

TERM OF COMMISSION: January Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 338

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Director of Purchasing Melinda Bobbitt
Budget Administrator Leasa Quick
Boone County Assessor Tom Schauwecker
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

The meeting was called to order at 1:33 p.m.

Purchasing

1. Bid Opening for bid 03-19JAN12 - Alternative Sentencing Center - Mechanical Unit Replacement

Bid Tabulation	GBH Builders, Inc.	Eskew Mechanical Contractors	Verslues Construction Co, Inc.
Lump Sum Proposal	\$41,791.00	\$24,999.00	\$33,800.00

2. Bid Opening for bid 04-19JAN12 - Alternative Sentencing Center – Renovation

Bid Tabulation	Maverick Construction, LLC	Crawford Construction, Inc.	WAVCO	Professional Contractors and Engineers
Lump Sum Proposal	\$127,900.00	\$140,800.00	\$144,800.00	\$127,700.00

Bid Tabulation	GBH Builders, Inc.	McAfee Construction, Inc.	Rhad Baker Construction	Sircal Contracting
Lump Sum Proposal	\$138,389.00	\$137,500.00	\$120,169.00	\$159,800.00

Bid Tabulation	Verslues Construction Co.	Huebert Builders, Inc.	United HRB General Contractors, Inc.
Lump Sum Proposal	\$158,000.00	\$102,540.00	\$139,700.00

3. Cooperative Contract 58795 – Copier and Maintenance with GFI Digital (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt

read the following memo:

Purchasing and Public Works request permission to utilize the US Communities contract 58795 with GFI Digital, Inc of Columbia, Missouri to purchase a copier and maintenance.

Total cost of copier is \$9,772 and will be paid from department 2040 – PW Maintenance Operations, account 92000 – Equipment Service Contract. \$9,500 was budgeted for this purchase. Public Works will be purchasing a Melter Applicator from MODOT's cooperative contract for \$45,934.06 and \$50,000 was budgeted for that purchase (contracts to be routed later this month). Savings from this purchase will be used to cover the shortage on the copier.

Copier maintenance pricing is firm for a total of eight years for \$849 per year for 96,000 black and white copies and \$0.09216 per color copy. Maintenance has been budgeted for \$800.00 for 2012. Maintenance will be paid from 2040 – PW Maintenance Operations, account 60050 – Equipment Service Contract.

Purchasing is seeking permission to dispose of the existing copier located in Public Works by trade-in with a zero value. GFI Digital has agreed to remove the hard drive (if one exists) to leave with County and will haul off the existing machine to destroy. Past experience has taught us it costs us more to move the copier to surplus then to sell it on GovDeals. Attached for signature is the Request for Disposal form.

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

4. Bid award to Kustom Signals, Inc. for bid 59-23DEC11 – Radar Units (first reading)

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

The Bid for Radar Units closed on December 23, 2011. Four bids were received. Purchasing and the Sheriff's department recommend award to Kustom Signals, Inc. of Lenexa, Kansas for offering the lowest and best bid for the County.

Total cost of contract for three radar units is \$3,999.99 and will be paid from department 1251 - Sheriff, account 91300 – Machinery and Equipment. \$4,800 was budgeted for 2012.

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

5. Bid award to Grove Construction LLC for bid 48-22DEC11 – Johnson Building Remodel Project (first reading)

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

The Bid for the Johnson Building Remodel Project closed on December 22, 2011. Eight bids were received. Recommendation for award is Grove Construction LLC of Columbia, Missouri for offering the lowest bid for Boone County.

Award will be for the Base Bid for \$48,726.20 and Option 1 for \$11,827.00 for a total contract price of \$60,553.20. Contract will be paid from department 4063 – Johnson Building Improvement, Account 71201 – Construction Cost (Materials).

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

6. Sole Source Renewals (first reading)

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

Purchasing has received requests from departments to renew on-going sole source approvals. We are requesting approval to renew the attached list of sole source vendors for another year, ending on December 31, 2012. The 2012 list of vendors was advertised in the Columbia Missourian and the Columbia Tribune on January 9, 2012.

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

7. Surplus Disposal: Copier (first reading)

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

The Prosecuting Attorney's Office requests permission to dispose of the copier with asset tag 11984 by trade in. In our copier maintenance bid 49-08NOV11 – Sumner Group d/b/a Image Technologies offered the low bid on maintenance if we would trade this high copy count machine for one of their used Kyocera's with the same functionality at no charge. Attached for signatures is the request for disposal form.

Ms. Bobbitt stated this award has already been read, but she forgot to read the surplus at the same time.

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

8. Cooperative Contract: 139-10-1 – Emergency Vehicle Equipment (second reading, first read 1/17/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve utilization of the City of Independence, Missouri Cooperative Contract 139-10-1 – Emergency Vehicle Equipment with 911 Custom LLC. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 16-2012**

Sheriff's Department

9. Budget amendment to move the budget for a laptop budgeted in 2012 but purchased in 2011 (first reading)

Budget Administrator Leasa Quick was present on behalf of this item. Ms. Quick stated they want to move the budget for the internet crimes grant which runs from July 2011 through June 2012. Ms. Quick stated they have this laptop budgeted to be purchased in 2012, but one of their current laptops crashed, so they went ahead and purchased the laptop. Ms. Quick stated this is just moving the budget to the correct year.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

Assessor

10. Two year Assessment Maintenance Plan per RSMo: 137.115 (first and second reading)

Boone County Assessor Tom Schauwecker was present on behalf of this item. Mr. Schauwecker stated he is asking the Commission to approve the two year assessment maintenance plan. Mr. Schauwecker stated since 1986, assessors have been required to bring this plan forward. Mr. Schauwecker stated one of the requirements is that the County Commission establishes an assessment fund, which is the sole depository for earmarked monies. Mr. Schauwecker stated the numbers are as approved in the 2012 budget, and projections for 2013. Mr. Schauwecker stated the man hours and every task they have to perform in a two year maintenance cycle are included. Mr. Schauwecker stated everything is a two year cycle with the exception of personal property. Mr.

Schauwecker stated everything they use from sales questionnaires, personal property declarations, and man hours/ staffing is included.

Commissioner Miller stated this is really just a formality.

Mr. Schauwecker stated it is, but it is a requirement that must be submitted to the Missouri State Tax Commission before the end of the month.

Commissioner Miller stated it really just includes what tools he is going to use to assess.

Mr. Schauwecker stated yes. Mr. Schauwecker stated it includes the resources from the people, the money, and the tasks that they perform on an annual/ bi-annual basis.

Commissioner Miller stated this document spells it out for anyone wondering how the assessor evaluates something.

Mr. Schauwecker stated the important thing to remember is the assessment fund is one of the three separate funds in County government.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Assessment Maintenance Plan for January 1, 2012, through December 31, 2013, as presented by the Assessor.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 17-2012**

Resource Management

11. Utility Relocation agreement with Union Electric Company d/b/a Ameren Missouri (second reading, first read 1/17/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the contract between Union Electric Company d/b/a Ameren Missouri and Boone County, Missouri for utility relocation. 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.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 18-2012**

Commission

12. Board appointment (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the appointment of Glenda Castrop to the Senior Citizen Services Corporation effective 1/19/2012 and expiring on 1/19/2015.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 19-2012**

13. Public Comment

14. Commissioner Reports

The meeting adjourned at 1:57 p.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner