

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the August Adjourned

Term. 20 02

In the County Commission of said county, on the 20th day of August 20 02
the following, among other proceedings, were had, viz:

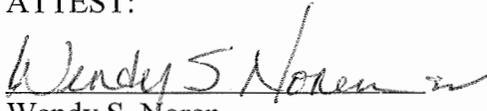
Now on this day, the County Commission of the County of Boone does hereby approve the Proposal for Consultant Services with Harrington and Cortelyou, Inc. for the Maupin Lane Bridge over Cedar Creek project. It is further ordered that the Presiding Commissioner be hereby authorized to sign said proposal.

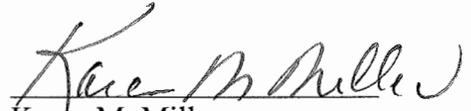
Done this 20th day of August, 2002.



Don Stamper
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

3166-2002

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES

Effective the 20 day of AUGUST, 2002, Boone County, Missouri, a political subdivision of the state of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Harrington & Cortelyou, Inc.

Project/Work Description: Maupin Lane Bridge Over Cedar Creek

Proposal Description: (identify proposal by date, person issuing proposal and attach a copy of proposal) See attached project design worksheet issued by Mark Huck dated 7-25-02 and Appendix A Fee Estimate dated 7-25-02 and Appendix A Manhour Estimate dated 7-24-02

Modifications to Proposal: (identify any modifications or attach correspondence modifying proposal, or show as not applicable) Fees and expenses shall not exceed \$40,900.00 without prior written approval of Owner.

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

CONSULTANT

By Mark A Huck
Title Vice President

Dated: 8-26-02

APPROVED AS TO FORM:

[Signature]
County Counselor

APPROVED:

8/16/02 [Signature] for David Mink
Director, Boone County Public Works

BOONE COUNTY, MISSOURI

By [Signature]
Presiding Commissioner

Dated: 8-20-02

ATTEST:

Wendy J. Norman
County Clerk

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

[Signature] 8/18/02
Auditor [Signature] Date
2045-7702 \$40,900

Maupin Lane

Project Description:

Maupin Lane is a gravel road that begins at the intersection of State Highway Z and extends east approximately two and one-fourth miles to the County Line. At the County Line there is an existing reinforced concrete arch bridge that spans over Cedar Creek. The County would like to replace the existing arch bridge with a bridge or some type of recommended structure capable of passing a 25-year storm event. Attached is a site map showing the location of the proposed bridge.

Boone County is requesting a proposal to perform design services for the proposed structure. The proposal should be based on the following scope:

Please provide a not to exceed cost proposal indicating your design fee and the anticipated construction costs for the design of a structure over Cedar Creek on Maupin Lane. The structure should be cost effective and designed to accommodate the flow from a 25-year storm event. No changes should be made to the road approaches on each side of the bridge.

The basic design parameters are listed below. Attached is the actual Scope of Engineering Services indicating specific design and surveying requirements to be fulfilled upon entering into an agreement with the County.

All construction documents shall meet Boone County Public Works Department minimum standards.

Please prepare your proposal indicating a not to exceed cost per the attached Scope of Engineering Services.

Design Parameters for Brushwood Lake Road:

Road Classification is Local. Requires a 50-foot right of way corridor. The structure width will be determined at the start-up meeting.

Bridge Design Loading will be HS20-44/3S2.

Design Storm will be 25-year

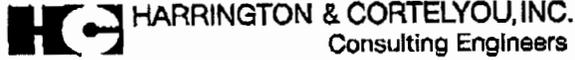
Development of bid documents.

By signing the Project Requirements worksheet the design professional agrees that he/she has received, reviewed, completed, and understands the above document along with the enclosed site plan and Scope of Engineering Services.

Plans and specifications will be reviewed for compliance with this proposal. Any and all deficiencies will be corrected by the design professional at the design professional's expense.

Mark A. Duck
Signature

7-25-02
Date



HARRINGTON & CORTELYOU, INC.
Consulting Engineers

**APPENDIX A
FEE ESTIMATE**

BOONE COUNTY - MAUPIN LANE BRIDGE DESIGN

Design and Biding Phase (2002 Rates)

Labor Costs

Project Manager	54 Hrs. @ \$36.78 =	\$ 1,986
Engineers	200 Hrs. @ \$25.52 =	5,104
Technicians	<u>198 Hrs. @ \$21.86 =</u>	<u>4,328</u>
	452 Hrs.	\$11,418

Overhead (143.5%) = 16,385

Estimated Expenses

Travel & Subsistence	440
Printing & Reproduction	142
Computer Charges & Equipment Rental	220
Governmental Permits	375
Soil Borings	1,250
Property Ownership Searches	300
Survey, Section Ties & Monumentation	<u>6,200</u>

Total Expenses = 8,927

Total Estimated Costs = \$36,730

Fixed Fee = 4,170

MAXIMUM AMOUNT PAYABLE = \$40,900

Date : July 25, 2002

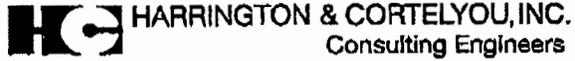


**APPENDIX A
MANHOUR ESTIMATE**

MAUPIN LANE BRIDGE DESIGN OVER CEDAR CREEK

	<u>PM</u>	<u>E</u>	<u>T</u>
Design and Bidding Phases			
Meetings, Conferences and Supervision	16		
Engineering Surveys	2	8	16
Soil Borings and Foundation Design		4	
Hydraulic Studies		24	4
Preliminary Plans and Cost Estimate		24	40
Right-of-way		16	8
Corps of Engineers Exemption		2	
DNR Forms		2	
Various other Permits & Approval		4	
Right-of-way Descriptions	4	4	
Design	8	32	
Drawings			
Title Sheet			2
General Plan & Elevation		8	16
Foundation Layout, Notes & Quantities		8	16
Structural Details	8	20	24
Railing, Road and Reinforcing Details		32	48
Quantities and Cost Estimate		12	24
Contract Documents and Specifications	8		
Pre-bid Meeting	<u>8</u>		
	54	200	198

Date : July 24, 2002



MAUPIN LANE BRIDGE OVER CEDAR CREEK

Construction cost estimate for a conceptual single span
75' long by 24.5' wide steel girder bridge.

Mobilization		Lump Sum =	\$ 10,000
Bridge Removal	52' x 20' @ \$10 sq. ft. =		10,400
Traffic Control		Lump Sum =	2,500
New Bridge	77' x 24.5' @ \$60 sq. ft. =		113,190
Road Work w/gravel surface	150' @ \$40 =		6,000
Seeding & Mulching		Lump Sum =	<u>2,000</u>
		Subtotal =	\$144,090
		Contingency 15% ± =	<u>21,610</u>
		TOTAL ESTIMATED CONSTRUCTION COST =	\$165,700

Date : July 24, 2002

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

August Session of the August Adjourned

Term. 20 02

In the County Commission of said county, on the

20th

day of

August

20

02

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

Now on this day, the County Commission of the County of Boone does hereby approve the Proposal for Consultant Services with Harrington and Cortelyou, Inc. for the Brushwood Lake Road Bridge over Mill Creek project. It is further ordered that the Presiding Commissioner be hereby authorized to sign said proposal.

Done this 20th day of August, 2002.



Don Stamper
Presiding Commissioner

ATTEST:



Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES

Effective the 20 day of AUGUST, 2002, Boone County, Missouri, a political subdivision of the state of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Harrington & Cortelyou, Inc.

Project/Work Description: Brushwood Lake Road Bridge Over Mill Creek

Proposal Description: (identify proposal by date, person issuing proposal and attach a copy of proposal) See attached project design worksheet issued by Mark Huck dated 7-25-02 and Appendix A Fee Estimate dated 7-25-02 and Appendix A Manhour Estimate dated 7-24-02

Modifications to Proposal: (identify any modifications or attach correspondence modifying proposal, or show as not applicable) Fees and expenses shall not exceed \$39,650.00 without prior written approval of Owner.

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

CONSULTANT

By Mark L Huck
Title Vice President

Dated: 8-26-02

APPROVED AS TO FORM:

County Counselor

APPROVED:

8/16/02 David M. Hill for David Hill
Director, Boone County Public Works

BOONE COUNTY, MISSOURI

By Alan Stamps
Presiding Commissioner

Dated: 8-20-02

ATTEST:

Wendy S. Moran
County Clerk

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

Jane C. Pitchford 8/18/02
Auditor nyse Date
2045-71102 \$39,650

Brushwood Lake Road

Project Description:

Brushwood Lake Road begins at the intersection of Scott's Boulevard and extends east approximately one and a half miles to Howard Orchard Road. Brushwood Lake Road is an asphalt road for approximately the first 1,500 feet west of Scott's Boulevard and then the road surface turns to gravel. Under Brushwood Lake Road approximately 1,200 feet west of the intersection with Scott's Boulevard there are two 72-inch CMP culverts allowing Mill Creek to flow under the road. The two culverts are undersized and easily clog with debris. Therefore, the County would like to replace the culverts with a bridge or some type of recommended structure capable of passing a 25-year storm event. Attached is a site map showing the location of the proposed bridge.

Boone County is requesting a proposal to perform design services for the proposed structure. The proposal should be based on the following scope:

Please provide a not to exceed cost proposal indicating your design fee and the anticipated construction costs for the design of a structure over Mill Creek on Brushwood Lake Road. The structure should be cost effective and designed to accommodate the flow from a 25-year storm event. No changes should be made to the road approaches on each side of the bridge.

The basic design parameters are listed below. Attached is the actual Scope of Engineering Services indicating specific design and surveying requirements to be fulfilled upon entering into an agreement with the County.

All construction documents shall meet Boone County Public Works Department minimum standards.

Please prepare your proposal indicating a not to exceed cost per the attached Scope of Engineering Services.

Design Parameters for Brushwood Lake Road:

Road Classification is Collector. Requires a 66-foot right of way corridor. The structure width will be determined at the start-up meeting.

Bridge Design Loading will be HS20-44/3S2.

Design Storm will be 25-year

Development of bid documents.

By signing the Project Requirements worksheet the design professional agrees that he/she has received, reviewed, completed, and understands the above document along with the enclosed site plan and Scope of Engineering Services.

Plans and specifications will be reviewed for compliance with this proposal. Any and all deficiencies will be corrected by the design professional at the design professional's expense.

Mark S. Duck
Signature

7-25-02
Date


APPENDIX A
FEE ESTIMATE
BOONE COUNTY - BRUSHWOOD LAKE ROAD BRIDGE DESIGN
Design and Biding Phase (2002 Rates)
Labor Costs

Project Manager	54 Hrs. @ \$36.78 =	\$ 1,986
Engineers	200 Hrs. @ \$25.52 =	5,104
Technicians	<u>198 Hrs. @ \$21.86 =</u>	<u>4,328</u>
	452 Hrs.	\$11,418

Overhead (143.5%) = 16,385

Estimated Expenses

Travel & Subsistence	440
Printing & Reproduction	142
Computer Charges & Equipment Rental	220
Governmental Permits	375
Property Ownership Searches	300
Survey, Section Ties & Monumentation	<u>6,200</u>

Total Expenses = 7,677

Total Estimated Costs = \$35,480

Fixed Fee = 4,170

MAXIMUM AMOUNT PAYABLE = \$39,650

Date : July 25, 2002



HARRINGTON & CORTELYOU, INC.
Consulting Engineers

APPENDIX A
MANHOUR ESTIMATE

BRUSHWOOD LAKE ROAD BRIDGE DESIGN OVER MILL CREEK

	<u>PM</u>	<u>E</u>	<u>T</u>
Design and Bidding Phases			
Meetings, Conferences and Supervision	16		
Engineering Surveys	2	8	16
Soil Borings and Foundation Design		4	
Hydraulic Studies		24	4
Preliminary Plans and Cost Estimate		24	40
Right-of-way		16	8
Corps of Engineers Exemption		2	
DNR Forms		2	
Various other Permits & Approval		4	
Right-of-way Descriptions	4	4	
Design	8	32	
Drawings			
Title Sheet			2
General Plan & Elevation		8	16
Foundation Layout, Notes & Quantities		8	16
Structural Details	8	20	24
Railing, Road and Reinforcing Details		32	48
Quantities and Cost Estimate		12	24
Contract Documents and Specifications	8		
Pre-bid Meeting	8		
	<u>8</u>	<u> </u>	<u> </u>
	54	200	198

Date : July 24, 2002



BRUSHWOOD LAKE ROAD BRIDGE OVER MILL CREEK

Construction cost estimate for a conceptual single barrel
box culvert with a 25' wide by 13' tall opening.

Mobilization	Lump Sum =	\$ 10,000
Traffic Control	Lump Sum =	5,000
Excavation for Culvert	800 c.y. @ \$ 10 =	8,000
New Culvert	175 c.y. @ \$450 =	78,750
Rock Blanket	100 tons @ \$ 25 =	2,500
Guardrail	200 ft. @ \$ 70 =	14,000
Asphalt Pavement	200 tons @ \$ 40 =	8,000
Aggregate Base	117 tons @ \$ 15 =	1,755
Seeding & Mulching	Lump Sum =	<u>2,500</u>
	Subtotal =	\$130,505
	Contingency 15% ± =	<u>19,595</u>
	TOTAL ESTIMATED CONSTRUCTION COST =	\$150,100

Date : July 24, 2002

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the August Adjourned

Term. 20 02

County of Boone

In the County Commission of said county, on the

20th

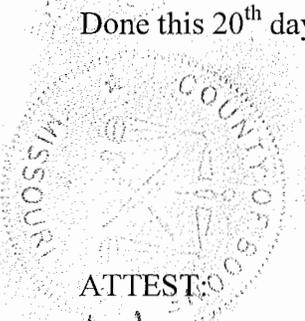
day of

August 20 02

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

Now on this day, the County Commission of the County of Boone does hereby accept the attached Right Of Use Permit from the Lake Chaparral Landowners' Association to Boone County.

Done this 20th day of August, 2002.



ATTEST:

Wendy S. Noren

Wendy S. Noren
Clerk of the County Commission

Don Stamper

Don Stamper
Presiding Commissioner

Karen M. Miller

Karen M. Miller
District I Commissioner

Skip Elkin

Skip Elkin
District II Commissioner

STATE OF MISSOURI

368

County of Boone

} ss.

I, Wendy S. Noren Clerk

of the County Commission, in and said County, hereby certify the above and foregoing to be a true copy of the proceedings of our said County Commission, on the day and year above written, as the same appears of record in my office.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said Commission, at office in

Columbia, Missouri, this the 20th day of August

20 02

Wendy S. Noren

Wendy S. Noren

Clerk County Commission

By Shawna M. Victor

D.C.



No. 368-2002

Certified Copy of Order

of BOONE COUNTY COMMISSION, Made at

August Term, 2002

In the Matter of

Right Of Use Permit (Lake Chaparral Landowners' Association to Boone County)

RIGHT OF USE PERMIT

31e8-2002

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WE, The Lake Chaparral Landowners' Association, a not for profit corporation, of Boone County, Missouri, herein the Grantor, in consideration of the sum of Ten Dollars(\$10) and other valuable considerations to us in hand paid, does hereby permit the County of Boone a Political Subdivision of the State of Missouri (hereafter referred to as Grantee or permittee), (Grantee mailing address: Boone County Public Works, 5551 Hwy 63 S., Columbia, MO 65201) to enter upon the following described roadway area located in the County of Boone, State of Missouri, to wit:

A 30-foot wide strip of land in the southeast 1/4 of the Southeast 1/4 of Section 34, Township 51 North, Range 12 West and in the northeast 1/4 of the Northeast 1/4 of Section 3, Township 50 North, Range 12 West, the centerline of which is described as follows:

Starting at an iron pipe, shown on the plat of Benson Subdivision recorded in Plat Book 32, Page 67 as the southeast corner thereof; thence along the south line of said subdivision N80° 34' 00"W 42.06 feet; thence leaving said south line S9° 26' 00"W 30.00 feet to the beginning of this described centerline; thence from the beginning S80° 34' 00"E 25.00 feet to the beginning of a 200-foot radius curve to the right; thence along said curve 134.33 feet, a chord bears S61°19' 00"E 131.82 feet; thence S42° 05' 00"E 288.50 feet to the beginning of an 800.00-foot radius curve to the right; thence along the last said curve 277.16 feet, a chord bears S32° 09' 30"E 275.77 feet; thence S22° 14' 00"E 170.69; thence S20° 14' 00"E 360.50 feet to the beginning of a 350-foot radius curve to the right; thence along the last said curve 128.84 feet, a chord bears S9° 41' 15"E 128.12 feet; thence S0° 51' 30"W 256.80 feet to the end of this described centerline on the north line of the right-of-way for Chaparral Drive at S84° 35' 00"E 30.09 feet from an iron pipe at the northwest corner of that tract shown and described by Boone County Survey No. 7929.

This use permit is subject to the following conditions and stipulations:

1. This permit is for the exclusive purpose of operating and maintaining the roadway upon and across the land described above.
2. This permit includes the right of the permittee its officers, agents and employees, to enter upon said real estate for the purpose of exercising any of the rights herein granted, including but not limited to maintenance, repair, snow or ice removal and the right at any time to remove from said roadway any tree, brush, snow, structure or obstruction of any kind or character whatsoever which, in the sole judgment of the Grantee, may endanger the safety of

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

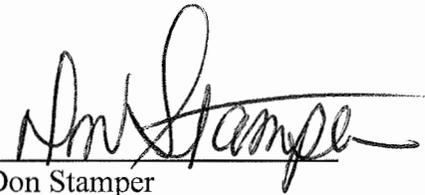
August Session of the August Adjourned Term. 20 02

In the County Commission of said county, on the 20th day of August 20 02

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

Now on this day, the County Commission of the County of Boone does hereby adopt the Boone County Government Credit Card Use Policy.

Done this 20th day of August, 2002.



Don Stamper
Presiding Commissioner

ATTEST:

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



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

BOONE COUNTY GOVERNMENT CREDIT CARD USE POLICY

August 1 2002

Boone County Treasurer's Office will issue credit cards for business travel and conference registrations only. Applications may be obtained from the Treasurer's Office. Cards will be issued on a limited need basis and only if the employee signs a Boone County Card Use Policy.

Credit Card agreement use:

1. Credit card shall be used only for approved official Boone County travel expenses.
2. The employee must immediately submit a claim to supervisor upon return from business trip or conference for reimbursement of travel expense.
3. The credit card statement will be sent to county office addressed to employee responsible for credit card payment. The full statement amount must be paid each month and will be monitored by County Treasurer. All finance charges will be sole responsibility of employee.
4. This credit card is Boone County property.

Violations and Consequences:

1. **Failure to pay credit card statement** – The balance must be paid in full. Finance charges accrued due to late payment are the employee's responsibility. Statements not paid on a timely basis may result in the employee receiving disciplinary action from the Elected Official Or Administrative Authority.
2. **Personal purchases** – Defined as anything not used or purchased for use by Boone County government. All non-travel business related vendors will be blocked by Boone County. Unauthorized use will be considered a violation of this policy and may result in termination and/or criminal prosecution. The Elected Official or County Commission will determine the appropriate consequence.
3. **"Split" Purchases-** "Split" purchases occur when transactions on your particular card are split into multiple credit card transactions to circumvent the \$1000.00 maximum with more than one person using another credit card. In other words you cannot put part of the purchase on your credit card and another employee puts the balance of the purchase on their credit card. It is a violation of this policy to split purchases as described and may result in revoking both credit cards.

Termination and/or resignation of employee

The employee is responsible for turning over the credit card to Elected Official/Administrative Authority and paying final bill before leaving employment with Boone County. Elected Official/Administrative Authority may call the Treasurer's office to determine final balance and have amount deducted from last payroll check if paperwork not submitted by employee's termination/resignation date.

Credit card weekly use

The Boone County Treasurer's Office will monitor weekly credit card transactions. This office will see the point of purchase, the item purchased, and name of person making purchase. Any violation of this Policy may result in revoking your credit card.

AGREEMENT TO BOONE CREDIT CARD POLICY

SIGNED _____ ELECTED OFFICIAL _____

ADMINISTRATIVE AUTHORITY _____ DATE _____

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STATE OF MISSOURI }
County of Boone } ea.

August Session of the August Adjourned Term. 20 02

In the County Commission of said county, on the 20th day of August 20 02

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

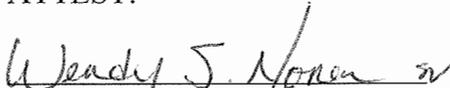
Now on this day, the County Commission of the County of Boone does hereby approve the recommendation from the Personnel Advisory Committee to revise Section 5.2 Bereavement Leave of the Boone County Personnel Policy Manual to include the word "Grandparents" in the definition of immediate family.

Done this 20th day of August, 2002.



Don Stamper
Presiding Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner



370-2002

Boone County Human Resources

Betty Dickneite
Director

601 E Walnut
Columbia, MO 65201
(573) 886-4395
FAX (573) 886-4444

MEMORANDUM

TO: Don Stamper, Presiding Commissioner
Karen Miller, District 1 Commissioner
Skip Elkin, District 2 Commissioner

FROM: Betty A. Dickneite, Chairperson
Personnel Advisory Committee

RE: Bereavement Leave

DATE: August 12, 2002

The Personnel Advisory Committee recommends revision of **Section 5.2 Bereavement Leave** of the Personnel Policy Manual to include the word "**grandparents**" in the definition of immediate family. The proposed revised text is shown below:

"Benefited employees may be granted funeral leave with pay, not to exceed three (3) days, in the event there is a death in the immediate family. When circumstances causing hardship upon employees are involved, up to a total of five (5) days may be granted by the Administrative Authority. Additional leave with pay may be compensated from accumulated vacation or sick hours. Benefited employees may be granted leave with pay not to exceed one day for absence due to the death of a relative not considered immediate family. Immediate family is defined as an employee's spouse, child, parent, siblings, legal wards, parents-in-law, **grandparents**, grandchildren, or a relative living within the employee's household."

The addition of "**grandparents**" in this section will insure consistency county-wide as the current Memorandum of Understanding at Public Works includes "**grandparents**" in their definition of immediate family in Section 14.3 Funeral Leave.

This recommendation was supported unanimously by all Personnel Advisory Committee members in attendance at the August 12, 2002 meeting.

An Affirmative Action/Equal Opportunity Employer

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the August Adjourned

Term. 20 02

In the County Commission of said county, on the

20th

day of

August 20 02

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

Now on this day, the County Commission of the County of Boone does hereby approve Contract Amendment #7 for the Child Assessment Center. It is further ordered that the Presiding Commissioner be hereby authorized to sign said amendment.

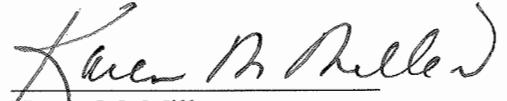
Done this 20th day of August, 2002.



Don Stamper
Presiding Commissioner

ATTEST:

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



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CONTRACT AMENDMENT

Contract #7

The subject Agreement for Child Assessment Center Services entered into on October 1, 1997 between the Missouri Division of Family Services and Boone County, Missouri is hereby amended as follows:

The agreement shall continue in full force and effect through June 30, 2003.

Paragraph #4 is modified as follows: "4. The contractor agrees to provide the services and activities defined and described herein, during the contract year June 1, 2002 through June 30, 2003, for the sum of \$191,551.00. The contractor further agrees to spend the aforementioned \$191,551.00 in accordance with the budget categories and amounts indicated in Exhibit B, the proposed budget for Fiscal Year 2003 for the " Rainbow House Regional Child Advocacy Center-State Grant Budget" attached to this agreement, dated April 29, 2002. However, with prior approval of the Division, the contractor may transfer funds between budgeted categories. Exhibit B is attached hereto, and is made a part of this agreement, as if said Exhibit were set forth fully herein.

This amendment shall be effective June 1, 2002. All other terms and conditions of the contract, or any amendment thereto, shall remain unchanged. In witness thereof, the parties hereto execute this agreement.

[Signature]
Authorized Representative,
Boone County, Missouri

Director, Division of
Family Services

8-20-02
Date

Date

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

[Signature] 8/9/02
Auditor Date 1420-3451

1420-87200 (Budget Amendment pending)

*Rainbow House Regional Child Advocacy Center
State Grant Budget
June 1, 2002 - May 31, 2003*

Category	Total	
Salaries		\$ 94,962.00
CAC Coordinator (1.0 FTE)	\$ 37,355.00	
CAC Resource Assistant (1.0 FTE)	\$ 21,600.00	
Executive Director	\$ 15,577.00	
Resource and Development Coordinator	\$ 6,458.00	
Therapist (Support Group/Assessments)	\$ 7,762.00	
Office Manager	\$ 6,210.00	
Payroll Taxes	\$ 7,597.00	\$ 7,597.00
Employee Benefits		\$ 12,731.00
Simple IRA Match	\$ 2,848.00	
Health Insurance	\$ 9,883.00	
Professional Fees		\$ 29,600.00
Regional Interviewer (2)	\$ 25,000.00	
Accountant	\$ 2,500.00	
Legal	\$ 2,000.00	
EDP Charges	\$ 100.00	
Supplies	\$ 3,600.00	\$ 3,600.00
Telephone	\$ 4,200.00	\$ 4,200.00
Postage and Shipping	\$ 1,850.00	\$ 1,850.00
Occupancy		\$ 6,974.00
Utilities	\$ 3,563.00	
Repairs and Maintenance	\$ 3,411.00	
Maintenance & Equipment Rental	\$ 710.00	\$ 710.00
Printing and Publications	\$ 4,485.00	\$ 4,485.00
Membership & Dues	\$ 500.00	\$ 500.00
Travel & Transportation	\$ 9,175.00	\$ 9,175.00

*Rainbow House Regional Child Advocacy Center
State Grant Budget
June 1, 2002 - May 31, 2003*

Conferences & Meetings	\$ 6,542.00	\$ 6,542.00
Insurance	\$ 6,125.00	\$ 6,125.00
Capital Improvement/Major Equipment	\$ 2,500.00	\$ 2,500.00
TOTAL	\$	191,551.00

8/14/02

PURCHASE REQUISITION BOONE COUNTY, MISSOURI

DATE

2945

Rainbow House

573-474-3558

VENDOR NO.

VENDOR NAME

PHONE #

2302 N Oakland Gravel Road

Columbia

MO

65202

ADDRESS

CITY

STATE

ZIP

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

#

(Enter Applicable Bid / Sole Source / Emergency Number)

Ship To Department # 1420

Bill To Department # 1420

Department				Account				Item Description	Qty	Unit Price	Amount
1	4	2	0	8	4	2	0 0	June – Dec 2002 Child Advocacy Grant	1	111,740.000	111,740.00

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.

I certify that the goods, services or charges specified above are necessary for the use of this department, are solely for the benefit of the county, and have been procured in accordance with statutory bidding requirements.

Requesting Official

Auditor Approval

371-2002



**MISSOURI
DEPARTMENT OF SOCIAL SERVICES
DIVISION OF FAMILY SERVICES**

P.O. BOX 88
JEFFERSON CITY
65103
TELEPHONE: 573-751-3221

RELAY MISSOURI
for hearing and speech impaired
TEXT TELEPHONE
1-800-735-2966
VOICE
1-800-735-2466

BOB HOLDEN
GOVERNOR

July 31, 2002

RECEIVED
AUG 05 2002

Attn.: June Pitchford
Wendy S. Noren, County Clerk
Boone County, Missouri
Attn: June Pitchford
801 E. Walnut, #236
Columbia, MO 65201

Dear Ms. Pitchford:

The contract between the Division of Family Services (DFS) and Boone County, Missouri, for Child Assessment Center (CAC) Services, expired May 31, 2002.

DFS is offering to extend the contract through June 30, 2003, in order to have the contract be awarded through the end of the state fiscal year. In accordance with your proposed FY 2003 budget, the attached contract amendment offers to renew your contract for \$191,551.00. If you are agreeable to an extension, sign the enclosed contract amendment and return it to me.

If you have any questions regarding your contract, feel free to contact me via telephone at (573) 751-2075 or via electronic mail at delrod@mail.state.mo.us.

Sincerely,

Dirk B. Elrod
Assistant Contract Administrator

cc: Sharon Tepper/Lisa Judd-Rainbow House
Cindy Gibson