

291 -2010

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

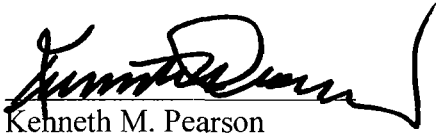
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 31-01Jun10 – 20 Ton Trailer to Utility Trailer Company. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

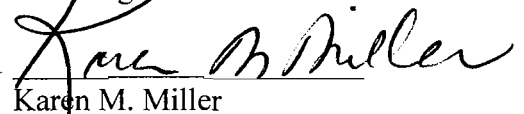
Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

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



Kenneth M. Pearson  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Skip Elkin  
District II Commissioner

# Boone County Purchasing

Melinda Bobbitt, CPPB  
Director



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

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## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPB  
DATE: June 4, 2010  
RE: 31-01JUN10 – 20 Ton Trailer

COPY

The Bid for *31-01JUN10 – 20 Ton Trailer* closed on June 1, 2010. Nine bids were received. Purchasing and Public Works recommend award to Utility Trailer Company of Columbia, Missouri for offering the lowest and best bid for Boone County.

Total cost of trailer is \$16,022.00 and will be paid from department 2040 – Public Works Maintenance Operations, account 92300 – Replacement Machinery and Equipment. Money was previously re-allocated by Journal Entry and Commission Order for this purchase. *Budget Person*

The Purchasing Department requests permission to dispose of the following surplus: 20 Ton Towmaster Flatbed Trailer, fixed asset tag 8785. According to Public Works, repairs will exceed present value of the trailer. The trailer needs new wiring, deck, brakes and major frame repair.

Attached is the Disposal Form for signature.

ATT Disposal Form

cc: Greg Edington, PW  
Bid File

*AVCC*

# PURCHASE REQUISITION BOONE COUNTY, MISSOURI

6/4/10

REQUEST  
DATE

To: County Clerk's Office

Comm Order # *291-2010*

9171  
VENDOR  
NO.

Utility Trailer Company  
VENDOR NAME

Return to Auditor's Office  
Please do not remove staple.

ADDRESS

CITY

### BID DOCUMENTATION

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

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Bid /RFP (enter # below)<br><input type="checkbox"/> Sole Source (enter # below)<br><input type="checkbox"/> Emergency Procurement (enter # below)<br><input type="checkbox"/> Written Quotes (3) Attached (>\$750 to \$4,499)<br><input type="checkbox"/> Purchase is <\$750 and is NOT covered by an existing bid or sole source | <input type="checkbox"/> Utility<br><input type="checkbox"/> Employee Travel/M meal Reimb<br><input type="checkbox"/> Training (registration/conf fees)<br><input type="checkbox"/> Dues<br><input type="checkbox"/> Pub/Subscription/Transcript Copies<br><input type="checkbox"/> Refund of Fees Previously Paid to County<br><input type="checkbox"/> Professional Services (see Purchasing Policy Section 3-103); enter RFP if applicable<br><input type="checkbox"/> Intergovernmental Agreement<br><input type="checkbox"/> Not Susceptible to Bidding for Other Reasons (Explain): | <b>Not Subject To Bidding (select appropriate response below):</b><br><input type="checkbox"/> Mandatory Payment to Other Govt<br><input type="checkbox"/> Court Case Travel/M meal Reimb<br><input type="checkbox"/> Tool and Uniform Reimb<br><input type="checkbox"/> Inmate Housing<br><input type="checkbox"/> Remit Payroll Withheld<br><input type="checkbox"/> Agency Fund Dist (dept #s 7XXX) |
|--|---|--|

**#31-01JUN10**

(Enter Applicable Bid / Sole Source / Emergency Number)

Ship to Department # 2040

Bill to Department # 2040

Department				Account				Item Description	Qty	Unit Price	Amount
2	0	4	0	9	2	3	0	20 Ton Trailer: Interstate Model 40DLA	1	15197.00	15197.00
2	0	4	0	9	2	3	0	Freight	1	825.00	825.00
<b>TOTAL</b>											<b>16022.00</b>

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.

Melinda Bobbitt

Prepared By

*Danielle Giffell*  
Requesting Official

*CJ 6/9/10*  
Auditor Approval

**PURCHASE AGREEMENT FOR  
20 TON TRAILER**

**THIS AGREEMENT** dated the 15 day of June 2010 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Utility Trailer Company**, herein "Vendor."

**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 **20 Ton Trailer**, County of Boone Request for Bid for 20 Ton Trailer, bid number **31-01JUN10**, any applicable addenda, the unexecuted Bid Form, as well as the vendor's bid response dated **May 24, 2010** and executed by **Bernard R. Grice** on behalf of the Vendor. 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, this Purchase Agreement, the Request for Bid, the unexecuted Bid Form and applicable Addenda shall prevail and control over the Vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with one (1) 20 Ton Trailer, Interstate model 40DLA per the specifications outlined in attached quote 9052410-3 for a total purchase price of \$16,022.00 (trailer: \$15,197.00, freight: \$825.00).

3. **Delivery** - Vendor agrees to deliver equipment as set forth in the bid documents and within six weeks after receipt of order. Equipment shall be delivered F.O.B. destination.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department and billings may only include the prices listed in the vendor's bid response. No additional fees for paper work processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt. 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 Vendor, 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.

5. **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.

6. **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.

**UTILITY TRAILER COMPANY**

by *Brandon Grace*  
title *President*

**BOONE COUNTY, MISSOURI**

by: Boone County Commission  
*Kenneth M. Pearson*  
Kenneth M. Pearson, Presiding Commissioner

APPROVED AS TO FORM:

*J. Hoover*  
County Counselor

ATTEST:

*Wendy S. Noren*  
Wendy S. Noren, County Clerk

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.)

*Jane E. Pitchford*  
Signature *by JEG*

*6/9/10*  
Date

2040 / 92300 / \$16,022.00

Appropriation Account

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 05/20/10

FIXED ASSET TAG NUMBER: 8785

DESCRIPTION: 20 Ton Towmaster flatbed trailer

REQUESTED MEANS OF DISPOSAL: SELL

OTHER INFORMATION: Model T-40; VIN: 1P9F40D28RG162981

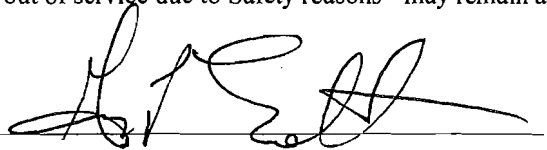
CONDITION OF ASSET: Poor

REASON FOR DISPOSITION: Repairs will exceed present value of the trailer; needs new wiring, deck, brakes, and major frame repair.

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Trailer is out of service due to Safety reasons - may remain at Public Works until sold.

DEPARTMENT: 2040 /

SIGNATURE



RECEIVED

MAY 20 2010

BOONE COUNTY AUDITOR

**AUDITOR**

ORIGINAL PURCHASE DATE 10/5/1994  
ORIGINAL COST 10,489.00  
ORIGINAL FUNDING SOURCE 2741  
1605

Receipt into:

2049-3835

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 291-2010

DATE APPROVED 5-15-10

SIGNATURE





**Quotation No:** 9052410-3

**Date:** 5/24/2010

**Phone:** 1-800-433-5384  
**Fax:** 1-817-453-5445

**Dealer:** Utility Trailer Co.  
 6401 W. Hwy. 40  
 Columbia, MO 65202  
 Bus: (573) 445-3990  
 Bus Fax: same  
 Attn: Bernie

**Salesman:** Matt Laws  
**Terms:** Net due 10 days  
**Delivery:** 6 weeks

**Interstate model 40DLA - Standard Specification**

<p><b>General description:</b> 40,000 lb. capacity tag-along trailer with beavertail &amp; ramps.</p> <p><b>Load capacity:</b> 40000 lbs. at 55 M.P.H. (G.V.W.R. 47,350 lbs.)</p> <p><b>Overall length:</b> 30'-0"</p> <p><b>Deck length:</b> 24'-0" (19'-0" flat deck + 5'-0" beavertail)</p> <p><b>Deck width:</b> 8'-6"</p> <p><b>Deck height:</b> 36" unloaded</p> <p><b>Frame construction:</b> Pierced mainbeam construction with one piece interlocking crossmembers.        Mainbeams: W14" x 22 lbs. per ft., grade 50 Hi-tensile.        Crossmembers: 6" I-beam x 3.7 lbs per ft., grade 50 Hi-tensile on 22" centers. 3/16" steel fabricated knee bracing on every other x-member.        Siderails: C8" x 11.5 lbs. per ft. Grade 50 Hi-tensile.</p> <p><b>Headboard:</b> 8" channel, full width of trailer.</p> <p><b>Decking:</b> 2" nominal oak secured to crossmembers with 5/16" torque screws.</p> <p><b>Standard paint:</b> Black acrylic enamel.        (Optional colors available)        Rust prohibitive undercoating.</p>	<p><b>Suspension:</b> Hutch 9700 multi-point spring with radius rod axle tracking adjustment, 44,000 lb. capacity.</p> <p><b>Axles:</b> (2) Dexter 22,500 lb. capacity with oil bath hubs.</p> <p><b>Brakes:</b> 12-1/4" x 7-1/2" air with "Wabco" anti-lock braking system and spring parking brakes.</p> <p><b>Wheels:</b> 8 hole, hub piloted steel disc.</p> <p><b>Tires:</b> 215/75R17.5, (H)</p> <p><b>Ramps:</b> 60" x 22.5" wood-filled with spring assist.</p> <p><b>Jack:</b> 25,000 lb. 2 speed, side crank.</p> <p><b>Hitch:</b> 4 position cast steel pintle eye, 1-5/8" stock, 3" I.D.</p> <p><b>Tie downs:</b> (8) heavy duty D-rings, 4 per side.</p> <p><b>Lights:</b> 12 volt DOT &amp; ICC approved. All lights are LED type and flush mounted in rubber grommets. Wiring is run in flexible neoprene jacket and modular in design. 7 way plug.</p>
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**Factory Installed Options:**

Note: Optional equipment may change standard specifications.

<p><input checked="" type="checkbox"/> 8 hole hub piloted disc wheels: Included.</p> <p><input type="checkbox"/> 25,000 lb., 2 speed jack: Included</p> <p><input checked="" type="checkbox"/> Dual 2 speed landing gear: \$390.00</p> <p><input type="checkbox"/> 235/75R17.5, (H) tires: \$480.00</p> <p><input type="checkbox"/> Lockable tool box lid: \$185.00</p> <p><input type="checkbox"/> Stake pockets &amp; rubrail: \$375.00</p>	<p><input checked="" type="checkbox"/> Additional deck length: 1 ft. @ \$235.00 per ft.</p> <p><input checked="" type="checkbox"/> Additional tie down rings: 2 @ \$22.00 each</p> <p><input checked="" type="checkbox"/> Paver package (6' beavertail + 6' ramps): \$400.00</p> <p><input checked="" type="checkbox"/> Bucket well in beavertail: \$250.00</p> <p><input checked="" type="checkbox"/> LED light package: Included</p> <p><input type="checkbox"/> Vertical ramp storage: \$100.00</p>	<p><input type="checkbox"/> 3" safety rail: \$350.00</p> <p><input checked="" type="checkbox"/> Spare tire &amp; wheel: \$325.00</p> <p><input type="checkbox"/> Spare tire carrier: \$100.00</p> <p><input checked="" type="checkbox"/> Angle iron traction on ramps.</p> <p><input checked="" type="checkbox"/> Self-cleaning traction dovetail</p>
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<b>Misc. options:</b>	<b>Price:</b>
<input checked="" type="checkbox"/> 4S2M ABS System	\$ 275.00
<input checked="" type="checkbox"/> Expanded Metal Traypan	Incl.
<input checked="" type="checkbox"/> Governmental Discount	\$ (660.00)
<input type="checkbox"/>	

Quotes good for 30 days unless otherwise stated and do not incld. F.E.T., state taxes or licensing fees.

<b>Sub Total:</b>	15799.00
<b>Freight:</b>	825.00
<b>Total net F.O.B. destination:</b>	\$ 16622.00

MB Destination

# CERTIFIED COPY OF ORDER

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STATE OF MISSOURI }  
 County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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

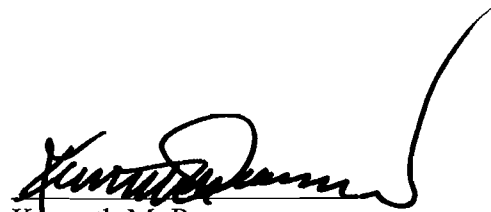
Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment for additional equipment for ePollBooks (mouse, scanner, cables):

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2300	23850	Election Services	Minor Equip < \$ 1,000.00		38,000.00

Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

  
 Wendy S. Noren  
 Clerk of the County Commission

  
 Kenneth M. Pearson  
 Presiding Commissioner

  
 Karen M. Miller  
 District I Commissioner

  
 Skip Elkin  
 District II Commissioner



# REQUEST FOR BUDGET AMENDMENT

## BOONE COUNTY, MISSOURI

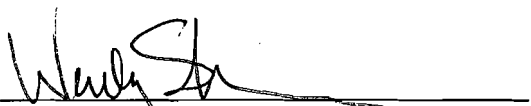
6/1/10

EFFECTIVE DATE

FOR AUDITORS USE

Department					Account					Department Name	Account Name	(Use whole \$ amounts)	
												Decrease	Increase
2	3	0	0		2	3	8	5	0	Election Services	Minor Equip <\$1000		38000

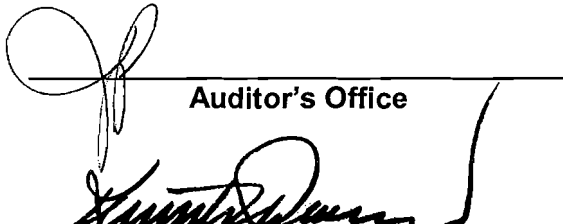
Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): **add budget for additional equipment for ePollBooks (mouse, scanner, cables)**

  
 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. *estimated available cash*
- Comments:

*agenda*

  
 Residing 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.

Appropriated	<del>45000</del>	20000
	4300	30000
	1500	40000
	<del>25000</del> <sup>2000</sup>	70000
	15000 <sup>2200</sup>	80000
	120000	90000
Total	<u>210800</u>	

244111 FUND BALANCE JAN 1

+ 7265 APRIL REV JE payment <sup>from</sup> Election

251376

-210800 Previously Appropriated

40576 Available fund balances

38000 BUDGET AMENDMENT

increase 23850 Minor Equipment & Tools < \$1000

additional <sup>misc</sup> equipment for e-poll books  
mouse, scanner, cables

0.\*\*

#230.

#1000.

223,203.54+ cash balance

#230.

#2909.

137,931.08- open purchase orders  
49,606.67- remaining appropriation to be spent

-001

35,465.79\*

35,465.79+

7,265.00+

April elect. or 5% payment

002

42,730.79\*

available cash to appropriate

GENLSCR BOONE GENERAL LEDGER INQUIRY MAIN SCREEN 6/01/10 15:21:29  
 Year 2010 Opening Balance 210,800.00  
 Fund 230 ELECTION SERVICES FUND Actual YTD Credits 37,800.00  
 Acct 2907 APPROPRIATION CONTROL Actual YTD Debits 37,800.00  
 Account Type B BUDGETARY  
 Normal Balance C CREDIT Current Balance 210,800.00

Period	Debits	Credits	Current Balance
January			210,800.00
February			210,800.00
March			210,800.00
April	14,800.00	14,800.00	210,800.00
May	23,000.00	23,000.00	210,800.00
June			210,800.00
July			
August			
September			
October			
November			
December			
Post Closing			

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions

GENLSCR BOONE GENERAL LEDGER INQUIRY MAIN SCREEN .6/01/10 13:18:46  
 Year 2010 Opening Balance 244,111.59  
 Fund 230 ELECTION SERVICES FUND Actual YTD Credits 634.20  
 Acct 2913 BEG FUND BAL (UNRESERVED) Actual YTD Debits  
 Account Type Q EQUITY  
 Normal Balance C CREDIT Current Balance 244,745.79

Period	Debits	Credits	Current Balance
January		634.20	244,745.79
February			244,745.79
March			244,745.79
April			244,745.79
May			244,745.79
June			244,745.79
July			
August			
September			
October			
November			
December			
Post Closing			

F2=Key Scr F3=Exit F5=Ledger Transactions F7=Transactions

6/1/2010

FY 2010  
Budget Amendments/Revisions  
Election Services (2300)

<u>Index #</u>	<u>Date Recd</u>	<u>Dept</u>	<u>Account</u>	<u>Dept Name</u>	<u>Account Name</u>	<u>\$Increase</u>	<u>\$Decrease</u>	<u>Reason/Justification</u>	<u>Comments</u>
1	3/29/2010	2300	71101 91302	Election Services Election Services	Professional Services Computer Software	14,800	14,800	Software for E-Pollbooks	
2	5/26/2010	2300	71101 86850 91301	Election Services	Professional Services Contingency Computer Hardware	23,000	10,200 12,800	Hardware for E-Pollbooks	
3	6/1/2010	2300	23850	Election Services	Minor Equipment <\$1000	38,000		additional equipment for ePollBooks(mouse, scanner, cables)	

# CERTIFIED COPY OF ORDER

---

STATE OF MISSOURI }  
 County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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 for additional design services pertaining to Bid Alternate #9. This brings total contract services (including reimbursables) with Simon Oswald for the Government Center to \$342,615.00:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
4010	71211	Government Center Capital Project	Architect Fees		825.00

Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

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

Kenneth M. Pearson  
 Kenneth M. Pearson  
 Presiding Commissioner

Karen M. Miller  
 Karen M. Miller  
 District I Commissioner

Skip Elkin  
 Skip Elkin  
 District II Commissioner

# REQUEST FOR BUDGET AMENDMENT

## BOONE COUNTY, MISSOURI

5/28/2010

EFFECTIVE DATE

FOR AUDITORS USE

Department	Account	Department Name	Account Name	(Use whole \$ amounts)	
				Decrease	Increase
4 0 1 0	7 1 2 1 1	Gov't Center Capital Project	Architect Fees		825.00

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): **Additional Design Services pertaining to Bid Alternate #9. This brings total contract services (including reimbursables) with Simon Oswald for the Government Center to \$342,615 (see attached).**

Add'l Svcs-Bid Alt #9  
*Commission*  
 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. *N/A*
- Comments:

*[Signature]*  
 Auditor's Office

*[Signature]*  
 RESIDING COMMISSIONER

*[Signature]*  
 DISTRICT I COMMISSIONER

*[Signature]*  
 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.

**Design & Engineering:**

	<u>Government Center</u>	<u>Johnston Paint</u>
Phase I	42,500	-
Phase I Reimbursables	2,234	-
Energy Study	15,000	-
Energy Study Reimbursables	1,100	-
Elevator Study	14,000	-
Elevator Study Reimburseables	400	-
Phase II (not to exceed amount)	199,621	41,476
Phase II Reimbursables	10,200	3,000
Extend Stairway to 3rd Floor	8,235	-
Extend Stairway to 3rd Floor Reimbursables	500	-
Furnishings contract	37,000	-
Furnishings- Reimbursables	3,000	-
Additional Design- Boilers	8,000	-
Additdional Design- GC Bid Alt. #9	825	-
Additional Architects Fees if separate General Contractors	-	-
Subtotal	<u>342,615</u>	<u>44,476</u>



5/28/2010

FY 2010  
 Budget Amendments/Revisions  
 Administration Building Construction (4010)

Index #	Date Recd	Dept	Account	Dept Name	Account Name	\$Increase	\$Decrease	Reason/Justification	Comments																																													
1	1/20/2010	4010	71211	Gov (Admin) Bldg Construction	A/E Fees	8,375		Increase SimonOswald contract for extension of stair to 3rd floor																																														
			71212	Gov (Admin) Bldg Construction	A/E Reimbursables	500				2	3/8/2010	4010	71211	Gov't Center/Johnson Bldg Cnst	A/E Fees	157,718		roll remaining unspent 2009 budget to 2010		71212	Gov't Center/Johnson Bldg Cnst	A/E Reimbursable	10,265		3	3/9/2010	4010	71211	Gov't Center/Johnson Bldg Cnst	A/E Fees	37,000		increase for Furniture Design & Documentation SOA/Inside the Lines		71212	Gov't Center/Johnson Bldg Cnst	A/E Reimbursables	3,000		4	4/16/2010	4010	71211	Gov't Center/Johnson Bldg Cnst	A/E Fees	8,000		cover additional engineering related to GC boilers. May be partially reimbursed by energy grant; grant revenues will be identified later.		5	5/27/2010	4010	71211	Gov't Center/Johnson Bldg Cnst
2	3/8/2010	4010	71211	Gov't Center/Johnson Bldg Cnst	A/E Fees	157,718		roll remaining unspent 2009 budget to 2010																																														
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3	3/9/2010	4010	71211	Gov't Center/Johnson Bldg Cnst	A/E Fees	37,000		increase for Furniture Design & Documentation SOA/Inside the Lines																																														
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**APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES**

Effective the \_\_\_ day of \_\_\_\_\_, 2010, Boone County, Missouri, a political subdivision of the State of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified herein.

Consultant Name: Simon Oswald Architecture

Project/Work Description: **Boone County Government Center – Additional Services for Design and Documentation of Alternate #9 to bid documents – add operational hinge to existing north mechanical room louver**

Proposal Description: See attached proposal contained in letter from SOA dated May 6, 2010.

Modifications to Proposal: Fees and expenses shall not exceed \$825.00 without prior written approval of the Owner.

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

**SIMON OSWALD ARCHITECTURE**

**BOONE COUNTY, MISSOURI**

By 

By \_\_\_\_\_

Title ARCHITECT


Presiding Commissioner

Dated: 5/17/10

Dated: \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

  
County Counselor

\_\_\_\_\_  
County Clerk

**Certification:**

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

**PROJECT BUDGET OVERSIGHT:**

 5-27-10  
Accountant – Treasurer's Office

\_\_\_\_\_  
Auditor

\_\_\_\_\_  
Date



May 6, 2010

CJ Dykhouse  
County Counselor  
Boone County, Missouri  
601 E. Walnut, Ste. 207  
Columbia, Missouri 65201

Architecture  
Interior Design  
Planning  
Sustainability

Columbia  
700 Cherry Street  
Columbia, MO 65201  
573.448.1407

RE: Boone County Government Center – Proposal for Additional Services for Design and Documentation of Alternate #9 to the Bid Documents – Add operational Hinge to Existing North Mechanical Room Louver.

St. Louis  
4814 Washington Blvd.  
St. Louis, MO 63108  
314.367.4762

Dear CJ –

[www.soa-inc.com](http://www.soa-inc.com)

Please accept this proposal on behalf of Simon Oswald Architecture (SOA) and THH, our structural engineering consultant, for the following services:

**Project Description:** Modification of the large louver on the north side of the existing Mechanical Room such that it hinges to open to the exterior for ease of access and cleaning.

**Scope of Services:** SOA was directed by the County to proceed with including documentation for this item as an alternate to the project. In order to meet the deadline for printing bid documents, the structural engineer was consulted and the work was executed without additional time for the formal approval of a request for additional services. The request herein includes the time involved for the structural engineer to make a field visit, design and document the louver hinge as an alternate to the bid documents. No compensation is being requested for the associated architectural services. These were handled within the current project scope.

**Proposed Schedule :** Full scope of work completed in order to be issued with Bid Documents on Thursday, April 29, 2010.

**Compensation:** The cost for Design and Documentation services provided by THH, inc (structural engineering consultant) outlined in this proposal shall be Eight Hundred Twenty Five Dollars (\$825).

**Reimbursable Expenses:** N/A

**Additional Services or Contract Exclusions:** Should additional scope or specialized documentation be deemed necessary, additional services will be executed per Attachment to Phase I contract for SOA hourly rates.

We appreciate the continued opportunity to work with Boone County and are honored to be a part of your team. Please contact me with your questions or concerns regarding this proposal.

Sincerely,  
Simon Oswald Architecture

294 -2010

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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

Now on this day the County Commission of the County of Boone does hereby approve the agreement between Boone County, Missouri and Simon Oswald Architecture for additional services for design and documentation of Alternate # 9 and to add an operational hinge to existing north mechanical room louver. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

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

Kenneth M. Pearson  
Kenneth M. Pearson  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

**APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES**

Effective the 15 day of June, 2010, Boone County, Missouri, a political subdivision of the State of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified herein.

Consultant Name: Simon Oswald Architecture


Project/Work Description: **Boone County Government Center – Additional Services for Design and Documentation of Alternate #9 to bid documents – add operational hinge to existing north mechanical room louver**

Proposal Description: See attached proposal contained in letter from SOA dated May 6, 2010.


Modifications to Proposal: Fees and expenses shall not exceed \$825.00 without prior written approval of the Owner.

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

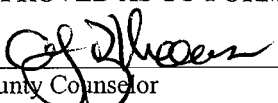
**SIMON OSWALD ARCHITECTURE**

By   
Title ARCHITECT  
Dated: 5/17/10


**BOONE COUNTY, MISSOURI**

By   
Presiding Commissioner  
Dated: 06/15/2010

**APPROVED AS TO FORM:**

  
County Counselor

**ATTEST:**

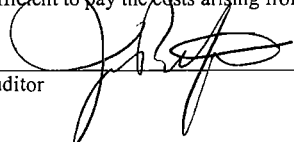
  
County Clerk

**PROJECT BUDGET OVERSIGHT:**

 5-27-10  
Accountant – Treasurer's Office

**Certification:**

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

  
Auditor  
Date 6/16/2010



May 6, 2010

CJ Dykhouse  
County Counselor  
Boone County, Missouri  
601 E. Walnut, Ste. 207  
Columbia, Missouri 65201

Architecture  
Interior Design  
Planning  
Sustainability

Columbia  
700 Cherry Street  
Columbia, MO 65201  
572.448.1407

**RE: Boone County Government Center – Proposal for Additional Services for Design and Documentation of Alternate #9 to the Bid Documents – Add operational Hinge to Existing North Mechanical Room Louver.**

St. Louis  
4814 Washington Blvd.  
St. Louis, MO 63108  
314.367.4762

Dear CJ –

[www.soa-inc.com](http://www.soa-inc.com)

Please accept this proposal on behalf of Simon Oswald Architecture (SOA) and THH, our structural engineering consultant, for the following services:

**Project Description:** Modification of the large louver on the north side of the existing Mechanical Room such that it hinges to open to the exterior for ease of access and cleaning.

**Scope of Services:** SOA was directed by the County to proceed with including documentation for this item as an alternate to the project. In order to meet the deadline for printing bid documents, the structural engineer was consulted and the work was executed without additional time for the formal approval of a request for additional services. The request herein includes the time involved for the structural engineer to make a field visit, design and document the louver hinge as an alternate to the bid documents. No compensation is being requested for the associated architectural services. These were handled within the current project scope.

**Proposed Schedule :** Full scope of work completed in order to be issued with Bid Documents on Thursday, April 29, 2010.

**Compensation:** The cost for Design and Documentation services provided by THH, inc (structural engineering consultant) outlined in this proposal shall be Eight Hundred Twenty Five Dollars (\$825).

**Reimbursable Expenses:** N/A

**Additional Services or Contract Exclusions:** Should additional scope or specialized documentation be deemed necessary, additional services will be executed per Attachment to Phase I contract for SOA hourly rates.

We appreciate the continued opportunity to work with Boone County and are honored to be a part of your team. Please contact me with your questions or concerns regarding this proposal.

Sincerely,  
Simon Oswald Architecture

295 -2010

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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

Now on this day the County Commission of the County of Boone does hereby approve the organizational use of the Boone County Commission Facilities by Services for Independent Living on July 24, 2010 from 9:30 am to 2:00 pm.

Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

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

Kenneth M. Pearson  
Kenneth M. Pearson  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner



# Boone County Commission

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

The undersigned organization hereby applies for a permit to use the Boone County Courthouse Grounds and/or Roger B Wilson Government Center or Centralia Satellite Office as follows:

Description of Use: ADA Celebration

Date(s) of Use: July 24, 2010

Time of Use: From: 9:30 a.m./p.m. thru 2:00 a.m./p.m.

Facility requested: Courthouse Grounds  - Courtyard Square  - Chambers  - Rm220  - Rm208  - Rm139   
Centralia Office

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse grounds or designated rooms.
2. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
4. To conduct its use of courthouse grounds and/or rooms in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.
6. Organizations and user groups must provide any and all equipment needed for their event or presentation (i.e.; TV, projector, microphones, etc.)
7. Boone County reserves the right to cancel or alter your meeting schedule due to an emergency or any conflicts in scheduling for governmental use. If this should occur we would make every effort to contact you in ample time.

Name of Organization/Person: Services for Independent Living

Organization Representative/Title: Scout Merry Community Resource Specialist

Address/Phone Number: 1401 Hathman Pl Columbia 65201 (573) 874-1646 smerry@silcolumbia.org

Date of Application: 6/10/10

## PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

BOONE COUNTY, MISSOURI

\_\_\_\_\_  
County Clerk

  
\_\_\_\_\_  
County Commissioner

DATE: \_\_\_\_\_



296 -2010

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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

Now on this day the County Commission of the County of Boone does hereby approve the appointments of Patricia Fowler and Kevin Murphy to the City of Columbia Comprehensive Plan Committee.

Done this 15<sup>th</sup> day of June, 2010.

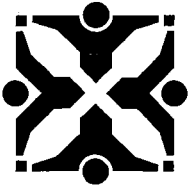
ATTEST:

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

Kenneth M. Pearson  
Kenneth M. Pearson  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner



# CITY OF COLUMBIA, MISSOURI

RECEIVED

Staff

DEPARTMENT OF PLANNING AND DEVELOPMENT

March 29, 2010

Hon. Ken Pearson  
Presiding Commissioner  
Boone County, Missouri

Dear County Commissioner:

We are writing on behalf of the City of Columbia Planning and Zoning Commission and Comprehensive Plan Task Force. As you are aware, the City Council has authorized us to prepare a new comprehensive plan for the city. Though the new plan would be a City policy document, and in no way replace or modify the Boone County Master Plan, we are sure you appreciate the importance of collaborative and coordinated planning between our citizen planners and yours, particularly for those areas referred to as the "urban fringe." The Council several years ago authorized City and County Commissions to work together to plan these geographic areas of mutual concern. This policy direction, combined with your initiative, has yielded the recently-completed Northeast Columbia Area Plan. Currently the two Planning and Zoning Commissions are collaborating on the East Area Plan. Our feeling is the new comprehensive plan should likewise be a collaborative effort.

To date the Planning and Zoning Commission and Task Force have been "organizing to plan," forming an Executive Committee and six topic subcommittees, and it is in this context that we concluded that Boone County is a key partner in the making of the new plan. While one of the appointed Task Force members is a resident of the unincorporated area, our feeling is there is room for more representation. The Task Force convenes meetings twice a month for two hours each, not including subcommittee meetings, and the Planning and Zoning Commission meets nearly weekly to discuss various work program items including the Comprehensive Plan.

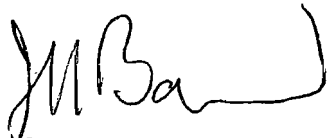
The Council has directed us to deliver a plan in approximately 18 months. We would like to invite and encourage Boone County participation in the comprehensive planning process. Toward that end, please consider assigning your Planning and Zoning Commission and appropriate staff the task of participating in the plan-making process. Such participation could take one or more of several forms:

- Assign a particular Planning and Zoning Commissioner to be a liaison to the city Commission and Task Force, to attend meetings and meet with the Executive Committee to discuss joint planning strategies;

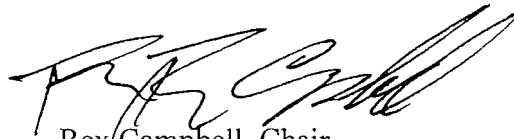
- Plan to meet jointly at selected milestones in the process to discuss our perspectives on growth and development, how cooperative city-county planning might work, and review and comment on the interim products of the plan (such as existing conditions, issues and opportunities, goals and objectives, urban fringe land use and community facilities planning, etc.);
- Participate as an invited stakeholder in public meetings that the Planning and Zoning Commission and Task Force may convene and host, for the purposes of providing public input on the plan process itself, the issues and opportunities facing our community, the policy framework of the plan, the preferred physical vision of the future, and strategies for plan implementation;
- Make an informational presentation to the Task Force and Commission on the County's current plans, facilities, zoning, and planning goals and objectives as they relate to the "urban fringe."
- Other participation and collaboration as you may suggest.

Please let us know what level of participation you deem appropriate and if you have other suggestions for including the unincorporated Boone County perspective in the plan. Should you have any questions or need more information, please contact Tim Teddy, Planning and Development Director at 874-7318 or [ttteddy@GoColumbiaMo.com](mailto:ttteddy@GoColumbiaMo.com).

Sincerely,



Jeff Barrow, Chair  
Planning and Zoning Commission



Rex Campbell, Chair  
Comprehensive Plan Task Force

Cc: Bill Watkins  
Tim Teddy  
Pat Zenner

297-2010

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 10

In the County Commission of said county, on the 15<sup>th</sup> day of June 20 10

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 meeting on Wednesday, June 23, 2010, at 1:30 p.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 (1) RSMo. to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Done this 15<sup>th</sup> day of June, 2010.

ATTEST:

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

Kenneth M. Pearson  
Kenneth M. Pearson  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner