September 7, 2005. Four bid responses were received.

The evaluation committee consisted of the following:

Nora Dietzel, Recorder's Office
Natalie Meighan, Public Works
Melinda Bobbitt, Purchasing

The evaluation committee recommends award to Inside the Lines for offering the lowest and best bid for Boone County. Not only were the discounts from list price considered in the award, but Inside the Lines offers free design service of 1 hour per every \$3,000 dollars in furniture ordered. In the past four years, our departments have used the free design services extensively and have frequently commented on the outstanding service that they receive from Inside the Lines.

This is a county-wide term and supply contract, therefore no purchase requisitions are attached.

ATT: Evaluation Report

cc: Bid File
Nora Dietzel, Recorder
Natalie Meighan, Public Works

A	B	C	D	E	F	G	H	I
	1/1/04 - 10/13/05 Usage List Price	Corporate Express Discount	B X C	Corporate Express Furniture Bid Price (B - D)	Inside the Lines Discount	E X F	Inside the Lines Furniture Bid Price (E - G)	Installation Hours
Workzone	\$40,873	50%	\$20,436.50	\$20,436.50	48%	\$19,619.04	\$21,253.96	
installation		\$43.00		\$4,128.00	\$40.00		\$3,840.00	96
System 3000	\$3,144	50%	\$1,572.00	\$1,572.00	50%	\$1,572.00	\$1,572.00	
installation		\$43.00		\$2,150.00	\$40.00		\$2,000.00	50
Seating	\$19,740	51%	\$10,067.40	\$9,672.60	48%	\$9,475.20	\$10,264.80	
installation		\$37.00		\$37.00	\$40.00		\$40.00	1
700 Series Filing	\$26,072	53%	\$13,818.16	\$12,253.84	45%	\$11,732.40	\$14,339.60	
installation		\$64.00		\$640.00	\$40.00		\$400.00	10
Design Services (hours)	\$112	\$36.00		\$4,032.00	free		\$0.00	
Grand Total				\$54,921.94			\$53,710.36	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	BID TAB 64-04OCT05													
2	OFFICE FURNITURE TERM AND SUPPLY													
3			Inside the lines (Alternate Bid)				Inside the Lines				Corporate Express			
41		Sub Total for Seating	\$4,451.50				\$5,078.54				\$4,776.81			
42	4.7.18	Series Discount	50%				48%				51%			
43														
44	4.8.	TABLES, PORTICO: K.I. or Equivalent												
45	4.8.1.	Table, Round: #PR25FX 54B	\$146.50	TEKNION	WT2930	5-6 WEEKS	\$223.38	K.I.	As specified	4-6 WEEKS	\$207.23	K.I.	As specified	4 WEEKS
46	4.8.1.1.	LX Base, 30" Dia, 1 1/2" vinyl bullnose												
47	4.8.2.	Table, Round: #PR-3FX 54B	\$186.00	TEKNION	WT2936	5-6 WEEKS	\$225.40	K.I.	As specified	4-6 WEEKS	\$209.13	K.I.	As specified	4 WEEKS
48	4.8.2.1.	LX Base, 36" dia, 1 1/2" vinyl bullnose												
49	4.8.3.	Table, Round: #PR35FX 54B	\$283.00	TEKNION	WT2942	5-6 WEEKS	\$323.34	K.I.	As specified	4-6 WEEKS	\$299.97	K.I.	As specified	4 WEEKS
50	4.8.3.1.	LX Base, 42" dia, 1 1/2" vinyl bullnose												
51	4.8.4.	Table, Round: #PR-4FX 54B	\$391.00	TEKNION	BCDROF48	5-6 WEEKS	\$332.00	K.I.	As specified	4-6 WEEKS	\$308.01	K.I.	As specified	4 WEEKS
52	4.8.4.1.	LX Base, 48" dia, 1 1/2" vinyl bullnose												
53	4.8.5.	Table, Square: #PS25FX 54B	\$0.00	No Bid			\$228.85	K.I.	As specified	4-6 WEEKS	\$206.76	K.I.	As specified	4 WEEKS
54	4.8.5.1.	30" x 30", LX Base, 1 1/2" vinyl bullnose												
55	4.8.6.	Table, Square: #PS-3-FX 54B	\$301.50	TEKNION	BCXSQF36	5-6 WEEKS	\$249.39	K.I.	As specified	4-6 WEEKS	\$231.36	K.I.	As specified	4 WEEKS
56	4.8.6.1.	36" x 36", LX Base, 1 1/2" vinyl bullnose												
57	4.8.7.	Table, Rectangular: #P2-4FX 54B	\$261.50	TEKNION	CGRT2448	5-6 WEEKS	\$247.85	K.I.	As specified	4-6 WEEKS	\$229.47	K.I.	As specified	4 WEEKS
58	4.8.7.1.	T-Base, 24" x 48", 1 1/2" vinyl bullnose												
59	4.8.8.	Table, Rectangular: #P2-5FX 54B	\$296.00	TEKNION	CGRT2460	5-6 WEEKS	\$260.60	K.I.	As specified	4-6 WEEKS	\$241.77	K.I.	As specified	4 WEEKS
60	4.8.8.1.	T-Base, 24" x 60", 1 1/2" vinyl bullnose												
61	4.8.9.	Table, Rectangular: #P2-6FX 54B	\$331.00	TEKNION	CGRT2472	5-6 WEEKS	\$303.45	K.I.	As specified	4-6 WEEKS	\$281.52	K.I.	As specified	4 WEEKS
62	4.8.9.1.	T-Base, 24" x 72", 1 1/2" vinyl bullnose												
63	4.8.10.	Table, Rectangular: #P254FX 54B	\$296.00	TEKNION	CGRT3048	5-6 WEEKS	\$256.00	K.I.	As specified	4-6 WEEKS	\$237.51	K.I.	As specified	4 WEEKS
64	4.8.10.1.	T-Base, 30" x 48", 1 1/2" vinyl bullnose												
65	4.8.11.	Table, Rectangular: #P255FX 54B	\$339.50	TEKNION	CGRT3060	5-6 WEEKS	\$282.00	K.I.	As specified	4-6 WEEKS	\$261.64	K.I.	As specified	4 WEEKS
66	4.8.11.1.	T-Base, 30" x 60", 1 1/2" vinyl bullnose												
67	4.8.12.	Table, Rectangular: #P256FX 54B	\$381.50	TEKNION	CGRT3022	5-6 WEEKS	\$312.15	K.I.	As specified	4-6 WEEKS	\$289.56	K.I.	As specified	4 WEEKS
68	4.8.12.1.	T-Base, 30" x 72", 1 1/2" vinyl bullnose												
69	4.8.13.	Table, Rectangular: #P3-4FX 54B	\$331.00	TEKNION	CGRT3648	5-6 WEEKS	\$270.30	K.I.	As specified	4-6 WEEKS	\$250.76	K.I.	As specified	4 WEEKS
70	4.8.13.1.	T-Base, 36" x 48", 1 1/2" vinyl bullnose												
71	4.8.14.	Table, Rectangular: #P3-5FX 54B	\$381.50	TEKNION	CGRT3660	5-6 WEEKS	\$324.35	K.I.	As specified	4-6 WEEKS	\$300.91	K.I.	As specified	4 WEEKS
72	4.8.14.1.	T-Base, 36" x 60", 1 1/2" vinyl bullnose												
73	4.8.15.	Table, Rectangular: #P3-6FX 54B	\$438.00	TEKNION	CGRT3672	5-6 WEEKS	\$334.00	K.I.	As specified	4-6 WEEKS	\$309.90	K.I.	As specified	4 WEEKS
74	4.8.15.1.	T-Base, 36" x 72", 1 1/2" vinyl bullnose												
75	4.8.16.	Table, Racetrack: #P036FX 54B	\$528.00	TEKNION	BCMCWH	5-6 WEEKS	\$415.65	K.I.	As specified	4-6 WEEKS	\$385.61	K.I.	As specified	4 WEEKS
76	4.8.16.1.	T-Base, 36" x 72", 1 1/2" vinyl bullnose												
77	4.8.17.	Table, Oval Typical: #PPOV-24-F 34S	\$1,006.00	TEKNION	VARIOUS	5-6 WEEKS	\$1,589.15	K.I.	As specified	4-6 WEEKS	\$1,495.13	K.I.	As specified	4 WEEKS
78	4.8.17.1.	Fixed, 48" x 96" x 24", T-Base												
79	4.8.18.	Table, Oval Typical: #PPOV-30-F 34S	\$1,318.00	TEKNION	VARIOUS	5-6 WEEKS	\$1,930.35	K.I.	As specified	4-6 WEEKS	\$1,811.85	K.I.	As specified	4 WEEKS
80	4.8.18.1.	Fixed, 60" x 120" x 30", T-Base												
81	4.8.19.	Table, Oval Typical: #PPOV-36-F	\$1,694.00	TEKNION	VARIOUS	5-6 WEEKS	\$2,450.55	K.I.	As specified	4-6 WEEKS	\$2,294.45	K.I.	As specified	4 WEEKS
82	4.8.19.1.	Fixed, 72" x 144" x 36", T-Base												
83	4.8.20.	Table, Oval Typical: #PPOV-36ST	\$1,604.00	TEKNION		5-6 WEEKS	\$2,570.40	K.I.	As specified	4-6 WEEKS	\$2,405.64	K.I.	As specified	4 WEEKS
84	4.8.20.1.	Folding, 60" x 120" x 30", T-Base, short fold												
85	4.8.21.	Table, Oval Typical: #PPOV-36 ST	\$1,980.00	TEKNION		5-6 WEEKS	\$3,013.10	K.I.	As specified	4-6 WEEKS	\$2,816.32	K.I.	As specified	4 WEEKS
86	4.8.21.1.	Folding, 72" x 144" x 36", T-Base, short fold												
87	4.8.23	Sub Total for Tables	\$12,494.00				\$16,142.26				\$15,074.50			
88	4.8.22.	Series Discount: %	50%				49%				53%			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	BID TAB 64-04OCT05													
2	OFFICE FURNITURE TERM AND SUPPLY													
3			Inside the lines (Alternate Bid)				Inside the Lines				Corporate Express			
119	4.9.14.	File, Lateral Five Drawer: #S7L/366155DP	\$879.00	TEKNION	LLF51C1836	5-6 WEEKS	\$748.00	K.I.	As specified	4-5 WEEKS	\$728.84	K.I.	As specified	4 WEEKS
120	4.9.14.1.	36"W x 18"D x 64 1/8"H, with side-to-side hanging folder bars, with lock, one receding door with rollout shelf and two adjustable plate dividers												
121	4.9.15.	File, Lateral Five Drawer: #S7L/426155DP	\$936.50	TEKNION	LLF514842	5-6 WEEKS	\$834.50	K.I.	As specified	4-5 WEEKS	\$810.69	K.I.	As specified	4 WEEKS
122	4.9.15.1.	42"W x 18"D x 64 1/8"H, with side-to-side hanging folder bars, with lock, one receding door with rollout shelf and two adjustable plate dividers												
123	4.9.17.	Sub-Total for 700 Series Lateral Files (4.9.1. - 4.9.15.)	\$10,760.00				\$8,750.00				\$8,420.40			
124	4.9.16.	Series Discount: %	50%				50%				51%			
125														
126														
127	4.10.	Vertical File Cabinets: K.I. E-Series or Equivalent												
128	4.10.1.	File, Vertical Two Drawer, E-Series: #EV152D	\$232.00	TEKNION	C28202	5-6 WEEKS	\$237.00	K.I.	As specified	4-5 WEEKS	\$203.92	K.I.	As specified	4 WEEKS
129	4.10.1.1.	15"W x 27 5/8"D x 27 1/8"H, with high-sided drawers for drop filing and lock												
130	4.10.2.	File, Vertical Two Drawer, E-Series: #EV182D	\$233.50	TEKNION	C28252	5-6 WEEKS	\$247.50	K.I.	As specified	4-5 WEEKS	\$212.91	K.I.	As specified	4 WEEKS
131	4.10.2.1.	18"W x 27 5/8"D x 27 1/8"H, with high-sided drawers for drop filing and lock												
132	4.10.3.	File, Vertical Three Drawer, E-Series: #EV153D	\$304.50	TEKNION	C28302	5-6 WEEKS	\$320.00	K.I.	As specified	4-5 WEEKS	\$275.37	K.I.	As specified	4 WEEKS
133	4.10.3.1.	15"W x 27 5/8"D x 38 1/4"H, with high-sided drawers for drop filing and lock												
134	4.10.4.	File, Vertical Three Drawer, E-Series: #EV183D	\$317.00	TEKNION	C28352	5-6 WEEKS	\$330.00	K.I.	As specified	4-5 WEEKS	\$283.88	K.I.	As specified	4 WEEKS
135	4.10.4.1.	18"W x 27 5/8"D x 38 1/4"H, with high-sided drawers for drop filing and lock												
136	4.10.5.	File, Vertical Four Drawer, E-Series: #EV154D	\$380.50	TEKNION	C28402	5-6 WEEKS	\$394.90	K.I.	As specified	4-5 WEEKS	\$339.71	K.I.	As specified	4 WEEKS
137	4.10.5.1.	15"W x 27 5/8"D x 49 3/8"H, with high-sided drawers for drop filing and lock												
138	4.10.6.	File, Vertical Four Drawer, E-Series: #EV184D	\$390.50	TEKNION	C28452	5-6 WEEKS	\$410.30	K.I.	As specified	4-5 WEEKS	\$352.96	K.I.	As specified	4 WEEKS
139	4.10.6.1.	18"W x 27 5/8"D x 49 3/8"H, with high-sided drawers for drop filing and lock												
140	4.10.7.	File, Vertical Five Drawer, E-Series: #EV155D	\$459.00	TEKNION	C28502	5-6 WEEKS	\$481.25	K.I.	As specified	4-5 WEEKS	\$413.99	K.I.	As specified	4 WEEKS
141	4.10.7.1.	15"W x 27 5/8"D x 60 1/2"H, with high-sided drawers for drop filing and lock												
142	4.10.8.	File, Vertical Five Drawer, E-Series: #EV185D	\$466.50	TEKNION	C28552	5-6 WEEKS	\$496.65	K.I.	As specified	4-5 WEEKS	\$427.24	K.I.	As specified	4 WEEKS
143	4.10.8.1.	18"W x 27 5/8"D x 60 1/2"H, with high-sided drawers for drop filing and lock												
144														
145	4.10.10.	Sub-Total for E-Series Vertical Files (4.10.1. - 4.10.8.)	\$2,783.50				\$2,917.60				\$2,509.98			
146	4.10.9.	Series Discount: %	50%			5-6 WEEKS	45%				53%			
147	4.11.	Bookcases: 700 Series												
148	4.11.1.	Bookcase, One Adjustable Shelf: #S7B/3025512	\$169.00	TEKNION	BSOC123028	5-6 WEEKS	\$153.50	K.I.	As specified	4-5 WEEKS	\$145.25	K.I.	As specified	4 WEEKS

	O	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
4	Unit	Manufacturer	Model	Delivery Time	
5					
6					
7					
8	\$139.86	Haworth	M600-2110	3 Weeks	
9					
10	\$131.46	Haworth	M600-2110	4 Weeks	
11	\$181.44	Haworth	M600-2110	3 Weeks	
12					
13	\$173.46	Haworth	M600-2110	4 Weeks	
14					
15	\$139.86	Haworth	M600-2110	3 Weeks	
16					
17	\$131.46	Haworth	M600-2110	4 Weeks	
18					
19	\$181.44	Haworth	M600-2110	3 Weeks	
20					
21	\$173.46	Haworth	M600-2110	4 Weeks	
22					
23	\$284.76	Haworth	M600-2110	4 Weeks	
24					
25	\$359.10	Haworth	2861-1041	3 Weeks	
26					
27	\$262.08	Haworth	2861-1W41	3 Weeks	
28					
29	\$262.08	Haworth	2861-1041	3 Weeks	
30					
31	\$336.42	Haworth	2861-1041	3 Weeks	
32					
33	\$262.08	Haworth	2861-1W41	3 Weeks	
34					
35	\$291.90	Haworth	2861-1041	3 Weeks	
36					
37	\$336.42	Haworth	2841-1441	3 Weeks	
38					
39	\$275.24	Haworth	2861-1W41	4 Weeks	
40					

	U	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
41	\$3,922.52				
42	58%				
43					
44					
45	\$200.08	Haworth	45XR-30-E450	3 Weeks	
46					
47	\$254.20	Haworth	45XR-36-E450	3 Weeks	
48					
49	\$281.67	Haworth	45XR-42-E450	3 Weeks	
50					
51	\$312.42	Haworth	45XR-48-E450	3 Weeks	
52					
53	\$209.51	Haworth	45XQ-3030-E450	3 Weeks	
54					
55	\$232.06	Haworth	45XQ-3636-E450	3 Weeks	
56					
57	\$261.58	Haworth	45TC-2448-E450	4 Weeks	
58					
59	\$264.45	Haworth	45TC-2460-E450	3 Weeks	
60					
61	\$283.72	Haworth	45TC-2472-E450	3 Weeks	
62					
63	\$280.44	Haworth	45TC-3048-E450	4 Weeks	
64					
65	\$294.38	Haworth	45TC-3060-E450	4 Weeks	
66					
67	\$309.14	Haworth	45TC-3072-E450	4 Weeks	
68					
69	\$293.56	Haworth	45TC-3648-E450	4 Weeks	
70					
71	\$319.39	Haworth	45TC-3672-E450	3 Weeks	
72					
73	\$330.46	Haworth	45TC-3672-E450	4 Weeks	
74					
75	\$384.58	Haworth	45TC-3672-E450	4 Weeks	
76					
77	\$643.70	Haworth	45DT-4896-E450	3 Weeks	
78					
79	\$978.67	Haworth	45DT-48120-E450	4 Weeks	
80					
81	\$0.00	No Bid		4 Weeks	
82					
83	\$0.00	No Bid		4 Weeks	
84					
85	\$0.00	No Bid		4 Weeks	
86					
87	\$6,134.01				
88	59%				

	U	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
89					
90					
91					
92					
93	\$297.72	Haworth		3-4 Weeks	
94					
95	\$335.88	Haworth		3-4 Weeks	
96					
97	\$370.08	Haworth		3-4 Weeks	
98					
99	\$376.20	Haworth		3-4 Weeks	
100					
101	\$422.64	Haworth		3-4 Weeks	
102					
103	\$487.44	Haworth		3-4 Weeks	
104					
105	\$469.44	Haworth		3-4 Weeks	
106					
107	\$543.60	Haworth		3-4 Weeks	
108					
109	\$619.20	Haworth		3-4 Weeks	
110					
111	\$556.96	Haworth		3-4 Weeks	
112					
113	\$639.72	Haworth		3-4 Weeks	
114					
115	\$731.16	Haworth		3-4 Weeks	
116					
117	\$567.72	Haworth		3-4 Weeks	
118					

	U	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
119	\$651.60	Haworth		3-4 Weeks	
120					
121	\$739.80	Haworth		3-4 Weeks	
122					
123	\$7,809.16				
124	64%				
125					
126					
127					
128	\$196.00	Haworth			
129				3-4 Weeks	
130	\$224.00	Haworth			
131				3-4 Weeks	
132	\$241.00	Haworth			
133				3-4 Weeks	
134	\$270.00	Haworth			
135				3-4 Weeks	
136	\$255.00	Haworth			
137				3-4 Weeks	
138	\$286.00	Haworth			
139				3-4 Weeks	
140	\$343.00	Haworth			
141				3-4 Weeks	
142	\$383.00	Haworth			
143				3-4 Weeks	
144					
145	\$2,198.00				
146	50%				
147					
148	\$181.44	Haworth			

	C	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
149					
150	\$191.16	Haworth		3-4 Weeks	
151	\$192.60	Haworth			
152					
153	\$211.32	Haworth			
154				3-4 Weeks	
155	\$220.68	Haworth			
156				3-4 Weeks	
157	\$237.96	Haworth			
158				3-4 Weeks	
159	\$250.92	Haworth			
160				3-4 Weeks	
161	\$269.28	Haworth			
162				3-4 Weeks	
163	\$181.44	Haworth			
164				3-4 Weeks	
165	\$191.16	Haworth			
166				3-4 Weeks	
167	\$192.60	Haworth			
168				3-4 Weeks	
169	\$211.32	Haworth			
170				3-4 Weeks	
171	\$220.68	Haworth			
172				3-4 Weeks	
173	\$237.96	Haworth			
174				3-4 Weeks	
175	\$250.92	Haworth			
176				3-4 Weeks	
177	\$269.28	Haworth			
178				3-4 Weeks	
179					
180					
181	\$3,510.72				
182	64%				
183					

	U	F	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
184					
185	\$23,574.41				
186					
187					
188	Minimum Charge				
189	\$37.00		\$74.00		
190	\$64.00		\$128.00		
191	\$37.00		\$74.00		
192	\$43.00		\$86.00		
193					
194					
195					
196	Hourly Charge (\$)	Minimum Charge			
197	\$64.00	\$128.00			
198	\$43.00	\$86.00			
199					
200					
201	\$38.00	\$38.00			
202	\$38.00	\$38.00			
203					
204		50%			
205		50%			
206		50%			
207					
208					
209		70%			
210		70%			
211		50%			
212		4 WEEKS			
213					

	U	P	Q	R	S
1					
2					
3	Corporate Express (Alternate Bid)				
214		Yes			
215					
216					
217					
218					
219					
220					

**PURCHASE AGREEMENT
FOR
OFFICE FURNITURE TERM AND SUPPLY**

THIS AGREEMENT dated the 3 day of NOV 2005 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Inside the Lines**, herein "Contractor."

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. Contract Documents - This agreement shall consist of this Purchase Agreement For **Office Furniture Term and Supply**, County of Boone Request for Bid, bid number **64-04OCT05**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, as well as the Contractor's bid response dated October 3, 2005 and executed by Karin Burgess on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions shall prevail and control over the Contractor's bid response.

2. Contract Duration - This initial contract term shall commence on January 1, 2006 and extend through December 31, 2006, subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for four additional one year periods subject to the pricing clauses in the Contractor's bid response and thereafter on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date after exercising diligent efforts to do so or not; provided.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County Office Furniture as identified and responded to in the Contractor's Response Form. Items will be provided as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response, as needed and as ordered by the County.

4. Delivery - Contractor agrees to deliver the items as specified within six (6) weeks from date of order.

5. Billing and Payment - All billing shall be invoiced to the Department placing the order, and may only include the prices based on the Series Discount as identified in the Contractor's bid response. The invoices shall note both the list price and the discounted contract price. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

6. Binding Effect - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

7. Entire Agreement - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

8. Termination - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

INSIDE THE LINES

BOONE COUNTY, MISSOURI

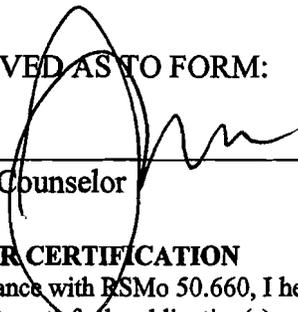
by Karen Burgess
 title Account Manager
 address 1101 Hutchens Dr Ste D
Columbia, MO 65203

by: Boone County Commission

 SKIP ELKIN, ACTING PRESIDING COMMISSIONER

APPROVED AS TO FORM:

ATTEST:


 County Counselor


 Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Term & Supply - No Encumbrance Required 10/24/05 County Wide Term/Supply
 Signature _____ Date _____ Appropriation Account _____

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 05

County of Boone

In the County Commission of said county, on the

3rd

day of November

20 05

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

Now on this day the County Commission of the County of Boone does hereby award bid 71-18OCT05 for the Callahan Creek Road Culvert Replacement Project to Boone Construction Company. It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said contract.

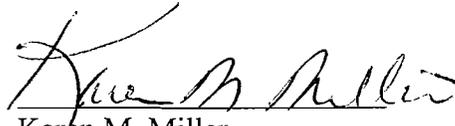
Done this 3rd day of November, 2005.

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT

Keith Schnarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

430-2005

MEMORANDUM

TO: Boone County Commission
FROM: Heather Turner, CPPB
DATE: October 25, 2005
RE: 71-18OCT05 Callahan Creek Road Culvert Replacement Project

The Bid for Callahan Creek Road Culvert Replacement Project closed on October 18, 2005. Seven bids were received. Purchasing and the Public Work's department recommend award to Boone Construction Company for submitting the low bid.

Total cost of contract is \$81,286.80 with a 10% contingency of \$8,128.68 for a total Purchase Order amount of \$89,415.48. This contract will be paid out of department 2045 – Public Works Design and Construction, account number 71100 – Outside Services. The original budget was \$60,000.00. Please see the attached memo from Don Abell outlining the award amount and expected adjustments in the current budget to fund the projects.

Please find attached a copy of the bid tabulation and memo from Public Works for your review.

ATT: Bid Tabulation
Public Works Memo

cc: Don Abell, Public Works
David Mink, Public Works
Bid File

Boone County Public Works



Don Abell, P.E.
Manager
Engineering Design and Construction

5551 Highway 63 South
Columbia MO 65201-9711
Phone (573) 449-8515 ext. 236
Fax (573) 875-1602
E-mail: dabell@boonecountymo.org

TO: Melinda Bobbitt, CPPB – Director of Purchasing
FROM: Don Abell, Manager - Public Works Design & Construction *DA*
DATE: October 25, 2005
RE: BID AWARD RECOMMENDATION
BID #71-18OCT05 – Callahan Creek Road Culvert Replacement Project

The Public Works Department recommends award of the **Callahan Creek Road Culvert Replacement Project** contract to the low bidder **Boone Construction Company**.

The Construction bid amount exceeds the budgeted amount by \$21,286.80 for this project.

This project originally consisted of large culvert pipe replacement at two locations and was budgeted as pipe replacements. However, upon running detailed calculations for the drainage area, it was determined that the pipe in one of the locations was extremely undersized. Therefore, it became necessary to replace this pipe culvert with a reinforced concrete box (RCB) culvert to avoid raising the road bed and/ or installing multiple pipes. This accounts, in part, for the bids coming in over the original budgeted amount.

One option is to reject all bids, modify the plans, and rebid the project. However, I do not recommend this option for the following reasons:

- I feel that there are no bid items that can be eliminated from the contract to reduce the cost. Everything in the plans and specifications are necessary for the proper completion of these projects. However, it is possible that we may be able to reduce the quantity of rip-rap used to stabilize the embankments around the drainage structures.
- Due to the current economy, increased fuel costs, increased material costs, increased prevailing wage rates, etc.; nearly all bids for public sector projects this year have been over budget. Therefore, I do not feel that rebidding at a later date will result in a lower cost and will more likely result in a higher cost.
- I feel that this was a competitive bid. There were seven bids received and the lowest three bids were within \$5,575.20 of each other.
- Re-bidding will delay the start of construction and these projects will not be completed within the 2006 construction season.

If awarded I propose that the additional costs be offset by adjustments within the current budget. However, everyone should be aware that most of the cost savings realized so far this year has already been used to offset earlier projects. It is now approaching the end of the year and if we intend to construct all the projects budgeted for 2005; it may become necessary to use money from the reserve fund balance. There are only a few more small projects that remain to be bid.

c: David Mink, Director - Public Works
Matt Vander Tuig, Project Engineer
John Watkins, Project Development Manager

BID TABULATION
71-18 OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

Location 1

Description	JEFF SCHNIDERS CONST. CO , INC				S & C BRIDGE & CONCRETE, INC			
	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total
Mobilization	1	LS	800	800	1	LS	4800	4800
Constructin staking	1	LS	600	600	1	LS	1000	1000
Traffic Control	1	LS	1200	1200	1	LS	1000	1000
Removals	1	LS	1800	1800	1	LS	1500	1500
Excavation	161	CY	12	1932	161	CY	10	1610
Embankment	126	CY	14	1764	126	CY	25	3150
2" Thickness of 1" Surface Aggegate	11	TON	34	374	11	TON	40	440
4" Thickness of 2 1/2" Minus Base Rock	22	TON	31	682	22	TON	40	880
Staked Straw Bale Ditch Check Dams	8	EA	100	800	8	EA	65	520
Type 2 Rip-Rap Rock Blanket	200	TON	34	6800	200	TON	25	5000
Field Seedling/Fertilizing/Mulch	1	LS	800	800	1	LS	695	695
Erosion Control Blanket	165	SY	9	1485	165	SY	2	330
Fencing	80	LF	9	720	80	LF	6.9	552
Temporary Fencing	80	LF	3	240	80	LF	6.5	520
84" Corrugated Metal Pipe	40	LF	257	10280	40	LF	169	6760
Pipe Bedding Material	26	TON	46	1196	26	TON	30	780
SUB TOTAL				31473				29537

BID TENDER SUBMITTAL

71-18 OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

	JEFF SCHNIDERS CONST. CO , INC				S & C BRIDGE & CONCRETE, INC			
LOCATION 2 (REVISED)								
Description	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total
Mobilization	1	LS	900	900	1	LS	6500	6500
Construction Staking	1	LS	600	600	1	LS	1000	1000
Traffic Control	1	LS	800	800	1	LS	1000	1000
Removals	1	LS	1600	1600	1	LS	1500	1500
Excavation	195	CY	12	2340	195	CY	10	1950
Embankment	84	CY	15	1260	84	CY	30	2520
2" Thickness of 1" Surface Aggregate	31	TON	23	713	31	TON	30	930
4" Thickness of 2 1/2 Minus Base Rock	67	TON	19	1273	67	TON	30	2010
Staked Straw Bale Ditch Check Dams	8	EA	100	800	8	EA	65	520
Type 2 Rip-Rap Rock Blanket	220	TON	31	6820	220	TON	25	5500
Field Seedling/Fertilizing/Mulch	1	LS	800	800	1	LS	800	800
Erosion Control Blanket	170	SY	9	1530	170	SY	2	340
4'x12' Precast Box Culvert	30	LF	982	29460	30	LF	1200	36000
Geodgrid & Geofabric (under Leveling Course)	81	SY	19	1539	81	SY	15	1215
2 1/2" Minus Aggregate Leveling Course	88	TON	18	1584	88	TON	30	2640
SUB TOTAL				52019				64425
TOTAL FOR BOTH LOCATIONS				\$83,492.00				\$93,962.00

ADDENDUM ACKNOWLEDGMENT		YES		YES
ADDENDUM ONE		YES		YES
COMPLETION OF BIDDER QUALIFICATIONS		YES		YES
ANTI-COLLUSION STATEMENT		YES		YES
SIGNATURE IDENTITY OF BIDDER		YES		YES
BIDDERS ACKNOWLEDGEMENT		YES		YES

BID TABULATION
71-18 OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

Location 1

Description	BOONE CONSTRUCTION CO				APAC-MISSOURI, INC			
	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total
Mobilization	1	LS	4500	4500	1	LS	3000	3000
Constructin staking	1	LS	850	850	1	LS	975	975
Traffic Control	1	LS	1000	1000	1	LS	370	370
Removals	1	LS	2500	2500	1	LS	2300	2300
Excavation	161	CY	7.25	1167.25	161	CY	19.9	3203.9
Embankment	126	CY	24	3024	126	CY	21	2646
2" Thickness of 1" Surface Aggegate	11	TON	30	330	11	TON	83.85	922.35
4" Thickness of 2 1/2" Minus Base Rock	22	TON	30	660	22	TON	46.75	1028.5
Staked Straw Bale Ditch Check Dams	8	EA	100	800	8	EA	175	1400
Type 2 Rip-Rap Rock Blanket	200	TON	19	3800	200	TON	29.65	5930
Field Seedling/Fertilizing/Mulch	1	LS	1850	1850	1	LS	1800	1800
Erosion Control Blanket	165	SY	7	1155	165	SY	5	825
Fencing	80	LF	10.6	848	80	LF	20.35	1628
Temporary Fencing	80	LF	4	320	80	LF	20.35	1628
84" Corrugated Metal Pipe	40	LF	152	6080	40	LF	203	8120
Pipe Bedding Material	26	TON	48	1248	26	TON	66.5	1729
SUB TOTAL				30132.25				37505.75

BID T BULATION

71-18OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

	BOONE CONSTRUCTION CO				APAC-MISSOURI, INC			
LOCATION 2 (REVISED)								
Description	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total
Molilization	1	LS	6050	6050	1	LS	2960	2960
Construction Staking	1	LS	850	850	1	LS	975	975
Traffic Control	1	LS	1000	1000	1	LS	370	370
Removals	1	LS	2500	2500	1	LS	3100	3100
Excavation	195	CY	7.25	1413.75	195	CY	31.55	6152.25
Embankment	84	CY	24	2016	84	CY	35.7	2998.8
2" Thickness of 1" Surface Aggregate	31	TON	30	930	31	TON	37.2	1153.2
4" Thickness of 2 1/2 Minus Base Rock	67	TON	30	2010	67	TON	22.5	1507.5
Staked Straw Bale Ditch Check Dams	8	EA	100	800	8	EA	160	1280
Type 2 Rip-Rap Rock Blanket	220	TON	19.29	4243.8	220	TON	28.2	6204
Field Seedling/Fertilizing/Mulch	1	LS	1850	1850	1	LS	875	875
Erosion Control Blanket	170	SY	7	1190	170	SY	4.9	833
4'x12' Precast Box Culvert	30	LF	755	22650	30	LF	1500	45000
Geodgrid & Geofabric (under Leveling Course)	81	SY	19	1539	81	SY	17.7	1433.7
2 1/2" Minus Aggregate Leveling Course	88	TON	24	2112	88	TON	24.15	2125.2
SUB TOTAL				51154.55				76967.65
TOTAL FOR BOTH LOCATIONS				\$81,286.80				\$114,473.40

ADDENDUM ACKNOWLEDGMENT		YES		YES
ADDENDUM ONE		YES		YES
COMPLETETION OF BIDDER QUALIFICATIONS		YES		YES
ANTI-COLLUSION STATEMENT		YES		YES
SIGNATURE IDENTITY OF BIDDER		YES		YES
BIDDERS ACKNOWLEDGEMENT		YES		YES

BID BULATION
71-18OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

Location 1

Description	MUEKNS BROTHERS CONSTRUCTIN CO INC				APLEX, INC			
	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total
Mobilization	1	LS	14650	14650	1	LS	1000	1000
Constructin staking	1	LS	2200	2200	1	LS	1000	1000
Traffic Control	1	LS	5000	5000	1	LS	1000	1000
Removals	1	LS	3200	3200	1	LS	500	500
Excavation	161	CY	12	1932	161	CY	25	4025
Embankment	126	CY	33.5	4221	126	CY	20	2520
2" Thickness of 1" Surface Aggegate	11	TON	46.57	512.27	11	TON	40	440
4" Thickness of 2 1/2" Minus Base Rock	22	TON	46	1012	22	TON	40	880
Staked Straw Bale Ditch Check Dams	8	EA	125	1000	8	EA	100	800
Type 2 Rip-Rap Rock Blanket	200	TON	20.56	4112	200	TON	35	7000
Field Seedling/Fertilizing/Mulch	1	LS	1100	1100	1	LS	1000	1000
Erosion Control Blanket	165	SY	3.63	598.95	165	SY	8	1320
Fencing	80	LF	5.5	440	80	LF	20	1600
Temporary Fencing	80	LF	9	720	80	LF	10	800
84" Corrugated Metal Pipe	40	LF	237.5	9500	40	LF	180	7200
Pipe Bedding Material	26	TON	57.84	1503.84	26	TON	40	1040
SUB TOTAL				51702.06				32125

BID BULATION
71-18OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

	MUEKNS BROTHERS CONSTRUCTIN CO INC				APLEX, INC				
LOCATION 2 (REVISED)									
Description	Quantity	Unit	Unit Price	Extended Total	Quantity	Unit	Unit Price	Extended Total	
Molilization	1	LS	12500	12500	1	LS	2500	2500	
Construction Staking	1	LS	2200	2200	1	LS	1000	1000	
Traffic Control	1	LS	2500	2500	1	LS	1000	1000	
Removals	1	LS	3210	3210	1	LS	500	500	
Excavation	195	CY	12	2340	195	CY	25	4875	
Embankment	84	CY	33.5	2814	84	CY	20	1680	
2" Thickness of 1" Surface Aggregate	31	TON	25	775	31	TON	40	1240	
4" Thickness of 2 1/2 Minus Base Rock	67	TON	35	2345	67	TON	40	2680	
Staked Straw Bale Ditch Check Dams	8	EA	125	1000	8	EA	100	800	
Type 2 Rip-Rap Rock Blanket	220	TON	20.56	4523.2	220	TON	35	7700	
Field Seedling/Fertilizing/Mulch	1	LS	1100	1100	1	LS	1000	1000	
Erosion Control Blanket	170	SY	4.25	722.5	170	SY	8	1360	
4'x12' Precast Box Culvert	30	LF	1010	30300	30	LF	770	23100	
Geodgrid & Geofabric (under Leveling Course)	81	SY	14.19	1149.39	81	SY	22	1782	
2 1/2" Minus Aggregate Leveling Course	88	TON	36.88	3245.44	88	TON	40	3520	
SUB TOTAL				70724.53				54737	
TOTAL FOR BOTH LOCATIONS				\$122,426.59				\$86,862.00	

ADDENDUM ACKNOWLEDGMENT		YES		YES
ADDENDUM ONE		YES		YES
COMPLETETION OF BIDDER QUALIFICATIONS		YES		YES
ANTI-COLLUSION STATEMENT		YES		YES
SIGNATURE IDENTITY OF BIDDER		YES		YES
BIDDERS ACKNOWLEDGEMENT		YES		YES

BID TABULATION

71-18OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

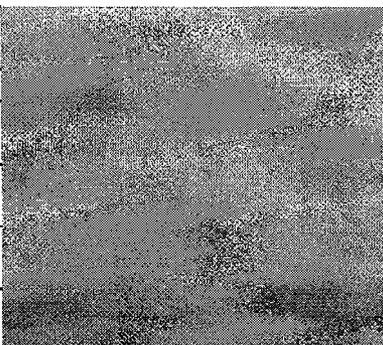
Location 1

COLUMBIA CURB AND GUTTER					
	Description	Quantity	Unit	Unit Price	Extended Total
	Mobilization	1	LS	4000	4000
	Constructin staking	1	LS	2000	2000
	Traffic Control	1	LS	1600	1600
	Removals	1	LS	5000	5000
	Excavation	161	CY	25	4025
	Embankment	126	CY	25	3150
	2" Thickness of 1" Surface Aggegate	11	TON	30	330
	4" Thickness of 2 1/2" Minus Base Rock	22	TON	30	660
	Staked Straw Bale Ditch Check Dams	8	EA	100	800
	Type 2 Rip-Rap Rock Blanket	200	TON	25	5000
	Field Seedling/Fertilizing/Mulch	1	LS	2500	2500
	Erosion Control Blanket	165	SY	9	1485
	Fencing	80	LF	25	2000
	Temporary Fencing	80	LF	25	2000
	84" Corrugated Metal Pipe	40	LF	210	8400
	Pipe Bedding Material	26	TON	25	650
	SUB TOTAL				43600

BID BULATION

71-18OCT05 CALLAHAN CREEK ROAD CULVERT REPLACEMENT PROJECT

COLUMBIA CURB AND GUTTER					
LOCATION 2 (REVISED)					
Description	Quantity	Unit	Unit Price	Extended Total	
Mobilization	1	LS	4000	4000	
Construction Staking	1	LS	2000	2000	
Traffic Control	1	LS	1600	1600	
Removals	1	LS	5000	5000	
Excavation	195	CY	25	4875	
Embankment	84	CY	25	2100	
2" Thickness of 1" Surface Aggregate	31	TON	30	930	
4" Thickness of 2 1/2 Minus Base Rock	67	TON	30	2010	
Staked Straw Bale Ditch Check Dams	8	EA	100	800	
Type 2 Rip-Rap Rock Blanket	220	TON	25	5500	
Field Seedling/Fertilizing/Mulch	1	LS	2500	2500	
Erosion Control Blanket	170	SY	9	1530	
4'x12' Precast Box Culvert	30	LF	1000	30000	
Geogrid & Geofabric (under Leveling Course)	81	SY	27	2187	
2 1/2" Minus Aggregate Leveling Course	88	TON	25	2200	
SUB TOTAL				67232	
TOTAL FOR BOTH LOCATIONS				\$110,832.00	

ADDENDUM ACKNOWLEDGMENT		YES
ADDENDUM ONE		YES
COMPLETETION OF BIDDER QUALIFICATIONS		YES
ANTI-COLLUSION STATEMENT		YES
SIGNATURE IDENTITY OF BIDDER		YES
BIDDERS ACKNOWLEDGEMENT		YES

CONTRACT AGREEMENT

430-2005

THIS AGREEMENT, made and entered into by and between the County of Boone through the Boone County Commission (hereinafter referred to as the Owner), and **Boone Construction Co.** (hereinafter referred to as the Contractor).

WITNESSETH: That for and in consideration of the acceptance of Contractor's bid and the award of this contract to said Contractor by the Owner and in further consideration of the agreements of the parties herein contained, to be well and truly observed and faithfully kept by them, and each of them, it is agreed between the parties as follows, to wit:

The Contractor at his own Expense hereby agrees to do or furnish all labor, materials, and equipment called for in the bid designated and marked:

BID NUMBER 71-18OCT05
Callahan Creek Road Culvert Replacement Project
Project No. 9822
BOONE COUNTY, MISSOURI

and agrees to perform all the work required by the contract as shown on the plans and specifications. The contract award includes the Base Bid in the amount of \$81,286.80.

The following contract documents and any applicable Addenda are made a part hereof as fully as if set out herein: Change orders issued subsequent to this contract shall be subject to the terms and conditions of the agreement unless otherwise specified in writing.

1. Notice to Bidders
2. Bid Response
3. Statement of Bidders Qualifications
4. Instructions to Bidders
5. Bid Form
6. Anti-Collusion Statement
7. Signature and Identity of Bidder
8. Bidders Acknowledgment
9. Insurance Requirements
10. Contract Conditions
11. Contract Agreement
12. Performance Bond
13. Labor & Material Payment Bond
14. General Specifications
15. Technical Specifications
16. Special Provisions
17. Affidavit—Prevailing Wage
18. State Wage Rates—Annual Wage Order No. 12
19. Boone County Standard Terms and Conditions
20. Plan Sheets
21. Geotechnical Reports

It is understood and agreed that, except as may be otherwise provided for by the "General Specifications, and "Technical Specifications," and "Special Provisions" the work shall be done in accordance with the "Missouri Standard Specifications for Highway Construction, 1999", a copy of which can be obtained from the State of Missouri, Missouri

Highway and Transportation Division in Jefferson City, Missouri. Said Specifications are part and parcel of this contract, and are incorporated in this contract as fully and effectively as if set forth in detail herein.

The Contractor further agrees that he is fully informed regarding all of the conditions affecting the work to be done, and labor and materials to be furnished for the completion of this contract, and that his information was secured by personal investigation and research and not from any estimates of the Owner; and that he will make no claim against the Owner by reason of estimates, tests, or representation of any officer, agent, or employees of the Owner.

The said Contractor agrees further to begin work not later than the authorized date in the Notice to Proceed, and to complete the work within the time specified in the contract documents or such additional time as may be allowed by the Engineer under the contract.

The work shall be done to complete satisfaction of the Owner and, in the case the Federal Government or any agency thereof is participating in the payment of the cost of construction of the work, the work shall also be subject to inspection and approval at all times by the proper agent or officials of such government agency.

The parties hereto agree that this contract in all things shall be governed by the laws of the State of Missouri.

Contractor agrees it will pay not less than the prevailing hourly rate of wages to all workers performing work under the contract in accordance with the prevailing wage determination issued by the Division of Labor Standards of the Department of Labor and Industrial Relations for the State of Missouri and as maintained on file with the Boone County Public Works Department.

The Contractor further agrees that it shall forfeit as a penalty to the County of Boone the sum of \$10.00 for each worker employed for each calendar day or portion thereof such worker is paid less than the stipulated rates set forth in the prevailing wage determination for the project for any work done under this contract by the Contractor or by any Subcontractor employed by the Contractor pursuant to the provisions of Section 290.250 RSMo. The Contractor further agrees that it will abide by all provisions of the prevailing wage law as set forth in Chapter 290 RSMo. and rules and regulations issued thereunder and that any penalties assessed may be withheld from sums due to the Contractor by the Owner.

The contractor agrees that he will comply with all federal, state, and local laws and regulations and ordinances and that he/she will comply and cause each of his/her subcontractors, and directives pertaining to nondiscrimination against any person on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in connection with this contract, including procurement of materials and lease of equipment; therefore, in accordance with the special provisions on that subject attached hereto, incorporated in and made a part of the Contract.

The Contractor expressly warrants that he/she has employed no third person to solicit or obtain this contract in his behalf, or to cause or procure the same to be obtained upon compensation in any way contingent, in whole or in part, upon such procurement; and that he has not paid, or promised or agreed to pay to any third person, in consideration of such procurement, or in compensation for services in connection therewith, any brokerage, commission or percentage upon the amount receivable by him hereunder; and that he has not, in estimating the contract price demand by him, included any sum by reason of such brokerage, commission, or percentage; and that all moneys payable to him hereunder are free from obligation of any other person for services rendered, or supposed to have been rendered, in the procurement of this contract. He further agrees that any breach of this warranty shall constitute adequate cause for the annulment of this contract by the Owner, and that the Owner may retain to its own use from any sums due to or to become due hereunder an amount equal to any brokerage, commission, or percentage so paid, or agreed to be paid.

The Owner agrees to pay the Contractor in the amount:

Eighty One Thousand Two Hundred Eighty Six Dollars and Eighty Cents (\$81,286.80)

as full compensation for the performance of work embraced in this contract, subject to the terms of payment as provided in the contract documents and subject to adjustment as provided for changes in quantities and approved change orders.

IN WITNESS WHEREOF, the parties hereto have signed and entered this agreement on 3 NOV 2005 at
Columbia, Missouri. (Date)

OWNER, BOONE COUNTY, MISSOURI

By: [Signature]

Skip Elkin, Acting Presiding Commissioner

ATTEST:

[Signature]
Wendy Noren, County Clerk

CONTRACTOR: Boone Construction Co.

By: [Signature]
Authorized Representative Signature

By: JERRY B. JONES
Authorized Representative Printed Name

Title: PRESIDENT

Approved as to Legal Form:

[Signature]
John Patton
Boone County Counselor

AUDITOR CERTIFICATION

In accordance with RSMo 55.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of the contract do not create a measurable county obligation at this time.)

2045/71100 - \$81,286.80

[Signature]
Signature

10/26/05
Date

Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 05

County of Boone

In the County Commission of said county, on the

3rd

day of November

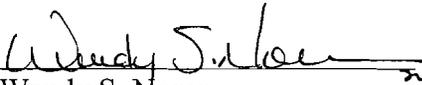
20 05

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

Now on this day the County Commission of the County of Boone does hereby award bid 72-25OCT05 for the Schooler Road Improvement Project to C.L. Richardson Construction Company. It is further ordered that the Acting Presiding Commissioner be hereby authorized to sign said contract.

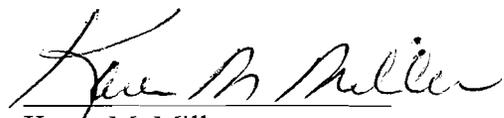
Done this 3rd day of November, 2005.

ATTEST:


Wendy S. Noren
Clerk of the County Commission

ABSENT

Keith Schnarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

431-2005

MEMORANDUM

TO: Boone County Commission
FROM: Heather Turner, CPPB
DATE: October 26, 2005
RE: 72-25OCT05 Schooler Road Improvement Project

The Bid for Schooler Road Improvement Project closed on October 25, 2005. Nine bids were received. Purchasing and the Public Work's department recommend award to C.L. Richardson Construction Company for submitting the low bid.

Total cost of contract is \$138,362.75 with a 10% contingency of \$13,836.28 for a total Purchase Order amount of \$152,199.03. This contract will be paid out of department 2045 – Public Works Design and Construction, account number 71100 – Outside Services. The original budget was \$100,000.00. Please see the attached memo from Don Abell outlining the award amount and expected adjustments in the current budget to fund the projects.

Please find attached a copy of the bid tabulation and memo from Public Works for your review.

ATT: Bid Tabulation
Public Works Memo

cc: Don Abell, Public Works
David Mink, Public Works
Bid File

Boone County Public Works



Don Abell, P.E.
 Manager
 Engineering Design and Construction

5551 Highway 63 South
 Columbia MO 65201-9711
 Phone (573) 449-8515 ext. 236
 Fax (573) 875-1602
 E-mail: dabell@boonecountymmo.org

TO: Melinda Bobbitt, CPPB – Director of Purchasing

FROM: Don Abell, Manager - ^{DA}Public Works Design & Construction

DATE: October 25, 2005

RE: BID AWARD RECOMMENDATION
 BID #72-25OCT05 – Schooler Road Improvement Project

The Public Works Department recommends award of the Base Bid and Add Alternate Bid for the **Schooler Road Improvement Project** contract to the low bidder **C. L. Richardson Construction Company**.

The Base Bid amount is \$129,397.50, which exceeds the budgeted amount by \$29,397.50 for this project. An Add Alternate Bid in the amount of \$8,965.25 was also included in the bid documents.

I recommend award of this bid for the following reasons:

- I feel that there are no bid items that can be eliminated from the contract to reduce the cost. Everything in the plans and specifications are necessary for the proper completion of these projects.
- Due to the current economy, increased fuel costs, increased material costs, increased prevailing wage rates, etc.; nearly all bids for public sector projects this year have been over budget. Therefore, I do not feel that rebidding at a later date will result in a lower cost and will more likely result in a higher cost.
- There were nine bids received and I feel that this was a competitive bid.
- Re-bidding will delay the start of construction and these projects will not be completed within the 2005 construction season.

The Add Alternate Bid includes surface rock, a new culvert pipe, and rip-rap for the old roadway that is to become a private access road to the two existing homes along the relocated length of roadway. We have discussed constructing this work "in-house" with maintenance crews. However, after discussing this with the Maintenance Manager and Director, we are recommending that this work be awarded as part of the construction contract for the following reasons:

- The cost of the 73" x 55" cnp arch culvert, surface rock, and rip rap is \$4,493 (material only). This does not include the cost of fuel to operate the equipment.
- The culvert pipe is large enough that will have to be installed in two pieces if our maintenance crews install it. Whereas, the contractor is better equipped to install pipes of this size and can install it in one piece.
- If we construct the add alternate work it will require coordination with the contractor to avoid conflicting with the contractors work.

If awarded I propose that the additional costs be offset by adjustments within the current budget. However, as reported in the last bid recommendation, most of the cost savings realized so far this year have already been used to offset overruns on earlier projects. It is now approaching the end of the year and if we intend to construct all the projects budgeted for 2005 it may become necessary to use money from the reserve fund balance. There are only a few more small projects that remain to be bid.

c: David Mink, Director - Public Works
 Matt Vander Tuig, Project Engineer
 John Watkins, Project Development Manager

**Bid Tab 72-25OCT05
Schooler Road Improvement Project**

Description	Quantity	Unit	C.L. Richardson Const. Co.		S&C Bridge & Concrete		Jeff Schnieders Const. Co.	
			Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total
MOBILIZATION	1	LS	\$5,200.00	\$5,200.00	\$15,000.00	\$15,000.00	\$2,771.00	\$2,771.00
CONSTRUCTIN STAKING	1	LS	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00
TRAFFICE CONTROL REMOVALS	1	LS	\$1,800.00	\$1,800.00	\$1,500.00	\$1,500.00	\$4,100.00	\$4,100.00
EXCAVATION	634	CY	\$6.20	\$3,930.80	\$8.25	\$5,230.50	\$30.00	\$19,020.00
EMBANKMENT	7051	CY	\$5.20	\$36,665.20	\$5.50	\$38,780.50	\$8.00	\$56,408.00
CLEARING & GRUBBING	1	LS	\$1,600.00	\$1,600.00	\$1,500.00	\$1,500.00	\$4,000.00	\$4,000.00
SEDIMENT Barrier	1300	LF	\$3.80	\$4,940.00	\$5.00	\$6,500.00	\$3.00	\$3,900.00
Straw Bale Ditch Checks	7	EA	\$200.00	\$1,400.00	\$100.00	\$700.00	\$50.00	\$350.00
erosion Control Blanket	840	SY	\$1.80	\$1,512.00	\$4.00	\$3,360.00	\$3.40	\$2,856.00
Temporay Fence	320	LF	\$4.80	\$1,536.00	\$8.00	\$2,560.00	\$3.00	\$960.00
Permanent Fence Replacement	320	LF	\$5.00	\$1,600.00	\$8.00	\$2,560.00	\$4.00	\$1,280.00
Type II Rock Blanket	96	TON	\$30.00	\$2,880.00	\$25.00	\$2,400.00	\$26.00	\$2,496.00
Seed, Fertilize, Mulch	1	LS	\$2,660.00	\$2,660.00	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00
4" Thickness - Compacted Granular Surface 1.5" Minus Aggregate	3385	SY	\$4.25	\$14,386.25	\$3.25	\$11,001.25	\$2.80	\$9,478.00
4" Thickness - Compacted Grandular Base 2.5" Minus Aggregate	3385	SY	\$4.25	\$14,386.25	\$4.00	\$13,540.00	\$2.60	\$8,801.00
73" x 55" Arch CMP (Zinc?polymer Coated - 12 fa)	126	LF	\$152.00	\$19,152.00	\$150.00	\$18,900.00	\$185.00	\$23,310.00

**Bid Tab 72-25OCT05
Schooler Road Improvement Project**

			C.L. Richardson Const. Co.		S&C Bridge & Concrete		Jeff Schnieders Const. Co.	
60" x 46" Arch CMP (Zinc?polymer Coated - 16 ga)	46	LF	\$114.00	\$5,244.00	\$135.00	\$6,210.00	\$140.00	\$6,440.00
18"CMP (Zinc/Polymer Coated - 16 ga)	95	LF	\$39.00	\$3,705.00	\$30.00	\$2,850.00	\$25.00	\$2,375.00
Unsuitable Subgrade Removal and Repair	50	SY	\$26.00	\$1,300.00	\$30.00	\$1,500.00	\$40.00	\$2,000.00
BASE BID TOTAL				\$129,397.50		\$144,092.25		\$163,145.00
ADD ALTERNATE BID								
73"X55" Arch CMP (Zinc/Polymer Coated - 12 ga)	30	LF	\$142.00	\$4,260.00	\$175.00	\$5,250.00	\$197.00	\$5,910.00
4" Thickness - Compacted Granular Surface 1.5 Minus Aggregated (Resurface Exist. Road)	853	SY	\$4.25	\$3,625.25	\$4.00	\$3,412.00	\$2.82	\$2,405.46
Type II Rock Blanket	36	TON	\$30.00	\$1,080.00	\$35.00	\$1,260.00	\$34.00	\$1,224.00
ALTERNATE BID TOTAL				\$8,965.25		\$9,922.00		\$9,539.46

Bid Tab 72-25OCT05
Schooler Road Improvement Project

Description	Quantity	Unit	Columbia Curb & Gutter		Muenks Brothers Const. Co., Inc.		Boone Construction Co.	
			Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total
MOBILIZATION	1	LS	\$6,500.00	\$6,500.00	\$8,500.00	\$8,500.00	\$2,325.00	\$2,325.00
CONSTRUCTIN STAKING	1	LS	\$3,000.00	\$3,000.00	\$6,500.00	\$6,500.00	\$4,000.00	\$4,000.00
TRAFFICE CONTROL REMOVALS	1	LS	\$21,500.00	\$21,500.00	\$2,200.00	\$2,200.00	\$1,500.00	\$1,500.00
EXCAVATION	634	CY	\$10.00	\$6,340.00	\$7.25	\$4,596.50	\$7.50	\$4,755.00
EMBANKMENT	7051	CY	\$12.00	\$84,612.00	\$4.50	\$31,729.50	\$8.00	\$56,408.00
CLEARING & GRUBBING	1	LS	\$9,000.00	\$9,000.00	\$3,400.00	\$3,400.00	\$7,000.00	\$7,000.00
SEDIMENT Barrier	1300	LF	\$3.10	\$4,030.00	\$6.25	\$8,125.00	\$3.00	\$3,900.00
Straw Bale Ditch Checks	7	EA	\$22.00	\$154.00	\$135.00	\$945.00	\$75.00	\$525.00
erosion Control Blanket	840	SY	\$5.00	\$4,200.00	\$3.25	\$2,730.00	\$5.00	\$4,200.00
Temportay Fence	320	LF	\$8.00	\$2,560.00	\$4.50	\$1,440.00	\$3.25	\$1,040.00
Permanent Fence Replacement	320	LF	\$11.00	\$3,520.00	\$5.75	\$1,840.00	\$8.00	\$2,560.00
Type II Rock Blanket	96	TON	\$25.00	\$2,400.00	\$32.00	\$3,072.00	\$18.00	\$1,728.00
Seed, Fertilize, Mulch	1	LS	\$10,400.00	\$10,400.00	\$2,297.00	\$2,297.00	\$9,400.00	\$9,400.00
4" Thickness - Compacted Granular Surface 1.5" Minus Aggregate	3385	SY	\$4.00	\$13,540.00	\$3.65	\$12,355.25	\$3.85	\$13,032.25
4" Thickness - Compacted Grandular Base 2.5" Minus Aggregate	3385	SY	\$4.00	\$13,540.00	\$2.25	\$7,616.25	\$3.35	\$11,339.75
73" x 55" Arch CMP (Zinc?polymer Coated - 12 fa)	126	LF	\$172.00	\$21,672.00	\$175.36	\$22,095.36	\$153.00	\$19,278.00

**Bid Tab 72-25OCT05
Schooler Road Improvement Project**

			Columbia Curb & Gutter		Muenks Brothers Const. Co., Inc.		Boone Construction Co.	
60" x 46" Arch CMP (Zinc?polymer Coated - 16 ga)	46	LF	\$150.00	\$6,900.00	\$126.02	\$5,796.92	\$135.00	\$6,210.00
18"CMP (Zinc/Polymer Coated - 16 ga)	95	LF	\$41.00	\$3,895.00	\$57.65	\$5,476.75	\$47.00	\$4,465.00
Unsuitable Subgrade Removal and Repair	50	SY	\$75.00	\$3,750.00	\$23.00	\$1,150.00	\$13.50	\$675.00
BASE BID TOTAL				\$232,013.00		\$134,715.53		\$159,341.00
ADD ALTERNATE BID								
73"X55" Arch CMP (Zinc/Polymer Coated - 12 ga)	30	LF	\$172.00	\$5,160.00	\$185.00	\$5,550.00	\$170.00	\$5,100.00
4" Thickness - Compacted Granular Surface 1.5 Minus Aggregated (Resurface Exist. Road)	853	SY	\$4.00	\$3,412.00	\$3.65	\$3,113.45	\$3.80	\$3,241.40
Type II Rock Blanket	36	TON	\$25.00	\$900.00	\$32.00	\$1,152.00	\$26.00	\$936.00
ALTERNATE BID TOTAL				\$9,472.00		\$9,815.45		\$9,277.40

**Bid Tab 72-25OCT05
Schooler Road Improvement Project**

Description	Quantity	Unit	Sharp's Excavating, LLC		APAC-Missouri, Inc.		David Rogjrs Excavation, LLC	
			Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total
MOBILIZATION	1	LS	\$22,000.00	\$22,000.00	\$21,500.00	\$21,500.00	\$6,000.00	\$6,000.00
CONSTRUCTIN STAKING	1	LS	\$3,500.00	\$3,500.00	\$1,730.00	\$1,730.00	\$1,500.00	\$1,500.00
TRAFFICE CONTROL REMOVALS	1	LS	\$2,500.00	\$2,500.00	\$4,900.00	\$4,900.00	\$3,000.00	\$3,000.00
EXCAVATION	634	CY	\$8.00	\$5,072.00	\$6.60	\$4,184.40	\$6.00	\$3,804.00
EMBANKMENT	7051	CY	\$5.00	\$35,255.00	\$20.70	\$145,955.70	\$10.80	\$76,150.80
CLEARING & GRUBBING	1	LS	\$5,000.00	\$5,000.00	\$23,100.00	\$23,100.00	\$4,000.00	\$4,000.00
SEDIMENT Barrier	1300	LF	\$2.25	\$2,925.00	\$2.73	\$3,549.00	\$2.00	\$2,600.00
Straw Bale Ditch Checks	7	EA	\$125.00	\$875.00	\$18.90	\$132.30	\$100.00	\$700.00
erosion Control Blanket	840	SY	\$2.50	\$2,100.00	\$4.46	\$3,746.40	\$2.20	\$1,848.00
Temportay Fence	320	LF	\$5.00	\$1,600.00	\$12.60	\$4,032.00	\$10.00	\$3,200.00
Permanent Fence Replacement	320	LF	\$7.00	\$2,240.00	\$14.70	\$4,704.00	\$15.00	\$4,800.00
Type II Rock Blanket	96	TON	\$28.00	\$2,688.00	\$30.10	\$2,889.60	\$45.00	\$4,320.00
Seed, Fertilize, Mulch	1	LS	\$3,500.00	\$3,500.00	\$9,135.00	\$9,135.00	\$2,400.00	\$2,400.00
4" Thickness - Compacted Granular Surface 1.5" Minus Aggregate	3385	SY	\$4.00	\$13,540.00	\$3.60	\$12,186.00	\$4.50	\$15,232.50
4" Thickness - Compacted Grandular Base 2.5" Minus Aggregate	3385	SY	\$4.00	\$13,540.00	\$3.35	\$11,339.75	\$4.50	\$15,232.50
73" x 55" Arch CMP (Zinc?polymer Coated - 12 fa)	126	LF	\$170.00	\$21,420.00	\$240.00	\$30,240.00	\$164.00	\$20,664.00

**Bid Tab 72-25OCT05
Schooler Road Improvement Project**

			Sharp's Excavating, LLC		APAC-Missouri, Inc.		David Rogirs Excavation, LLC	
60" x 46" Arch CMP (Zinc?polymer Coated - 16 ga)	46	LF	\$135.00	\$6,210.00	\$160.00	\$7,360.00	\$120.00	\$5,520.00
18"CMP (Zinc/Polymer Coated - 16 ga)	95	LF	\$30.00	\$2,850.00	\$34.00	\$3,230.00	\$45.00	\$4,275.00
Unsuitable Subgrade Removal and Repair	50	SY	\$75.00	\$3,750.00	\$52.00	\$2,600.00	\$50.00	\$2,500.00
BASE BID TOTAL				\$152,565.00		\$308,714.15		\$179,746.80
ADD ALTERNATE BID								
73"X55" Arch CMP (Zinc/Polymer Coated - 12 ga)	30	LF	\$170.00	\$5,100.00	\$341.00	\$10,230.00	\$164.00	\$4,920.00
4" Thickness - Compacted Granular Surface 1.5 Minus Aggregated (Resurface Exist. Road)	853	SY	\$4.00	\$3,412.00	\$3.60	\$3,070.80	\$4.50	\$3,838.50
Type II Rock Blanket	36	TON	\$28.00	\$1,008.00	\$30.00	\$1,080.00	\$45.00	\$1,620.00
ALTERNATE BID TOTAL				\$9,520.00		\$14,380.80		\$10,378.50

Comm Order # 431-2005

Return to Auditor's Office

10/26/05

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

DATE

2180

C. L. Richardson Construction Company

VENDOR NO.

VENDOR NAME

PHONE #

ADDRESS

CITY

STATE

ZIP

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

#72-25OCT05

(Enter Applicable Bid / Sole Source / Emergency Number)

Bill To Department # 2045

Ship To Department # 2045

Department				Account				Item Description	Qty	Unit Price	Amount
2	0	4	5	7	1	1	0	Schooler Road Improvement Project	1	138362.75	138362.75
								10% Contingency			13836.28
								Total			152199.03

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

[Signature]
Requesting Official

[Signature]
Auditor Approval

CONTRACT AGREEMENT

431-2005

THIS AGREEMENT, made and entered into by and between the County of Boone through the Boone County Commission (hereinafter referred to as the Owner), and C.L. Richardson Construction Company (hereinafter referred to as the Contractor).

WITNESSETH: That for and in consideration of the acceptance of Contractor's bid and the award of this contract to said Contractor by the Owner and in further consideration of the agreements of the parties herein contained, to be well and truly observed and faithfully kept by them, and each of them, it is agreed between the parties as follows, to wit:

The Contractor at his own Expense hereby agrees to do or furnish all labor, materials, and equipment called for in the bid designated and marked:

**BID NUMBER 72-25OCT05
Schooler Road Improvement Project
Project No. 9824
BOONE COUNTY, MISSOURI**

and agrees to perform all the work required by the contract as shown on the plans and specifications. The contract award includes the Base Bid in the amount of \$129,397.50 and the Alternate Bid in the amount of \$8,965.25.

The following contract documents and any applicable Addenda are made a part hereof as fully as if set out herein: Change orders issued subsequent to this contract shall be subject to the terms and conditions of the agreement unless otherwise specified in writing.

1. Notice to Bidders
2. Bid Response
3. Statement of Bidders Qualifications
4. Instructions to Bidders
5. Bid Form
6. Anti-Collusion Statement
7. Signature and Identity of Bidder
8. Bidders Acknowledgment
9. Insurance Requirements
10. Contract Conditions
11. Contract Agreement
12. Performance Bond
13. Labor & Material Payment Bond
14. General Specifications
15. Technical Specifications
16. Special Provisions
17. Affidavit—Prevailing Wage
18. State Wage Rates-Annual Wage Order No. 12
19. Boone County Standard Terms and Conditions
20. Plan and/or Detail Sheets

It is understood and agreed that, except as may be otherwise provided for by the "General Specifications, and "Technical Specifications," and "Special Provisions" the work shall be done in accordance with the "Missouri Standard Specifications for Highway Construction, 1999", a copy of which can be obtained from the State of Missouri, Missouri Highway and Transportation Division in Jefferson City, Missouri. Said Specifications are part and parcel of this contract, and are incorporated in this contract as fully and effectively as if set forth in detail herein.

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431-2005

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**BID NUMBER 72-25OCT05
Schooler Road Improvement Project
Project No. 9824
BOONE COUNTY, MISSOURI**

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11. Contract Agreement
12. Performance Bond
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The Contractor further agrees that he is fully informed regarding all of the conditions affecting the work to be done, and labor and materials to be furnished for the completion of this contract, and that his information was secured by personal investigation and research and not from any estimates of the Owner; and that he will make no claim against the Owner by reason of estimates, tests, or representation of any officer, agent, or employees of the Owner.

The said Contractor agrees further to begin work not later than the authorized date in the Notice to Proceed, and to complete the work within the time specified in the contract documents or such additional time as may be allowed by the Engineer under the contract.

The work shall be done to complete satisfaction of the Owner and, in the case the Federal Government or any agency thereof is participating in the payment of the cost of construction of the work, the work shall also be subject to inspection and approval at all times by the proper agent or officials of such government agency.

The parties hereto agree that this contract in all things shall be governed by the laws of the State of Missouri.

Contractor agrees it will pay not less than the prevailing hourly rate of wages to all workers performing work under the contract in accordance with the prevailing wage determination issued by the Division of Labor Standards of the Department of Labor and Industrial Relations for the State of Missouri and as maintained on file with the Boone County Public Works Department.

The Contractor further agrees that it shall forfeit as a penalty to the County of Boone the sum of \$10.00 for each worker employed for each calendar day or portion thereof such worker is paid less than the stipulated rates set forth in the prevailing wage determination for the project for any work done under this contract by the Contractor or by any Subcontractor employed by the Contractor pursuant to the provisions of Section 290.250 RSMo. The Contractor further agrees that it will abide by all provisions of the prevailing wage law as set forth in Chapter 290 RSMo. and rules and regulations issued thereunder and that any penalties assessed may be withheld from sums due to the Contractor by the Owner.

The contractor agrees that he will comply with all federal, state, and local laws and regulations and ordinances and that he/she will comply and cause each of his/her subcontractors, and directives pertaining to nondiscrimination against any person on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in connection with this contract, including procurement of materials and lease of equipment; therefore, in accordance with the special provisions on that subject attached hereto, incorporated in and made a part of the Contract.

The Contractor expressly warrants that he/she has employed no third person to solicit or obtain this contract in his behalf, or to cause or procure the same to be obtained upon compensation in any way contingent, in whole or in part, upon such procurement; and that he has not paid, or promised or agreed to pay to any third person, in consideration of such procurement, or in compensation for services in connection therewith, any brokerage, commission or percentage upon the amount receivable by him hereunder; and that he has not, in estimating the contract price demand by him, included any sum by reason of such brokerage, commission, or percentage; and that all moneys payable to him hereunder are free from obligation of any other person for services rendered, or supposed to have been rendered, in the procurement of this contract. He further agrees that any breach of this warranty shall constitute adequate cause for the annulment of this contract by the Owner, and that the Owner may retain to its own use from any sums due to or to become due hereunder an amount equal to any brokerage, commission, or percentage so paid, or agreed to be paid.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

November Session of the October Adjourned

Term. 20 05

In the County Commission of said county, on the 3rd day of November 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 recommendations from the Job Classification Committee:

- Support the Consultant's recommendation for a new position for the Public Administrator's Office with a salary range of 30 and with a title to be determined at a later date.
- Accept the Consultant's recommendation of no change concerning the Account Specialist position in the Public Administrator's Office.
- Support the Consultant's recommendation to set the salary range for the position of Licensed Practical Nurse at range 24 and change the title from Corrections Support Officer to Licensed Practical Nurse.
- Support the Consultant's recommendation concerning the Registered Nurse position with no change in title, but set the salary range at 46.
- Support the Consultant's recommendations for the Registered Nurse Coordinator position by establishing the classification of Nursing Supervisor, creating a new job description for Nursing Supervisor, and setting the salary range at 50.

All of the above recommendations will be implemented January 1, 2006.

Done this 3rd day of November, 2005.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission

ABSENT

 Keith Schnarre
 Presiding Commissioner



 Karen M. Miller
 District I Commissioner



 Skip Elkin
 District II Commissioner

Recommendations from Job Classification Committee
October 25, 2005

The Job Classification Committee met on October 24, 2005 and reviewed recommendations from Jude Williams, Public Sector Personnel Consultants pertaining to specific classification/reclassification issues. The Consultant's recommendations are contained in letters dated September 27, 2005 and October 14, 2005 (copies attached).

Committee members present at the meeting were: Commissioner Skip Elkin, June Pitchford, Dwayne Carey, David Mink and Betty Dickneite. Bettie Johnson was not in attendance.

The Job Classification Committee members present unanimously agreed to the following:

- 1). Support the Consultant's recommendation for a new position for the Public Administrator's Office with a salary range of 30 and with a title to be determined at a later date.
- 2) Accept the Consultant's recommendation of no change concerning the Account Specialist position in the Public Administrator's Office.
- 3) Support the Consultant's recommendation to set the salary range for the position of Licensed Practical Nurse at range 24 and change the title from Corrections Support Officer to Licensed Practical Nurse.
- 4) Support the Consultant's recommendation concerning the Registered Nurse position with no change in title, but set the salary range at 46.
- 5) Support the Consultant's recommendations for the Registered Nurse Coordinator position by establishing the classification of Nursing Supervisor, creating a new job description for Nursing Supervisor, and setting the salary range at 50.

All of the above recommendations are proposed for implementation effective January 1, 2006.



September 27, 2005

Ms. Betty Dickneite
Human Resource Director
Boone County
601 East Walnut
Johnson Building, Room 211
Columbia, MO 65201

Re: Requests for Reclassification

Dear Betty:

Thank you for the opportunity to review the following two requests for reclassification and/or pay range assignments. Henri and I have thoroughly reviewed the documentation provided and relevant job descriptions.

Lead Deputy Public Administrator – Request for New Position

We have carefully reviewed the information provided on the PDQ dated September 15, 2005. Based on the information provided, the duties and responsibilities illustrate a position at a level approximately 15% below the Chief Deputy Public Administrator.

Recommendation:

Title the new position – Assistant Deputy Public Administrator and assign it to salary range 30.

Account Specialist – (Diane Baker) – Public Administrator Group – Request for Unspecified Higher Level Job Classification

We have carefully reviewed the duties and responsibilities listed on the position's PDQ of September 13, 2005. The information provided on the PDQ reflects that 70% of the incumbents' job is writing checks, 20% is answering the telephone and taking messages and 10% is balancing bank statements. Increasing numbers of checks written from year to year does not indicate an increase in job complexity or responsibility. Based on the information we received, we feel the work currently being done in this position is at the level of the duties of the Account Specialist to which it is currently classified.

Recommendation:

No change recommended.

September 27, 2005
Page 2 of 2

We hope that these analyses and recommendations will be helpful to you. Please call me if I can provide any additional information or clarification.

Sincerely,

Jude Williams, SPHR
Senior Consultant

cc: Henri R. van Adelsberg

October 14, 2005

Ms. Betty Dickneite
Human Resource Director
Boone County
601 East Walnut
Johnson Building, Room 211
Columbia, MO 65201

Re: Requests for Reclassification

Dear Betty:

Thank you for the opportunity to review the following three requests for reclassification and/or pay range assignments. Henri and I have thoroughly reviewed the documentation provided and relevant job descriptions.

Corrections Support Officer (Working Title LPN – IV Certified) – Angela Miller - Sheriff's Department – Request for Unspecified Higher Salary Range Assignment

We have carefully reviewed the duties and responsibilities listed on the position's PDQ of September 18, 2005. We feel it is appropriately classified as a LPN – IV Certified. The most recent data from Bureau of Labor Statistics (BLS) for the Columbia MSA for Licensed Practical Nurse is \$28,090. Using the same aging factor employed previously the current prevailing rate is \$29,365.

Recommendation:

Set the salary for the position of LPN at salary range 24.

Registered Nurse – Tamara Waltz-Nowlin – Sheriff's Department – Request for Unspecified Higher Salary Range Assignment

We have carefully reviewed the duties and responsibilities listed on the position's PDQ of September 18, 2005. We feel it is appropriately classified as a Registered Nurse. The most recent data from BLS for the Columbia MSA for Registered Nurse is \$48,510. Using the same aging factor employed previously the current prevailing rate is \$50,712.

Recommendation:

Set the salary for the Position of RN at salary range 46.

October 14, 2005

Page 2 of 2

Registered Nurse (Working Title RN Coordinator) – Heidi Fussner – Sheriff's Department – Request for Unspecified Higher Level Job Classification

We have carefully reviewed the duties and responsibilities listed on the position's PDQ of September 17, 2005. We did discern a significant difference in the position's general job responsibilities as compared to the Registered Nurse Job Description. Thirty-five to forty percent of the incumbent's time is spent in supervisory and administrative functions than in general nursing tasks.

Recommendation:

1. Establish the class of Nursing Supervisor.
2. Prepare a job description for the class of Nursing Supervisor.
3. Set a policy of adhering to at least a 10% difference between supervisory classes and subordinate classes. Set the salary at range 50.

We hope that these analyses and recommendation will be helpful to you. Please call Henri or me if we can provide any additional information or clarification.

Sincerely,

Jude Williams, SPHR
Senior Consultant

cc: Henri R. van Adelsberg

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 05

County of Boone

In the County Commission of said county, on the

3rd

day of November

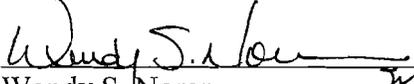
20 05

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

Now on this day the County Commission of the County of Boone does hereby approve the attached revised Section 4.6 (Business and Travel Expenses) of the Personnel Policy Manual. Said policy shall be effective January 1, 2006.

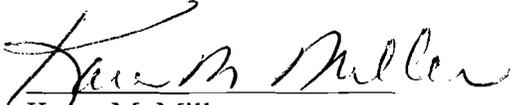
Done this 3rd day of November, 2005.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission

ABSENT

Keith Schnarre
 Presiding Commissioner


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

4.6: BUSINESS AND TRAVEL EXPENSES:

Employees shall exercise restraint and keep the best interests of the taxpayers in mind when incurring travel expenses to be paid by the County. Administrative Authorities are responsible for authorizing business and travel expenses and for ensuring that employees comply with established policies. Prior to traveling, Administrative Authorities and/or employees are encouraged to review the most recent revisions to these policies.

Administrative Authorities are responsible for documenting and substantiating the business purpose of all expenses to be charged to the County and should be prepared to provide such documentation upon request. Travel expenses incurred by an employee for personal benefit or personal preference shall not be charged to the County. Travel expenses incurred by a family member or friend who may accompany an employee in authorized travel shall not be charged to the County.

Travel expenses are generally paid one of three ways (Refer to "Method of Payment" section below):

1. Payment is made directly to the vendor (i.e., registration, lodging, airfare, etc.). This method is preferred, whenever applicable.
2. Expenses are reimbursed to the employee upon filing a Claim for Reimbursement (i.e., mileage, M&IE per diem, shuttles, etc.).
3. A cash advance is paid to an employee (restricted use only).

Allowable Expenses

1. Meal and Incidental Expenses:

Boone County will reimburse employees for meals and incidental expenses (M&IE) incurred while traveling away from home to perform official County business using the applicable federal per diem rate. M&IE rates are available on the Internet at www.gsa.gov/perdiem. Select a year and click on the state. Rates are set by federal fiscal year, effective beginning each October 1st. CONUS rates will determine the per diem amount. The Standard CONUS rate applies in all areas where a Special CONUS rate has not been established.

"Travel away from home" is defined by the IRS as overnight travel or travel such that:

- 1) The employee's duties require them to be away from the general area of their home substantially longer than an ordinary day's work (must be in travel status 12 hours or more); and
- 2). The employee needs to sleep or rest to meet the demands of their work while away from home. (Merely napping in their car does not satisfy the rest requirement).

If an employee is eligible to receive an M&IE per diem, a pro rata per diem will apply if the County is paying for any of the employee's meals as part of the registration fee or overall package for the trip, as indicated in brochures or written descriptions of the trip itinerary. A deduction shall be made in the daily travel per diem request. Meals to be included in this per diem reduction will include banquets, buffets, plated meals, or boxed

lunches identified in written descriptions relating to the trip schedule, but will not include airline meals, receptions, or continental breakfasts.

Employees are authorized 100 percent per diem for Meals & Incidental Expenses (M&IE), except for the first and last day of official travel. On the first and last day of official travel, employees are authorized 75 percent M&IE. The 75 percent allocation will be applied to the applicable M&IE for the first and last days, after having made any pro-rata adjustments described above. The County shall pay per diem based on all applicable IRS rules and regulations to insure that neither the County nor the employee incurs any tax liability for M&IE.

An Administrative Authority and/or employee may request reimbursement based upon actual expenses, not to exceed the allowable per diem. An Administrative Authority may require an employee to collect or submit receipts to justify meals expenses.

2. Mileage, Airfare, or other Commercial Transportation:

When official travel is authorized, an employee's private car may be used and mileage reimbursement may be paid at the maximum rate authorized by the IRS, or the rate authorized by the County Commission in the annual budget, if different. The IRS rate is published at several websites, including <http://www.gsa.gov> (search for Privately Owned Vehicle (POV) reimbursement rates) and <http://www.irs.gov/index.html> (search for standard mileage rate.)

For out-of-state travel, the Administrative Authority is responsible for selecting the mode of travel most economical and appropriate for the County. An employee may use an alternate means of transportation (such as driving his/her personal vehicle), if approved by the Administrative Authority. In this event, transportation reimbursement paid to the employee for costs incurred for the alternate means of transportation shall not exceed the amount that would have otherwise been paid for the most economical and appropriate mode of travel.

Whenever an employee is granted permission to use an alternate means of transportation for out-of-state travel, documentation of the amount that would have otherwise been paid for the most economical and appropriate mode of travel must be provided in order to claim reimbursement for travel expenses. Documentation may include, but is not limited to, travel fare price quotes (net of all usual and customary discounts such as advance booking discounts), quoted parking fees, and quoted taxi service or shuttle service that would have been incurred if the usually acceptable commercial transportation had been used. For airline travel, the quote should reflect the cost of coach class.

Employees traveling in a County car should submit receipts for refueling the County car, if applicable, rather than requesting mileage reimbursement.

3. Rental Car, Cab Fares, Shuttle, or Other Transportation Fees:

Employees may be reimbursed for reasonable expenses such as shuttle service, cab fares, limousine service, bus rides, rental car fees, and other forms of transportation required for business purposes. The employee shall, at all times, attempt to secure the least costly form of transportation. Employees must provide a written explanation for car rental and/or unusual transportation fees. Employees may be requested to provide written

justification that the selected transportation was the most suitable and economical means of transportation available.

4. *Room Accommodations:*

The County pays for single rate occupancy for overnight lodging pertaining to official County business. Employees should inquire about applicable discounts, such as conference rates and government rates.

If motel or hotel accommodations are located in Missouri, a Missouri Tax Exemption Form must be used either at time of reservation or when paying the bill upon checkout. The Tax Exemption Form should be obtained from the Administrative Authority. The County will not pay or reimburse Missouri Sales Tax.

5. *Registration Fees for Seminars, Conferences and other Training:*

The County will pay the costs for registrations pertaining to authorized training. Employees are encouraged to take advantage of all available discounts.

Methods of Payment

1. *Prepayment of Travel Expenses Directly to Vendor*

Administrative Authorities may request advance payment for registration, travel fare, meals & incidental expense (M&IE) and room accommodation. Requests for payment should include documentation, consisting of but not limited to, original invoices, official registration forms and confirmations, or official FAX or e-mail confirmations. All prepayments (except for per diem M&IE) will be made payable to the respective agency, organization, airline, travel agency or hotel: checks for these expenses will NOT be made payable to the Administrative Authority or employee. However, the checks may be returned to the Administrative Authority or employee for personal delivery, if requested.

2. *Reimbursement to Employee*

Employees requesting reimbursement for mileage only, may use the *Mileage Claim Form*. Employees requesting reimbursement for mileage and/or other types of travel expenses should use the *Claim for Reimbursement Form*. The form should be completed in its entirety. The form should be signed by the employee and the Administrative Authority.

3. *Travel Cash Advance[s] Paid to Employee*

An employee may request pre-payment of per diem M&IE by completing and submitting the *Request for Employee Travel Advance* form. Pre-payment of per diem M&IE will be paid directly to the employee.

A request for a travel cash advance must be approved and signed by the Administrative Authority and is restricted to situations requiring at least one overnight stay and where the Administrative Authority believes non-payment of a travel cash advance will impose a financial hardship on the employee. Travel cash advances will not be made for expenses

that could have been handled as a prepayment of travel expenses (see above). Supporting documentation justifying the need for the requested amount must be attached to the requisition.

Any unused portion of the travel cash advance must be promptly returned to the Boone County Treasurer. The amount of travel cash advance constitutes indebtedness to the County until liquidated by filing a journal entry and/or a final *Claim for Reimbursement Form*. A copy of the approved *Request for Employee Travel Advance Form* must be attached. These documents should be signed by the Administrative Authority and submitted to the Auditor's Office within 10 days of return from travel. Failure to file the necessary documents may result in a payroll withholding for the amount of the travel cash advance.

4. *County Credit Card Use*

Employees issued a County travel credit card may only charge items and services for appropriate travel expenses while traveling on County business and they must adhere to all County policies governing credit card usage. Employees should contact their Administrative Authority with any questions regarding use of county credit cards.