

TERM OF COMMISSION: August Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Office Specialist Dave Eagle
Administrative Assistant Kelle Westcott
Chief Jailer Warren Brewer
Director of Information Technology Aron Gish
Manager of Road Maintenance Operations Chet Dunn
Administrative Deputy Angela Ayers
Corrections Officer Brian Griffin
Office Specialist Nicole Boone
Josh Morgan
Systems Analysis Supervisor Connie Chamberlain
GIS Analyst Heather Schafer
Administrative Assistant Trudy Fisher
Road Maintenance Superintendent Bryan Boyce
Director of Purchasing Melinda Bobbitt
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

The meeting was called to order at 1:31 p.m.

Employee of the Quarter

1. Employee of the Quarter Recognition

Administrative Assistant Kelle Westcott was present to recognize Systems Analysis Supervisor Connie Chamberlain for submitting a suggestion that has been implemented. Ms. Westcott stated Ms. Chamberlain suggested we put a microwave in our brand new break room on the third floor, and that has been done. Ms. Westcott stated it is a great place for employees to go, and said she has enjoyed it. Ms. Westcott presented Ms. Chamberlain with an insulated lunch bag for her suggestion.

Office Specialist Dave Eagle presented the nominees for Employee of the Quarter:

Connie Chamberlain – Systems Analysis Supervisor - IT

Brian Griffin – Corrections/Transport Officer

Nicole Boone – Records Analyst – Sheriff’s Department

Josh Morgan – Custodian

Heather Schafer – GIS Analyst - IT

Trudy Fisher – Administrative Assistant - IT

Bryan Boyce – Road Maintenance Superintendent – Public Works (Employee of the Quarter)

Director of Information Technology Aron Gish was present to say something on behalf of his employees. Mr. Gish stated he would like to thank his three employees that were nominated. Mr. Gish stated if you've worked with IT, you've worked with Trudy. Mr. Gish stated she makes everyone's life in IT easier. Mr. Gish stated Heather is new to IT, but she has been a pleasant addition. Mr. Gish stated she works for Jason in GIS, and we're looking forward to her being with us for awhile. Mr. Gish stated Connie has been nominated twice before, and this is her third nomination, so we're hoping someday she will be employee of the quarter. Mr. Gish stated she supervises the help desk.

Chief Jailer Warren Brewer was present to say something about his employee Brian Griffin. Mr. Brewer stated Brian has been with the County since 2002. Mr. Brewer stated Brian monitors movement, cell extractions, booking inmates, and emergency responses. Mr. Brewer stated if a situation in the jail requires additional hands on, non-lethal techniques, Brian is the first person to go help. Mr. Brewer stated Brian drives all over the state of Missouri, and has never had an accident except for the time he ran into our gas pump. Mr. Brewer stated when you see a defendant at court in the morning, Brian was up at 5 in the morning, at the jail at 7, getting restraints on, and getting the defendant in the courthouse before the jury assembles. Mr. Brewer stated Brian does a very professional job, and I'm very proud of him. Mr. Brewer stated Brian has integrity, tenacity, temerity, and is intuitive. Mr. Brewer stated he is one of the few officers that can get an inmate to be quiet without raising his voice. Mr. Brewer thanked Brian for his service.

Administrative Deputy Angela Ayers was present to say something on behalf of her employee Nicole Boone. Ms. Ayers stated Nicole has been with us since 1991. Ms. Ayers stated she worked in different areas of the department. Ms. Ayers stated Nicole comes in at 7 in the morning and prepares the primary reports, which are sent over to the Prosecutor's Office. Ms. Ayers stated if they don't get those, someone might not be filed on, and could be released. Ms. Ayers stated if Nicole isn't there, we scramble to get someone to cover for her. Ms. Ayers stated Nicole is our primary backup for CCW's, and they're a different breed. Ms. Ayers stated Nicole does her job with a smile on her face and never complains. Ms. Ayers stated we appreciate her.

Manager of Road Maintenance Operations Chet Dunn was present to say something on behalf of his employee Bryan Boyce. Mr. Dunn stated Bryan started three months after

me; we've both worked from the bottom up and been through a lot together in the past 14 years. Mr. Dunn stated Bryan has been a great employee to work with, because he makes my job easier. Mr. Dunn stated he has been responsible implementing our proactive philosophy in the department, which is better than being reactive. Mr. Dunn stated Bryan embraces new technology to help us be more efficient, and communicates well with his crew leaders. Mr. Dunn stated he appreciates everything Bryan has done.

Commissioner Atwill thanked the nominees, and said we appreciate your dedicated service, hard work, and positive attitude toward the County.

Commissioner Miller stated congratulations.

Purchasing

2. Surplus Disposal – Miscellaneous (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

The Purchasing Department requests permission to dispose of the following list of surplus equipment by auction on GovDeals, or by destruction for whatever is not suitable for auction.

Ms. Bobbitt stated the list has been routed around the County and sifted through.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

3. Surplus Disposal – Portable Radios (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt stated last week we read 48 radios, and we found two more to put into that lot on GovDeals.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

4. Bid award to Bob Barker and Robinson Textiles for bid 30-06JUL12 – Inmate Uniforms Term and Supply (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

The Bid for Inmate Uniforms – Term and Supply closed on July 6, 2012. Six bids were received. Purchasing and the Sheriff’s department recommend award as follows:

Bob Barker was low bid on all sections combined – award all sections to Bob Barker except section for Inmate Jumpsuits.

- Institutional Trousers (4.8.12. – 4.8.21.);
- Institutional V-Neck Black & White (4.8.23. – 4.8.32.);
- Institutional Trousers White(4.8.35. – 4.8.44.);
- Institutional V-Neck White (4.8.46. – 4.8.55.);
- Institutional Trousers Green (4.8.58 – 4.8.67.);
- Institutional V-Neck Green (4.8.69. – 4.8.78.).

Award section Inmate Jumpsuits (4.8.1. – 4.8.10.) to Robinson Textiles, the second low bidder for offering the best quality.

Term and Supply contract invoices will be paid from department 1255 – Corrections, account 23025 – Resident Supplies.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with an appropriate order for approval.

5. Bid Award: 36-10JUL12 - Knapheide Series Platform Bed (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

The bid opened on July 10th. One bid was received. Public Works recommendation for award is Knapheide Company for offering the lowest and best bid for Boone County.

Cost of bed is \$16,330, and will be paid from department 2040 – Public Works Maintenance Operations – Account 92400 – Replacement Auto/Trucks. \$28,264 remains in the account.

Ms. Bobbitt stated Mr. Edington was only anticipating getting one bid for this because it’s a really specialized type of bed. Ms. Bobbitt stated they’re going to put it on the truck we bought last month.

Commissioner Atwill asked if this goes with the truck we bought recently.

Commissioner Miller stated yes, the sign truck.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with

an appropriate order for approval.

6. Bid award to Rost Inc. for bid 19-01MAY12 – Landscaping Services for Courthouse Plaza Renovation (second reading, first read 5/10/2012)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Request for Proposal *19-01MAY12 – Landscaping Services for Courthouse Plaza Renovation* closed on May 10, 2012. Two proposal responses were received.

The evaluation committee consisted of the following:

Derin Campbell, Manager Design & Construction
Bob Davidson, Facilities Maintenance Manager
Carrie Gartner, District Director for Downtown
Jason Gibson, Accountant, Auditor Office
Michele Hall, Administrative Assistant, Commission Office
Patricia Lensmeyer, Boone County Collector
Kathy Lloyd, Court Administrator
Karen Miller, Boone County District I Commissioner
June Pitchford, Boone County Auditor
Mary Wilkerson, Boone County Bank

The evaluation committee recommends award to ROST Inc. per their attached Evaluation Report.

Cost of contract is \$788,847.28 with a 5% contingency for a total of \$828,247.28. Invoices will be paid from department 4030 – CH Square Construction, account 71201 – Owner Costs. \$788,848 plus a 5% contingency of \$39,400 was budgeted for this project for a total of \$828,248.

Ms. Bobbitt stated the evaluation committee met multiple times and really went through the proposals thoroughly. Ms. Bobbitt stated we did some negotiation with them and came up with the contract.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award RFP 19-01MAY12 – Landscaping Services for Courthouse Plaza Renovation to Rost Inc. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 377-2012**

Commissioner Miller stated starting tomorrow there will be no access to the government

center off of Walnut, or to the Courthouse. Commissioner Miller stated half of the sidewalk off of Ash will be fenced to get to this building on the front. Commissioner Miller stated they will start removing concrete on Monday, so we'll see lots of activity happening very quickly. Commissioner Miller stated we have a press release that will go out to help our employees and the public understand that access through will not be available until about mid-November. Commissioner Miller stated we've met with Travis at Bleu to make sure he's aware of everything. Commissioner Miller stated it will be wonderful when it's done.

Commissioner Atwill asked if there will be any access to the west doors.

Commissioner Miller stated from Ash St.

Commission

7. Putting Kids First Petition Verification (second reading, first read 7/31/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby request that County Clerk Wendy Noren conduct a signature verification process on the "Putting Kids First" petition as contemplated in RSMo Sec. 116.120, and further requests the County Clerk to certify the results of the verification process to the County Commission.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 378-2012**

8. Approve Closed Session authorized per RSMo 610.021(2) at 3:00 pm on 8/3/2012 (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Friday, August 3, 2012, at 3:00 p.m. The meeting will be held in Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by 610.021 (2) RSMo. to discuss the leasing, purchase or sale of real estate by a public government body where public knowledge of the transaction might adversely affect the legal consideration therefore.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 379-2012**

9. Public Comment

10. Commissioner Reports

The meeting adjourned at 1:51 p.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner