

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

September Session of the July Adjourned Term. 20 04

In the County Commission of said county, on the 21st day of September 20 04
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 22-17AUG04 for Snow Removal Services as follows and authorize the Presiding Commissioner to sign said contracts:

Option 1 – Medium Duty – Plow & V-Box Spreader, 4-WD Pickup or Flatbed

- Grant Excavating – 4 trucks @ \$235/hour
- Highpoint Enterprises – 1 truck @ \$200/hour
- Diamond C – 1 truck @ \$250/hour
- JC Landscaping LLC – 1 truck @ \$240/hour

Option 2 – Medium Duty/Heavy Duty – Plow & V-Box Spreader – Single Axle Dump or Flatbed Truck

- Diamond “C” Services – 1 truck @ \$250/hour

Option 3 – Light Duty – Plow & Tailgate Spreader, 4-WD Pickup or Flatbed Truck

- Bentlage Bobcat Inc. – 2 trucks @ \$200/hour
- JC Landscaping LLC – 1 truck @ \$199/hour
- Highpoint Enterprises Inc. – 4 trucks @ \$200/hour
- Highpoint Enterprises Inc. – 1 truck @ \$175/hour

Done this 21st day of September, 2004.

Keith Schnarre
Presiding Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

absent

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



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

396-2004

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: September 16, 2004
RE: 22-17AUG04 – Snow Removal Services

Based on the first commission reading of the award of the snow contract on September 16, 2004, it was determined to award two additional trucks to Option 1 (one to Diamond C and one to JC Landscaping). The award is as follows:

Option 1 – Medium Duty – Plow & V-Box Spreader, 4-WD Pickup or Flatbed

Grant Excavating – 4 trucks @ \$235/hour
Highpoint Enterprises – 1 truck @ \$200/hour
Diamond C – 1 truck @ \$250/hour
JC Landscaping LLC – 1 truck @ \$240/hour

Option 2 – Medium Duty/Heavy Duty – Plow & V-Box Spreader – Single Axle Dump or Flatbed Truck

Diamond “C” Services – 1 truck @ \$250/hour

Option 3 – Light Duty – Plow & Tailgate Spreader, 4-WD Pickup or Flatbed Truck

Bentlage Bobcat Inc. – 2 trucks @ \$200/hour
JC Landscaping LLC – 1 truck @ \$199/hour
Highpoint Enterprises Inc. – 4 trucks @ \$200/hour
Highpoint Enterprises Inc. – 1 truck @ \$175/hour

This term and supply contract will be paid out of department 2040 – PW Maintenance Operations, account 71100 – Road and Bridge Fund. Please find attached a copy of the bid tabulation for your review.

ATT: Bid Tabulation
Public Works Memo

cc: David Mink, Public Works & Bid File

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



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

TO: David Mink
Director of Public Works

FROM: Melinda Bobbitt, CPPB
Director of Purchasing

DATE: August 17, 2004

RE: **BID AWARD RECOMMENDATION - BID #22-17AUG04 - Snow & Ice Control Services**

Attached is the bid tabulation for the seven responses received for the above referenced bid. Please return this cover sheet with your recommendation after you have completed the evaluation of this bid. If you have any questions, please call 886-4391 or E-mail: mbobbitt@boonecountymo.org.

DEPARTMENT REPLY:

Department Number: 2040
Account Number: 71100
Budgeted: \$ 190,000
Are any federal funds being used for this purchase? no

Recommend awarding bid as detailed on the attached Memo. (Attach department recommendation).

Recommend rejecting all bids for reasons detailed on attached Memo. (Attach department recommendation).

Department Head Signature:


David Mink

Date: 9/8/04

Boone County Public Works

David W. Mink, P.E.

Director of Public Works

- ❖ Maintenance Operations Division
- ❖ Design and Construction Division
- ❖ Facilities Maintenance Division



5551 Highway 63 South
Columbia, Missouri 65201-9711
(573) 449-8515 ext (223)
FAX (573) 875-1602
EMAIL: dmink@boonecountymo.org

Date: September 8, 2004

To: County Commission

From: David Mink *DWM*

Subject: Snow and Ice Control Services – Award Recommendation

The Public Works Department recommends that the Commission award contracts for five (5) option 1 trucks, one (1) option 2 truck, and eight (8) option 3 trucks as highlighted on the attached spread sheet for a total of 14 trucks. Medium duty trucks with large spreaders were specified this year for the first time in option 1. The larger spreaders will reduce the number of trips to reload and can use less expensive bulk products. A large single axle truck and spreader was specified in option 2 which we had last year, and pickups with tailgate spreaders was specified in option 3 which is mostly what we used last year. A pickup with no spreader was specified in option 4 but we are not recommending any award in this category.

With 14 trucks, the department believes that we can add a few streets done previously by in-house trucks and still provide much better service overall for the County's subdivisions. We believe that a typical storm that took 12 hours to complete with the nine trucks last year can be done in approximately 8 hours with the recommended 14 trucks. Total costs for a typical storm would be roughly equal at about \$24,300 using the nine trucks at last year's prices working 12 hours compared to the proposed 14 trucks at current bid prices working eight hours. More intense or longer duration storms could cost more with 14 trucks but the level of service should remain higher. We plan to continue spreading de-icing materials strategically on hills and at intersections as we have in the past. In-house labor and equipment would provide total material coverage as needed for certain storms.

Cc: Melinda Bobbitt
John Watkins
Chip Estabrooks

BID TABULATION

22-17AUG04 **LOW AND ICE CONTROL SERVICES**

	Bentlage Bobcat Inc.	Diamond "C" Services	JC Landscaping LLC	Grant Excavating	Douglas Boillot	Highpoint Enterprises, Inc.	Columbia Turf LLC
4.7.1.	Option 1 Medium Duty - Plow & V - Box Spreader 4 WD Pickup or Flatbed						
	<u># of Trucks Bid</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
	#1	No Bid	\$250.00	\$240.00	\$235.00	No Bid	\$200.00
	#2	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid
	#3	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid
	#4	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid
4.7.1.	Option 2 Medium Duty/Heavy Duty- Plow & V - Box Spreader - Single Axle Dump or Flatbed Truck						
	<u># of Trucks Bid</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
	#1	No Bid	\$250.00	No Bid	No Bid	No Bid	No Bid
	#2	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
	#3	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
	#4	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
4.7.1.	Option 3 Light Duty - Plow & Tailgate Spreader 4 WD Pickup or Flatbed Truck						
	<u># of Trucks Bid</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
	#1	\$200.00	\$250.00	\$199.00	\$205.00	\$350.00	\$200.00
	#2	\$200.00	No Bid	No Bid	\$205.00	No Bid	\$200.00
	#3	No Bid	No Bid	No Bid	\$205.00	No Bid	\$200.00
	#4	No Bid	No Bid	No Bid	\$205.00	No Bid	\$200.00
	#5 on Highpoint Bid					\$175.00	

BID TABULATION

22-17AUG04 SNOW AND ICE CONTROL SERVICES

	Bentlage Bobcat Inc.	Diamond "C" Services	J C Landscaping LLC	Grant Excavating	Douglas Boillot	Highpoint Enterprises, Inc.	Columbia Turf LLC
4.7.1 Option 4 Light Duty - Plow Only - 1/2 Ton 4 WD Pickup or Flatbed							
# of Trucks Bid	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour
#1	No Bid	No Bid	\$175.00	\$180.00	No Bid	No Bid	\$130.00
#2	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#3	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#4	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$130.00
4.7.2 Dollar amount of increase for 2nd Contract term							
	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour
Option 1	No Bid	\$20.00	\$0.00	\$0.00	No Bid	\$0.00	\$10.00
Option 2	No Bid	\$20.00	No Bid	No Bid	No Bid	\$0.00	No Bid
Option 3	\$0.00	\$20.00	\$0.00	\$0.00	\$25.00	\$0.00	No Bid
Option 4	No Bid	No Bid	\$0.00	\$0.00	No Bid	\$0.00	\$10.00
4.7.3 Dollar amount of increase for 3rd Contract term							
	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour	Per Hour
Option 1	No Bid	\$20.00	\$10.00	\$0.00	No Bid	\$0.00	No Bid
Option 2	No Bid	\$20.00	No Bid	No Bid	No Bid	\$0.00	No Bid
Option 3	\$0.00	\$20.00	\$10.00	\$0.00	\$50.00	\$0.00	No Bid
Option 4	No Bid	No Bid	\$10.00	\$0.00	No Bid	\$0.00	No Bid
4.9. References Included							
	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Addendum One Included							
	Yes	Yes	Yes	Yes	Yes	Yes	Yes

No Bids

- TruGreen Chemlawn
- Cevet
- Green Visions, Inc.

BID TABULATION

22-17AUG04 SNOW AND ICE CONTROL SERVICES

	Bentlage Bobcat Inc.	Diamond "C" Services	J C Landscaping LLC	Grant Excavating	Douglas Boillot	Highpoint Enterprises, Inc.	Columbia Turf LLC	
4.7.1.	Option 1 Medium Duty - Plow & V - Box Spreader 4 WD Pickup or Flatbed							
	# of Trucks Bid	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	
	#1	No Bid	\$250.00	\$240.00	\$235.00	No Bid	\$200.00	
	#2	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid	
	#3	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid	
	#4	No Bid	No Bid	No Bid	\$235.00	No Bid	No Bid	
4.7.1.	Option 2 Medium Duty/Heavy Duty- Plow & V - Box Spreader - Single Axle Dump or Flatbed Truck							
	# of Trucks Bid	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	
	#1	No Bid	\$250.00	No Bid	No Bid	No Bid	No Bid	
	#2	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	
	#3	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	
	#4	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	
4.7.1.	Option 3 Light Duty - Plow & Tailgate Spreader 4 WD Pickup or Flatbed Truck							
	# of Trucks Bid	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	
	#1	\$200.00	\$250.00	\$199.00	\$205.00	\$350.00	\$200.00	
	#2	\$200.00	No Bid	No Bid	\$205.00	No Bid	\$200.00	
	#3	No Bid	No Bid	No Bid	\$205.00	No Bid	\$200.00	
	#4	No Bid	No Bid	No Bid	\$205.00	No Bid	\$200.00	
	#5 on Highpoint Bid					\$175.00		

BID TABULATION
22-17AUG04 SNOW AND ICE CONTROL SERVICES

	Bentlage Bobcat Inc.	Diamond "C" Services	JC Landscaping LLC	Grant Excavating	Douglas Boillot	Highpoint Enterprises, Inc.	Columbia Turf LLC
4.7.1. Option 4 Light Duty - Plow Only - 1/2 Ton 4 WD Pickup or Flatbed							
# of Trucks Bid	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
#1	No Bid	No Bid	\$175.00	\$180.00	No Bid	No Bid	\$130.00
#2	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#3	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#4	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$130.00
4.7.2. Dollar amount of increase for 2nd Contract term							
	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
Option 1	No Bid	\$20.00	\$0.00	\$0.00	No Bid	\$0.00	\$10.00
Option 2	No Bid	\$20.00	No Bid	No Bid	No Bid	\$0.00	No Bid
Option 3	\$0.00	\$20.00	\$0.00	\$0.00	\$25.00	\$0.00	No Bid
Option 4	No Bid	No Bid	\$0.00	\$0.00	No Bid	\$0.00	\$10.00
4.7.3. Dollar amount of increase for 3rd Contract term							
	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>	<u>Per Hour</u>
Option 1	No Bid	\$20.00	\$10.00	\$0.00	No Bid	\$0.00	No Bid
Option 2	No Bid	\$20.00	No Bid	No Bid	No Bid	\$0.00	No Bid
Option 3	\$0.00	\$20.00	\$10.00	\$0.00	\$50.00	\$0.00	No Bid
Option 4	No Bid	No Bid	\$10.00	\$0.00	No Bid	\$0.00	No Bid
4.9. References Included							
References Included	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Addendum One Included	Yes	Yes	Yes	Yes	Yes	Yes	Yes

No Bids
 TruGreen Chemlawn
 Cevet
 Green Visions, Inc.

**PURCHASE AGREEMENT
FOR
SNOW AND ICE CONTROL SERVICES**

THIS AGREEMENT dated the 21 day of Sept 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **JC Landscaping LLC**, 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 **Snow and Ice Control Services**, County of Boone Request for Bid for Snow and Ice Control Services, bid number **22-17AUG04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments as well as the Contractor's bid response dated August 16, 2004 and executed by Jeff Cook 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 terms, conditions, provisions and requirements contained in the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments shall prevail and control over the Contractor's bid response.

2. **Contract Duration** - This agreement shall commence on the date written above and extend through August 31, 2005 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

3. **Purchase/Service** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **one truck @ \$240 per hour** for Snow and Ice Control Services for **Option 1 - Medium Duty - Plow & V-Box Spreader** and ~~one truck @ \$199 per hour for Option 3 - Light Duty - Plow & Tailgate Spreader, 4-WD Pickup or Flatbed.~~ Vehicles shall be fully equipped as described 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 County.

4. **Delivery** - Contractor agrees to provide the services as required by the bid specifications and as needed by the County of Boone.

5. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department at the successful completion of work for unit prices provided in the bid response. No additional fees for delivery or extra services 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.

JC LANDSCAPING LLC

by Affrey M Cook

title OWNER

address 4550 N BOOTH LN

ROCHEPORT MO 65279

BOONE COUNTY, MISSOURI

by: Boone County Commission

Keith Schnarre
Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

Wendy S. [Signature]
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.)

<u>no encumbrance required</u>	<u>9/17/04</u>	2040-71100 Term & Supply
Signature	Date	Appropriation Account

**PURCHASE AGREEMENT
FOR
SNOW AND ICE CONTROL SERVICES**

THIS AGREEMENT dated the 21 day of Sept 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Bentlage Bobcat Inc.**, 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 **Snow and Ice Control Services**, County of Boone Request for Bid for Snow and Ice Control Services, bid number **22-17AUG04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments as well as the Contractor's bid response dated August 16, 2004 and executed by David Bentlage 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 terms, conditions, provisions and requirements contained in the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments shall prevail and control over the Contractor's bid response.

2. **Contract Duration** - This agreement shall commence on the date written above and extend through August 31, 2005 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

3. **Purchase/Service** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **two trucks @ \$200 per hour** for Snow and Ice Control Services for **Option 3 – Light Duty – Plow & Tailgate Spreader, 4-WD Pickup or Flat Bed Truck**. Vehicles shall be fully equipped as described 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 County.

4. **Delivery** - Contractor agrees to provide the services as required by the bid specifications and as needed by the County of Boone.

5. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department at the successful completion of work for unit prices provided in the bid response. No additional fees for delivery or extra services 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.

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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.

BENTLAGE BOBCAT INC.

by *Dave Beatty*
 title *President*
 address *8502-E. RTY*
Ashland, MO.

BOONE COUNTY, MISSOURI

by: Boone County Commission
Keith Schnarre
 Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
 County Counselor

ATTEST:

Wendy S. [Signature]
 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.)

no encumbrance required 9/13/04 2040-71100 Term/Supply
 Signature *[Signature]* Date Appropriation Account

**PURCHASE AGREEMENT
FOR
SNOW AND ICE CONTROL SERVICES**

THIS AGREEMENT dated the 21 day of Sept 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Grant Excavating**, 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 **Snow and Ice Control Services**, County of Boone Request for Bid for Snow and Ice Control Services, bid number **22-17AUG04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments as well as the Contractor's bid response dated August 11, 2004 and executed by Thomas Grant 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 terms, conditions, provisions and requirements contained in the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments shall prevail and control over the Contractor's bid response.

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3. **Purchase/Service** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **four trucks @ \$235 per hour** for Snow and Ice Control Services for **Option 1 – Medium Duty – Plow & V-Box Spreader, 4-WD Pickup or Flatbed**. Vehicles shall be fully equipped as described 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 County.

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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.

GRANT EXCAVATING

by [Signature]
 title owner
 address 6055 N. Q + E
Columbia Mo 65202

BOONE COUNTY, MISSOURI

by: Boone County Commission
[Signature]
 Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
 County Counselor

ATTEST:

[Signature]
 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.)

<u>no encumbrance required</u>	<u>9/13/04</u>	2040-71100 Term & Supply
Signature <u>[Signature]</u>	Date	Appropriation Account

**PURCHASE AGREEMENT
FOR
SNOW AND ICE CONTROL SERVICES**

THIS AGREEMENT dated the 21 day of Sept 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Highpoint Enterprises, Inc.**, 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 **Snow and Ice Control Services**, County of Boone Request for Bid for Snow and Ice Control Services, bid number **22-17AUG04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments as well as the Contractor's bid response dated August 16, 2004 and executed by William W. Livingston 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 terms, conditions, provisions and requirements contained in the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments shall prevail and control over the Contractor's bid response.

2. **Contract Duration** - This agreement shall commence on the date written above and extend through August 31, 2005 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

3. **Purchase/Service** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **one truck @ \$200 per hour** for Snow and Ice Control Services for **Option 1 - Medium Duty - Plow & V-Box Spreader, 4-WD Pickup or Flatbed**, and **four trucks @ \$200 per hour and one truck at \$175 per hour for Option 3 - Light Duty - Plow & Tailgate Spreader, 4-WD Pickup or Flatbed**. Vehicles shall be fully equipped as described 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 County.

4. **Delivery** - Contractor agrees to provide the services as required by the bid specifications and as needed by the County of Boone.

5. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department at the successful completion of work for unit prices provided in the bid response. No additional fees for delivery or extra services 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.

HIGHPOINT ENTERPRISES, INC.

BOONE COUNTY, MISSOURI

by William W. Linnig

by: Boone County Commission

title OWNER

Keith Schnarre
Keith Schnarre, Presiding Commissioner

address 9701 S RT 2

Columbia MO 65203

APPROVED AS TO FORM:

ATTEST:

[Signature]
County Counselor

Wendy J. [Signature]
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.)

<u>no encumbrance required 9/13/04</u>	2040-71100 Term & Supply
Signature <u>[Signature]</u>	Appropriation Account
Date	

**PURCHASE AGREEMENT
FOR
SNOW AND ICE CONTROL SERVICES**

THIS AGREEMENT dated the 21 day of Sept 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Diamond "C" Services**, 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 **Snow and Ice Control Services**, County of Boone Request for Bid for Snow and Ice Control Services, bid number **22-17AUG04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments as well as the Contractor's bid response dated August 15, 2004 and executed by Michael D. Crane 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 terms, conditions, provisions and requirements contained in the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, Addendum Number One and all Attachments shall prevail and control over the Contractor's bid response.

2. **Contract Duration** - This agreement shall commence on the date written above and extend through August 31, 2005 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

3. **Purchase/Service** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County **one truck @ \$250 per hour** for Snow and Ice Control Services for **Option 1 – Medium Duty – Plow & V-Box Spreader and one truck @ \$250 per hour for Option 2 – Medium Duty/Heavy Duty – Plow & V Box Spreader, Single Axle Dump Truck or Flatbed Truck**. Vehicles shall be fully equipped as described 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 County.

4. **Delivery** - Contractor agrees to provide the services as required by the bid specifications and as needed by the County of Boone.

5. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department at the successful completion of work for unit prices provided in the bid response. No additional fees for delivery or extra services 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.

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- 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.

DIAMOND "C" SERVICES

BOONE COUNTY, MISSOURI

by _____

by: Boone County Commission

title _____

Keith Schnarre
Keith Schnarre, Presiding Commissioner

address _____

APPROVED AS TO FORM:

ATTEST:

[Signature]
County Counselor

Wendy S. [Signature]
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.)

2040-71100 Term & Supply

no encumbrances required
Signature *Obyse*

9/17/04
Date

Appropriation Account

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

September Session of the July Adjourned

Term. 20 04

In the County Commission of said county, on the

21st day of September

20 04

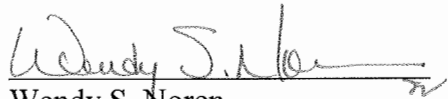
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve Amendment #1 to Bid 66-12NOV02 for Law Enforcement Uniforms and Equipment Term and Supply. It is further ordered that the Presiding Commissioner be hereby authorized to sign said amendment.

Done this 21st day of September, 2004.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

absent
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



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

397-2004

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: September 10, 2004
RE: Amendment Number One – 66-12NOV02 – Law Enforcement Uniforms
and Equipment - Term and Supply

The Purchasing department received a request from the Sheriff's department to add Elbeco E615 trousers to their contract. Attached is Amendment Number one adding these trousers to their term and supply contract, department 1251 - Sheriff, account 23300 - Uniforms.

cc: Captain Braun
Bid File

CONTRACT AMENDMENT NUMBER ONE
PURCHASE AGREEMENT FOR
LAW ENFORCEMENT UNIFORMS AND EQUIPMENT TERM AND SUPPLY
BID NUMBER 66-12NOV02

The Agreement dated December 17, 2002 made by and between Boone County, Missouri and **Leon Uniform Company Inc.** for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. Add the following Elbeco E615 trousers:
 - E615, sizes 28-42 - \$56.00
 - E615, sizes 44-50 - \$62.00
 - E615, sizes 52-54 - \$67.00

2. 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.

LEON UNIFORM COMPANY INC.

BOONE COUNTY, MISSOURI

by _____

by: Boone County Commission

title _____

Keith Schnarre

Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

[Signature]

County Counselor

Wendy S. Noren

Wendy S. Noren, County Clerk

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 this contract do not create a measurable county obligation at this time.)

<i>Term & Supply - No Encumbrance Required</i>	1251-23300 Term & Supply	
Signature	Date	Appropriation Account

9/10/04

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

September Session of the July Adjourned

Term. 20 04

In the County Commission of said county, on the

21st

day of September

20 04

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

Now on this day the County Commission of the County of Boone does hereby award bid 53-10AUG04 for Entrance Door Replacement – Boone County Courthouse to Boone Construction Company. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

The County Commission of the County of Boone does hereby approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
6100-86800: Facilities Maintenance – Emergency	\$8,050.00	
6100-60100: Facilities Maintenance – Building Repair and Maintenance		\$8,050.00

Said budget revision is to transfer funds for the Courthouse Door Replacement project.

Done this 21st day of September, 2004.



Keith Schnarre
Presiding Commissioner

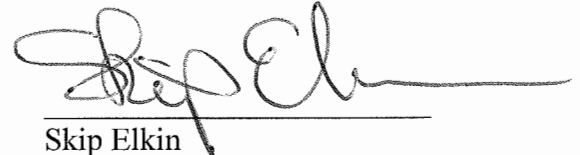
ATTEST:



Wendy S. Noren
Clerk of the County Commission



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

398-2004

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: September 15, 2004
RE: 53-10AUG04 – Entrance Door Replacement – Boone County Court House

The Bid for the *Entrance Door Replacement – Boone County Court House* closed on August 10, 2004. Two bids were received. Recommendation for award is to Boone Construction Company for submitting the low bid.

Total cost of contract is \$17,800.00. This contract will be paid out of department 6100 – Facilities and Grounds Maintenance, account number 60100 – Facilities and Grounds. \$33,035 remains in the account at the time of this writing. \$6,140 was originally budgeted for the project. A *Budget Revision* has been prepared by the Facilities Maintenance department.

Please find attached a copy of the bid tabulation for your review.

ATT: Bid Tabulation

cc: David Mink, Public Works
Ken Roberts, Facilities Maintenance
Bid File

Bid Tabulation

53-10AUG04 - Entrance Door Replacement - Boone
County Courthouse

Bid Response	Boone Construction	Five Oaks
Base Bid	\$ 9,750.00	\$ 13,900.00
Signature and Identity	Yes	Yes
Section II Alternates 1	\$ 3,400.00	\$ 5,600.00
Section II Alternates 2	\$ 4,650.00	\$ 7,800.00
Section II Alternates 3	\$ 160.00	\$ 425.00
TOTAL	\$ 17,800.00	\$ 27,725.00
Bid Bond	Yes	Yes
Statement of Bidders Qualifications	Yes	Yes
Addendum 1	Yes	Yes
Addendum 2	Yes	Yes




FACILITIES MAINTENANCE DEPARTMENT

David Mink, Director
Ken Roberts, Manager
G. Howard, Assistant

601 E. Walnut Street
2nd Floor – Room 205
Columbia, MO 65201
Phone: (573) 886-4401
FAX: (573) 886-4402

Memo on Courthouse doors bid #53-10AUG04

Date: 9/7/04
To: David Mink, Director, Public Works
From: Ken Roberts, Manager, Facilities Maintenance 
RE: Proposal on Courthouse doors bid #53-10AUG04

I recommend accepting the low bidder, Boone Construction Company, with the three alternates. The alternates would allow automatic door openers at the Courthouse front vestibule doors.

Due to the hardware requiring replacement, the base bid of \$9,750 was higher than the budget of \$6,140. The original plan was to only replace the doors and reuse the hardware. This proved unfeasible. The additional amount required for the base bid is \$3,610, which can be covered by the savings from the Jail stair repair project. I propose a budget revision of \$8,050 from emergency fund 86800 to cover the alternates.

Lack of automatic door openers at the Boone County Courthouse was brought to my attention by numerous individuals this year. Although automatic door openers are not required by code, I believe it would be an important amenity to offer to the public for their convenience. I recommend that we install the automatic door openers.

CC: Melinda Bobbitt, Purchasing Department Director

9/12/04

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

DATE

8400

Boone Construction Company

To: County Clerk's Office

VENDOR NO.

VENDOR NAME

Comm Order # 398-2004

ADDRESS

CITY

Return to Auditor's Office

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

RECEIVED

SEP 14 2004

#53-10AUG04

(Enter Applicable Bid / Sole Source / Emergency Number)

BOONE COUNTY AUDITOR

Bill To Department # 6100

Ship To Department # 6100

Department				Account				Item Description	Qty	Unit Price	Amount
								For the furnishing, delivery and installation of Entrance Door Replacement:			
6	1	0	0	6	0	1	0	0	Base Bid for Entrance Door Replacement - Boone County Court House	1	9,750
6	1	0	0	6	0	1	0	0	Alternate #1 - Power Assisted ADA Door Operator on the front entrance exterior vestibule pair of doors	1	3,400
6	1	0	0	6	0	1	0	0	Alternate #2 - Power assisted ADA door operators on both interior vestibule doors	1	4,650
								TOTAL			\$17,800

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.

Requesting Official

Auditor Approval

CONTRACT AGREEMENT

RECEIVED
SEP 22 2004

398-2004

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 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 53-10AUG04
Entrance Door Replacement – Boone County Court House
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 for the amount of \$9,750.00, Alternate Bid #1 for \$3,400.00 and Alternate Bid #2 for \$4,650.00 for a total contract price of \$17,800.00.

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. Table of Contents
2. Notice to Bidders
3. Bid Response
4. Statement of Bidders Qualifications
5. Instructions to Bidders
6. Wage Rates – Annual Wage Order #11
7. Insurance Requirements
8. Contract Conditions
9. Sales/Use Tax Exemption
10. General Requirements
11. Scope and Summary of Work
12. Invitation for Bids by General Contractors
13. Supplementary Instructions to Bidders
14. Additional Specifications
15. Drawings, Small drawing Sheets SD1 and SD2
16. Addendum Number One
17. Addendum Number Two
18. Exhibit C – Certification Regarding Debarment, Suspension, Ineligibility, Voluntary Exclusion

The Contractor 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:

Seventeen Thousand Eight Hundred Dollars and zero cents (\$17,800.00)

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 21 Sept 2004 at
Columbia, Missouri. (Date)

OWNER, BOONE COUNTY, MISSOURI

By: Keith Schnarre
Keith Schnarre, Presiding Commissioner

ATTEST:

Wendy Noren
Wendy Noren, County Clerk

CONTRACTOR: Boone Construction Company

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 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 the contract do not create a measurable county obligation at this time.)

Jane E. Pitchford
Signature *hy se*

9/15/04
Date

6100-60100 - \$17,800.00

Appropriation Account

REQUEST FOR BUDGET REVISION

BOONE COUNTY, MISSOURI

9/7/04

EFFECTIVE DATE

RECEIVED

FOR AUDITORS USE

398-2004

SEP 14 2004

Department				Account				BOONE COUNTY AUDITOR Department Name		Account Name		(Use whole \$ amounts)	
												Transfer From	Transfer To
										Decrease	Increase		
6	1	0	0	8	6	8	0	0	Facilities Maint	Emergency	8,050		
6	1	0	0	6	0	1	0	0	Facilities Maint	Building Repair & Maint		8,050	

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary): **Transfer of funds requested for repair of Courthouse doors with ADA accessibility. Please see attached memo for details.**

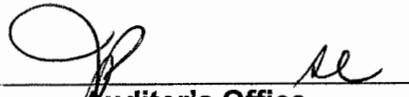
Do you anticipate that this Budget Revision will provide sufficient funds to complete the year? YES NO
If not, please explain (use an attachment if necessary):



Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- Unencumbered funds are available for this budget revision.
- Comments:



Auditor's Office



PRESIDING COMMISSIONER

absent

DISTRICT I COMMISSIONER



DISTRICT II COMMISSIONER

9/15/04

FY 2004
Budget Amendments/Revisions
Facilities Maintenance (6100)

<u>Index #</u>	<u>Date Recd</u>	<u>Account</u>	<u>Account Name</u>	<u>\$Increase</u>	<u>\$Decrease</u>	<u>Reason/Justification</u>	<u>Comments</u>
1	7/19/04	91300 92300	Machinery & Equipment Replacement Mach & Equip	650	650	Purchase fueling tank and pump for Sheriff's generator	See attached copy of 2004 fixed asset spreadsheet
2	9/15/04	60100 86800	Building Repair & Maint Emergency	8,050	8,050	Repair of courthouse doors with ADA accessibility	See attached spreadsheet for 2004 budget and actuals

LEDGER YEAR	DEPT	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	BUD	TITLEXP	BUD-ACT
2004	6100	60000	60050	EQUIP SERVICE CONTRACT	26,107	21,908.20	4,198.80
2004	6100		60100	BLDG REPAIRS/MAINTENANCE	79,890	46,854.85	33,035.15
2004	6100		60200	EQUIP REPAIRS/MAINTENANCE	32,900	34,727.07	1,827.07-
2004	6100		60400	GROUNDS MAINTENANCE	47,305	42,886.30	4,418.70
			TOTAL		186,202	146,376.42	39,825.58
2004	6100	80000	86800	EMERGENCY	15,000	.00	15,000.00
			TOTAL		15,000	.00	15,000.00
			FINAL TOTALS				

*** END OF REPORT ***

2004 Emergency Fund
6100-86800

DATE	ACCOUNT	AMOUNT	BALANCE	DESCRIPTION
1/1/2004		15,000	15,000	Original Budget
9/14/2004		(8,050)	6,950	Repair of courthouse doors with ADA accessibility
Total Revisions		<u>(8,050)</u>		

CERTIFIED COPY OF ORDER



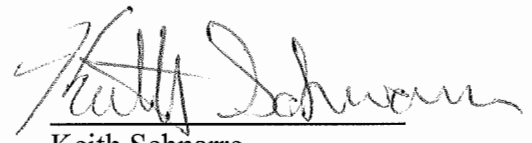
STATE OF MISSOURI }
County of Boone } ea.

September Session of the July Adjourned Term. 20 04

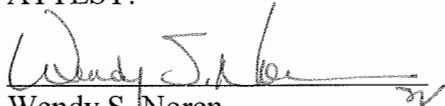
In the County Commission of said county, on the 21st day of September 20 04
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby accept the Rapid Assessment of Strategy Implementation System (RASIS) Grant from the State Emergency Management Agency in the amount of \$123,060. It is further ordered that the Presiding Commissioner be hereby authorized to sign said grant documents.

Done this 21st day of September, 2004.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

absent
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner



<< Home
Rapid Assessment of Strategy Implementation System (RASIS)
Grant Application - Jurisdiction

Grantee Information

City or County: Boone County
Contact First Name: Jim
Contact Last Name: McNabb
Address: EMO, 17 North 7th St.
City: Columbia
County: Boone
Zip: 65202
Region: F
Phone: 573-874-7400
Email:

- Goto ISIP: **Boone County**
- Assign grant to another ISIP

Current Status: 6. Approved

Note: This box contains options that are unique to each type of user depending upon their role in the workflow process.

Source Document

Path to PDF of grant application:

Line Items

I 1
P 1
D 1
G 1
G 2
G 3
G 4
G 5
G 6
TR 1

Function	Category	Discipline	Item	Quantity	Unit Cost	Total
Equipment	CBRNE Logistical Support Equipment	Governmental/Administrative	Generator-8kw	1	\$4,000.00	\$4,000.00
Equipment	Cyber Security Enhancement Equipment	Governmental/Administrative	Infrastructure and Support of Computer	1	\$22,500.00	\$22,500.00
Equipment	Interoperable Communications Equipment	Public Safety Communications	Radio System Enhancement and Improvement	1	\$5,337.00	\$5,337.00
Equipment	Physical Security Enhancement Equipment	Governmental/Administrative	Electronic Access System (Gov't Cntr)	1	\$50,000.00	\$50,000.00
Equipment	Physical Security Enhancement Equipment	Governmental/Administrative	Video Security System	3	\$4,241.00	\$12,723.00
Equipment	Physical Security Enhancement Equipment	Public Works	Alarm at the water system plant	1	\$5,500.00	\$5,500.00
Equipment	Physical Security Enhancement Equipment	Public Works	Security lock system at water storage facility	1	\$2,500.00	\$2,500.00
Equipment	Physical Security Enhancement Equipment	Public Works	Water Plant security fencing	1	\$2,000.00	\$2,000.00
Equipment	Physical Security Enhancement Equipment	Public Works	Water Well totank bypass system	1	\$10,000.00	\$10,000.00
Training	Full or Part-Time Staff or	Emergency Management	Exercise	1	\$2,000.00	\$2,000.00

	Contractors/Consultants		Development			
TR2 Training	Travel	Emergency Management	Food and Meal Reimbursement (75)	1	\$6,500.00	\$6,500.00
TOTAL						\$123,060.00

Assigned to ISIP: Boone County

Notes

Provide comments on the grant application. Enter questions or action items to be addressed by others in the grant review work flow.

State Homeland Security Grant Program (FY 2004)
Terms and Conditions
for subgrantees

After you have read the Grant Guidance, please sign and return this cover sheet and the appropriate forms immediately.

Mail it to

Debbie Rathert
State Homeland Security Grant Program
c/o SEMA
P.O. Box 116
Jefferson City, MO 65102

or Fax it to State Homeland Security Grant Program, 573-526-9262

I have read and agree to the terms and conditions as they are described within this document.

Keith Schwarre
Printed Name
Keith Schwarre 21 September 2001
Authorized Signature Date
Boone County 573-886-4035
Jurisdiction Phone
801 Ash, Columbia Mo
Address

Does your jurisdiction expend more than \$500,000 (total of all Federal funds), per calendar year? Yes No

If different than above, please complete below:

The Project Director (person responsible) for this grant is:

Name James P. McNabb

Organization Office of Emergency Management

Address 17 N. 7th St. Suite A

Address _____

City Columbia State MO Zip 65201

Phone Number 573-874-7400

Fax Number 573-875-1072

Email Address _____

Missouri
State Homeland Security
Grant Program Guidance
FY 2004

Fire Protection Dist./
Volunteer Fire Dept. Grant

City/County Grant

Law Enforcement Terrorism
Prevention Program Grant

administered by SEMA

I. Equipment Acquisition

Authorized Program Expenditures

- The FY 2004 SHSP provides funds for homeland security and emergency operations planning; the purchase of specialized equipment to enhance the capability of local agencies to prevent, respond to, and mitigate incidents of terrorism involving the use of chemical, biological, radiological, nuclear, and explosive (CBRNE) weapons and cyber attacks.
- Self-contained breathing apparatus-CBRNE requirement; see attachment 1.
- Interoperable communications standards-minimum requirements; see attachment 1.
- This grant is for equipment only as allowed in your approved line item budget. The budget is your contract. SEMA will reimburse for no more \$\$\$ than your allocation.
- The grant period ends November 30, 2005. **Expenditures cannot be charged to this grant after that closeout date unless ODP/SEMA grants a written extension.** A formal request for an extension and proof of the need for an extension must be submitted to SEMA no later than September 30, 2005.
- Equipment replacement and maintenance costs are the responsibility of the subgrantee.
- Subgrantees are responsible to ensure personnel are trained to use equipment purchased with this grant.

Unauthorized Program Expenditures

- Federal guidelines prohibit expenditures for items such as general-use software and licensing fees.
- Grant funds also may not be used to pay for equipment procured prior to the award start date of the grant or for items otherwise budgeted for with state or local funds.

II. Accountability of Equipment and Federal Funding

A. Financial requirements

1. **Non-Supplanting Certification:** By signing and returning the cover sheet of this award package, the official authority affirms that federal funds will be used to supplement existing funds, and will not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be addressed in the application review as well as in the post award monitoring, and the audit. Applicants or subgrantees may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
2. **Grant Period:** The grant period ends November 30, 2005. Expenditures cannot be charged to this grant after that date.
3. **Suspension or Termination of Funding:** ODP and/or SEMA may suspend or terminate funding, in whole or in part, or other measures may be imposed for any of the following reasons:
 - Failure to comply with the requirements or statutory objectives of federal law.
 - Failure to make satisfactory progress toward the goals or objectives set forth in this application.
 - Failure to follow subgrant agreement requirements or special conditions.
 - Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
 - Failure to submit required reports (See Review Process under Reporting section).
 - Filing a false certification in this application or other report or document.

Before taking action, ODP and/or SEMA will provide the subgrantee reasonable notice of intent to impose measures and will make efforts to resolve the problem informally.

3. **Retention of records:** Grants are subject to state and federal audits. Retain copies with supporting documentation according to those guidelines.

B. Reporting Requirements

- 1) A **Program Report** is due to SEMA at the end of the grant period or upon completion of spending.

Each report must have the appropriate Report Cover sheet (copy attached at the end of this packet).

Each Program Report must provide an update on the following activities that occurred during the designated reporting period:

Describe progress made in implementing your subgrant in terms of Equipment Allocation, including

- The total amount of funds expended through the approved subgrant to date.
 - A detailed listing of what was spent and what it was spent on by Unit Cost and Total Cost. The easiest way to do that is to submit it in the same format as your original Line Item Budget.
 - Detail the improved capability as a result of receiving the subgrant.
- 2) Future awards and fund drawdowns may be withheld if these reports are delinquent.

Note: If you receive funding under more than one Category or Project, submit each report separately. Additionally, if you are the recipient of multiple DOJ/ODP grants, each report must be submitted separately. Do NOT combine reports.

- 3) Submit reports to:

Debbie Rathert, Asst. Program Manager
Interoperable Communications Grant
SEMA
P.O. Box 116
Jefferson City, MO 65102

- 4) Any equipment delivery delays that may push up against the grant timeline should be reported to SEMA in writing as early as possible and no later than September 30, 2005.

C. Audit Requirements

- 1) The subgrantee agrees to maintain completed records and cost documents for at least three years from the date this grant is completed or final payment is made, whichever is later. If the subgrantee expends \$500,000 or more in total reimbursements (from any or all federal sources, not just this grant), in a single year, the county must submit to SEMA a copy of the Single Audit or Program Audit (as required by the Single Audit Act of 1984). All grants are subject to state and federal audit reviews.

III. Reimbursement Process

- 1) Complete the Request for Reimbursement Form (an Excel spreadsheet); make sure you identify the grant you are requesting reimbursement for. Copies of the form may be found on the SEMA website <http://sema.dps.mo.gov/terrorism.htm>.

Be sure to select the correct FY tab at the bottom. If you require additional pages, be sure to select the correct FY Continuation Page.

If you submit a Reimbursement Form for the wrong grant, it will be returned to you and will likely result in a delay of payment.

- 2) Attach copies of the Paid Invoices to a paper copy of the Request for Reimbursement Form. To be reimbursed for these purchases, the invoices must state the EXACT brand and model purchased. Be certain that you identify the Line Item on the corresponding invoice.

Note: In order to process the Request, it must have the authorized entity's signature on the form. A fax copy cannot be accepted.

- 3) Send all documentation to Debbie Rathert, Asst. Program Manager, SEMA, P.O. Box 116, Jefferson City, MO 65102.
- 4) Payment will be issued in 7-10 days upon approval.

Instructions for filling out the Reimbursement Form

- 1) Enter the **Grant** you are requesting reimbursement for.
- 2) Enter the **County, City or Jurisdiction** requesting reimbursement.
- 3) Enter the **Line Item** for each piece of equipment ordered. This number should match the corresponding Line Item from the original grant allocation award included in this award package.
***** In addition, list the Line Item next to the corresponding equipment on the Invoice itself.**

(A sample grant award, reimbursement form, and invoice are included as an example.)

- 4) Enter the **Date Equipment Ordered** for each invoice.
- 5) Enter **Individual Invoice #s**.
- 6) Enter **Date of Invoice**.
- 7) Enter the **Check #** that paid the invoice.
- 8) Enter the **Date of Check**.
- 9) Enter **Amount** of this invoice.
- 10) When done itemizing, fill in the **Grand Total** at the bottom of the Request for Reimbursement page. (The **Grand Total** must include any items from the continuation page, if applicable. You may need to fill out and attach a **Continuation Form** as well. Fill it out according to the same instructions.)
- 11) The form must be signed and dated by the **Delegated Authority** (the individual assigned by the Mayor or Presiding Commissioner to manage the grant award funds.)
- 12) Send to SEMA, Homeland Security Program for review. We will forward it to Fiscal for processing.

Questions regarding the Reimbursement Process? Please contact:

Tom Mohr, 573-526-9245
Don Koller, 573-526-9220 or
Debbie Rathert, 573-526-9224

Failure to complete an invoice completely and correctly may result in delays in reimbursement. ^{NOTE}

^{NOTE} Additional documentation may be requested in order to satisfy award requirements.

Instructions for filling out the Serial Number Information Form

- 1) Enter the **County, City, or Jurisdiction** requesting reimbursement.
- 2) Enter the **line Item** for each model of equipment purchased. This should reflect the same line item recorded on your reimbursement form
- 3) Enter a brief **Description** of the item purchased.
- 4) Enter the **Serial Number** of every item purchased under the grant. (For example, if your jurisdiction purchased ten (10) radios, there would be ten (10) entries containing the serial number of those radios). ^{NOTE}
- 5) Lastly, enter the **Date you Acquired** the equipment. This lets us know when you actually possessed each recorded item.
- 6) Repeat this for every item you receive.
- 7) Attach this form to the reimbursement form and other required documentation.

Request For Reimbursement

County/City/Jurisdiction Requesting Reimbursement:
2

SHSG FY 04 Grant

Line Item	Date Equip. was Ordered	Invoice Numbers	Date of Invoice	Check Number	Date of Check	Amount
3	4	5	6	7	8	9
Other Totals:						
Total:						10

- 1 LETPP
- City/ County
- Fire

I HEREBY CERTIFY THAT THESE EXPENSES HAVE BEEN INCURRED BY OUR JURISDICTION FOR THE PURPOSE OF IMPROVING REGIONAL AND STATEWIDE RESPONSE TO A TERRORISM INCIDENT.

AUTHORIZED SIGNATURE:
11
Phone Number:
DATE:

FOR SEMA USE ONLY
Operations Branch Approval:
Date:
Fiscal Branch Approval:
Date Processed:

12 Submit with required attachment to: SEMA Office of Domestic Preparedness - P. O. Box 116 - Jefferson City, MO 65102 - Attn: Ricky Presberry or Debbie Rathert

Request For Reimbursement

County/City/Jurisdiction Requesting Reimbursement:

SHSG FY 04 Grant

Line Item	Date Equip. was Ordered	Invoice Numbers	Date of Invoice	Check Number	Date of Check	Amount
					Total:	

Attach to reimbursement request form and to: SEMA Office of Domestic Preparedness - Post Office Box 116 - Jefferson City, MO 65102 - Attn: Debbie Rathert or Ricky Presberry

Communications Equipment Serial Number Information

County/City/Jurisdiction Requesting Reimbursement:
1

SHSG FY 04 Grant

Line Item From original Form(s)	Description	Serial Number	Date Acquired
2	3	4	5

Attach to reimbursement request form and to: SEMA Office of Domestic Preparedness - Post Office Box 116 - Jefferson City, MO 65102 - Attn: Debbie Rathert or Ricky Presberry

Expiration date: 04/30/05



**STATE EMERGENCY MANAGEMENT AGENCY
Missouri State Homeland Security Grant Program
PROGRESS REPORT**

The information provided will be used by the grantor agency (SEMA) to monitor cash flow to ensure proper use of Federal funds. No further monies or benefits may be paid out under this program unless this report is completed and filed as required by existing laws and regulations (Uniform Administrative Requirements for Grants and Cooperative Agreements – 28 CFR, Part 66, Common Rule, and OMB Circular A-110).

1. SUBGRANTEE		2. GRANT AWARD NUMBER 2003-MU-T3-0003	3. REPORT NO.
4. REPORTING PERIOD FROM: TO:		5. SHORT TITLE OF PROJECT FY 2004 STATE HOMELAND SECURITY GRANT	
6. GRANT AMOUNT	7. TYPE OF REPORT <input type="checkbox"/> REGULAR <input type="checkbox"/> FINAL		8. DATE OF REPORT
9. NAME AND TITLE OF LOCAL PROJECT DIRECTOR		10. SIGNATURE OF LOCAL PROJECT DIRECTOR	

11. REPORT (Include Budget Narrative and Budget Accounting)

SEE ATTACHED PAGES FOR BODY OF REPORT.

12. CERTIFICATION BY SUBGRANTEE (<i>Official Signature</i>)	13. DATE
---	----------

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

September Session of the July Adjourned

Term. 20 04

In the County Commission of said county, on the

21st day of September 20 04


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 budget amendment:

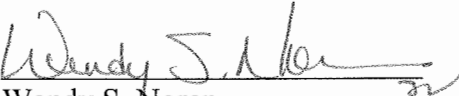
DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1243-03411: Judicial Grants and Contracts – Federal Grant Reimbursement	\$998.00
1243-37220: Judicial Grants and Contracts – Travel	\$221.00
1243-37230: Judicial Grants and Contracts – Meals and Lodging	\$497.00
1243-37240: Judicial Grants and Contracts – Registration Fees	\$280.00

Said budget amendment is to establish a budget to send two Juvenile Justice Center employees to the Heartland Juvenile Services Association Conference.

Done this 21st day of September, 2004.


 Keith Schnarre
 Presiding Commissioner

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission

absent
 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

1st 9/7
2nd 9/21

REQUEST FOR BUDGET AMENDMENT

BOONE COUNTY, MISSOURI

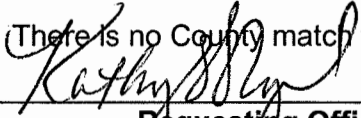
9/1/04

EFFECTIVE DATE

FOR AUDITORS USE
400-2004

Department				Account					Department Name	Account Name	(Use whole \$ amounts)	
											Decrease	Increase
1	2	4	3	0	3	4	1	1	Judicial Grants & Contracts:	Federal Grant Reimb.		998.00
1	2	4	3	3	7	2	2	0	Judicial Grants & Contracts:	Travel		221.00
1	2	4	3	3	7	2	3	0	Judicial Grants & Contracts:	Meals and Lodging		497.00
1	2	4	3	3	7	2	4	0	Judicial Grants & Contracts	Registration Fees		280.00
Total											1996.00	

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): Juvenile Accountability Incentive Block Grant – Heartland Juvenile Services Association 10th Annual Conference for 2004 Year. This grant be used to send two staff members to the Heartland Juvenile Services Association Conference September 27, 2004 – September 29, 2004.

There is no County match for this grant.


Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- A fund-solvency schedule is attached.
- Comments:



Auditor's Office



PRESIDING COMMISSIONER



DISTRICT I COMMISSIONER



DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.



**MISSOURI DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR
AWARD OF CONTRACT**

**P.O. Box 749
Jefferson City, Missouri 65102
Phone: 573/751-4905**

Contractor Name Boone, County of		
Project Title Heartland Juvenile Services Association 10th Annual Conference		
Contract Period FROM: 09/01/04 TO: 10/31/04	State/Federal Funds Awarded \$997.80	Contract Number 01JAIBG-INT-05

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, the attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

This award is subject to Special Conditions (attached).

The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

Paula Johnson 8/26/04
Authorized Official Date

Keik Kippley 8/25/04
Project Director Date

This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the director of the Department of Public Safety.

Charles R. Jackson
Director, Department of Public Safety

September 1, 2004
Date of Award



MISSOURI DEPARTMENT OF PUBLIC SAFETY
 OFFICE OF THE DIRECTOR
 AWARD OF CONTRACT

P.O. Box 749
 Jefferson City, Missouri 65102
 Phone: 573/751-4905

Contractor Name Boone, County of		
Project Title Heartland Juvenile Services Association 10th Annual Conference		
Contract Period FROM: 09/01/04 TO: 10/31/04	State/Federal Funds Awarded \$997.80	Contract Number 01JAIBG-INT-05

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, the attached Special Conditions. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

This award is subject to Special Conditions (attached).

The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

Keith Sedmore 8/26/04
 Authorized Official Date

Kirk Kippley 8/25/04
 Project Director Date

This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the director of the Department of Public Safety.

 Director, Department of Public Safety

September 1, 2004
 Date of Award

MISSOURI DEPARTMENT OF PUBLIC SAFETY

AWARD CONTINUATION SHEET

Page 2 of 2

Contract Number: 01JAIBG-INT-05

Award Date: September 1, 2004

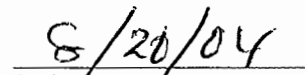
Project Title: Heartland Juvenile Services Association 10th Annual Conference

SPECIAL CONDITIONS

1. The applicant assures compliance with following travel guidelines:
 - Travel costs will not be reimbursed until the travel has occurred.
 - Expenditures for travel must be supported and documented by signed travel vouchers/mileage logs.
 - Hotel and meal receipts must be submitted with the Request for Reimbursement.
 - Receipts for airfare, parking, and rental cars must be submitted with the Request for Reimbursement.
2. The applicant assures that only actual costs for budget line items will be submitted on the Monthly Expenditure Reports (this requirement includes meals, if applicable).
3. The applicant assures submission of Monthly Program Reports by the 10th day of each month. **Failure to submit the required reports on time shall be taken as failure to adhere to the Acceptance of the Contract, and may result in suspension and/or termination of the grant. (Please refer to page 3 of this Award of Contract titled "Policies and Procedures")**
4. The applicant assures submission of Monthly Expenditure Reports by the 10th day of each month, regardless of whether reimbursement is being requested. A separate Expenditure Report must be used for each month; you may not combine months on one form. **Failure to submit the required reports on time shall be taken as failure to adhere to the Acceptance of the Contract, and may result in suspension and/or termination of the grant.**

ACCEPTANCE OF SPECIAL CONDITIONS:


AUTHORIZED OFFICIAL


DATE



COPY

GRANT PROGRAM: JAIBG - Juvenile Accountability Incentive Block Grant

APPLICANT AGENCY

AGENCY Boone County		PHONE 573-886-4305	FAX 573-886-4311
ADDRESS 801 E. Walnut			
CITY Columbia	STATE MO	ZIP 65201	

APPLICANT AUTHORIZED OFFICIAL

NAME Keith Schnarre		PHONE 573-886-4305	FAX 573-886-4311
TITLE Presiding Commissioner		EMAIL ADDRESS kschnarre@boonecountymmo.org	
AGENCY Boone County			
ADDRESS 801 E. Walnut			
CITY Columbia	STATE MO	ZIP 65201	

PROJECT DIRECTOR

NAME Kirk Kippley		PHONE 573-886-4450	FAX 573-886-4461
TITLE Superintendent		EMAIL ADDRESS Kirk.Kippley@courts.mo.gov	
AGENCY Robert L. Perry Juvenile Justice Center			
ADDRESS 65 N. Roger I. Wilson Memorial Drive			
CITY Columbia	STATE MO	ZIP 65202	

APPLICANT FISCAL OFFICER

NAME Kay Murray		PHONE 573-886-4365	FAX 573-886-4369
TITLE Treasurer			
AGENCY Boone County			
ADDRESS 801 E. Walnut			
CITY Columbia	STATE MO	ZIP 65201	

APPLICANT'S FEDERAL TAX I.D. #: 43-6000-349

PROGRAM PURPOSE AREA(S): #16

BUDGET

PERSONNEL	\$ N/A	TOTAL PROJECT COST	\$ 997.80
TRAVEL	\$ 717.80		
EQUIPMENT	\$ N/A		
SUPPLIES/OPERATIONS	\$ 280.00		
CONTRACTUAL	\$ N/A		
CONSTRUCTION/RENOVATION	\$ N/A		

AUTHORIZED OFFICIAL'S SIGNATURE

Keith Schnarre
Signature

X
Date 8-10-04

TRAVEL	PROJECT TITLE:	Detention Training
	APPLICANT AGENCY:	Boone County

INSTRUCTIONS

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Itemize travel expenses by event. 2. Under the Item, list the type of travel (local, in-state, out-state), location and reason for travel. 3. Under the Basis for Cost Estimate, supply information regarding total distance to be traveled, the rate per mile, total days of travel, daily subsistence allowance, and number of people traveling. 4. Justify in the narrative (under Budget Justification) why the travel is necessary for project execution and who will be traveling. 5. In training projects, where travel and subsistence of trainees is included, list the item separately and show the number of trainees and the allowance per trainee. | <ol style="list-style-type: none"> 6. Tuition and registration fees for eligible training <u>must be listed under the Supplies/Operations</u> category. 7. Enter the costs in the Total Cost column. 8. The amount of mileage allowance shall not exceed 34.5¢ per mile and shall not exceed actual transportation fare where public common-carrier transportation is used (exclusive of first class accommodations.) Travel must be by the most direct practical route. Actual transportation expenses and the amount of meal charges shall not exceed the actual costs and must be reasonable. Lodging expenses will be reasonable. Local rules and regulations will apply if they are more restrictive than those mentioned above. |
|--|---|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Out-of-state travel, by car, to attend the Heartland Juvenile Services Association's 10 th Annual Conference, in Omaha, NE, on 9/27/04-9/29/04	Round-trip mileage is 640 miles from Columbia, MO, to Omaha, NE, @ 34.5 cents per mile. Two staff members, Melissa Williamson, Caseworker II, and Erin Kerns, Caseworker II/Evaluator, will be traveling to Omaha on 9/26/04 and will be returning to Columbia on 9/29/04. The estimated driving time is 5 to 6 hours on each of those days.	220.80
Meals	Cost for meals is based on \$9.00 for breakfast, \$9.00 for lunch, and \$22.00 for supper. Two staff members will have supper on 9/26 (\$22.00 x 2 = \$44.00), and all three meals on 9/27, 9/28, and 9/29 (\$40.00 per day for each staff member x 3 days = \$240.00). Incidentals are included at \$3.00 per day (\$3.00 x 2 staff members x 3 days = \$18.00).	44.00 240.00 18.00
Lodging at Double Tree Hotel, 1616 Dodge Street, Omaha, NE.	Cost is \$63.00 per night, double occupancy (\$63.00 x 3 nights, 9/26, 9/27, and 9/28, = \$189.00). Occupancy tax is \$2.00 per night (\$2.00 x 3 nights = \$6.00).	189.00 6.00
State/Federal Share	\$ 717.80	
Local Match Share	\$	
TOTAL TRAVEL COST		\$ 717.80

SUPPLIES/OPERATIONS

APPLICANT AGENCY: Boone County

INSTRUCTIONS

1. Under the **Item** column, list by type of supply or operational expense (i.e., office supplies, training materials, postage, etc.). Be as specific as possible.
2. Under the **Basis for Cost Estimate** column, list the cost per unit and the number of units requested.

3. Under **Total Cost** column, record the cost to be calculated as follows: (number of units) x (unit cost).
4. Tuition and registration fees for eligible training must be listed on this page.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
Registration fee for conference	\$140.00 each for 2 staff members	\$280.00
	TOTAL SUPPLIES/ OPERATIONS COST	\$ 280.00

Performance Indicator Worksheet (please copy & attach as many sheets as necessary)

Program Purpose Area #: 16 – Hiring detention and corrections personnel, and establishing and maintaining training program for personnel to improve facility practices and programming.

Goal(s): To provide relevant training to detention center personnel.

Objective(s): To send a maximum of four detention center personnel to the Heartland Juvenile Services Association's 10th Annual Conference to be held September 27, 28, and 29, 2004 at Omaha, Nebraska.

Proposed Activity	Performance Indicator (you must choose at least one Output, one short-term, and one intermediate indicator from attached list for each activity).
Detention center staff will attend training.	<p>Output Indicator(s):</p> <p>Number & percent of staff trained in improving facility practices and/or programming.</p> <p>Short-Term outcome indicator(s):</p> <p>Number & percent of staff to rate the training received as helpful.</p> <p>Intermediate-term outcome indicator(s):</p> <p>Number of hours that youth are held in isolation.*</p> <p><i>*Measure use of secure detention. Appropriate for any operational program. Report the raw number of hours youth were held in isolation. If a facility is not permitted to hold youth in isolation themselves but refer youth to other facilities, include the number of hours of isolation to result from those referrals in this count. If a facility never holds youth in isolation, their count will be zero. The reporting period for this project will be September 1 – October 31, 2004 (2 months). Please note that for every JAIBG contract issued, we are now required to report on pre-determined indicators. Of the intermediate-term outcome indicators available to choose from, this one appeared to be the most applicable, and the easiest on which to report.</i></p>

JJDP CERTIFIED ASSURANCES

AGENCY NAME: Boone County

PROJECT TITLE: Detention Training

In addition to the general terms contained in the *Application Packet*, and the *Federal Assurances*, the applicant is also conditioned upon and subject to compliance with the following assurances:

1. The applicant agrees to maintain the records necessary to evaluate the effectiveness of the project.
2. Monthly Program Reports for Title II, Title V, Challenge, and JABG subcontracts are due the 10th of each month.
3. The applicant agrees to submit, within 15 days of the project period ending date, a performance report which will include a summary description of the project; the data collected on the performance indicators included in the program description of the application package; the results of the evaluation process; and a brief assessment of impact.
4. The applicant agrees to comply with the provisions outlined in the Program Description for the Title II, Title V, Challenge, and JABG grant programs.
5. **Travel:** Expenditures for travel must be supported and documented by signed travel vouchers. Hotel/motel and meal receipts must be on file. Maximum amounts have been established for mileage, meals and other expenses. **Check with the Department of Public Safety for current rates.** Reimbursement of travel expenses will not occur until after the travel has taken place. Prior approval must be obtained from the MODPS prior to attending any training / travel that is not specifically outlined in the approved budget.
6. **Equipment:** Expenditures for equipment must be in accordance with the approved budget. All items of equipment must be assigned an inventory number and be readily identifiable as being purchased with Missouri Department of Public Safety funds.
7. **Supplies/Operating Expenses:** Expenditures for supplies and operating expenses shall be in accordance with the approved budget. Documentation in the form of paid bills and vouchers must support every expenditure requested for reimbursement. Care shall be given to assure that all items purchased directly relate to the specific project objectives for which the contract was approved. The titles of films, brochures, and other "miscellaneous items", not specifically outlined in the approved budget, must be submitted to the Missouri Department of Public Safety, Office of the Director, for approval **prior** to purchasing same. Reimbursement of conference registration fees will not be provided until the conference has taken place.
8. **Personnel:** The applicant assures that any personnel costs shall be supported by time and attendance records and that proper records shall be maintained to adequately substantiate time spent to carry out the specific objectives for which the contract was approved.
9. **Local Share:** The approved match must be expended within the period for which federal funds are available for expenditure under the approved contract. Records must be maintained to show the amount and timing of the match. These records are subject to audit in the same manner and to the same extent as books and records dealing with federal funds.

Failure to provide the approved match may result in your agency being required to refund the federal share to the Missouri Department of Public Safety.
10. **Interest:** The applicant assures that federal funds will not be used to pay interest or any other financial costs.
11. **Budget Revisions:**

Formal Budget Revisions: Prior approval must be received from the Missouri Department of Public Safety, Office of the Director, for certain types of changes to the budget or project scope. These types of changes are listed below:
 - a. The addition or deletion of a specific budget line item
 - b. Monetary changes in the approved budget categories
 - c. A change in the scope of the project
 - d. A change in or temporary absences of the project director or authorized official
 - e. A change in the project site
 - f. A change in the name of the agency
Prior approval must be received from the Missouri Department of Public Safety for any programmatic changes in the contract.

Timing of Formal Budget Revisions: If a budget or programmatic revision is required, the request for a change must be submitted at least 30 days prior to the proposed change taking effect and at least 60 days prior to the end of the contract. Budget revisions must be requested on the required form. Budget revisions will not be retroactive unless there are extenuating circumstances presented.

2. **Contractual Services:** The applicant assures that the following general requirements will be followed when subcontracting for work or services contained in this proposal:
- a. All consultant and contractual services shall be supported by written contracts stating the services to be performed, rate of compensation, and length of time over which the services will be provided which shall not exceed the length of the grant period.
 - b. A copy of all written contracts for contractual or consultant services must be forwarded to the Missouri Department of Public Safety, Office of the Director, upon their ratification.
 - c. Payments must be supported by statements providing the services rendered and supporting the period covered.
 - d. Any contract or agreement for service of \$3,000 or more which is not entered into as a result of competitive bidding procedures (or if only one bid is received) must receive prior approval from the Missouri Department of Public Safety, Office of the Director.
 - e. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the market place. The maximum rate for consultants is \$450 (excluding travel and subsistence costs for an eight-hour day. An eight-hour day may include preparation, evaluation, and travel time in addition to time required for actual performance. A request for over \$450 per day requires prior approval and additional justification.
3. **Sole Source Procurement:** When only one bid is received or only one vendor is contacted, the purchase is deemed to be sole source procurement. Sole source procurement on purchases with an individual cost from \$3,000 to \$100,000 requires **prior** approval by the Department of Public Safety.
- In addition, sole source procurement for amounts in excess of \$100,000 requires **prior** U.S. Department of Justice approval.
14. The applicant shall fully coordinate all activities in the performance of the project with those of the Missouri Department of Public Safety, Office of the Director.
 15. The applicant certifies that all expendable and non-expendable property purchased with funds awarded under this contract shall only be used for allowable activities as outlined in the Program Descriptions and the Missouri Department of Public Safety's Financial and Administrative Guidelines for the Title II, Title V, Challenge, and JABG grant programs.
 16. The applicant assures that federal block and formula grant funds made available will not be used to supplant state and local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for the activities of this project
 17. The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract.
 18. **Audit:** The applicant agrees to provide an annual audit of their organization, if required, in accordance with the provisions of Office of Management and Budget Circulars applicable to their organization.
 19. The applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Missouri Department of Public Safety, Office of the Director, may require. This includes any additional information that may be necessary in follow-up to monitoring and/or audit issues, and in response to requests from the Department of Justice.
 20. If the applicant is a law enforcement agency, the applicant assures that the agency is in compliance with sections 590.100 to 590.180, RSMo. Section 590.180, subsection 2 states that "any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety or criminal justice purposes."
 21. If the applicant is a law enforcement agency, the applicant assures that the agency is in compliance with the provisions of Section 43.505, RSMo relating to uniform crime reporting, and Section 590.650, RSMo relating to racial profiling.
 22. The Missouri Department of Public Safety, Office of the Director reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.
 23. The subgrantee agrees to account for project income generated by the activities of this subgrant, and must report receipts and expenditures of this income on a Form 312, "Report of Project Income". (NOTE: All project income must be expended during the life of the subgrant).
 24. An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety in the documents developed for such

renewal. Failure to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.

5. It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued

at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.

Failure to comply with any of the foregoing certified assurances could result in funds being withheld until such time as the contractor takes appropriate action to rectify the incident(s) of non-compliance.

The applicant hereby certifies, by signature, acceptance of the terms and conditions specified or incorporated by reference herein, including those stated in the contract application and the federal assurances.

Keith Schuane X 8-10-04 /
Authorized Official DATE

Kirk Kippley X 8/10/04
Project Director DATE

FEDERAL - STANDARD ASSURANCES

Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.

2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63.

5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 169 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).

6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. §10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. §7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

7. If a governmental entity-

a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and

b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Keith Schumme
Authorized Official Signature

x 8-10-04
Date

Kirk Kissley
Project Director Signature

x 8/10/04
Date

AUDIT REQUIREMENTS

a recipient of funds through the Missouri Department of Public Safety, you **ARE** required to submit a copy of your agency's audit for the period covered by this contract.

An audit is required for the agency fiscal year, when **State** financial assistance, (which consists of funds received directly from the State of Missouri, but does not include federal pass-through funds), of **\$100,000** or more is expended by the applicant agency.

An audit is required for the agency fiscal year, when **Federal** financial assistance, (which consists of funds received from the Federal Government or federal funds passed through state agencies), of **\$300,000** or more is expended by the applicant agency.

No audit of any type is required when **STATE** financial assistance of less than \$100,000 or **FEDERAL** financial assistance of less than \$300,000 is expended. However, the recipient must maintain detailed records on grant activity required for such grants.



Date of last audit: 6/30/03 2. Date(s) covered by last audit: 1/1/02 - 12/31/02

Last audit performed by: KPMG

Phone number of auditor: 573-444-1400

Date of next audit: 8/04 5. Date(s) to be covered by next audit: 1/1/03 - 12/31/03

Next audit will be performed by: KPMG

Phone number of auditor: 573-444-1400

Total amount of funds received from ALL entities INCLUDING the Department of Public Safety

Federal Amount: \$ 1,115,541.00 State Amount: \$ 3,174,266.00

NOTE: State Auditor of Missouri audits all state agencies, third class counties, and all judicial circuits. First, second, and fourth class counties and other local political subdivisions and not-for-profit agencies must make arrangements with a private CPA firm to perform an audit.

Signed: 
(Authorized Official)

Date: X 8-10-04

Agency: Boone County

Phone: 573-886-4305

REPORT OF EXPENDITURES AND CHECK PAYEE INFORMATION

The following information is necessary if your agency receives a contract from the Missouri Department of Public Safety

Name and address of the individual who will be responsible for completing the Monthly Report of Expenditures and Request for Reimbursement. *(The Monthly Report of Expenditures and Request for Reimbursement will be mailed to this individual each month.)*

NAME: Kirk Kippley, Project Director

AGENCY: Robert L. Perry Juvenile Justice Center

ADDRESS: 5665 N. Roger I. Wilson Memorial Drive

Columbia, MO 65202
(Include city, state, and zip)

TELEPHONE: (573) 886-4450 FAX NUMBER: 573-886-4461

E-MAIL ADDRESS: Kirk.Kippley@courts.mo.gov

Check Payee Information - List the name and address of the check payee. Do not include an individual's name, *only the name and address of the agency to which the check must be made payable.*

AGENCY: Boone County

ADDRESS: 705 E. Walnut, Circuit Judges Office

Columbia, MO 65201
(Include city, state, and zip)

Name and address of the individual to whom the check needs to be mailed. *(The check will be mailed directly to this individual each month.)*

NAME: Ann Schnell

AGENCY: Robert L. Perry Juvenile Justice Center

ADDRESS: 5665 N. Roger I. Wilson Memorial Drive

Columbia, MO 65202
(Include city, state, and zip)

TELEPHONE: (573) 886-4450 FAX NUMBER: 573-886-4461

E-MAIL ADDRESS: Ann.Schnell@courts.mo.gov

FY 2004
 Budget Amendments/Revisions
 Judicial Grants & Contracts (1243)

Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments
1	2/23/04	3411	Federal Grant Reimbursement	8,939		Establish budget for Challenge Grant - Enhancement of Medical Services	
		22500	Subscriptions/Publications	974			
		23000	Office Supplies	33			
		23850	Minor Equipment & Tools	695			
		37210	Training/Schools	2,911			
		91100	Furniture & Fixtures	1,680			
		91300	Machinery & Equipment	1,196			
		92100	Replacement Furniture & Fixtures	1,450			
2	6/17/04	3411	Federal Grant Reimbursement	901		JAIBG 2003/2004 supplemental grant	
		22500	Subscriptions/Publications	632			
		91300	Machinery & Equipment	269			
3	7/1/02	3411	Federal Grant Reimbursement	11,531		JAIBG 2004/2005 grant	
		10100	Salaries & Wages	9,671			
		10200	FICA	740			
		10325	Disability Insurance	26			
4	7/1/04	3451	State Grant Reimbursement	31,363		Probation Services grant 7/1/04 to 12/31/04	
		10100	Salaries & Wages	29,010			
		10200	FICA	2,219			
		10325	Disability Insurance	134			
5	7/29/04	4020-71231	JJC Construction: Owner Costs		5,382	Purchase tractor - JAIBG 2003/2004 grant	
		4020-3411	JJC Construction: Federal Grant Reimb		5,382		
		1243-3411	Judicial Grants: Federal Grant Reimb	5,382			
		1243-91301	Judicial Grants: Computer Hardware		155		
		1243-85620	Judicial Grants: Other Medical		12		
		1243-23025	Judicial Grants: Resident Supplies		332		
		1243-23030	Judicial Grants: Kitchen Supplies		122		
		1242-60050	JJC: Equipment Service Contract		1,045		
		1242-60300	JJC: Heating & Cooling Repairs		200		
		1242-60150	JJC: Pest Control		162		
		1242-71101	JJC: Professional Services		1,000		
		1242-92300	JJC: Replacement Machinery & Equip		141		
		1243-92300	Judicial Grants: Replace Mach & Equip	8,551			
		6	7/19/04	3451	State Grant Reimbursement		11,918
10100	Salaries & Wages			11,024			
10200	FICA			843			
10325	Disability Insurance			51			
7	8/3/04	3451	State Grant Reimbursement	8,257		Intensive Intervention grant 7/1/04 to 12/31/04	
		10100	Salaries & Wages	7,670			
		10200	FICA	587			
8	8/27/04	22500	Subscriptions/Publications	281		Purchase resource videos for residents and equipment for the medical office	
		91300	Machinery/Equipment	122			
		37210	Training/Schools		403		
9	9/3/04	3411	Federal Grant Reimbursement	998		Juvenile Accountability Incentive Block Grant 9/1/04 to 10/31/04	
		37220	Travel	221			
		37230	Meals & Lodging	497			
		37240	Registration/Tuition	280			

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04

County of Boone

In the County Commission of said county, on the

21ST

day of September

20 04

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

Now on this day the County Commission of the County of Boone does hereby approve the first amendment to Tax Collection Agreement between the County of Boone and the city of Centralia.

Done this 21ST day of September, 2004.

Keith Schnarre
Keith Schnarre
Presiding Commissioner

ATTEST:

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

absent
Karen M. Miller
District I Commissioner

Skip Elkin
Skip Elkin
District II Commissioner

FIRST AMENDMENT TO TAX COLLECTION AGREEMENT 401-2004

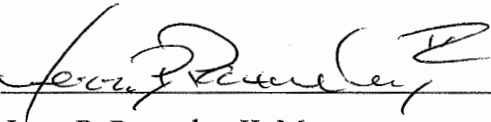
This amendment to agreement is made and entered into this 31st day of August, 2004, by and between the City of Centralia, Missouri, a municipal corporation, hereinafter called the "City", and Boone County, Missouri, through the Boone County Commission, hereinafter called the "County", and Tom Schauwecker, Boone County Assessor, hereinafter called the "Assessor", Wendy S. Noren, Boone County Clerk, hereinafter called the "Clerk", and Patricia S. Lensmeyer, Boone County Collector of Revenue, hereinafter called the "Collector". This amendment is made to a tax collection agreement dated August 9, 2001, between the parties referred to above and said agreement is amended in the following respect, namely, paragraph VIII is revised to read as follows:

The parties agree to the following: The Collector shall withhold a sum equal to one percent (1%) of all taxes, penalties and fees collected by the Collector on behalf of the City as compensation for the bill creation and collection services herein provided by the County and said sum shall be deposited by the Collector in the Boone County general revenue fund. As required by Section 137.720.1 and Section 137.750, Revised Statutes of Missouri, the Collector further shall withhold one-half of one percent (1/2%) of all ad valorem property taxes collected by the Collector on behalf of the City to fund the costs and expenses incurred in assessing real and personal property. As further required by Section 137.720.2 and Section 137.750 of the Revised Statutes of Missouri, the Collector further shall withhold each calendar year an additional one-eighth of one percent (1/8%) of all ad valorem property taxes collected by the Collector on behalf of the City, provided that for each calendar year, if the total amount of ad valorem property taxes so further withheld by the Collector from the political subdivisions in Boone County, Missouri under section 137.720.2 shall exceed one hundred thousand dollars (\$100,000.00), the Collector shall pay to the City once during each calendar year such proportionate amount so further withheld the previous calendar year, plus interest, if any, on such sums received on behalf of the City and other political subdivisions in excess of one hundred thousand dollars (\$100,000.00). All sums withheld by the Collector, as required by Section 137.720 and Section 137.750, Revised Statutes of Missouri, shall be deposited by the Collector in the Boone County Assessment Fund. All amounts withheld by the Collector shall be withheld proportionately from each separate property tax now being collected by the City. The Collector shall then remit to the City Collector of the City the balance collected after the applicable amounts have been withheld from each separate

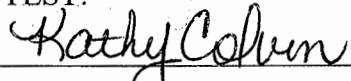
property tax. The Collector shall provide the City Collector of the City a written itemization showing the balance remitted for each separate property tax now being collected by the City. The City shall be responsible for all disbursements made by the City Collector of the City from the balance received from the Collector, including any reimbursement disbursements the City deems necessary to be made from the City general property tax fund to the appropriate property tax funds relating to the City of Centralia, Missouri Municipal Library District and relating to city parks.


In all other respects, the original agreement dated August 9, 2001, shall remain in full force and effect.

CITY OF CENTRALIA, MISSOURI

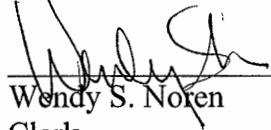
By 
Jerry P. Parmeley II, Mayor

ATTEST:


Kathy Colvin, City Clerk

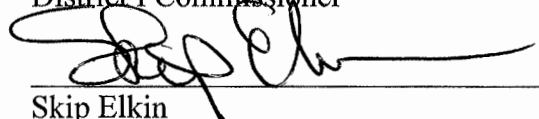

Tom Schauwecker
Assessor


Keith Schnarre
Presiding Commissioner


Wendy S. Noren
Clerk

absent
Karen M. Miller
District I Commissioner


Patricia S. Lensmeyer
Collector of Revenue


Skip Elkin
District II Commissioner



ATTEST:


Wendy S. Noren
Clerk of the County Commission

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

September Session of the July Adjourned

Term. 20 04

In the County Commission of said county, on the

21st

day of September

20 04

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 budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1123-86850: Emergency and Contingency – Contingency	\$17,682.00	
1170-10100: Information Technology – Salaries and Wages		\$8,752.00
1170-10200: Information Technology – FICA		\$721.00
1170-10300: Information Technology – Health Insurance		\$1,007.00
1170-10325: Information Technology – Disability Insurance		\$44.00
1170-10350: Information Technology – Life Insurance		\$10.00
1170-10375: Information Technology – Dental Insurance		\$79.00
1170-10400: Information Technology – Workers Comp		\$31.00
1170-10500: Information Technology – 401(A) Match		\$188.00
1170-91100: Information Technology – Furniture and Fixtures		\$4,500.00
1170-91301: Information Technology – Computer Hardware		\$2,350.00

Said budget revision is for a new Helpdesk Technician for the Information Technology Department.

Done this 21st day of September, 2004.

REQUEST FOR BUDGET REVISION

BOONE COUNTY, MISSOURI

RECEIVED

9-13-04

EFFECTIVE DATE

SEP 15 2004

FOR AUDITORS USE

402-2004

Department				Account					Department Name		Account Name		(Use whole \$ amounts)	
													Transfer From	Transfer To
											Decrease	Increase		
1	1	2	3	8	6	8	5	0	Emergency & Contingency	Contingency	\$17682.00			
1	1	7	0	1	0	1	0	0	Info Technology	Salaries & Wages *		\$8752.00		
1	1	7	0	1	0	2	0	0	Info Technology	FICA		\$721.00		
1	1	7	0	1	0	3	0	0	Info Technology	Health Insurance		\$1007.00		
1	1	7	0	1	0	3	2	5	Info Technology	Disability Insurance		\$44.00		
1	1	7	0	1	0	3	5	0	Info Technology	Life Insurance		\$10.00		
1	1	7	0	1	0	3	7	5	Info Technology	Dental Insurance		\$79.00		
1	1	7	0	1	0	4	0	0	Info Technology	Workers Comp.		\$31.00		
1	1	7	0	1	0	5	0	0	Info Technology	401(A) Match Plan		\$188.00		
1	1	7	0	9	1	1	0	0	Info Technology	Office Cubicle/Chair		\$4500.00		
1	1	7	0	9	1	3	0	1	Info Technology	PC w/17"FP-CD/DVD		\$2350.00		
										Burner/Dual Display				

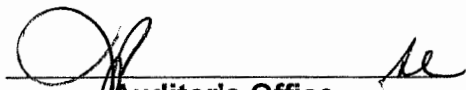
Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary): FTE - Helpdesk Technician * 13 weeks = 520 hrs/wk x \$16.83/hr (mid-point of range 31) = \$8752.00.

Do you anticipate that this Budget Revision will provide sufficient funds to complete the year? YES NO
 If not, please explain (use an attachment if necessary):


Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- Unencumbered funds are available for this budget revision.
- Comments:


Auditor's Office


PRESIDING COMMISSIONER

absent
DISTRICT I COMMISSIONER


DISTRICT II COMMISSIONER



BOONE COUNTY
Department of Information Technology
ROGER B. WILSON BOONE COUNTY GOVERNMENT CENTER
801 E. Walnut, Room 221
Columbia, MO 65201-4890
573-886-4315

Michael H. Mallicoat

Director

DATE: September 16, 2004

TO: Keith Schnarre, Presiding Commissioner
Karen Miller, District I Commissioner
Skip Elkin, District II Commissioner

FROM: Michael H. Mallicoat *MMA*

SUBJECT: Budget Revision - Additional Helpdesk Technician

cc: June Pitchford, County Auditor
Sue Lake, Budget Analyst

The Information Technology Advisory Committee (ITAC) recommends that an additional Helpdesk Technician be added to the IT staff. This additional technician would bring a higher level of service to all offices and departments throughout the county, and in turn, provide a higher level of service to the citizens of Boone County.

- ITAC committee members agree that the Information Technology department does not have sufficient resources to handle the current expectations and workload.
- Per a cooperative agreement with the state, this year the IT department was assigned the additional responsibility of supporting all hardware in Child Services, which operates out of a remote location outside of the Government Center. Remote location support requires more time with additional travel, than local support within the Government Center.
- Current resources are insufficient to properly support the far remote location at Public Works.
- IT cannot keep up with the current demand of helpdesk calls. Just the other day I identified that we had a backlog of 39 work orders.
- The Network Administrator is unable to spend enough time on major network projects and administration of network and security hardware and software because he is spending too much time on Helpdesk calls. Responsibilities such as administration and maintenance of spam control hardware and software and other security updates are constantly being added. These additional responsibilities not only require initial installation support, but also on-going support.
- IT is currently using Sr. Programmer/Analysts and others to handle the routine "operations" activity, such as printing and distributing daily AS/400 reports; printing large, seasonal runs (personal property taxes, real estate taxes, personal property declarations, etc.); verifying daily AS/400 and file server backups and handling all backup tapes, etc. These "routine" activities need to be assigned to an "operations" person. An additional Helpdesk Technician would have time to do these "routine", yet "critical" activities, and free up other staff to spend more time on their core responsibilities, such as programming and analysis, network administration and assistant administration.
- The Programming Supervisor must now handle walk-in traffic and many helpdesk calls when the Administrative Assistant is away from her desk or out of the office. A new Helpdesk Technician would cover the front desk whenever the administrative assistant is absent, allowing the programming supervisor to give her full attention to supervision and programming.

- Other additional work includes ordering, configuring, installing and maintaining 56 new laptops for the Clerk's office to be used at precincts during elections.

Last year I brought forth this same recommendation from ITAC as a supplemental request to the FY04 budget, and it was approved to be put into a contingency fund. Disposition of this contingency fund would be decided later in FY04 depending on the financial state of the county at that time.

Just recently both the commission and the Auditor's office have reviewed the status of this request and the commission gave me approval to proceed with this budget revision to move the contingency fund amounts into the Information Technology budget. This budget revision supports a Helpdesk Technician working from October through December. This position is range 31 and is budgeted at the mid-point of \$16.83/hr. The budget revision moves \$17,682 from the contingency fund into the various components of the IT budget. The contingency fund has a balance of \$50,223 for this position, so we are moving only 35% of the contingency total over to cover this position for the remainder of the year.

An additional Helpdesk Technician would not only help to improve helpdesk-type support to all the offices, but it would also help free up more time for other IT personnel within the department. This additional time would then be available to help improve the service to other offices in the areas of programming and network support, as well as typical helpdesk support.

Upon final approval of this budget revision, we would post the job immediately.

LEDGER YEAR	DEPT	ACCOUNT CLASS	ACCOUNT	ACCOUNT NAME	BUD	TITLEXP	BUD-ACT
2004	1123	80000	86850	CONTINGENCY	85,673	.00	85,673.00
				TOTAL	85,673	.00	85,673.00
2004	1170	10000	10100	SALARIES & WAGES	649,696	429,755.90	219,940.10
2004		10000	10110	OVERTIME	4,500	1,118.39	3,381.61
2004		10000	10120	HOLIDAY WORKED	0	.00	.00
2004		10000	10200	FICA	50,046	32,529.19	17,516.81
2004		10000	10300	HEALTH INSURANCE	52,325	52,325.00	.00
2004		10000	10325	DISABILITY INSURANCE	2,954	1,886.08	1,067.92
2004		10000	10350	LIFE INSURANCE	507	345.00	162.00
2004		10000	10375	DENTAL INSURANCE	4,095	4,095.00	.00
2004		10000	10400	WORKERS COMP	2,505	2,482.31	22.69
2004		10000	10500	401(A) MATCH PLAN	7,605	4,170.00	3,435.00
2004		10000	10510	CERF-EMPLOYER PD CONTRIBUTION	6,184	2,406.64	3,777.36
2004		10000	10600	UNEMPLOYMENT BENEFITS	1,750	1,750.00	.00
				TOTAL	782,167	532,863.51	249,303.49
				FINAL TOTALS			

*** END OF REPORT ***

2004 Emergency Fund
1123-86800

DATE	DEPARTMENT	DEPT. NO.	ACCOUNT	AMOUNT	BALANCE	DESCRIPTION
1/1/2004	Original budget			650,000	650,000	Original budget
4/20/2004	Commission Office	1121	91100	(1,335)	648,665	Commission chambers desk
6/4/2004	Human Resources	1115	92100	(650)	648,015	chair for HR director
6/17/2004	Non-Departmental	1190	71100	(1,140)	646,875	real estate appraisal
7/29/2004	County Counselor	1126	10100	(1,600)	645,275	Increase pos #664 Secretary from .5 FTE to .6 FTE
8/31/2004	County Counselor	1126	71105	(10,000)	635,275	Additional legal services
			Total Revisions	<u>(14,725)</u>		

2004 Contingency Fund
1123-86850

DATE	DEPARTMENT	DEPT. NO.	ACCOUNT	AMOUNT	BALANCE	DESCRIPTION
1/1/2004	Budget-Elections Personnel	1132		51,143	51,143	Original budget
7/12/2004	Election & Registration	1132	71101	(18,000)	33,143	Contractual services for training (instead of new employee)
1/1/2004	Budget-Help Desk Personnel	1170		50,223	50,223	Original budget
9/13/2004	IT	1170		(17,682)	32,541	Help Desk Technician
1/1/2004	Budget-Jail Nurse Personnel	1255		13,354	13,354	Original budget
3/8/2004	Corrections	1255	10100, 10115, 10120, 10200, 10325, 10400	(2,572)	10,782	Pos #599 RN (part-time) - Additional 2 hrs/week
7/12/2004	Corrections	1255	91300	(8,475)	2,307	Corrections medical equipment
	Total Original Budget			114,720		
	Total Revisions			(46,729)		
	Total Remaining Budget			<u>67,991</u>		

9/15/04

FY 2004
 Budget Amendments/Revisions
 Information Technology (1170)

Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments
1	5/5/04	91301	Computer Hardware	13,016		Purchase 2 new servers and tape drives	See attached spreadsheet for 2004 budgets and actuals
		71100	Outside Services		13,016		
2	07/02/04	91302	Replacement Computer Software	1,246		Mules software licenses and mntc	
		70050	Software Service Contract		1,246		
3	07/08/04	92302	Replacement Computer Software	3,564		Upgrade Symantec software for spam control and purchase server to run software on	See attached spreadsheet for 2004 budgets and actuals
		91301	Computer Hardware	1,952			
		70050	Software Service Contract		5,516		
4	9/15/04	10100	Salaries & Wages	8,752		Help Desk Technician	See attached spreadsheet for 2004 budgets and actuals
		10200	FICA	721			
		10300	Health Insurance	1,007			
		10325	Disability Insurance	44			
		10350	Life Insurance	10			
		10375	Dental Insurance	79			
		10400	Worker's Comp	31			
		10500	401(A) Match	188			
		91100	Furniture & Fixtures	4,500			
		91301	PC	2,350			
		1123-86850	Contingency		17,682		

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04

County of Boone

In the County Commission of said county, on the

21st

day of September

20 04

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 order for Abatement of Weed Nuisance for 817 West Prairie Lane, Columbia. It is further ordered that the Presiding Commissioner be hereby authorized to sign said order.

Done this 21st day of September, 2004.



Keith Schnarre
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission

absent

Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF
BOONE COUNTY, MISSOURI**

In Re: Weed Nuisance Abatement)	September Session
817 West Prairie Lane)	August Adjourned
Columbia, Missouri)	Term 2004
)	Commission Order No. <u>403-2004</u>

ORDER FOR ABATEMENT OF WEED NUISANCE

NOW on this 21 day of September, 2004, the County Commission of Boone County, Missouri met in regular session and entered the following order for abatement of weed nuisance:

WHEREAS, the Columbia/Boone County Health has declared property located at 817 West Prairie Lane, Columbia, MO, a/k/a Lot 26, Prairie Hills Plat 2, as shown by deed book 0685 page 01144, Boone County records., a public weed nuisance under section 6.8.1 of the Boone County Code of Health Regulations and given the owners of said lot notice thereof and opportunity to abate said public nuisance, and

WHEREAS, the owners of record for the above mentioned property have not appealed the Health Director's declaration that the above mentioned property is a public weed nuisance not complied with the Health Director's order for abatement, and

WHEREAS, the County Commission believes that governmental abatement of the said weed nuisance is necessary and proper under the circumstances.

NOW THEREFORE IT IS ORDERED pursuant to section 6.8.2 of the Boone County Code of Health Regulations that the Health Director abate said nuisance at county expense by government, and

IT IS FURTHER ORDERED that the County Counselor seek restitution of the expense of said abatement by legal action as deemed necessary and proper under the circumstances.

WITNESS the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri
By Boone County Commission

Keith Schmale
Presiding Commissioner

ATTEST:

Wendy J. Abner
Boone County Clerk

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

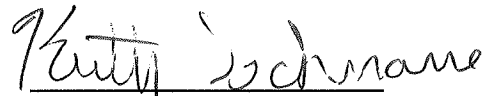
September Session of the July Adjourned Term. 20 04

In the County Commission of said county, on the 21st day of September 20 04

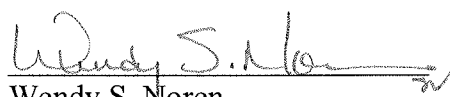
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached order for Abatement of Weed Nuisance for Lot 61 Fairway Meadows Block 2, Columbia. It is further ordered that the Presiding Commissioner be hereby authorized to sign said order.


Done this 21st day of September, 2004.


Keith Schnarre
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

absent
Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

**BEFORE THE COUNTY COMMISSION OF
BOONE COUNTY, MISSOURI**

In Re: Weed Nuisance Abatement)	September Session
Vacant Lot 61 Fairway Meadows)	
Blk 2)	August Adjourned
Columbia, Missouri)	Term 2004
)	Commission Order No. <u>404-2004</u>

ORDER FOR ABATEMENT OF WEED NUISANCE

NOW on this 21 day of September, 2004, the County Commission of Boone County, Missouri met in regular session and entered the following order for abatement of weed nuisance:

WHEREAS, the Columbia/Boone County Health has declared property located at Lot 61 Fairway Meadows BLK 2, lot 61, Columbia, MO, as shown by deed book 0392 page 0048, Boone County records, a public weed nuisance under section 6.8.1 of the Boone County Code of Health Regulations and given the owners of said lot notice thereof and opportunity to abate said public nuisance, and

WHEREAS, the owners of record for the above mentioned property have not appealed the Health Director's declaration that the above mentioned property is a public weed nuisance not complied with the Health Director's order for abatement, and

WHEREAS, the County Commission believes that governmental abatement of the said weed nuisance is necessary and proper under the circumstances.

NOW THEREFORE IT IS ORDERED pursuant to section 6.8.2 of the Boone County Code of Health Regulations that the Health Director abate said nuisance at county expense by government, and

IT IS FURTHER ORDERED that the County Counselor seek restitution of the expense of said abatement by legal action as deemed necessary and proper under the circumstances.


WITNESS the signature of the presiding commissioner on behalf Boone County Commission on the day and year first above written.

Boone County, Missouri
By Boone County Commission



Presiding Commissioner

ATTEST:



Boone County Clerk

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

September Session of the July Adjourned Term. 20 04

In the County Commission of said county, on the 21st day of September 20 04

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

Now on this day the County Commission of the County of Boone does hereby appoint the following to the Mental Health Board:

- Kerri McBee-Black – Interim Term to expire on September 30, 2007
- Tracy Graham – Interim Term to expire on April 28, 2006

Done this 21st day of September, 2004.


 Keith Scharre
 Presiding Commissioner

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission

absent
 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

Keith Schnarre, Presiding Commissioner
Karen, M. Miller, District I Commissioner
Skip Elkin, District II Commissioner



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

405-2004

Boone County Commission

Non-provider - Mental Health Board - Term: Interim expires 9/30/2007

BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Mental Health Board of Trustees Term: 09/30/07

Current Township: Perche Today's Date: 8/17/2004

Name: Kerri McBee-Black

Home Address: 540 S. Craig View Dr. Harrisburg Zip Code: 65256

Business Address: 711 N Providence Rd. Zip Code: 65202

Home Phone: 573-874-0635 Work Phone: 573-881-6638
Fax: 573-443-5671 E-mail: kerri.mcbee@ppfa.org

Qualifications: Have worked in the social services arena for 6+ years and have had
extensive experience working with women's health issues that relate to
mental health issues.

Past Community Service: Mid Missouri Coalition For Breast Cancer Awareness; Boone County
Democratic Central Committee; Teenage Pregnancy Prevention
Coalition; ACLU board member; Children's Hospital Telethon

References: Kay Murray
Vicky Riback Wilson
Kristin Metcalf-Wilson

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

Applicant Signature

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

RS 9/09 @ 11:00
~~2-2-04~~

Keith Schnarre, Presiding Commissioner
Karen, M. Miller, District I Commissioner
Skip Elkin, District II Commissioner



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

405-2004

Service Provider - Mental Health Board - Term: Interim expires 4/20/2006

Boone County Commission

BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Mental Health Board of Trustees Term: _____

Current Township: Columbia Today's Date: 8/4/2004

Name: Tracy Graham

Home Address: 78 N. Cedar Lake Dr. W. Zip Code: 65203

Business Address: _____ Zip Code: _____

Home Phone: 573-442-5661 Work Phone: 573-882-9701
Fax: _____ E-mail: tracyjovan@msn.com

Qualifications: A.S. degree in Community Mental Health, B.A. degree in Psychology, several years providing community service work in this community in paid and voluntary capacities, hard worker, organized, efficient, and dependable. I also have family members that suffer from mental illnesses...one of which is my sister.

Past Community Service: 3 and a half years as a legal assistant for the Public Defender's office, over 2 years at the Mid Missouri Crisis Line and Deafline Missouri, 2 years as a victim advocate and counselor on rape/domestic violence hotline

References: Kevin O'Brien 573-882-9701;
Kathryn Benson 443-2300;
others available upon request

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

Applicant Signature

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

e-mailed 8/13

Int:
Keith - 8:45
Karen - 8:15
Skip - 8:30

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

September Session of the July Adjourned

Term. 20 04


County of Boone

In the County Commission of said county, on the

21st day of September 20 04

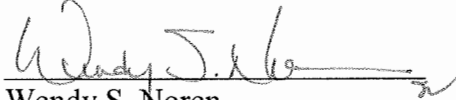
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby authorize a closed session on Monday, September 27, 2004 at 8:00 a.m. The meeting will be held in Room 243 of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(13) RSMo. to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such.

Done this 21st day of September, 2004.


Keith Schnarre
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission

absent

Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner