

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned Term. 20 04

In the County Commission of said county, on the 29th day of April 20 04

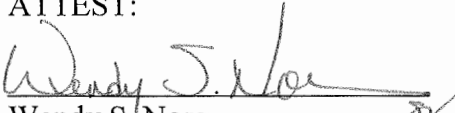
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the Juvenile Accountability Incentive Block Grant (JAIBG) Application for Funding.

Done this 29th day of April, 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



SECTION 1 - INSTRUCTIONS

This application must be typewritten. Please refer to the enclosed instructions to complete this form.

SECTION 2 - GRANT PROGRAMS

- VOCA - Victims of Crime Act SSVF - State Services to Victims Fund STOP - Stop Violence Against Women Grant Program
- NCAP - Narcotics Control Assistance Program MCLUP - Mo. Crime Lab Upgrade Program RSAT - Residential Substance Abuse & Treatment Program
- CLAP - Crime Lab Assistance Program LLEBG - Local Law Enforcement Block Grant LGSD - Local Government School District Program
- Title V - Delinquency & Youth Violence Prevention Title II - Juvenile Justice Formula Grants JAIBG - Juvenile Accountability Incentive Block Grant
- Challenge - Statewide Policies and Programs

SECTION 3 - APPLICANT AGENCY

AGENCY: Boone County
FAX: 573.886.4311
PHONE: 573.886.4305

ADDRESS: 801 E. Walnut
CITY: Columbia, MO 65201
STATE: ZIP:

SECTION 8 - PROJECT TITLE

Accountability Enhancement Programs and Services

SECTION 9 - TYPE OF APPLICATION

- New Revised Renewal Continuation

SECTION 10 - CURRENT CONTRACT NUMBER(S)

2002-JAIBG-LG-04, 02-JEC-03

SECTION 4 - APPLICANT AUTHORIZED OFFICIAL

NAME: Keith Schnarre
FAX: 573.886.4311
PHONE: 573.886.4305

TITLE: Presiding Commissioner

SECTION 11 - APPLICANT'S FEDERAL TAX I.D. #

43-6000-349

SECTION 5 - PROJECT DIRECTOR

AGENCY: Boone County
ADDRESS: 801 E. Walnut
CITY: Columbia, MO 65201
STATE: ZIP:

SECTION 12 - PROGRAM CATEGORY

Areas 4 and 15

SECTION 13 - CONTRACT PERIOD

BEGINNING DATE: 10/1/04 ENDING DATE: 9/30/05

SECTION 6 - APPLICANT FISCAL OFFICER

NAME: Kirk Kippley
FAX: 573.886.4461
PHONE: 573.886.4450

TITLE: Superintendent
E-Mail Address: Kirk.Kippley@courts.mo.gov

AGENCY: Boone County Juvenile Justice Center
ADDRESS: 5665 N. Roger I. Wilson Memorial Drive
CITY: Columbia, MO 65202
STATE: ZIP:

SECTION 14 - TYPE OF PROJECT

- Statewide Regional Local

SECTION 15 - PROGRAM INCOME

Will Program Income be generated? Yes No

SECTION 16 - BUDGET

	Total Cost
PERSONNEL	\$47,083.34
VOLUNTEER MATCH	
TRAVEL	
EQUIPMENT	
SUPPLIES/OPERATIONS	\$3,515.51
CONTRACTUAL	
RENOVATION/CONSTRUCTION	
TOTAL PROJECT COSTS	\$50,598.85
FEDERAL/STATE SHARE	%90 \$45,538.97
LOCAL MATCH SHARE	%10 \$5,059.88

SECTION 7 - NON-PROFIT BOARD CHAIRPERSON

NAME: Kay Murray
FAX: 573.886.4369
PHONE: 573.886.4365

TITLE: Treasurer

AGENCY: Boone County
ADDRESS: 801 E. Walnut
CITY: Columbia, MO 65201
STATE: ZIP:

SECTION 17 - AUTHORIZED OFFICIAL'S SIGNATURE

Signature: *[Handwritten Signature]* Date: 4-29-04

SUPPLIES/OPERATIONS	PROJECT TITLE: Accountability Enhancement Programs & Services
	APPLICANT AGENCY: Boone County

INSTRUCTIONS	
<p>1. Under the Item column, list by type of supply or operational expense (i.e., office supplies, training materials, telephone, postage, etc.). Be as specific as possible.</p> <p>2. Under the Basis for Cost Estimate column, list the cost per unit and the number of units requested.</p>	<p>3. Under Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost).</p> <p>4. Tuition and registration fees for eligible training must be listed on this page.</p> <p>5. Please refer to the Certified Assurances pertaining to supplies and operating expenses for further information.</p>

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
SUPPLIES Page 1 of 5	<u>Program 2, Art Supplies, Program Purpose Area #15</u>	
	Suncatcher Group Pack, 8 kits, 2 @ 20.95	41.90
	Suncatcher Class Pack, 24-piece, 1 @ 34.05	34.05
	Suncatcher Group Pack, 4-piece, 6 @ 5.85	35.10
	Plaid Gallery Glass Liquid Leading, Set of 3 (8 oz. liquid leading, 4 oz. gold, 4 oz. silver), 1 @ 11.20	11.20
	Stain-a-Frame Fun Forms, set of 18, 2 @ 13.60	27.20
	Canvas Boards, 8" X 10", 24 @ .75	18.00
	Canvas Boards, 9" X 12", 24 @ .80	19.20
	Canvas Boards, 11" X 14", 24 @ 1.00	24.00
	Honeycomb Beeswax Candlemaking, 8" X 16", box of 6 sheets with wicks: white, natural, cranberry, forest green, blueberry, sunflower, purple, fuchsia, red, 9 @ 14.67	132.03
	Scratch and Sparkle Soft-Scratch Glitterboard, 8 1/2" X 11", 30 sheets per set	
	Holographic, 2 sets @ 20.05	40.10
	Multicolor holographic, 2 sets @ 20.95	41.90
	Felt, Animal Print, Pkg. of 6, 8 1/2" X 11", 2 @ 5.75	11.50
	Felt, Safari Assortment, Pkg. of 24, 9" X 12", 2 @ 10.95	21.90
	Key Ring, Pkg. of 8, silver, 5 @ 1.19	5.95
	Scratch-Lite "Stained Glass" Sheets, 30-pack, 8" X 9 3/4", 4 @ 22.60	90.40
State/Federal Share	\$	
Local Match Share	\$	
TOTAL SUPPLIES/ OPERATIONS COST		Subtotal Art Supplies, Page 1: \$554.43

SUPPLIES/OPERATIONS

PROJECT TITLE: Accountability Enhancement Programs & Services

APPLICANT AGENCY: Boone County

INSTRUCTIONS

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|---|--|
| <p>1. Under the Item column, list by type of supply or operational expense (i.e., office supplies, training materials, telephone, postage, etc.). Be as specific as possible.</p> <p>2. Under the Basis for Cost Estimate column, list the cost per unit and the number of units requested.</p> | <p>3. Under Total Cost column, record the cost to be calculated as follows: (number of units) x (unit cost).</p> <p>4. Tuition and registration fees for eligible training must be listed on this page.</p> <p>5. Please refer to the Certified Assurances pertaining to supplies and operating expenses for further information.</p> |
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ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
SUPPLIES Page 2 of 5	<u>Program 2, Art Supplies, Program Purpose Area #15</u>	
	Scratch-Brite Scratchboard, 50-pack, 8 1/2" X 11" Silver, 1 pkg. @ 24.85 Gold, 1 pkg. @ 24.85	24.85 24.85
	Clasps, Large Lobster Claw, Pkg. of 12 Silver, 2 @ 3.99 Gold, 4 @ 3.99	7.98 15.96
	Tempera Paint, ready-to-use, 32 oz. bottle, white, 1 @ 4.95	4.95
	Multicolor Scratch-Art Board, 30 sheets, 8 1/2" X 11", 2 @ 15.10	30.20
	Scratch-Art, 3D-O's, 400 pack, 2 packs @ 7.75	15.50
	Cleansit Rubber Stamp Cleaner, 2 oz. Dabber bottle, 1 @ 3.60	3.60
	Raised Accent Colors Set, 6-1.25 oz. bottles: black, white, orange, royal blue, hunter green, and brown, for use in firing range from cone 06 to cone 10, 1 @ 13.66	13.66
	Raised Accent Colors Set, 6-1.25 oz. bottle: rose, gray, light blue, honey, lavender, and turquoise, for use in firing range from cone 06 to cone 10, 1 @ 13.66	13.66
	Acrylic Metallic Assortment Set, metallic paints, 6-2oz. jars of gold, silver, bronze, copper, stainless steel, and pearless white, 1 @ 17.55	17.55
	Suction Cups with Hooks, clear plastic, 1 1/8", combo package of 12, 12 @ 2.24	26.88
	Ready-to-Paint Sun Catchers Christmas Kit, 24 assorted Christmas catchers, 4 glass stain paint pots, 24 brushes, 4 @ 6.03	24.12
State/Federal Share	\$	
Local Match Share	\$	
TOTAL SUPPLIES/ OPERATIONS COST		Subtotal Art Supplies, Page 2: \$223.76

SUPPLIES/OPERATIONS

PROJECT TITLE: Accountability Enhancement Programs & Services

APPLICANT AGENCY: Boone County

INSTRUCTIONS

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|---|--|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST	
SUPPLIES Page 3 of 5	<u>Program 2, Art Supplies, Program Purpose Area #15</u>		
	Higgins Bottles and Stoppers Set, set of 12, 1 @ 17.54	17.54	
	Createx Airbrush Colors, Matte, set of 6, 1 @ 17.45	17.45	
	Createx Airbrush Colors, Opaque, set of 6, 1 @ 15.60	15.60	
	All-Purpose Hot Melt Glue Sticks, 4 x 1/2", package of 30, 3 @ 3.75	11.25	
	Embossing Powder, gold, 1 @ 15.30	15.30	
	Clay cone, 5/6 buff, 600 lbs. @ .25 per lb.	150.00	
	Clay cone 5/6 red, 200 lbs. @ .25 per lb.	50.00	
	Clay cone 5/6 black, 200 lbs. @ .25 per lb.	50.00	
	Medium synthetic block sponge, 3 @ 11.00	33.00	
	Large synthetic block sponge, 3 @ 15.00	45.00	
	Ceramic glaze, clear, 10 lbs. @ 3.00 per lb.	30.00	
	Ceramic glaze, white, 10 lbs. @ 3.00 per lb.	30.00	
	Ceramic glaze, burgundy, 10 lbs. @ 5.00 per lb.	50.00	
	Ceramic glaze, midnight, 10 lbs. @ 6.00 per lb.	60.00	
	Zip-Loc bags, 1 pkg. @ 3.50	3.50	
	Plywood, 3/8", 4'x8' sheets, 4 @ 12.00, plus 4 cuts @ 2.00 per cut	56.00	
Polycrylic, water-based clear semi-gloss, 3 @ 5.00	15.00		
State/Federal Share	\$	TOTAL SUPPLIES/ OPERATIONS COST	Subtotal Art Supplies, Page 3: \$649.64
Local Match Share	\$		

SUPPLIES/OPERATIONS

PROJECT TITLE: Accountability Enhancement Programs & Services

APPLICANT AGENCY: Boone County

INSTRUCTIONS

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2. Under the **Basis for Cost Estimate** column, list the cost per unit and the number of units requested.

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4. Tuition and registration fees for eligible training must be listed on this page.

5. Please refer to the Certified Assurances pertaining to supplies and operating expenses for further information.

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
<p>SUPPLIES Page 4 of 5</p>	<p><u>Program 2, Art Supplies, Program Purpose Area #15</u></p> <p>Fluorescent Acrylic paint set, 6-2 ounce jars: pink, red, orange, green, blue, yellow, 2 sets @ 18.75</p> <p>Interference Shimmering Acrylic paint set, 6-2 ounce jars: gold, orange, red, blue, green, violet, 2 sets @ 19.40</p> <p>Scratch Art, gold and silver foil paper, 8 1/2" x 11", 50 sheets per set, 2 sets @ 24.15</p> <p>Twin Tip permanent marker, fine and ultrafine tips, black, 12 @ 1.64</p> <p>Make a Tile Mold, set of 4, 1 set @ 14.75</p> <p>Hemp Craft Cord Assortment, set of 6, red, orange, yellow, hunter green, navy blue, natural, 200 ft. each, 1 @ 35.80</p> <p>Stretch Magic Jewelry Cord, 82 ft. each, 1.0mm, 1 clear @ 5.55 and 1 black @ 5.55</p> <p>Scrap leather, 5 lb. bag, 1 @ 5.45</p> <p>Papier Maché Star Box, 12-pack, 3 1/2"x3 1/2"x2", 2 sets @ 13.50</p> <p>Papier Maché Butterfly Box, 12-pack, 5 1/2"x4"x2", 2 sets @ 18.35</p> <p>Papier Maché Heart Box, 3 1/4"x3 1/4"x1 1/2", 12 @ 1.08</p> <p>Weaving Mats, pkg. of 12, 4" diameter for raffia baskets, 2 @ 1.75</p> <p>Wonderfoam Animal Print Sheets, 10-9" x 12" sheets per set, 2 @ 7.35</p>	<p>37.50</p> <p>38.80</p> <p>48.30</p> <p>19.68</p> <p>1</p> <p>35.80</p> <p>11.10</p> <p>5.45</p> <p>27.00</p> <p>36.70</p> <p>12.96</p> <p>3.50</p> <p>14.70</p>
<p>State/Federal Share</p>	<p>\$</p>	
<p>Local Match Share</p>	<p>\$</p>	<p>TOTAL SUPPLIES/ OPERATIONS COST</p> <p>Subtotal Art Supplies, Page 4: \$306.24</p>

SUPPLIES/OPERATIONS

PROJECT TITLE: **Accountability Enhancement Programs and Services**

APPLICANT AGENCY: **Boone County**

INSTRUCTIONS

- | | |
|---|--|
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|---|--|

ITEM	BASIS FOR COST ESTIMATE	TOTAL COST
SUPPLIES Page 5 of 5	<u>Program 2, Art Supplies, Program Purpose Area #15</u>	
	Fun Fur, 9" x 12", set of 7: black, brown, moss green, red, white, yellow, blonde, 2 @ 11.50	23.00
	Funky Fur, 27" x 24" rolls, set of 5 rolls: zebra, tiger, cougar, leopard, jaguar, 1 @ 50.55	50.55
	Acrylic felt, pkg. of 100-9" x 12" sheets, 21 assorted colors, 1 @ 20.69	20.69
	Pom-Poms, box of 100, 1 @ 4.30	4.30
	Jump Ring, 8mm, 144-count package, silver, 2 @ 2.89; gold, 2 @ 2.89	11.56
	Alphabet Bead Kit: white w/black letters, 2 @ 10.00; pastels w/black letters, 2 @ 10.00; gold and silver, 2 @ 10.00	60.00
	Craftmates Locking Caddy, clear polyvinyl plastic box with 14 compartments, 7 @ 2.69	18.83
	Woodburners, 2 @ 10.00	20.00
	Canvas cloth, 8 yards @ 5.00 per yard	40.00
	Old World Bead Assortment, Acrylic, 1 lb., 1 @ 11.95	11.95
	Sponges, Assorted, Bag, 1 @ 7.71	7.71
	PRICES OF ART SUPPLIES INCLUDE S/H	Subtotal Art Supplies, Page 5: \$268.59
		TOTAL Art Supplies \$2,002.66
		<u>Program 3, Drug Tests, Program Purpose Area #15</u>
American Bio Medica, 5-Panel Test (THC, Cocaine, Amphetamines, Opiated300, PCP) with specimen with specimen container and temperature strip, 383 @ 3.95, includes S/H	1,512.85	
State/Federal Share	\$ 3,163.96 (90%)	TOTAL SUPPLIES/ OPERATIONS COST
Local Match Share	\$ 351.55 (10%)	
		\$ 3,515.51

JUVENILE CRIME ENFORCEMENT COALITION MEMBERSHIP FORM

Category	Name	Street Address	City, State, Zip	Phone number
Police	Det. Maurice Tapp, Columbia Police Department	600 E. Walnut	Columbia, MO 65201	573.874.7404
Sheriff				
Prosecutor	Christopher Wilson, Staff Attorney	115 N. 8 th Street	Columbia, MO 65201	573.886.4200
State/Local Probation Services	Rick Gaines, Juvenile Officer	115 N. 8 th Street	Columbia, MO 65201	573.886.4200
Juvenile Court	Robert Perry, Court Administrator	Boone County Courthouse, 705 E. Walnut	Columbia, MO 65201	573.886.4060
Schools	Michael Richards, Columbia Public Schools	5665 N. Roger I. Wilson Memorial Drive	Columbia, MO 65202	573.886.4450
Business	Bill Lloyd, Senior Vice President, Premier Bank	15 Fifth Street S	Columbia, MO 65201	573.441.1500
Prevention Organizations	Eric Lawman, Chair, Religious Ed. Coordination Council	1305 E. Hwy. MM	Ashland, MO 65010	573.657.1119
Other – Social Services	Ron Higginbotham, University Outreach and Extension	1012 N. Hwy. UU	Columbia, MO 65203	573.445.9792
Other – Law Enforcement	Pete Herring, Chief of Police	P.O. Box 170	Hallsville, MO 65255	573.696.3838

ANY CATEGORY LEFT BLANK MUST HAVE A JUSTIFICATION ATTACHED

JCEC MUST MEET QUARTERLY – PROVIDE MEETING DATES – sign-in sheets must be kept

**Meeting dates will be Thursday, October 7, 2004; Thursday, January 6, 2005;
Thursday, April 7, 2005; and Thursday, July 7, 2005.**

List the number of JCEC members for each of the following categories:

Police:	1	Sheriff:	0
Prosecutor:	1	State/Local Probation Services:	1
Juvenile Court:	1	Schools:	1
Business:	1	Prevention Organizations*:	1
Other-Social Services:	1	Other-Law Enforcement:	1

*Religious affiliated, fraternal, non-profit or social service organizations involved in crime prevention.

COORDINATED ENFORCEMENT PLAN

One of the most significant factors in the juvenile crime problem is the failure, by juveniles and/or their families, to take responsibility for the actions that placed them (or their children) under the supervision of the Juvenile Officer, and/or at the Juvenile Justice Center. The key aim of every program, policy, privilege, and consequence, at the Boone County Juvenile Justice Center and the Boone County Family Court Services Office, is to teach accountability to juveniles. When juveniles learn to be accountable, their recidivism rates drop.

We are requesting funding for three programs. Following, each will be listed separately:

A. Proposed Program

Program 1, Legal Assistant, Program Purpose Area #4: "Hiring additional prosecutors to that more cases involving violent juvenile offenders can be prosecuted and case backlog reduced."

The requested funding would pay the salary/benefits of a .80 full-time equivalent legal assistant, at the Boone County Family Court Services Office, who would share in the duties (related to law violators) of the two staff attorneys. This would facilitate the more effective and efficient expedition of the judicial process, by allowing the two staff attorneys more time to devote to preparing and prosecuting cases related to violent/law violator offenders.

B. Performance Measures

The intended outcome of the legal assistant program would be to allow the two staff attorneys more time to devote to preparing and prosecuting cases involving the more serious violent/law violator offenders. This would be accomplished by the legal assistant assuming part of the duties formerly assigned to the two staff attorneys, which would help reduce case backlogs. Although this is more closely related to area #4, it is indirectly related to area #15 (holding juveniles accountable and reducing recidivism).

Goal: To allow the two staff attorneys more time to prepare and prosecute cases involving violent juvenile offenders and reducing case backlogs. This would also assist the juvenile court in being more effective and efficient in holding juvenile offenders accountable and reducing juvenile recidivism.

Objective: To assume specific duties formerly assigned to the two staff attorneys.

Output Indicator: Number and percent of vacant prosecutor positions.

Short-Term Outcome Indicator: Length of employment in months per prosecutor.

Intermediate-Term Outcome Indicator: The number of days from arrest to case disposition.

C. Impact of Proposed Programs and Services

The impact would be the more effective and efficient preparing and prosecuting the more serious/violent offenders, because of the reductions in the caseloads of the two staff attorneys, at the Boone County Family Court Services Office.

D. Evaluation Procedure

Our method of evaluation/assessment of the legal assistant position would be the documentation of the number of law violator cases in which the legal assistant is involved, and the documentation of a number of tasks assigned to that position.

E. Report of Success

Program: Legal Assistant, 2002-2003 Grant Year						
Program Name & Dates Implemented	Total # of Youths Served During Reporting Period	Total # of Non-Duplicated Youths Served During Reporting Period	Total # of Youths in Program with New Referrals to Juvenile Officer During Reporting Period	Total # of Youths in Program Committed to Division of Youth Services During Reporting Period	Of the Total # of Youths Referred or Committed During the Reporting Period, How Many Were for Crimes Against Persons?	Total # of Youths in Program Certified to Stand Trial as Adults During Reporting Period
Legal Assistant 10/1/02-9/30/03	368	249	88	20	27	2
Subpoenas prepared and served						314
Subpoenas prepared for out-of-county/out-of-state service, and securing payment for same						0
Witnesses interviewed						11
Responses prepared for opposing attorneys' motions of discovery						295
Witnesses delivered to court						1
Legal documents/correspondence prepared						160
Phone contacts with witnesses/counsel, including notifications of changes in court scheduling						304
Court-related activities (facilitation, docket preparation, disposition, etc.)						273.5 hours
Training, continuing education						47 hours
File review						107 hours
Legal research						6.5 hours
<p>→ Legal assistance was provided for the two staff attorneys at the Boone County Family Court Services Office, related to 249 individual law violator juveniles, during the grant year.</p>						

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

Program Purpose Area #4, Legal Assistant Program

Goal(s): To allow the two staff attorneys more time to prepare and prosecute cases involving violent juvenile offenders and reducing case backlogs. This would also assist the juvenile court in being more effective and efficient in holding juvenile offenders accountable and reducing juvenile recidivism.

Objective: To assume specific duties formerly assigned to the two staff attorneys.

Proposed Activity	Performance Indicator (you must choose at least one output indicator, one short-term outcome indicator, and one intermediate-term outcome indicator from attached list, for each activity.)
Legal Assistant Program	<p>Output Indicator(s):</p> <p>Number and percent of vacant prosecutor positions.</p> <p>Short-Term Outcome Indicator:</p> <p>Length of employment in months per prosecutor.</p> <p>Intermediate-Term Outcome Indicator:</p> <p>The number of days from arrest to case disposition.</p>

A. Proposed Program

Program 2, Art Program, Program Purpose Area #15: “Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.”

The requested funding would pay the salary of the art instructor and the cost of art supplies.

B. Performance Measures

The intended outcome of the art program would be to increase the self-esteem of the participants, by providing opportunities for juveniles to experience self-gratification from the creative process. It is more likely that the juveniles would become accountable members of their communities, as a result of experiencing success and building upon it.

Goal: To be more effective in holding juvenile offenders accountable and reducing recidivism.

Objective: To provide art instruction, using various art mediums, to participants and involving them in the creative process.

Output Indicator: Number of accountability program slots.

Short-Term Outcomes: Number and percent of cases for which accountability options are used as part of the court/probation process.

Intermediate-Term Outcomes: Number and percent of youths to complete their justice requirements successfully.

C. Impact of Proposed Programs and Services

The impact would be that juveniles involved in the program would become more accountable as a result of their increased self-esteem and creative successes, thereby reducing their rates of recidivism.

D. Evaluation Procedure

The evaluation of the art program would be the documentation of the number of youths who participate in each program and the number of hours of participation, during the grant year.

E. Report of Success follows.

Program: BCJJC Art Program, 2002-2003 Grant Year

Program Name & Dates Implemented	Total # of Youths Served During Reporting Period	Total # of Non-Duplicated Youths Served During Reporting Period	Total # of Youths in Program with New Referrals to Juvenile Officer During Reporting Period	Total # of Youths in Program Committed to Division of Youth Services During Reporting Period	Of the Total # of Youths Referred or Committed During the Reporting Period, How Many Were for Crimes Against Persons?	Total # of Youths in Program Certified to Stand Trial as Adults During Reporting Period
Art Program						
10/1/02-9/30/03	110	100	0	10	3	0

→ 100 juveniles received 2,294.5 hours of instruction, during the grant year.



Seventy-two projects, made by youths who participated in the JJC Art Program during the past year, and an additional three food projects (two batches of cookies and one batch of brownies) were entered into competition in the Home Arts Division, at the Boone County Fair, in July 2003. Of the seventy-five projects, seventy-three were awarded First Place ribbons and two were awarded Second Place ribbons.

Residents who were eligible for outside privileges assisted with setting up tables and backdrops for the exhibit, and also helped with taking down the equipment and

returning projects to the Juvenile Justice Center, at the end of the fair.

This was the fourth year that art projects from the JJC were entered, and the second year for entering food projects, with almost twice as many projects compared to last year. The criteria for judging the entries have been more strict the last two years. The JJC youths whose projects were entered into the competition demonstrated exceptional talent in a variety of artistic and culinary endeavors: pottery (both wheel-thrown and hand-built), wood burning, scratch art, pencil drawing, pastel drawing, plaster mask making, acrylic painting, and baking.



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

Program Purpose Area #15, Art Program

Goal(s): To be more effective in holding juvenile offenders accountable and reducing recidivism.

Objective: To provide art instruction, using various art mediums, to participants and involving them in the creative process.

Proposed Activity	Performance Indicator (you must choose at least one output indicator, one short-term outcome indicator, and one intermediate-term outcome indicator from attached list, for each activity.)
Art Program	<p>Output Indicator(s):</p> <p>Number of accountability program slots.</p> <p>Short-Term Outcome Indicator:</p> <p>Number and percent of cases for which accountability options are used as part of the court/probation process.</p> <p>Intermediate-Term Outcome Indicator:</p> <p>Number and percent of youths to complete their justice requirements successfully.</p>

A. Proposed Program

Program 3, Drug Testing Program, Program Purpose Area #15: “Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.”

Drug tests need to be administered to every juvenile admitted to the Boone County Juvenile Justice Center, and to juveniles who return to the Center from passes home, etc., in order to identify juveniles who may pose potential safety and security issues (e.g., a juvenile under the influence of methamphetamine) or who may need immediate medical/psychiatric care, and to formulate the most appropriate intervention plans, provide the best services tailored to individual juveniles, with the aim of holding juveniles accountable and reducing recidivism.

B. Performance Measures

The intended outcome of the drug testing program would be to better identify substance users and to provide the most appropriate intervention plans and services, with the aim of holding juveniles accountable and reducing recidivism.

Goal: To hold juveniles accountable and reduce recidivism.

Objective: To identify illicit drug users and the drug(s) for which they test positive.

Output Indicator: Number of accountability program slots.

Short-Term Outcomes: Number and percent of cases for which accountability options are used as part of the court/probation process.

Intermediate-Term Outcomes: Number and percent of youths to complete their justice requirements successfully.

C. Impact of Proposed Programs and Services

The impact would be to be better able to identify illicit drug users, provide appropriate services, and hold juveniles accountable, thereby reducing recidivism.

D. Evaluation Procedure

The evaluation of the drug testing program would be the number of juveniles tested and the drug test results.

E. Report of Success

The report of success follows.

Program: Drug Testing, 2002-2003 Grant Year

Program Name & Dates Implemented	Total # of Youths Served During Reporting Period	Total # of Non-Duplicated Youths Served During Reporting Period	Total # of Youths in Program with New Referrals to Juvenile Officer During Reporting Period	Total # of Youths in Program Committed to Division of Youth Services During Reporting Period	Of the Total # of Youths Referred or Committed During the Reporting Period, How Many Were for Crimes Against Persons?	Total # of Youths in Program Certified to Stand Trial as Adults During Reporting Period
Drug Testing 10/1/02-9/30/03	337	235	0	6	4	0

→ 235 individual juveniles were tested for drug use, upon admission to the Juvenile Justice Center, and on other occasions, as warranted. Some of the 235 juveniles were tested more than once, for example, when they returned from passes home or if they were readmitted. (Juveniles from other circuits are not included, for the purposes of this report.) 111 of 337 (33%) tests administered were positive, as follows:

- 85 tests were positive for marijuana use
- 7 tests were positive for marijuana and PCP use
- 6 tests were positive for marijuana and cocaine use
- 5 tests were positive for marijuana and amphetamine use
- 3 tests were positive for marijuana, cocaine, and PCP use
- 3 tests were positive for amphetamine use
- 2 tests were positive for morphine and amphetamine use

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

Program Purpose Area #15, Drug Testing Program

Goal(s): To hold juveniles accountable and reduce recidivism.

Objective: To identify illicit drug users and the drug(s) for which they test positive.

Proposed Activity	Performance Indicator (you must choose at least one output indicator, one short-term outcome indicator, and one intermediate-term outcome indicator from attached list, for each activity.)
Drug Testing Program	Output Indicator(s): Number of accountability program slots. Short-Term Outcome Indicator: Number and percent of cases for which accountability options are used as part of the court/probation process. Intermediate-Term Outcome Indicator: Number and percent of youths to complete their justice requirements successfully.

BUDGET NARRATIVE – PERSONNEL

.80 FTE Legal Assistant (Program 1, Area #4), Salary and Benefits: \$28,804.37.

The legal assistant would share in the responsibilities of the staff attorneys, which would allow the attorneys to concentrate their efforts on expediting the judicial process, by preparing for and prosecuting violent/law violator offenders, facilitating their ability to hold juvenile offenders accountable. The salary is based upon the average local salary plus benefits for a paralegal/legal assistant.

.48 FTE Art Instructor (Program 2, Area #15), Salary and FICA: \$18,278.97.

The art instructor is key to the implementation of the art program. Juveniles participating in the art program experience self-gratification, which increases self-esteem. It is more likely that these juveniles will become more accountable, successful members of the community. The salary has been based upon the starting salary for a teacher employed by the Columbia Public School District, broken down to an hourly figure. The art instructor works twenty hours per week, 50 weeks of the year. We are including an approximate 2% increase for the art instructor, because of the noteworthy quality of services she provides to juveniles who participate in the art program.

BUDGET NARRATIVE – SUPPLIES

Art Supplies (Program 2, Area #7): \$2,002.66.

With the exception of the following, all of the art supplies that are listed on our Supplies/Operations budget pages have been used in the past, in projects that have generated the highest interest among the juveniles participating in the arts program. The art instructor has introduced new projects each year of the art program. The cost of all supplies are fair market prices:

New Supplies—Stain-a-Frame Fun Forms, Fluorescent Acrylic Paint, Interference Shimmering Acrylic Paint, Male a Tile Mold, Hemp Craft Cord Assortment, Scrap Leather, Papier Mache Boxes, Weaving Mats, Wonderfoam Animal Print Sheets, Fun Fur, Funky Fur, Pom-Poms, Jump Ring, Craftmates Locking Caddy.

Drug Testing Supplies (Program 3, Area #15): \$1,512.85.

Drug tests need to be administered at the Boone County Juvenile Justice Center. The ability to administer urinalysis drug screenings (to every juvenile who is admitted to the Boone County Juvenile Justice Center, to juveniles who return to the Center from passes home, etc.) greatly enhances our ability to hold the juveniles accountable. We are requesting 383 5-panel drug tests @ \$3.95. Cost is fair market price.

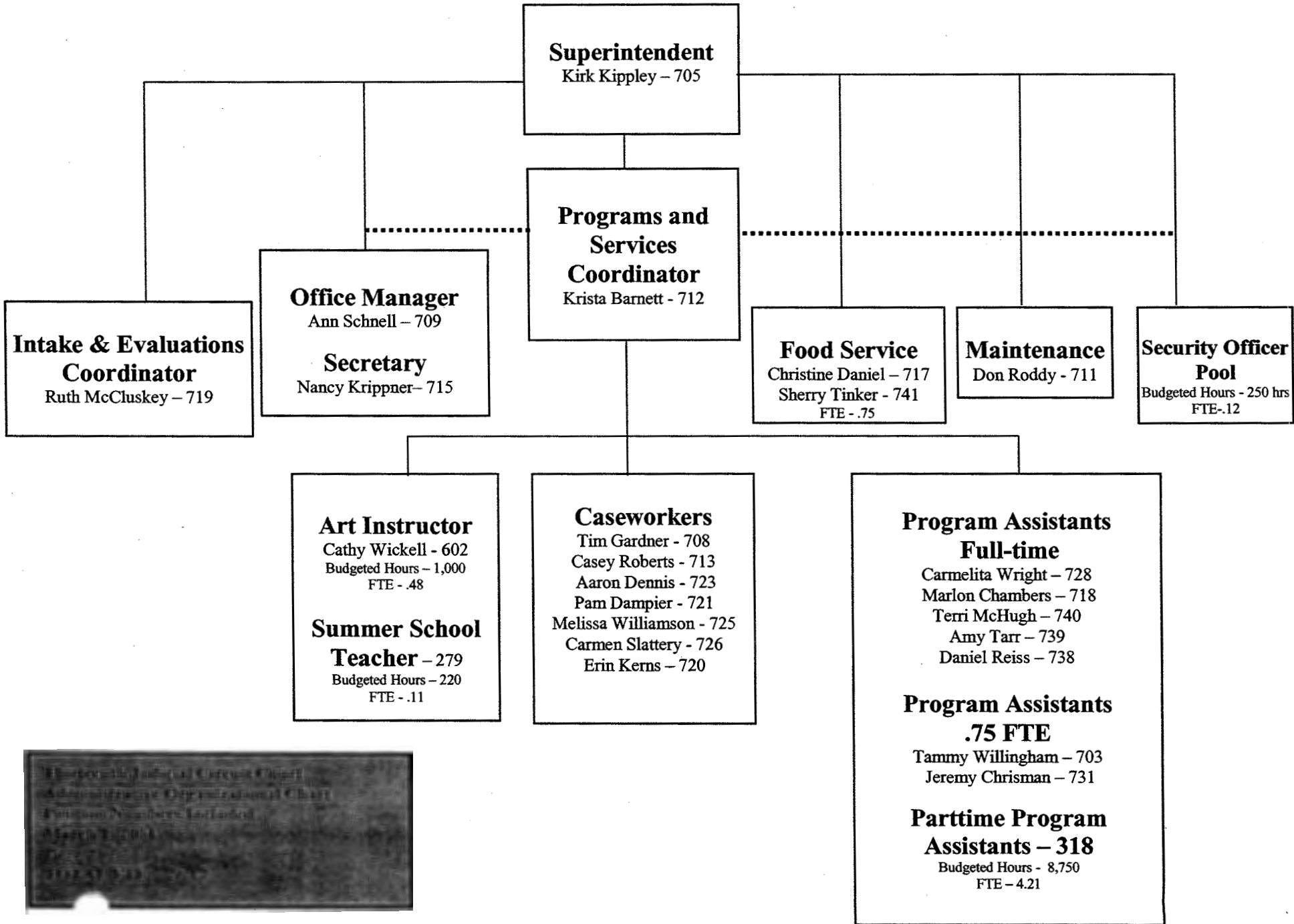
BUDGET ALLOCATION BY PROGRAM PURPOSE AREA

*****Do not include matching funds in this table*****

Federal Award Amount:	\$ 45,538.97	Administrative:	\$
Purpose Area 1:	\$	Purpose Area 2:	\$
Purpose Area 3:	\$	Purpose Area 4:	\$ 25,923.93
Purpose Area 5:	\$	Purpose Area 6:	\$
Purpose Area 7:	\$	Purpose Area 8:	\$
Purpose Area 9:	\$	Purpose Area 10:	\$
Purpose Area 11:	\$	Purpose Area 12:	\$
Purpose Area 13:	\$	Purpose Area 14:	\$
Purpose Area 15:	\$19,615.04	Purpose Area 16:	\$

Note: this information may need to be changed if a budget revision is submitted during the grant period.

Juvenile Justice Center



-20-



Juvenile Office

Juvenile Officer
Rick Gaines – 707

Supervisor-DJO III
Cindy Garrett - 716

Intake Officers
Dylan Carter – 706
Sara Yaw – 722

**Intensive
Supervision/Drug Court**
Megan Fitzgerald – 732

**DJO I/
Child Offender**
Justin Wobbe – 734

DJO II
Pat Brown – 704

DJO I
Mary Barnard – 716
Lisa Dobbs – 701
Rebecca Taylor – G561
Kortnie Wilson – G560
Vacant – 742

Program Assistants
FTE – 1.3

Family Therapist
Natalie Williams – 380
Stephanie Merbler – 380
Aaron Luebbe – 380
Aaron Luebbe – G536
Budgeted Hours – 3,120
FTE – 1.50

Program Assistant
FTE - .50

DJO I/DFS Liaison
Tara Eppy - 735

Contract Employees

Victim Advocate
Carly Santa – G583

Program Assistant
FTE - .25

Secretary II
Cathy Thompson – 702
Linelle Romine – 733
Lisa Wood – 724
Jennifer Crosswhite – 743

Raina Bass – 727
Budgeted Hours - 1040
FTE - .50

Staff Attorneys
Melissa McAllister – 736
Chris Wilson – 714

Legal Assistant
Dawn Ford – 616
.8 FTE

Program Assistant
FTE - .25

Callaway County

Supervisor-DJO III
Marcia Hazelhorst
737

DJO II
Vacant – 730

DJO I
Jeffrey Adamson – 744
Joann Riggs - 729

Administrative Assist.
Amy Kettle – 710

Program Assistants
FTE – 1.10

Contract Employees

-21-

Job Descriptions for JAIBG Funded Positions

Legal Assistant

.80 FTE (32 hours per week), benefited, grant-funded position, at the Boone County Family Court Services Office. \$22,291.20 annual salary, plus benefits.

Primary duties: assist staff attorneys with caseloads regarding juvenile law violators by preparing and serving subpoenas, interviewing witnesses, responding to motions of discovery, delivering witnesses to court, preparing legal documents, and contacting witnesses by telephone. Document activities monthly.

Skills/Qualifications: mature, responsible, highly-organized individual, high school diploma or equivalent, with at least three years' previous related experience. Demonstrated proficiency in Microsoft Word. Minimum typing speed 60 WPM. Must be 21 years of age, with valid Missouri driver's license. Subject to pre-employment drug testing, employment check, criminal background check, and child abuse/neglect check.

Art Instructor

.48 (20 hours per week, 1,000 hours per year), grant-funded position, at the Boone County Juvenile Justice Center. \$16,980.00 annual salary.

Primary duties: provide instruction and assistance in various art mediums to juvenile law violators in placement at detention facility, which provides evaluation and placement services. Work with juveniles who are behaviorally eligible to participate in the art program. Document number of participants/hours of participation monthly. Responsible for submitting orders for art supplies, following budget guidelines.

Skills/Qualifications: mature, responsible individual, high school graduate or equivalent, with at least three years' art instruction experience with adolescents and demonstrated ability in several art mediums, e.g., drawing, painting, pottery, etc. Thorough knowledge of kiln operation for clay projects. Must be 21 years of age. Subject to pre-employment drug testing, employment check, criminal background check, and child abuse/neglect check.

JAIBG Application Summary Report

(Please Type)

Please list the Program Purpose Area Number(s) addressed: #4 and #15		Total Cost of JAIBG Project(s): \$ 50,589.85 Local Match Amount: \$ 5,059.88
Project Title: Accountability Enhancement Programs and Services		
Applicant: (Agency & Address) Boone County 801 E. Walnut Columbia, MO 65201		Phone: 573.886.4450
		Fax: 573.886.4461
Project Director: Kirk Kippley		
Geographic area(s) (cities, counties or judicial district, etc.) to be served by this project. Boone County, including the cities of Ashland, Centralia, Hallsville, Sturgeon, Columbia, etc.		
Percent of funds allocated for program purpose areas 1,2, or 10 0%	Percent of funds allocated for program purpose areas 3 through 9 and 15 100%	Percent of funds allocated for program areas 11-14 0%
Summary of Project: <i>(If more than one program purpose area has been selected, please include information on each program area.)</i> <p>Program 1, Area #4, Legal Assistant. The legal assistant would share in the responsibilities of the legal staff, which would expedite the prosecution of juvenile law violators and reduce case backlogs.</p> <p>Program 2, Area #15, Arts Program. This type of program provides opportunities for the participants to experience the self-gratification afforded by the process of creating art projects, which also serves to boost self-esteem.</p> <p>Program 3, Area #15, Drug Testing. There is a need for drug tests to be administered to every juvenile admitted to the Juvenile Justice Center, and to juveniles who are returned to the Center from passes home, etc.</p>		
Desired Outcome: The desired outcome of these three projects is to expedite the prosecution of juvenile law violators and reduce case backlogs, and to increase accountability among juvenile offenders, reducing their rates of recidivism.		

Certification of Cash Match
Contract Period: 10/01/04 – 09/30/05

Project Title: Accountability Enhancement Programs and Services	Project Director: Kirk Kippley
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The purpose of this form is to identify the amount of cash to be contributed as a matching contribution and to assure that the match in question conforms to definition and standards established under this program.

INSTRUCTIONS:

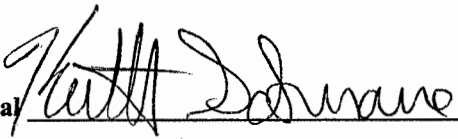
1. Type the title of the project in the space provided.
2. In the space provided, please list the name and address of the contributing organization and show the total amount of the cash contribution.
3. This form must be signed and dated by the authorized official of each contributing organization.

These funds must be identified in state or local agency budgets or appropriations and must be in addition to funds that would otherwise be made available for crime prevention programming. Identification requires an earmarking in some document(s) associated with the appropriation or budget process.

Contributing Organization(s)	Amount
Name: Boone County Title: Keith Schnarre, Presiding Commissioner Address: 801 E. Walnut, Columbia, MO 65201 Signature _____	\$5,059.88
Name: Title: N/A Address: Signature _____	\$
Name: Title: Address: N/A Signature _____	\$

TOTAL CASH MATCH	\$5,059.88
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This certifies that the funds identified above are in accordance with the guidelines set forth by the Missouri Department of Public Safety.

Applicant Authorized Official  Date 4-29-04

Supplanting

Federal funds will not be used to supplant state or local funds. Federal funds will only be used to supplement existing funds for program activities and will not replace those funds that have been appropriated for the same purpose.

JAIBG PROGRAM SPECIFIC ASSURANCES

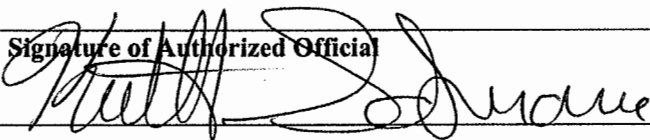
Project Title:
Accountability Enhancement Programs and Services

Unless a waiver is requested and granted, local units of government receiving JAIBG funds must assure that other than funds set aside for administration, not less than 45 % is allocated for program purpose areas 3-9 and 11-16, and not less than 35% is allocated for program purpose areas 1, 2, or 10. A local government must request a waiver to spend its funds in a proportion other than the 45/35 % minimums. With or without waiver, all program funds must be expended for programs with the 12 authorized program purpose areas.

In addition, local units of government are required to establish a Juvenile Crime Enforcement Coalition which is responsible for developing a Coordinated Enforcement Plan for reducing juvenile crime and increasing juvenile accountability.

- It is assured not less than 45% will be allocated for program purpose areas 3-9, and 11-16, or a waiver has been requested;
- It is assured not less than 35% will be allocated for program purpose areas 1, 2, or 10; or a waiver has been requested.
- It is assured that a Juvenile Crime Enforcement Coalition will be established, and its membership information included with the Allocation Application;
- It is assured such Coalition will develop a Coordinated Enforcement Plan to be included with the Allocation Application.

Signature of Authorized Official



Date

4-29-04

JAIBG PROGRAM WAIVER REQUEST

Project Title

Accountability Enhancement Programs and Services

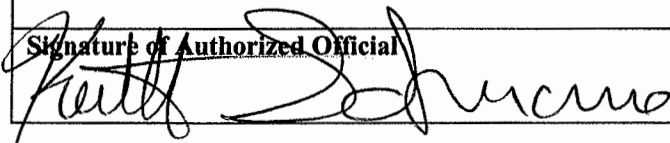
Waiver requests to deviate from the program purpose area expenditure formula established, require the local government to provide information and a rationale for the alternative expenditure rate. Such explanation must include information on their analysis of juvenile justice needs within the local government designated service area; the rationale for their program selection's expenditure; and the availability of existing structures or initiatives within the intended areas of expenditure, or the availability of alternative funding sources for those areas.

This waiver by the requesting local government certifies that the interests of public safety and juvenile crime control would be better served by expending the allocated JAIBG funds in a proportion other than the 45/35% minimums.

(Please use no more than the space available on this page for your explanation)

We are confident that the interests of public safety and crime control, in Boone County, would be better served by utilizing the JAIBG funding as we are proposing in this application, rather than the 45%/35% minimums.

Signature of Authorized Official



Date

4-29-04

JAIBG CONTROLLED SUBSTANCE TESTING POLICY

Units of local government must have an established policy in place for controlled substance testing of appropriate categories of juveniles within the juvenile justice system prior to receiving their JAIBG award. An official policy not to test at the local government level is a legitimate juvenile controlled substance testing policy. Your juvenile controlled substance testing policy is a component of the JAIBG allocation application.

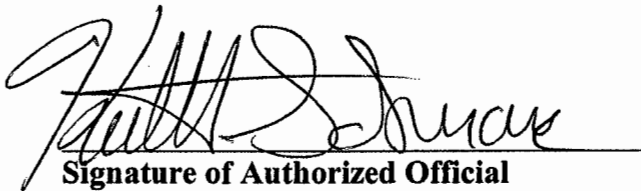
Whether a given local government has direct responsibility for controlled substance testing will determine the established policy in place and the parameters of its operation.

Please complete and check the appropriate response.

*It is hereby certified the local government of Boone County
(Name of City or County)*

does not have direct responsibility for the controlled substance testing practices and policies of juveniles within the juvenile justice system.

has implemented the attached controlled substance testing policy of appropriate categories of juveniles within the juvenile justice system. Said policy follows and completes this form.


Signature of Authorized Official

4-29-04
Date

CONTROLLED SUBSTANCE TESTING POLICY

Juveniles with identified substance abuse concerns, who are living in the community and who are under the supervision of the Juvenile Officer of the 13th Judicial Circuit, are subject to random urinalysis drug screenings.

Beginning in January 1999, every juvenile detained at the Boone County Juvenile Justice Center was tested for the use of marijuana and cocaine, unless the juvenile reported that they were using either drug. In that case, they were not tested for the drug they had admittedly been using. In 2000, the Boone County Juvenile Justice Center began using 5-panel urinalysis drug screens. (The 5-panel screens test for the presence of amphetamines, cocaine, THC, PCP, and morphine). This testing is extremely beneficial in aiding staff in the determination of the most appropriate interventions for youths in residence. In January 2001, the testing of every juvenile detained at the Boone County Juvenile Justice Center began, regardless of whether or not they admitted the use of drugs.

JJDP CERTIFIED ASSURANCES

AGENCY NAME: Boone County

PROJECT TITLE: Accountability Enhancement Programs and Services

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:

- The addition or deletion of a specific budget line item
- Monetary changes in the approved budget categories
- A change in the scope of the project
- A change in or temporary absences of the project director or authorized official
- A change in the project site
- 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.

12. **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.**

13. **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).

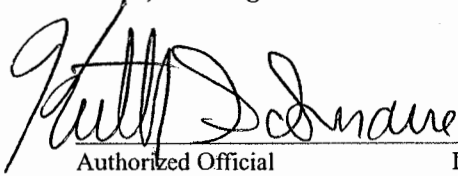
24. An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have 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.

25. 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.

 Paul J. Danare 4-29-04
Authorized Official DATE

 Kirk Kippley 4/23/04
Project Director DATE

FEDERAL - STANDARD ASSURANCES

The 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. § 469 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).

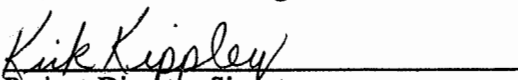
7. If a governmental entity-

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.


Authorized Official Signature

4-29-04
Date


Project Director Signature

4/23/04
Date

AUDIT REQUIREMENTS

As 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.

1. Date of last audit: 6/30/2003 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

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

6. Next audit will be performed by: KPMG

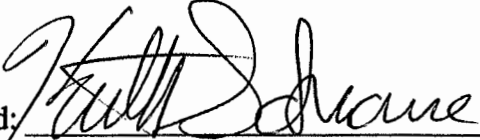
Phone number of auditor: 573.444.1400

7. 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: 4-29-04

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: Boone County 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: Boone County Juvenile Justice Center
ADDRESS: 5665 North 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

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

April Session of the April Adjourned Term. 20 04

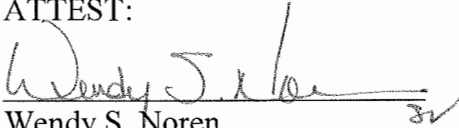
In the County Commission of said county, on the 29th day of April 20 04

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


Now on this day the County Commission of the County of Boone does hereby award bid 10-03MAR04 for Motor Graders to Tri-State Construction Equipment Company. The County Commission of the County of Boone does hereby approve the request for the disposal through trade in of three (3) 1994 John Deere Motor Graders Model 670B (serial numbers DW670BX548917, DW670BX548918, and DW670BX548919). It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract and disposal request forms.

Done this 29th day of April, 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

Alice Winkelman, CPPB
Buyer



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

164-2004

MEMORANDUM

TO: Boone County Commission
FROM: Alice Winkelman, CPPB
DATE: April 19, 2004
RE: 10-03MAR04 – Motor Grader

The Bid for the Motor Graders for Public Works closed on March 3, 2004. Three bids were received. Purchasing and the Public Work's department recommend award to Tri-State Construction Equipment for submitting the best bid per the attached Public Works bid evaluation memo.

The contract for \$430,500 will be paid out of department 2040 - PW Maintenance Operations, account number 92300 – Replacement Machine & Equipment. The original budget is for \$435,000.

The Purchasing Department requests approval for trade-in of three (3) 1994 John Deere Motor Graders Model 670B with serial numbers DW670BX548917, DW670BX548918, DW670BX548919. The disposal form is attached.

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

ATT: Bid Tabulation
PW Memo
Disposal Form

cc: David Mink, Public Works
Bid File

Bid Tabulation - 10-09MAR04 - Motor Grader

		Rudd Equipment Co.		Tri - State Construction Equipment		John Fabick Tractor Co		
4.7	Pricing	Qty	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
4.7.1.	2004 Motor Grader	3	\$169,000.00	\$507,000.00	\$176,000.00	\$528,000.00	\$201,408.00	\$604,224.00
4.8	Trade-in Motor Grader		1994 John Deere 670B HRS 11,607	\$ 32,500.00		\$ 30,500.00		\$ 37,500.00
			1994 John Deere 670B HRS 11,587	\$ 32,500.00		\$ 30,500.00		\$ 37,500.00
4.9.1			1994 John Deere 670B HRS 12,051	\$ 34,000.00		\$ 30,500.00		\$ 37,500.00
4.10.	Total including Trade in			\$408,000.00		\$436,500.00		\$491,724.00
	Attachment A		Intent to determine the total maintenance costs that can be expected during the first 7,500 hours of ownership.					
	Totals for Attachment A (Per one (1) Unit)			\$12,133.00		\$6,377.26		\$6,669.60
	Totals for Attachment A (Per Three (3) Unit)			\$36,399.00		\$19,131.78		\$20,008.80
	Totals for 3 Motor Grader and Grand Total Attachment A			\$444,399.00		\$455,631.78		\$511,732.80
4.12.	Co-op?			Yes		Yes		Yes
4.13.	Delivery ARO			45-90 Days		30-45 Days		14-18 Weeks


No Bids
 Central Missouri Equipment

Boone County Public Works

Gregory P. Edington
Fleet Operations Superintendent
Maintenance Operations Division



5551 Highway 63 South
Columbia, Missouri 65201-9711
(573) 449-8515 ext (226)
FAX (573) 875-1602
EMAIL: grogedington@boonecountymo.org

Date: April 16, 2004
To: Melinda Bobbitt, Purchasing Director
From: Greg Edington 
Subject: Evaluation – Bid # 10-09MAR04 - Motorgraders

An extensive review of vendor submitted bid responses and all supporting documentation from Rudd Equipment Company, Tri-State Construction Equipment Company, and Fabick and Company has been completed: Bid # 10-MAR04 – Three (3) All Wheel Drive Motor Graders.

Recommendation: Award to **Tri-State Construction Company** as **best bid** meeting all requirements of the specifications at a total cost of \$430,500 over the apparent lowest bid from Rudd Equipment Company. The bid submitted by Tri-State included, as per specifications, one extra front and back tire and wheel for each motorgrader. Since the machines are basically the same as the model procured over the past several years the extra wheel and tires obtained with the purchases will suffice and no other wheels/tires are needed. Tri-State has agreed in writing to deduct \$6,000 off of the purchase price. The amount is reflected in the total cost above. Sufficient funds (\$435,000) have been appropriated in Organization 2040, Account 92300.

Reasons for Award:

1. Although not the lowest price bid, the bid submitted by Tri-State Construction Equipment Company meets all bid specifications or suitability to purpose as outlined in the Request for Bid with no recorded exceptions. The machines are almost exact application duplicates of the five(5) motorgraders purchased over the past three (3) years with the exception of increased horse power.
2. The machines that are bid meet Tier II emissions requirements meaning that engine services are needed only at 500 hour intervals. This will mean less down-time and expenditures for filters, oil, and operator service time.
3. Rudd Equipment Company does **not** have a local service center, therefore any mechanical service to be done on the equipment will need to occur by dispatching a repair person near the St. Louis area to Boone County. The representative from the company stated that there would be a two to four hour response time for service. It has been our past experience in dealing with other construction equipment companies from the St. Louis area that a timely response fluctuates from 6 to 12 to 24 hours in getting emergency repair technicians on-site. A local vendor is better equipped to meet our needs and understand our operation. The Rudd Eq. rep. also stated that he would initiate a part drop-off area near

the Jefferson City area. Tri-State Construction Equipment is located approximately 9 miles from the Public Works Facility and can provide immediate service when requested. They usually have most items in-stock for the bid equipment. This will decrease down-time and reduce the amount of inventory parts that we have to stock for equipment.

4. Section 2.3.10. The lighting system of the Volvo machine offered does not come equipped with the LED long-life stop and directional lights as requested in the bid. Also, the requirement to provide pre-wired 12-volt quad strobe lighting cannot be provided by the manufacturer, only the wiring to the roof for dual warning lights (not quad strobe lights) is offered and the lights are to be installed by our repair facility. It is anticipated that this would require extra wiring harnesses, electronic components, and protection devices to make functional and compatible. The intended purpose of placing this requirement as a bid specification was to obtain a factory sealed wiring harness and lighting system, not an after-market installation that could possibly cause electrical malfunctions and premature failure of components. The installation would necessitate the utilization of a great deal of staff time and substantial expenditures to install.
5. Section 2.3.7. The hydraulic system blade controls are not an acceptable pattern with left hand blade shift control moved to right hand side for ease of one hand operation and control. This feature is not available on the Volvo equipment. The controls are also mounted too far away from the steering wheel therefore requiring the operator to release the steering wheel to work the controls.
6. In an on-site demonstration in mid-April 2004 the Volvo and Caterpillar models were utilized by staff to get feedback on the operation of the equipment. The comments received were:
 - a. One operator stated the the window frame in front of the cab prevented him from seeing the end of the blade.
 - b. The Volvo machine did not have the power in lower gears that the John Deere or the Caterpillar had. The Volvo machine was faster than the other machines when "roading" the equipment.
 - c. The circle and blade assembly appears to be of significantly lighter construction that the Caterpillar or the John Deere.

cc: Chip Estabrooks, Maintenance Operations Manager
David Mink, Director

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED
APR 20 2004
BOONE COUNTY AUDITOR

DATE : 04/19/04

FIXED ASSET TAG NUMBER: 8830

DESCRIPTION: 1994 John Deere 670B Motorgrader

REQUESTED MEANS OF DISPOSAL: TRADE

OTHER INFORMATION: SN: DW670BX548917

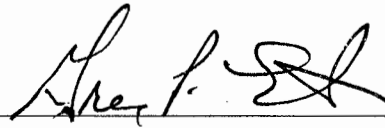
CONDITION OF ASSET: Good

REASON FOR DISPOSITION: High hours, trade-in on new Motorgrader

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: N/A

DEPARTMENT: 2040

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE

11/29/04

ORIGINAL COST

122,651.67

1605

ORIGINAL FUNDING SOURCE

2741-REB

TRANSFER CONFIRMED

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

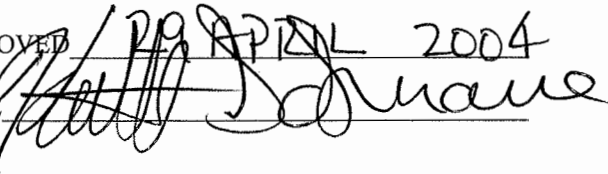
COMMISSION ORDER NUMBER

164-2004

DATE APPROVED

APRIL 2004

SIGNATURE



BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 04/19/04

FIXED ASSET TAG NUMBER: 8829

DESCRIPTION: 1994 John Deere 670B Motorgrader

REQUESTED MEANS OF DISPOSAL: TRADE

OTHER INFORMATION: SN: DW670BX548918

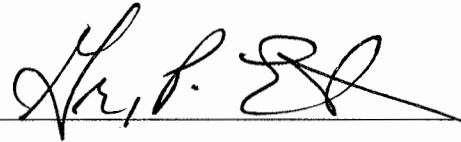
CONDITION OF ASSET: Good

REASON FOR DISPOSITION: High hours, trade-in on new Motorgrader

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: N/A

DEPARTMENT: 2040

SIGNATURE



RECEIVED
APR 20 2004
BOONE COUNTY AUDITOR

AUDITOR

ORIGINAL PURCHASE DATE 11/29/94
ORIGINAL COST \$122,651.67 1605
ORIGINAL FUNDING SOURCE 2741-RAB 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 164-2004

DATE APPROVED 19 APRIL 2004

SIGNATURE 

BOONE COUNTY

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 04/19/04

FIXED ASSET TAG NUMBER: 8828

RECEIVED
APR 20 2004
COUNTY AUDITOR

DESCRIPTION: 1994 John Deere 670B Motorgrader

REQUESTED MEANS OF DISPOSAL: TRADE

OTHER INFORMATION: SN: DW670BX548919

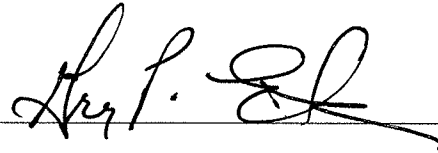
CONDITION OF ASSET: Good

REASON FOR DISPOSITION: High hours, trade-in on new Motorgrader

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: N/A

DEPARTMENT: 2040

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE

11/29/94

ORIGINAL COST

+122,651.67 1605

ORIGINAL FUNDING SOURCE

2741-RdB

TRANSFER CONFIRMED _____

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

____ TRANSFER

DEPARTMENT NAME _____

NUMBER _____

LOCATION WITHIN DEPARTMENT _____

INDIVIDUAL _____

____ TRADE

____ AUCTION

____ SEALED BIDS

____ OTHER

EXPLAIN _____

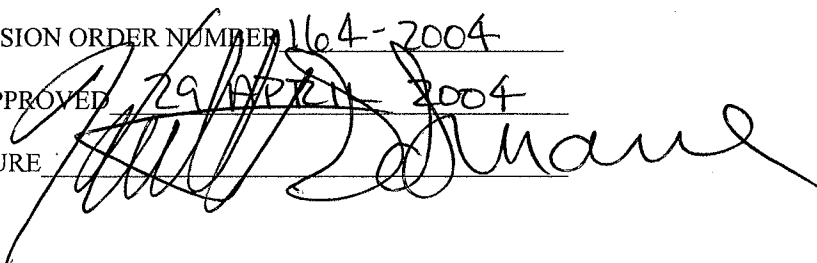
COMMISSION ORDER NUMBER

164-2004

DATE APPROVED

29 APRIL 2004

SIGNATURE



04-19-04

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

DATE

607

TRI-STATE CONSTRUCTION EQUIPMENT

VENDOR NO.

VENDOR NAME

PHONE #

ADDRESS

CITY

STATE ZIP

164-2004

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:

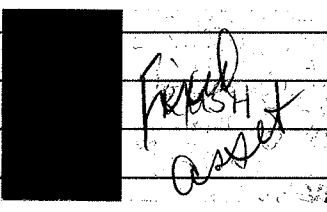
- Utility
- Travel
- Dues
- Refund
- Cooperative Agreement
- Other (Explain):
- Training
- Pub/Subscriptions
- Required Gov Payment
- Agency Fund Distribution

#10-03MAR04

(Enter Applicable Bid / Sole Source / Emergency Number)

Bill To Department # 2040

Ship To Department # 2040

Department				Account				Item Description	Qty	Unit Price	Amount	
2	0	4	0	9	2	3	0	0	Motor Grader, John Deere 672CH	3	176000	528000
	0	4	0	9	2	3	0	0	Trade-In 1994 Deere S/N DW670BX548917	1	(30500)	(30500)
2	0	4	0	9	2	3	0	0	Trade-In 1994 Deere S/N DW670BX548918	1	(30500)	(30500)
2	0	4	0	9	2	3	0	0	Trade-In 1994 Deere S/N DW670BX548919	1	(30500)	(30500)
2	0	4	0	9	2	3	0	0	Contractor deduction from purchase price for deleting spare tires and rims.	1	(6000)	(6000)
												
CLERK'S OFFICE												
*DO NOT UNSTAPLE THESE PAGES												
*THE ONLY ACTION NEEDED IS TO WRITE THE COMM ORDER # ON THE FORM AND RETURN TO AUDITOR'S OFFICE.												
										430500		

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.

Jane Morris
Requesting Official

se
Auditor Approval

PURCHASE AGREEMENT FOR MOTOR GRADERS

THIS AGREEMENT dated the 29 day of APRIL 2004 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Tri-State Construction Equipment Co.**, 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 Motor Grader, bid number **10-03MAR04** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form, and Tri-State letter dated April 15, 2004, as well as the Contractor's bid response dated March 8, 2004 executed by Jim W. Smith, 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 bid specifications including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, Tri-State letter dated April 15, 2004, and the unexecuted Response Form shall prevail and control over the Contractor's bid response.
2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with three (3) Year 2004 John Deere 672CH Motor Graders at \$176,000 each, less the trade in of three (3) 1994 John Deere 670B with serial numbers DW670BX548917, DW670BX548918, DW670BX548919 at \$30,500 each, in conformity with the bid specifications for a total cost of Four Hundred Thirty-Six Thousand Five Hundred Dollars (\$436,500.00). All trade in equipment will be accepted as is, where is for the values proposed in the bid response. The Contractor has agreed to deduct \$6,000 off the purchase price for a total contract price of Four Hundred Thirty Thousand Five Hundred Dollars (\$430,500).
3. **Delivery** - Contractor agrees to deliver the motor graders per the bid specifications and within forty-five (45) days after receipt of order.
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 Contractor's 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.

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. **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.

7. **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.

**TRI-STATE CONSTRUCTION
EQUIPMENT CO.**

by *Jason W. Smith*
title General Mgr. 5 May 04

BOONE COUNTY, MISSOURI

by Boone County Commission
Keith Schnarre
Keith Schnarre, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
County Counselor

ATTEST:

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

June E. Pitchford
Signature *by se*

4/21/04
Date

2040-92300 - \$430,500.00

Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

County of Boone

April Session of the April Adjourned

Term. 20 04

In the County Commission of said county, on the

29th day of April

20 04

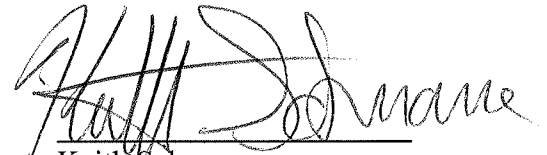
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment:

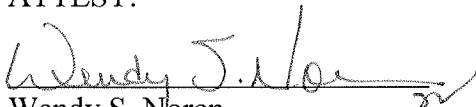
DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2540-71100: Sheriff Civil Process Fund – Outside Services	\$1,453.00

Said budget amendment is to establish a budget for independent sergeant testing and interview process.

Done this 29th day of April, 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

REQUEST FOR BUDGET AMENDMENT

1st 04/15
2nd 04/29

BOONE COUNTY, MISSOURI

RECEIVED

04-05-04

APR 06 2004

FOR AUDITORS USE

165-2004

BOONE COUNTY AUDITOR

Department				Account					Department Name	Account Name	(Use whole \$ amounts)	
											Decrease	Increase
2	5	4	0	7	1	1	0	0	Civil Process Fund	Outside Services		1453.00

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): To establish a budget for dependent sergeant testing/interview process



Requesting Official

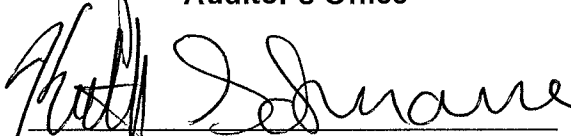
TO BE COMPLETED BY AUDITOR'S OFFICE

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

Commission agenda



Auditor's Office

PRESIDING COMMISSIONER

absent

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.

Fund 254: Sheriff Civil Charges Fund
Solvency Analysis
Prepared by Auditor's Office
4-7-2004

Fund Balance 1-1-2004 (Account 2913) 22,937.68

Plus: Actual Revenues 2004
 Charges for Services 40,391.84
 Interest (57.69)
 40,334.15

Less: Budgeted Expenditures 2004

	Current Budget	Budget Revision/ Amendment	Total		Actual YTD Expenditures + Encumbrances	Remaining Budget
Class 1	0.00	0.00	0.00		0.00	0.00
Class 2	0.00	0.00	0.00		0.00	0.00
Class 3	0.00	0.00	0.00		0.00	0.00
Class 4	0.00	0.00	0.00		0.00	0.00
Class 5	0.00	0.00	0.00		0.00	0.00
Class 6	0.00	0.00	0.00		0.00	0.00
Class 7	0.00	1,453.00	1,453.00		0.00	1,453.00
Class 8	0.00	0.00	0.00		0.00	0.00
Class 9	0.00	0.00	0.00		0.00	0.00
	<u>0.00</u>	<u>1,453.00</u>		(1,453.00)	<u>0.00</u>	<u>1,453.00</u>

Anticipated Fund Balance 12-31-2004 61,818.83

The Promotional Assessment Center is a service provided by the Missouri Police Chiefs' Association. It was contracted and set up in order that we could have an extremely impartial and reliable selection process for the current Sergeant opening in Enforcement. The members of the panel are selected from law enforcement professionals from around the state, and have no connection to Boone County.

The Center consists of standardized testing, an In-basket exercise, an oral board, and review of personnel files for performance evaluations. The Assessment Center meets all standards for validity and reliability in the selection process.

In addition, use of the Assessment Center saves substantial costs in work-time of Administrative staff members, as the entire process is handled by the Chiefs' Association from start to finish.

A handwritten signature in black ink, appearing to read "D. L. Stone".

636-5444

Invoice

**Missouri Police Chiefs
600 E. Capitol Avenue
Jefferson City, MO 65101**

DATE	INVOICE #
3/10/2004	2620

BILL TO
Boone Co. Sheriff's Dept. 2121 County Drive Columbia, MO 65202

COPY

P.O. NO.	TERMS	PROJECT

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Assessment - Promotional March 9 - 10, 2004	950.00	950.00
PLEASE REMIT COPY WITH PAYMENT		Total	\$950.00

4/7/2004

FY 2004
Budget Amendments/Revisions
Sheriff Civil Charges (2540)

<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	4/6/2004	71100	Outside Services	1,453		Establish budget for personnel testing	



Industrial/Organizational Solutions, Inc.
 1127 S. Mannheim Road • Suite 203
 Westchester, IL 60154-2562
 888.784.1290
 fax 708.410.1558
 www.iosolutions.org

COPY

Invoice

BILL TO

Boone County Sheriff
 2121 County Drive
 Columbia, MO 65203
 Attn: Angela Ayers

DATE 3/29/2004

INVOICE # C12148A

ORDER #	P.O. NO.	REP
642	A. Ayers	FFF

ITEM	DESCRIPTION	QTY/HRS	RATE	AMOUNT
NCJOSI-T4	The National Criminal Justice Officer Selection Inventory - Form 4 (scored 3/29/04)	33	15.00	495.00
Shipping	Shipping & Handling Charges		8.00	8.00
Thank you for your business.		Subtotal		\$503.00

Payments/Credits \$0.00

Total \$503.00

Please remit payment to I/O Solutions, Inc., P.O. Box 25034, Chicago, IL 60625
 FEIN 36-3783421

If you have any questions regarding this invoice, please call (888)784-1290.