

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

March Session of the January Adjourned

Term. 20 17

In the County Commission of said county, on the 14th day of March 20 17

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

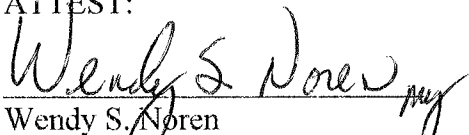
Now on this day the County Commission of the County of Boone does hereby approve the utilization of the Missouri Department of Transportation Cooperative Contract 3-161115TV to purchase one (1) F-150 4x4 Extended Cab Pickup Truck from Joe Machens Ford Lincoln of Columbia, MO and dispose of the following:

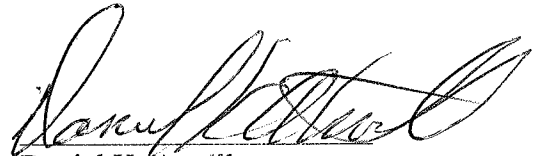
- 1993 Ford F-150, asset tag 6004
- 1994 Ford F-150, asset tag 6002

The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Request for Disposal forms.

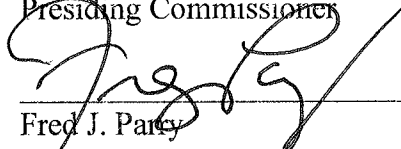
Done this 14th day of March, 2017

ATTEST:

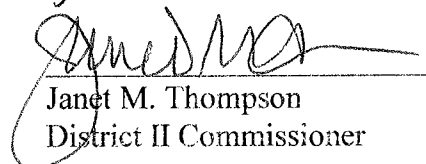
  
 Wendy S. Noren  
 Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

117-2017

# Boone County Purchasing

**Melinda Bobbitt, CPPO**  
Director of Purchasing



613 E. Ash Street, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

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## MEMORANDUM

**TO:** Boone County Commission  
**FROM:** Melinda Bobbitt, CPPO, CPPB  
**DATE:** March 6, 2017  
**RE:** Cooperative Contract: 3-161115TV – F150 4x4 Extended Cab Pickup Trucks for the Boone County Assessor

The Boone County Assessor requests permission to utilize the Missouri Department of Transportation cooperative contract 3-161115TV – *Light Duty Vehicles* with Joe Machens Ford Lincoln of Columbia, Missouri to purchase one (1) F150 4x4 Extended Cab Pickup Truck.

Total cost of contract is \$28,935 and will be paid from department 2010 – Assessment, account 92400 – Replacement Auto / Trucks. \$32,000 was budgeted for the truck.

The Purchasing Department requests permission to dispose of the following surplus by auction:

- 1993 Ford F150, fixed asset tag 6004
- 1994 Ford F150, fixed asset tag 6002

Attached are the Disposal Forms for signature.

cc: Tom Schauwecker, Assessor  
Contract File

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3/1/17

Fixed Asset Tag Number: 8683

RECEIVED

Description of Asset: 1994 Ford F-150

MAR 01 2017

BOONE COUNTY AUDITOR

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1FTEF14NORNB35124

Condition of Asset: Poor

Reason for Disposition: Cost more to repair than it's worth

Location of Asset and Desired Date for Removal to Storage: CLARK BARKING Lot

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Assessment 2010 Signature: [Handwritten Signature]

**To be Completed by: AUDITOR**

Original Acquisition Date: 5-24-94

G/L Account for Proceeds: 2010-3835 NA

Original Acquisition Amount: \$13,775.00

Original Funding Source: 2743

Account Group: 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

Transfer Department Name Number

Location within Department

Individual

Trade Auction Sealed Bids

Other Explain

Commission Order Number: 117-2017

Date Approved: 3-14-17

Signature: [Handwritten Signature]

# BOONE COUNTY

## Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 3/1/17

Fixed Asset Tag Number: 7989-

**RECEIVED**

MAR 01 2017

Description of Asset: 1993 Ford F-150

**BOONE COUNTY AUDITOR**

Requested Means of Disposal:  Sell  Trade-In  Recycle/Trash  Other, Explain:

Other Information (Serial number, etc.): 1FTEF14N4PNB33681

Condition of Asset: UNSOUND

Reason for Disposition: Too old - Beyond Repair

Location of Asset and Desired Date for Removal to Storage: Clark Parking Lot

Was asset purchased with grant funding?  YES  NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal?  YES  NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Assessment 2010

Signature: *Tom Selmer*

**To be Completed by: AUDITOR**

Original Acquisition Date 10-18-93

G/L Account for Proceeds 2010-3835 HQ

Original Acquisition Amount \$14,302.00

Original Funding Source 2743

Account Group 1605

**To be Completed by: COUNTY COMMISSION / COUNTY CLERK**

Approved Disposal Method:

\_\_\_ Transfer Department Name \_\_\_\_\_ Number \_\_\_\_\_

Location within Department \_\_\_\_\_

Individual \_\_\_\_\_

\_\_\_ Trade \_\_\_ Auction \_\_\_ Sealed Bids

\_\_\_ Other Explain \_\_\_\_\_

Commission Order Number 117-2017

Date Approved 3-14-17

Signature: *Dawn K. [Signature]*

**PURCHASE AGREEMENT****(1) New 2017 Ford F150 4x4 Extended Cab Pickup Truck  
for the Boone County Assessor**

**THIS AGREEMENT** dated the 14<sup>th</sup> day of March 2017 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **McLarty CMFO, LLC, d/b/a Joe Machens Ford Lincoln**, herein "Vendor."

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for one (1) new 2017 Ford F150 4x4 Extended Cab Pickup Truck in compliance with all bid specifications and any addendum issued for the Missouri Department of Transportation Contract 3-161115TV, Joe Machens quote dated February 16, 2017, and Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office contract file if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Missouri Department of Transportation Contract 3-161115TV and Boone County Standard Terms and Conditions shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with one pickup truck, Item #4 – Light Duty Half Ton 4x4 Extended Cab Pickup Truck with the following specifications:

	<u>Unit Price</u>
2017 Ford F150 4x4 Extended Cab Pickup Truck	\$21,937

Delete Standard Equipment (Price – Dealer/Item Code – Option):

-\$265 – -4G/145/(-163)) – Short Bed - 6.5' in lieu of Long Bed

-\$200 – (-T7C) – 265/70R17 OWL Tires (4x4) in lieu of LT245/70R17E BSW Tires

Add Optional Equipment from Contract 3-161115TV (5% discount from list)

4M/X1E – 4 wheel drive in lieu of 2	\$3,023
4E/99F - 5.0L V8 Engine in lieu of 2.7L V6 EcoBoost	\$736
300A/MG – Preferred Equipment Group - XLT 300 A to included:	\$2,218
Chrome bumpers, fog lamps, mirrors, 17" silver painted aluminum wheels, carpet flooring & floor mats, compass display, illuminated entry, rear-window with fixed privacy glass, scuff plates, cloth 40/20/40, manual driver and passenger lumbar, Armrest w/storage, map pocket, visor mirrors, perimeter anti-theft alarm, SecuriCode keyless-entry keypad, SYNC (Bluetooth), 4.2" LCD display in center stack, USB Port, AM/FM single-CD, minimum of 2 Sets of Keys/FOBs.	
4A/53A/67T – Towing package, including receiver hitch, transmission & oil coolers	\$330
4F/18B – running boards	\$231
85S – spray-on Bedliner	\$400
4I/XL6 – limited slip rear axle	\$525

YZ – Exterior Color: Oxford White	\$0.00
JMF – Delivery Fee	\$0.00
 GRAND TOTAL FOR TRUCK	 \$28,935

3. **Purchase Order** – The County will issue a Purchase Order for any order placed from this contract.

4. **Delivery** - Vendor agrees to deliver vehicle(s) as set forth in the bid documents and within 70-100 days after receipt of order. Delivery shall be to Boone County Public Works, Attn: Greg Edington, 5551 Tom Bass Road, Columbia, MO 65201.

5. **Title** – Title in the name of: Boone County Assessor. Address: 801 E. Walnut Street, Room 143, Columbia, MO 65201.

6. **Billing and Payment** - All billing shall be invoiced to the Boone County Assessor, Attn: Jacquie Davidson, 801 E. Walnut Street, Room 143, Columbia, MO 65201 and billings may only include the prices listed herein. No additional fees for paper work processing, labor, or taxes shall be included as additional charges. The County agrees to pay all invoices within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Vendor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

7. **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.

8. **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.

117-2017

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

MCLARTY CMFO, LLC

JOE MACHENS FORD LINCOLN

by *Joe Machens Ford Lincoln*

title *Fleet Mgr.*

BOONE COUNTY, MISSOURI

by: Boone County Commission

*Daniel K. Atwill*  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

*[Signature]*  
County Counselor

ATTEST:

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

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

*Jane E. Pitchford*  
Signature *by ag*

*3/6/17*  
Date

2010 - 92400 / \$28,935

Appropriation Account

## STANDARD CONTRACT TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Prices shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department.
3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
4. When products or materials of any particular producer or manufacturer are mentioned in our contracts, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in billing, as law exempts the County from them.
6. The delivery date shall be stated in definite terms.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Contractor from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
12. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase advertising from other vendors.



13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
16. **For all titled vehicles and equipment the dealer must use the actual delivery date to the County** on all transfer documents including the Certificate of Origin (COO,) Manufacturer's Statement of Origin (MSO,) Bill of Sale (BOS,) and Application for Title.
17. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.

# JOE MACHENS FORD LINCOLN

1911 W. Worley • Columbia, MO 65203 • (573) 445-4411 • (800) 745-4454 • www.machens.com

February 16, 2017

Boone County

Subject: Joe Machens Proposal on a 2017 Ford F150, Extended Cab, 4x4, Item 4

To: Whom it May Concern;

As per the requested quote on a 2017 Ford F150, Joe Machens Ford proposes the following. The Ford F150 includes the factory standard options. This proposed unit also has the standard options from the state contract and others as noted below.

**Item #4 Price – Dealer Code – Option, Included Equipment**

<b>\$21,937</b> – X1C – 2017 Ford F150	10 Ply Tires plus spare (T7C)
Extended Cab (X1C)	Standard GVWR
2 Wheel Drive	4 wheels disc brakes
2.7L V6 EcoBoost Engine (99P)	Cruise control and Tilt (50S)
Long Bed – 8' (163)	Power Windows & Locks (85A)
Standard Rear Axle	Daytime Running Lights (STD)
Automatic Transmission 6 speed	Vinyl Flooring
Air Conditioning	Vinyl Seats 40/20/40 (AG)
LH & RH Manual Mirrors	

**Delete Standard Equipment from state contract (Price – Dealer Code – Option):**

**(-\$265)** – 4G/145/(-163) – Short Bed – 6.5' in lieu of Long Bed  
**(-\$200)** – (-T7C) – 265/70R 17 OWL tires (4x4) in lieu of LT245/70R17E BSW tires

**Optional equipment from state contract (Price – Dealer Code – Option):**

**\$3,023** – 4M/X1E – 4 wheel drive in lieu of 2  
**\$736** – 4E/99F – 5.0L V8 Engine in lieu of 2.7L V6 EcoBoost  
**\$2,218** – 300A/MG – Preferred Equip. Group (XLT 300A pkg to include...  
Chrome Bumpers, Fog Lamps, Mirrors, 17" Silver Painted Aluminum Wheels, Carpet Flooring & Floor Mats, Compass Display, Illuminated Entry, Rear-window with Fixed Privacy Glass, Scuff Plates, Cloth 40/20/40, Manual driver and passenger lumbar, Armrest w/storage, map pocket, Visor Mirrors, Perimeter Anti-Theft Alarm, SecuriCode™ Keyless-Entry Keypad, SYNC® (Bluetooth), 4.2" LCD Display in Center Stack, USB port, AM/FM Single-CD  
**\$330** – 4A/53A/67T – Towing Package, incl. Receiver Hitch, Transmission & Oil Coolers  
**\$231** – 4F/18B – Running Boards  
**\$400** – 85S – Spray on Bedliner  
**\$525** – 4I/XL6 – Limited Slip Rear Axle  
**\$0** – YZ – Exterior Color: Oxford White  
**\$0** – JMF – Delivery / Fees

**Total**

**\$28,935**

Joe Machens Ford appreciates your business and we look forward to servicing your needs in the future. Any questions should be directed to Kelly Sells, Fleet Department Manager.

Thanks,



Kelly Sells, Fleet Manager, Joe Machens Ford, 573-445-4411, ksells@machens.com



**Missouri Department of Transportation  
RFB 3-161115TV Light Duty Vehicles  
Multiple Award  
2017 Model Year**

**VENDORS**

**NAME:** Blue Springs Ford Sales  
**CONTACT NAME:** Mike Hilker  
**ADDRESS LINE:** 3200 S. Outer Road  
**ADDRESS LINE:** Blue Springs, MO 64015  
**TELEPHONE:** 816-220-4608  
**CELLULAR PHONE:** 816-886-1474  
**EMAIL ADDRESS:** [mhilker@bluespringsford.com](mailto:mhilker@bluespringsford.com)  
**COOPERATIVE:** YES

**NAME:** Bommarito Ford  
**CONTACT NAME:** Andy Eldridge  
**ADDRESS LINE:** 875 Dunn Rd  
**ADDRESS LINE:** Hazelwood, MO 63042  
**TELEPHONE:** 314-731-0911  
**CELLULAR PHONE:** 314-561-0022  
**EMAIL ADDRESS:** [andelridge@bommaritoford.com](mailto:andelridge@bommaritoford.com)  
**COOPERATIVE:** YES

**NAME:** Broadway Ford Truck Sales  
**CONTACT NAME:** Terry Wojtowicz  
**ADDRESS LINE:** 1506 S. 7th Street  
**ADDRESS LINE:** St. Louis, MO 63104  
**TELEPHONE:** 314-206-3330  
**CELLULAR PHONE:** 314-412-9140  
**EMAIL ADDRESS:** [twojtwicz@broadwaytruck.com](mailto:twojtwicz@broadwaytruck.com)  
**COOPERATIVE:** YES

**NAME:** Capitol Chrysler Dodge Jeep Ram  
**CONTACT NAME:** Jeff Smith/Jarry Dunn  
**ADDRESS LINE:** 3201 Missouri Boulevard  
**ADDRESS LINE:** Jefferson City, MO 65109  
**TELEPHONE:** 573-693-5000  
**CELLULAR PHONE:** 573-673-2080  
**EMAIL ADDRESS:** [jarrsmith@capitolcitycar.com](mailto:jarrsmith@capitolcitycar.com)  
**COOPERATIVE:** YES

**NAME:** Carthage Chrysler Dodge Jeep Ram  
**CONTACT NAME:** Steve Forrester  
**ADDRESS LINE:** 2920 Grand Street  
**ADDRESS LINE:** Carthage, MO 64836  
**TELEPHONE:** 417-732-2626  
**CELLULAR PHONE:** 417-350-5083  
**EMAIL ADDRESS:** [sforrester@carthagepublicford.com](mailto:sforrester@carthagepublicford.com)  
**COOPERATIVE:** YES

**NAME:** Dave Sinclair Ford  
**CONTACT NAME:** Lee Williams  
**ADDRESS LINE:** 7486 S. Linderbergh  
**ADDRESS LINE:** St. Louis, MO 63125  
**TELEPHONE:** 314-692-2600  
**CELLULAR PHONE:** 314-540-5266  
**EMAIL ADDRESS:** [lwilliams@davesinclair.com](mailto:lwilliams@davesinclair.com)  
**COOPERATIVE:** YES

**NAME:** Don Brown Chevrolet  
**CONTACT NAME:** David Hellerbrand  
**ADDRESS LINE:** 2244 S. Kings  
**ADDRESS LINE:** St. Louis, MO 62110  
**TELEPHONE:** 314-333-6165  
**CELLULAR PHONE:**  
**EMAIL ADDRESS:** [dave@donbrownchevrolet.com](mailto:dave@donbrownchevrolet.com)  
**COOPERATIVE:** YES

**NAME:** Joe Machena Ford Lincoln  
**CONTACT NAME:** Kelly Sells  
**ADDRESS LINE:** 1911 W. Worley  
**ADDRESS LINE:** Columbia, MO 65203  
**TELEPHONE:** 573-445-4411  
**CELLULAR PHONE:**  
**EMAIL ADDRESS:** [kjsells@jmachena.com](mailto:kjsells@jmachena.com)  
**COOPERATIVE:** YES

**NAME:** Lou Fusz Chevrolet  
**CONTACT NAME:** Brad Mathoney  
**ADDRESS LINE:** 5120 N Service Road  
**ADDRESS LINE:** St. Peters, MO 63376  
**TELEPHONE:** 314-595-2780  
**CELLULAR PHONE:** 314-565-0112  
**EMAIL ADDRESS:** [bradmathoney@fusz.com](mailto:bradmathoney@fusz.com)  
**COOPERATIVE:** YES

**NAME:** Lou Fusz CJD  
**CONTACT NAME:** Michael Bonz  
**ADDRESS LINE:** 3480 Highway K  
**ADDRESS LINE:** O'Fallon, MO 63368  
**TELEPHONE:** 636-442-8129  
**CELLULAR PHONE:** 636-322-8059  
**EMAIL ADDRESS:** [miko.bonz@fusz.com](mailto:miko.bonz@fusz.com)  
**COOPERATIVE:** YES

**NAME:** Lou Fusz Ford  
**CONTACT NAME:** Tom Blehle  
**ADDRESS LINE:** #2 Caprice Drive  
**ADDRESS LINE:** Chesterfield, MO 63005  
**TELEPHONE:** 636-532-9955  
**CELLULAR PHONE:** 314-681-9711  
**EMAIL ADDRESS:** [tomblehle@fusz.com](mailto:tomblehle@fusz.com)  
**COOPERATIVE:** YES

**NAME:** Lou Fusz GMC  
**CONTACT NAME:** Brad Mathoney  
**ADDRESS LINE:** 10950 Page Avenue  
**ADDRESS LINE:** St. Louis, MO 63132  
**TELEPHONE:** 314-595-2760  
**CELLULAR PHONE:** 314-565-2760  
**EMAIL ADDRESS:** [bradmathoney@fusz.com](mailto:bradmathoney@fusz.com)  
**COOPERATIVE:** YES

**NAME:** Midway Ford Truck Center  
**CONTACT NAME:** Kyle Mead  
**ADDRESS LINE:** 7801 NE 38th Street  
**ADDRESS LINE:** Kansas City, MO 64161  
**TELEPHONE:** 816-413-3034  
**CELLULAR PHONE:**  
**EMAIL ADDRESS:** [kyle.mead@midwaytruck.com](mailto:kyle.mead@midwaytruck.com)  
**COOPERATIVE:** YES

**NAME:** Putnam Chevrolet  
**CONTACT NAME:** Beth Tuttle  
**ADDRESS LINE:** PO Box 168  
**ADDRESS LINE:** California, MO 65018  
**TELEPHONE:** 573-796-1908  
**CELLULAR PHONE:** 573-353-3854  
**EMAIL ADDRESS:** [bethtuttle@putnamchevrolet.com](mailto:bethtuttle@putnamchevrolet.com)  
**COOPERATIVE:** YES

**NAME:** Republic Ford Inc.  
**CONTACT NAME:** Steve Forrester  
**ADDRESS LINE:** PO Box 700  
**ADDRESS LINE:** Republic, MO 65738  
**TELEPHONE:** 417-732-2626  
**CELLULAR PHONE:** 417-350-5083  
**EMAIL ADDRESS:** [sforrester@republicford.com](mailto:sforrester@republicford.com)  
**COOPERATIVE:** YES

**NAME:** Roberts Chevrolet Buick  
**CONTACT NAME:** Dean J. Malar  
**ADDRESS LINE:** 1600 E Prairie View Road  
**ADDRESS LINE:** Plette City, MO 64079  
**TELEPHONE:** 816-858-3200  
**CELLULAR PHONE:** 816-564-9678  
**EMAIL ADDRESS:** [dean@robertsbuick.com](mailto:dean@robertsbuick.com)  
**COOPERATIVE:** YES

**NAME:** Shawnee Mission Ford  
**CONTACT NAME:** Jay Cooper  
**ADDRESS LINE:** 11601 SMPKY  
**ADDRESS LINE:** Shawnee, KS 66203  
**TELEPHONE:** 913-248-2287  
**CELLULAR PHONE:**  
**EMAIL ADDRESS:** [jay.cooper@shawneemissionford.com](mailto:jay.cooper@shawneemissionford.com)  
**COOPERATIVE:** YES

**NAME:** W-K Chevrolet  
**CONTACT NAME:** Kyle Wymuth  
**ADDRESS LINE:** 3310 W. Broadway Blvd.  
**ADDRESS LINE:** Sedalia, MO 65301  
**TELEPHONE:** 660-826-8320  
**CELLULAR PHONE:** 660-221-3502  
**EMAIL ADDRESS:** [kyle.wymuth@wkchevy.com](mailto:kyle.wymuth@wkchevy.com)  
**COOPERATIVE:** YES

Missouri Department of Transportation  
RFB 3-16111STV Light Duty Vehicles  
2017 Model Year Renewal Pricing

VENDORS	Blue Springs Ford Sales	Bonmarito Ford	Broadway Ford Truck Sales	Capitol Chrysler Dodge Jeep Ram	Carthage Chrysler Dodge Jeep Ram	Dave Sinclair	Don Brown Chevrolet	Joe Macheins Ford Lincoln	Lou Fusz Chevrolet	Lou Fusz CJD	Lou Fusz Ford	Lou Fusz GMC	Midway Ford Truck Center	Putnam Chevrolet	Republic Ford Lincoln	Shawnee Mason Ford	WK Chevrolet
What MAKE(S) of vehicles are you bidding?	Ford	Ford	Ford	Ram/Dodge/Jeep/Chrysler	Chrysler/Dodge/Jeep	Ford	Chevrolet	Ford	Chevrolet	Ram/Dodge/Jeep/Chrysler	Ford	GMC	Ford	Chevrolet	Ford	Ford	Chevrolet
What is the Basic Warranty on the MAKE(S) that you are bidding?	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000 Bumper/Bumper 5 Yr/100,000 Powertrain	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000	3 Yr/36,000
What is the Powertrain Warranty?	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	5 Yr/100,000	5 Yr/100,000	5 Yr/60,000	5 Yr/100,000	5 Yr/60,000	5 Yr/100,000	5 Yr/100,000	5 Yr/60,000	5 Yr/100,000	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	5 Yr/100,000
What is the Corrosion Protection Warranty?	5 Yr/Unlimited	5 Yr/Unlimited	5 Yr/Unlimited	60 months	5 Yr/100,000	5 Yr/Unlimited	3 Yr/36,000	5 Yr/Unlimited	3 Yr/36,000	5 Yr/100,000	5 Yr/Unlimited	3 Yr/36,000	5 Yr/Unlimited	3 Yr/36,000	5 Yr/60,000	5 Yr/Unlimited	3 Yr/36,000
What is the Roadside Assistance Warranty?	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	3 Yr/36,000	5 Yr/100,000	5 Yr/60,000	5 Yr/100,000	5 Yr/60,000	5 Yr/100,000	3 Yr/36,000	5 Yr/60,000	5 Yr/100,000	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	5 Yr/60,000	5 Yr/100,000

**Missouri Department of Transportation**  
**RFB 3-161115TV Light Duty Vehicles**  
**Multiple Award**  
**2017 Model Year**

**Item Description**

ITEM # 1 - New standard equipped 2017 or Newer Compact 4x2 Extended Cab

ITEM # 2 - New standard equipped 2017 or Newer Compact 4x2 Crew Cab

ITEM # 3 - New standard equipped 2017 or Newer Half-Ton 4x2 Regular Cab Pickup Truck

ITEM # 4 - New standard equipped 2017 or Newer Half-Ton 4x2 Extended Cab Pickup Truck

ITEM # 5 - New standard equipped 2017 or Newer Half-Ton 4x2 Crew Cab Pickup Truck

ITEM # 6 - New standard equipped 2017 or Newer (Compact) Sport Utility Vehicle 2WD

ITEM # 7 - New standard equipped 2017 or Newer (Mid-Size) Sport Utility Vehicle 4WD or AWD

ITEM # 8 - New standard equipped 2017 or Newer AWD or 4WD Carryalls

ITEM # 9 - New standard equipped 2017 or Newer 7-Passenger Extended Mini-Van, Alternative Fuel

ITEM # 10 - New standard equipped 2017 or Newer Cargo Mini-Van

ITEM # 11 - New standard equipped 2017 or Newer Mid-Size 4-Door Sedan, Alternative Fuel

ITEM # 12 - New standard equipped 2017 or Newer Mid-Size 4-Door Sedan, Gas Engine

ITEM # 13 - New standard equipped 2017 or Newer Mid-Size 4-Door Sedan, Hybrid Engine

ITEM # 14 - New standard equipped 2017 or Newer Full Size 4-Door Sedan, Alternative Fuel

ITEM # 15 - New standard equipped 2017 or Newer Full Size 4-Door Sedan, Gas Engine

Missouri Department of Transportation  
RFB 3-16115TV Light Duty Vehicles  
Multiple Award

ITEM # 4 - New standard equipped 2017 or Newer Half-Ton 4 x 2 Extended Cab Pickup Truck

	VENDORS								
	Blue Springs Ford Sales	Bommarito Ford	Broadway Ford Truck Sales	Dave Sinclair Ford	Joe Machens Ford Lincoln	Lou Fusz Ford	Midway Ford Truck Center	Republic Ford Lincoln	Shawnee Mission Ford
MAKE/MODEL	Ford F-150 XL	Ford F-150	Ford F150	Ford F-150	Ford F-150	Ford F-150	Ford F-150	Ford F-150 XL	Ford F-150 Super Cab 4x2
GWR	6500	6500	6500	6500	6500	6500	7050	6500	6500
GAS MPG CITY / HWY	19/24	19/24	19/26	19/24	19/24	19/26	19/26	19/26	19/24
E-85 Compatible (Y/N)	N	N	N	N	N	N	Y	N	N
Engine Size/HP	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325	2.7 / 325
Tire Size	LT245/70R17E	245/70/17E	P245/70R17	LT245/70R/17E	LT245/70R17E	245/70R17	LT245/70R17E	LT245/70R17E	LT245/70R17E
Bed Length	8	8	8	8	8	8	8	8	8
BASE PRICE	\$ 22,025.00	\$ 22,188.00	\$ 22,820.00	\$ 22,201.00	\$ 21,937.00	\$ 22,075.00	\$ 23,200.00	\$ 22,475.00	\$ 21,876.00
OPTION 4A Tow Pkg.	\$ 732.00	\$ 495.00	\$ 709.00	\$ 230.00	\$ 330.00	\$ 490.00	\$ 495.00	\$ 495.00	\$ 709.00
OPTION 4B Trailer Type Mirrors (ILO Std)	\$ 1,012.00	\$ 395.00	\$ 364.00	\$ 525.00	\$ 525.00	\$ 565.00	\$ 90.00	\$ 525.00	\$ 525.00
OPTION 4C Ext. Color Highway Yellow	\$ 786.00	\$ 895.00	\$ 681.00	\$ 681.00	\$ 827.00	\$ 822.00	\$ 827.00	\$ 895.00	\$ 727.00
OPTION 4D Alternate larger V8 gasoline engine	\$ 1,710.00	\$ 1,800.00	\$ 1,196.00			\$ 2,090.00	\$ 1,300.00	\$ 1,000.00	\$ -
OPTION 4E Alternate larger V8 gasoline engine	\$ 760.00	\$ 1,000.00	\$ 736.00	\$ 682.00	\$ 736.00	\$ 1,590.00	\$ 800.00	\$ 800.00	\$ -
OPTION 4F Cab Steps / Run Boards	\$ 238.00	\$ 250.00	\$ 231.00	\$ 213.00	\$ 231.00	\$ 245.00	\$ 250.00	\$ 250.00	\$ 231.00
OPTION 4G Short Bed in lieu of 6' bed	\$ (302.00)	\$ (870.00)	\$ (1,054.00)	\$ (980.00)	\$ (265.00)	\$ (302.00)	\$ (1,000.00)	\$ (302.00)	\$ (900.00)
OPTION 4H Opt. Rear Axle Ratio			\$ -				\$ -	\$ -	\$ -
OPTION 4I Limited Slip Rear Axle	\$ 399.00	\$ 420.00	\$ 387.00	\$ 525.00	\$ 525.00	\$ 565.00	\$ 570.00	\$ 570.00	\$ -
OPTION 4J Auxiliary Upfitter Switches			\$ -				\$ 350.00	\$ -	\$ -
OPTION 4K Bluetooth Capability	\$ 399.00	\$ 420.00	\$ 387.00	\$ 358.00	\$ 387.00	\$ 100.00	\$ 1,300.00	\$ 387.00	\$ 387.00
OPTION 4L Additional Key Set	\$ 175.00	\$ 235.00	\$ 165.00	\$ 60.00	\$ 150.00	\$ 250.00	\$ 300.00	\$ 150.00	\$ -
OPTION 4M 4WD in lieu of 2WD	\$ 3,872.00	\$ 4,160.00	\$ 3,953.00		\$ 3,023.00	\$ 3,670.00	\$ 4,000.00	\$ 3,872.00	\$ -
OPTION 4N 10 Ply tires, ILO of 6 ply tires	\$ -	\$ -	\$ 272.00	\$ -	\$ -	\$ 700.00	\$ 295.00	\$ -	\$ -
% of Discount Off MSRP	5%	3%	12%	10%	5%	2%	5%	0%	10%
STANDARD (DAYS)	90-120	90-120	120	90	70-100	90	90	90-120	90-120

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

County of Boone

} ea.

March Session of the January Adjourned

Term. 20 17

In the County Commission of said county, on the

14th

day of

March

20 17

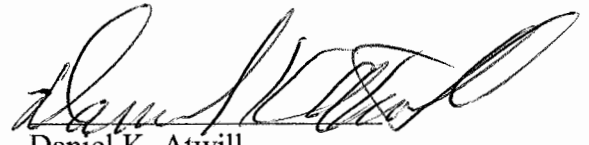
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached Juvenile Justice Program Assistance Grant application as offered by the Office of State Courts Administrator (OSCA) for FY17-18.

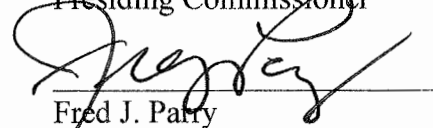
Done this 14th day of March, 2017.

ATTEST:

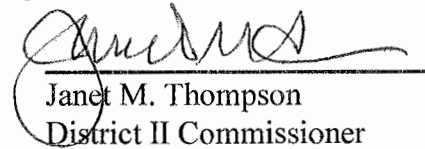
Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner

**Juvenile Justice Program Assistance Funding Proposal-FY17-18**  
**13<sup>th</sup> Judicial Circuit Family Court-Juvenile Division**

**Name & Brief Description of Proposed Program:**

**Supervision:**

Evening Reporting Center Program

The ERC operates Monday through Friday from 3:30 p.m. until 7:30 p.m., and provides both supervision and a variety of programming to youth conducive towards pro-social learning and behaviors. The ERC is used for various reasons: 1) to transition juveniles leaving detention back into the community; 2) as a sanction for not complying with conditions of informal or formal supervision; 3) as an alternative to detention; or 4) as a condition of release from detention pending Court action. Moral Reconciliation Therapy is offered to youth two days a week, which helps youth learn pro-social thought patterns to replace anti-social thought patterns. We have also partnered in the past and present with the Boys and Girls Club; Reality House Programs, Incorporated; Compass Healthcare, Incorporated; the Youth Empowerment Zone; True North; Daniel Boone Regional Library; and a variety of other community agencies to provide quality programming for the youth. The Evening Reporting Center originally began operating in 2010 in partnership with the Intersection Youth Facility where it operated with Intersection staff until 2012. In October of 2012, the Juvenile Office began fully operating the Evening Reporting Center with its own staff in the Alternative Sentencing Building, which is owned by the County of Boone.

In-Home Monitoring Services (GPS and Cellular)

The Juvenile Division staff has used In-Home Detention for over a decade as an intervention for youth. We originally began using Voice Verification services and Electronic Monitoring through a home telephone line as provided by Behavioral Interventions, Incorporated; but we now use cellular and Global Positioning Satellite technology for tracking purposes which, incorporate the use of an ankle transmitter fitted to the juvenile's leg to monitor the juvenile's location twenty-four hours a day while allowing the juvenile to remain in the community.

**Treatment:**

Crisis Intervention Services (CIS, previously titled as Intensive Crisis Intervention Services)

This program, which began in 2012, aims to address youth in custody who are encountering domestic issues within the home or problematic behaviors in the school setting. A licensed therapist meets with the family in the home intensively for a two week period to identify issues and formulate a plan of strategies and services to help the family. A written report is completed and given to the Juvenile Officer and the family.

**Residential Care:**

Shelter Care Services

This program began in April 2010 to address domestic issues in the home that may result in the juvenile's detention. In situations in which the juvenile may not want to return home and/or the



juvenile's parents or guardians may be frustrated with behaviors in the home, it allows the youth to temporarily stay at a residential facility for children for up to five days to allow time for anger and emotions to calm and facilitate a plan for the youth to return home with services. We continue to partner with Rainbow House and Coyote Hill Youth Ranch to provide this service for our youth. These agencies also provide quality therapeutic services and care while the youth are temporarily placed in their facility.

### **Programs:**

Recently, the Juvenile Officer has begun offering more programs to youth who have been referred to the Juvenile Officer or who are at risk of being referred to the Juvenile Officer.

Grow Girl is offered on a weekly basis, and is a program which strives to positively impact the lives of the young women and girls who receive services through the 13<sup>th</sup> Circuit Juvenile Courts. Grow Girl focuses on building healthy relationships, developing essential skill sets, engaging youth with their community, and developing personal goals.

The program is held directly after school. Snacks are served and the youth involved participate in projects and activities.

The Heroes Program is an on-going effort to help elementary school youths, who encompass an underserved population of our community. Education professionals identify at-risk youth, and through this program, the Court can make an effort to help those kids without stigmatizing them. The Heroes Program involves a Deputy Juvenile Officer meeting with youth, identified by school staff, at their schools. Fun elements like superheroes are used as a pathway toward discussing the real value of good behavior and social skills in a way that can make a difference for a youth person forming his or her identity. The program pushes the idea that "doing good feels good".

### **Geographic Area & Need for the Program:**

The 13th Judicial Circuit is comprised of Boone and Callaway counties which are progressive counties located in the center of the state at the crossroads of major east-west and north-south highways. Demographics are of an urban, semi-urban, and rural composition with a unique degree of ethnic diversity. Boone and Callaway Counties are home to a varying number of minority populations, including Asian, Native American, Hispanic, African American, and Multi-Racial, in addition to the Caucasian population. Population growth and prospects for additional growth are placing increasing demands on county government. According to the U.S. Census Bureau, between the 2000 and 2010 census, Boone County had a 20% increase in population and Callaway County's population increased by 8.75%. According to 2010 population data provided by the U.S. Census Bureau, Boone and Callaway counties had a combined population of 206,974. Specifically, Boone County made up 162,642 of this population and Callaway 44,332. Data for 2015 shows Boone County with a population of 174,974, and Callaway County with a population of 44,834.

According to information posted on the Juvenile Detention Alternatives Initiative (JDAI) Help Desk website ([www.jdaihelpdesk.org](http://www.jdaihelpdesk.org)), studies conducted on the juvenile justice system across the United States found the system to be "arbitrary, discriminatory, and ineffective". Specifically speaking, the system of detaining youth was faulted across the U.S. In the early 1990s, two out of every three youth who were detained went to detention centers which were overcrowded and which could not provide the programs and services mandated by law. Less than one-third of the youth were in detention for violent offenses and in 1995, two-thirds of the youth in detention were minority youth. Further research posted on the JDAI help desk website shows that youth who are

placed in detention with other delinquent youth are more likely to leave detention having more undesirable behaviors than when they entered and further one study conducted in Arkansas revealed that once a youth has been placed in detention one time, their likelihood of returning was high.

In 2016, there were a total of 106 13th Circuit youth admitted to detention producing an average daily population of 3.4 and an average length of stay in detention of 11.6 days. Youth of color made up 58% of the 13th Circuit youth detained during this period. The number of youth placed in detention has significantly decreased between 2015 and 2016. There was a 29% decrease in the number of youth detained between 2015 and 2016. The average daily population decreased from 4.6 to 3.4. The average length of stay did increase from 11.3 to 11.6. The increase in the average length of stay can be attributed to the number of youths who were detained for very serious offenses. The percent of minority youth detained has held steady, with a one percent decrease from 2015 to 2016. The 13<sup>th</sup> Circuit has historically used the Missouri Juvenile Detention Assessment instrument to score every juvenile in custody. The 13<sup>th</sup> Circuit also has a very low over-ride rate, which indicates youth who are being detained are a risk to the community. Please see Table 1 below for historical data.

Table 1: 13<sup>th</sup> Circuit Juvenile Detention Statistics 2013-2015

Year	# in Detention	ADP	ALOS (Days)	% Minority
2014	140	4.3	11.4	64%
2015	149	4.6	11.3	59%
2016	106	3.4	11.6	58%

In addition to reviewing the 13th Circuit's assessment tools for detention, in 2011, the 13th Circuit developed a Disproportionate Minority Contact Committee to look at racial disparity in the juvenile justice system through technical assistance from the Annie E. Casey Foundation, Missouri Juvenile Justice Association, and Office of State Courts Administrator. In 2008, a study was conducted by the Office of State Courts Administrator in conjunction with the Missouri Juvenile Justice Advisory Group, Missouri Department of Public Safety, and the Missouri Juvenile Justice Association. The study found that Boone County had a relative rate index (RRI) of 7.7 for African American youth referred to the juvenile justice system. According to this report, the relative rate index measures the over or under representation of minorities at certain contact points in the juvenile justice system.

This relative rate index shows that African American youth were referred to the juvenile justice system in Boone County Missouri 7.7 times more than their Caucasian counterparts which can lead to over representation of youth of color in juvenile detention facilities. According to a Disproportionate Minority Contact data analysis report for Boone County, Boone County's RRI was 5.5 for 2015. This is the lowest Boone County's RRI has been since 2008, when statistics were made available. This indicates that the efforts through JDAI have had an impact on decreasing these numbers, but the 13<sup>th</sup> Circuit continues to strive to reach the statewide RRI of 2.8.

Admissions data for 2015 above illustrates that the top five reasons for detention were: 1) technical/probation violation, 2) felony property, 3) felony person, 4) misdemeanor person, and 5) misdemeanor property. Technical/probation violations account for our highest number of detentions. The youths with these charges are typically youth who have absconded from their placements, and who have failed and/or refused to make contact with their deputy juvenile officer. Overall, four out of the top five reasons for detention are law violations. This is an indication that detention is being used appropriately for community safety. Sex offenses were the number six reason for detention and impacts average daily population and average length of stay if the juvenile

needs to stay at the Robert L. Perry Juvenile Justice Center because they would otherwise have easy access to the victim.

According to experts in the field of Juvenile Justice, professional standards suggest that secure detention should be used to make sure that the youth appears in court and to minimize the risk of serious re-offending while waiting to appear in court. The percentage of youth who were detained for failure to appear in Court for the 13<sup>th</sup> Circuit in 2016 was 4%, which is very small compared to the top five reasons listed above which indicate the alternatives to detention developed are having an impact in this area. Prior to January 1, 2010, in the 13<sup>th</sup> Circuit, the decision to detain youth was at the discretion of 14 different deputy juvenile officers, leaving the decision to detain or not, to be highly subjective. At that time, the 13<sup>th</sup> Circuit had guidelines to follow when making a decision to detain, however the reason to detain was based generally on criteria such as the offense committed, how cooperative the youth/parents were, whether or not they had a suitable adult to supervise them, and the need to hold youth accountable for their actions. All these factors could be influenced by the youth's attitude, pressure from law enforcement to authorize detention, the deputy juvenile officers' frustration in not knowing what else to do with the youth as well as the responsibility to public safety.

On January 1, 2010, the Thirteenth Circuit Juvenile Division began using the Missouri Juvenile Detention Assessment (JDTA) on all youth who were presented for detention whom the juvenile office had in-person contact with. In 2012, the Missouri Juvenile Detention Assessment was implemented for all youth presented by law enforcement. The table below shows how many youth scored within each of the three risk levels on the form for the years 2013 to 2016.

Table 2: 13<sup>th</sup> Circuit JDTA's Administered 2012-2015

Year	High	Medium	Low	Total for Year
2013	126	167	526	819
2014	155	177	505	837
2015	105	143	514	762
2016	123	129	491	743

In 2016, there were 45 overrides of the JDTA instrument. This amounted to an override rate of 6%. While this was higher than the override rate of 4.7% in 2015, our override up rate was only 2%. This is lower than the 2015 rate of 2.3%. JDAI focuses on the rate of those youth eligible for release or release with a detention alternative who were placed in detention. In 2016, there were 8 medium risk youth and 3 low risk youth placed in detention, which amounted to 2 % of the youth eligible for release. This rate was lower than our projected goal of 10% and lower than our 2015 rate of 2.3%. Our override rate continues to remain well below our projected goal and the maximum recommended override rate. The use of the JDTA has greatly improved our process of determining which youth are appropriate for detention. In using the JDTA form, it has helped create an objective decision making process for all youth. It should be noted that since 2012, the number of JDAs completed correlate to the decreased number of referrals that have been presented to the Juvenile Office over the past four years. In 2012, the 13<sup>th</sup> Judicial Circuit received 2,160 referrals for delinquent and status offenses. In 2016, that number decreased to 1,381.

While the court has strived to work on creating and maintaining alternatives to detention, one major obstacle is funding. The circuit began providing GPS and Cell Unit Monitoring in March 2011, but found that this alternative was cost prohibitive for families. The court used Title II

funds to help families who were determined indigent by the Court; however this funding ended on September 30, 2012. Title II dollars were also used to pay for Shelter Care as an alternative to detention. The circuit has provided shelter care as an alternative to detention since April 1, 2010. OSCA began funding CIS, Shelter Care, some ERC services, and In Home Detention in July 2013 through the Juvenile Alternatives to Detention Program Grant. Starting in July 2014 these programs were funded through the Juvenile Justice Program Assistance Grant which continues to the present.

Funds are being requested so that we can continue to pay for the use of shelter care and to continue to pay for the use of GPS and cell units for electronic monitoring for all youth placed on In Home Detention through cell and GPS units as an alternative to detention and a sanction.

In terms of funding requested for the Evening Reporting Center, there are two major costs: Moral Reconciliation Therapy ("MRT"), and meals. The circuit has an agreement with Reality House Programs, Incorporated, which provides a licensed therapist to facilitate MRT to the youth participating in the Evening Reporting Center at a cost of \$35.80 per unit, for two days a week. A unit is equivalent to 1 hour. MRT requires the use of workbooks for which funding is needed. MRT therapy was originally covered through a diversionary grant through the Missouri Division of Youth Services; however, funding was depleted at the end of December 2014, and a Juvenile Justice Program Assistance Grant Amendment was submitted to allow it to be covered starting in January 2015 through the end of June 2015. This continues to be funded through the Juvenile Justice Program Assistance Grant. There are also costs associated with providing daily meals for the youth at the Evening Reporting Center. The circuit uses the United States Department of Agriculture Guidelines to provide cold meals for youth which consists of two slices of bread and youth's choices of either peanut butter and jelly, or sandwich meat; snack crackers; a fruit cup or pudding and a nutritious drink with appropriate daily values of vitamin C. The circuit requests minimal funding for Evening Reporting Center supplies such as paper plates, food preparation gloves, paper towels, cups, and wet wipes for food cleanup. In addition, youth do a variety of educational and art activities and the circuit requests funding for minimal art supplies such as paper, paint, markers, colored pencils, glue, and safety scissors for these activities.

In 2011, Crisis Intervention Services were developed to address situations involving youth in custody by law enforcement for domestic related status offenses or law violations as well as disruptive school behavior. The therapist makes recommendations for additional services for the families and a final meeting is held with the family, therapist, and Juvenile Office representative to ascertain the success of the program. In addition a stakeholder survey is completed by the family at the completion of the program. The therapist is then reimbursed at a rate of \$625 per family served. These services were funded through the Annie E. Casey Foundation until 2012, juvenile diversion funds were received through OSCA that helped the 13<sup>th</sup> Circuit continue to fund these services and now have been funded through the Juvenile Justice Program Assistance Grant since July 2014.

The 13th Circuit wants to continue to offer Crisis Intervention Services, a detention alternative that addresses the immediate crisis needs facing youth age 8-16, who are in custody with law enforcement for domestic related status or law violation offenses as well as for disruptive school behavior. CIS can also be used as a sanction for youth under supervision who are experiencing disruptive behavior in school or domestic issues in the home who may not be in the custody of law enforcement, but need a more immediate response to their current issues. CIS can also be used for youth whose parents have referred them to the Juvenile Officer.

The 13th Circuit used several of these alternatives to detention more frequently as a sanction for youth in 2016 who are already under the jurisdiction of the court as a means to address dangerous or problematic behaviors in lieu of placement at the Robert L. Perry Juvenile Justice Center for detention or evaluation. Currently, the circuit regularly uses both cell and GPS In-Home Detention as well as the Evening Reporting Center as sanctions for violations of a juvenile's supervision, which overall have been very successful in addressing problematic behaviors in lieu of detention. Also several youth who have scored a release on the Missouri Juvenile Detention Assessment, but had a supervisory approved override up, were assigned to the CIS program when a simple release back to the family was not seen as suitable by both the Deputy Juvenile Officer, parent, and the youth and more intervention was needed.

In 2011, the 13th Circuit researched and worked to establish a uniform sanctions grid to respond to technical probation violations. With the creation of the sanctions grid, the Evening Reporting Center and In-Home Detention are used to respond to serious and persistent technical probation violations such as persistent school problems, youth who run away from home for extended periods of time, and youth who fail to report to see their Deputy Juvenile Officer as directed on multiple, consecutive occasions. Multiple youth who had been detained at the Robert L. Perry Juvenile Justice Center were released at the detention hearings pre-adjudication to participate in several alternatives to detention such as CIS, ERC, and In-Home Detention once it was determined that further detention was not needed pending adjudication and disposition. Furthermore, several youth were released from the Robert L. Perry Juvenile Justice Center post-adjudication, pre-disposition, which were being evaluated on the program side of the Robert L. Perry Juvenile Justice Center. This allowed further evaluation of the youth in the community while participating in the Evening Reporting Center or In-Home Detention as a step down to a less secure environment, but with some restriction of movement and services in place.

Several youth have also participated in the Evening Reporting Center and In-Home Detention post-adjudication and post-disposition as a supervision sanction when it was determined that some problematic behaviors persisted that needed further restriction and monitoring, but did not rise to the level of detention or placement at the Robert L. Perry Juvenile Justice Center.

### **Target Population & Selection Process:**

The 13th Circuit began participating in JDAI in October of 2009. It was not until January 1, 2010, that the 13th Circuit officially began using the Juvenile Detention Assessment (JDTA) to screen referrals to detention. Shortly thereafter, other JDAI core strategies were being researched and implemented in our circuit in efforts to reduce the unnecessary use of detention in the 13<sup>th</sup> Circuit and develop alternatives to detention for youth in the community.

A primary tool used by the Juvenile Division in delinquency and status offense cases is the Risk and Needs Assessment Form. A risk assessment is completed on juveniles at the point of intake and helps guide decision-making regarding disposition as well as an appropriate level of supervision. A risk/needs assessment is completed on all youth who receive a referral for status and delinquency offenses. Some of the information gathered for risk and needs is based on self-reporting information provided by parents and children as well as information gleaned from the juvenile's file. Each youth has a risk and needs level assigned which is also used in determining whether to use the Evening Reporting Center, In Home Detention, Crisis Intervention Services, or Shelter Care as a possible sanction to addresses referrals or inappropriate behaviors reported to the Juvenile Officer. A sanctions grid is employed by the 13<sup>th</sup> Judicial Family Court-Juvenile Division in determining the correct sanction for youth.

Our target population is any youth who is presented to the Juvenile Officer in custody by law enforcement, and who is subsequently assigned a score on the Missouri Juvenile Detention Assessment Form as well as any youth under Informal or Formal Supervision who has had violations of supervision and require an increased response to these violations according to the risk/needs assessment and graduated sanctions matrix.

**Service Provider:**

The 13<sup>th</sup> Circuit has been fortunate in that those agencies or individuals providing services for us have remained relatively stable over the past several years.

**CIS:** We continue to partner with two local counseling agencies to provide Crisis Intervention Services. Ellis and Associates and Affinity Counseling each provide us with a therapist that is a licensed therapist in the state of Missouri and has a master's level of education. Sarah Gray of Ellis and Associates has been providing CIS services for us since 2011. She has a Masters in Educational Psychology and is a Licensed Professional Counselor in the state of Missouri, having practiced therapy for over ten years. In addition Dr. Jacqueline Ellis, the founder and owner of Ellis and Associates, has a Doctorate in Educational Psychology and is a Licensed Psychologist in the state of Missouri. Another employee of Ellis and Associates, Pat Burns, who also offers advice on CIS cases, has a Masters in Clinical Social Work and is a Licensed Clinical Social Worker in the state of Missouri. Tanya Weigand also has been providing CIS services for us since 2011 through her company Affinity Counseling, LLC. She has a Masters in Clinical Social Work and is a Licensed Clinical Social Worker in the state of Missouri. We previously partnered with Sara Ford of Youth Transitions in 2011-2012. Our current CIS partners have been very consistent in their services.

**GPS/Cell Monitoring:** The 13<sup>th</sup> Circuit continues to partner with Behavioral Interventions, Incorporated for all of our In Home Detention Monitoring needs for well over a decade and we continue to receive consistent and innovative monitoring services from this business agency. For further information regarding their services, please review their website at [www.bi.com](http://www.bi.com).

**Shelter Care:** We continue to partner with the Rainbow House, our regional Child Advocacy Center, and Coyotes Hill Ranch. Each of these agencies is licensed in the state of Missouri to provide emergency residential services for male and female youth age 0-18 years. They have been our Shelter Care Providers since 2010.

**Evening Reporting Center:** Reality House Programs, Incorporated continues to provide us with Moral Reconciliation Therapy at our Evening Reporting Center. Blair Campier is a certified provider of both adult and juvenile MRT services. We have partnered with Reality House programs for this service since 2012. We also partner with multiple agencies in the Columbia/Boone County area to provide many other services free of charge as mentioned previously such as Compass Health, Incorporated, Daniel Boone Regional Library, Urban Agriculture, True North, Youth Empowerment Zone, Columbia Police Department, Missouri Highway Patrol, Boone County Sheriff's Department, the Columbia/Boone County Health Department, and several others as noted in our resource provider list.

The credentials for each of the service providers mentioned above have been included with this grant proposal.

### **Number of Youth Served and Hours of Service:**

**CIS:** The circuit estimates that approximately fifteen youth and families would be served at \$625 per youth/family, which comes to \$9,375 which is a moderate decrease from our previous estimate of eighteen youth due to past and current usage trends. Specifically, this breakdowns to each family receiving approximately nine hours of service weekly for two weeks, giving each family approximately eighteen hours of crisis intervention services. This figures out to an hourly rate of \$34.72. The \$625 payment to a provisionally or fully licensed clinical social worker or professional counselor would cover any mileage or administrative cost associated with them providing this service. This would be a total of 270 estimated hours of service during the grant period.

The circuit arrived at this estimate in that during the current grant cycle the circuit has had seven families placed in the CIS program and five families who actually participated. While our referrals to this program have decreased, our total number of referrals to the Circuit have also decreased. We plan to continue using this program as a sanction for youth, post adjudication/disposition, who are having difficulties in the home that have led to a parental referral or school referral.

### **GPS/Cell Unit Monitoring:**

One of our case processing goals is to have all youth placed on in-home detention be released from the program within fourteen days. It is our Circuit's policy and practice to release youth at their first court appearance if they have had no problems or concerns while on in-home detention. The circuit continues to have the goal of setting each of these youth for first appearance within fourteen days of being placed on in-home detention. During the current grant year, July 1 through the present, the average number of days youth have been placed on home detention as an alternative to detention has been 10.7, which is a decrease from the previous grant year, and below our goal on the in-home detention program. Our Circuit continues to have the goal of putting more of our technical probation violators who are in custody and who score detention on GPS or Cell Unit Monitoring, instead of those youth having to be placed in detention. If they are placed in detention, the Circuit looks to immediately release them at their detention hearing on in-home detention until their next court appearance. For the current grant year and for the coming year, we will be looking to cover all youth placed on In-Home Detention as an alternative to detention and post adjudication/post disposition sanction. Based on current usage patterns, we estimate providing 1180 days of Cell Unit Monitoring or GPS monitoring for approximately twenty days each to fifty-nine youth based on current usage patterns.

**Shelter Care:** We are estimating providing shelter care to two youth who stay an average of 5 days at a time which comes to ten shelter care beds at \$79.85/night. The maximum days allowed to remain in shelter care is seven days. We arrived at this figure by looking at 2014 data where 6 youth was served which was an increase from 4 youth in 2013, During the previous grant year, two youths were served. From July 1 to the present in this grant year, we have had no youth referred to the program; however, we do expect referrals before the end of the grant year. We continue to feel that this program is being underutilized and are looking at ways to increase the usage of this program.

**Evening Reporting Center:** We would like to continue funding Moral Reconciliation Therapy through the Juvenile Justice Programming Assistance Grant as it is such an integral part of the programming at the Evening Reporting Center and would allow for greater continuity of programming and costs. Moral Reconciliation Therapy is an evidenced based model of treatment.

So far during this grant period, twelve youths have participated in the Evening Reporting Center, with an average number of days of 13.4. There are currently three youth participating in the Evening Reporting Center, who are reflected in this number. We would look to continue the use of this program as not only an alternative to detention, but also as a sanction for youth. This would entail each youth participating in MRT therapy two days a week for approximately four sessions or 6 units in two weeks. MRT therapy is \$35.80 per unit or per 1 hour session. Sessions are 1.5 units or \$53.70 per daily session or \$214.80 for 6 units in a two week period resulting in a projected monthly cost of \$429.60 or a yearly cost of \$5155.20. That is equivalent to \$147.29 per youth for 35 youth. The cost of MRT per youth increases as fewer youth participate, as it is a group therapy method. Meals and snacks for the ERC have cost about \$300, so far during this grant year, therefore we estimate a cost of \$565.95 for fiscal year 2017-2018 or \$16.17 per youth. Supplies consist of items such as educational, art, and food preparation items. MRT workbooks are \$25.00 for each youth for a cost of \$875 for 35 youth.

We anticipate a consistent use of this program not only as an alternative to detention, but also as a sanction for youth to remain in the community with closer supervision and treatment as we have streamlined usage of the program so that youth who are referred to the Evening Reporting Center as a sanction no longer require a court order to participate. In addition, youth under Informal Supervision are now allowed to participate as a sanction for behaviors.

#### **Heroes Program & Grow Girl Program:**

This year, we are also asking for funding for two new programs, the Heroes Program and the Grow Girl program. The Heroes Program has averaged serving twenty-two elementary school-aged youths per month. Currently, we have no funds budgeted for these programs. We would like to request funds for food and supplies to enhance these programs. The Grow Girl Program is very new. We are currently serving seven youths in our inaugural Grow Girl class.

We believe the decrease in the use of these services overall is a good sign in that fewer youth have been referred to the Juvenile Office during this time period and have been diverted from the Juvenile Office through Diversion Programs such as the Heroes Program, Interagency Meetings, and Teen Court as well as the memorandum of understanding between the Columbia Public Schools, law enforcement, and the Juvenile Courts that works to reduce the number of unnecessary referrals to the Juvenile Office; and other services such as services funded through the Boone County Children Services Fund. In 2012, 2,160 youth were referred to the Juvenile Office for delinquent and status offenses. In 2014, this number had decreased to 1,718 youth being referred to the Juvenile Office for delinquent and status offenses. There was a slight increase to 1,784 in 2015, however; that number decreased to 1,381 in 2016. The overall trend indicates a decrease in referrals to the Juvenile Officer. The opening of the Family Access Center of Boone County, or FACE, may have helped decrease these referrals. The Family Access Center is a joint venture between the University of Missouri-Columbia School of Social Work and several other agencies such as the Juvenile Court, law enforcement agencies, Boone County schools, and community treatment providers funded primarily through the Boone County Children's Services Fund to provide crisis intervention and mental health services for youth aged 0-19 and their families in Boone County, Missouri. This would also be a diversion in which youth would be referred to the Family Access Center instead of a referral to the Juvenile Court as a means to provide emergency services and support.

#### **Fidelity Plan:**



Outside of the Heroes Program and Grow Girl, each of the services mentioned above are well-established and documentation of their implementation and prior usage have been submitted previously. The 13<sup>th</sup> Judicial Circuit uses two main ways to ensure adequate utilization of each service. For youth who are presented to the Juvenile Officer in the custody of law enforcement and who subsequently score between 10-14, which would indicate an alternative to detention, the Deputy Juvenile Officer must consider an alternative to detention such as In-Home Detention, the Evening Reporting Center, Crisis Intervention Services, Shelter Care, a Conditional Release, or some other community alternative such as mental health treatment. In the event, the Deputy Juvenile Officer feels that an alternative to detention is not appropriate, an override up or down must be obtained from a supervisor with an explanation of why an override of the JDTA score is recommended.

Next, for youth who are under informal or formal supervision of the court, if the Deputy Juvenile Officer has reviewed a youth's risk/needs score and consulted with the graduated sanctions matrix, the Deputy Juvenile Officer must obtain permission from a supervisor prior to placing a juvenile in one of the programs listed above. The Deputy Juvenile Officer must also request permission prior to submitting a petition or motion to modify for filing in court to determine whether a sanction such as the ones listed above would be more appropriate than a formal filing in court. These methods help to ensure that youth are receiving the appropriate alternative to detention or sanction for the presenting behavior.

### **Budget Narrative:**

**CIS:** \$625/juvenile and family x 15 juvenile/families = **\$9,375**. This breakdowns to approximately 18 hours of counseling and crisis services from a provisionally or fully licensed clinical social worker or professional counselor over a two week period @ \$34.72/hour. The \$625 payment to a provisionally or fully licensed clinical social worker or professional counselor would cover any mileage or administrative cost associated with them providing this service.

**GPS/Cell Unit Monitoring:** \$4.24/day x 940 days of Cell Unit Monitoring = \$3,985.60 and \$4.35/day x 240 days of GPS monitoring = \$1,044 for a total of **\$5,029.60**. The circuit estimates providing 940 days of Cell Unit Monitoring to 47 youth for approximately 20 days each which comes to \$84.80 per youth. The circuit also estimate providing 240 days of GPS monitoring to 12 youth for approximately 20 days each which comes to \$87 per youth.

**Shelter Care:** Current state of Missouri Emergency Residential care rate of \$79.85/day x 10 days = **\$798.50**. This is based on serving two youth staying an average of five days. \$79.85 x 5 days = \$399.25/youth.

**Evening Reporting Center:** The cost per youth is \$188.46, which includes \$147.29 for MRT per youth, \$25.00 for an MRT workbook per youth, \$16.17 for meals, snacks, and supplies per youth. Therefore with 35 youth at \$188.67 each = **\$6,596.10**

**Heroes Program and Grow Girl:** The participation in these programs is hard to estimate, since they are new programs. However, we estimate the cost of food and supplies for the two program will cost **\$800**. We would like to purchase after-school snacks for the youths in Grow Girl, as well as journals for each girl. We would estimate \$7 per week for snacks, which comes to \$364 and \$36 for journals. For the Heroes Program, we would like to purchase books and gift certificates, as well as having a pizza party each month.

## Summarization:

CIS: \$11,250  
GPS/Cell Unit Monitoring: \$5,029.60  
Shelter Care: \$798.50  
Evening Reporting Center: \$6,596.10  
Heroes Program and Grow Girl: \$800

Total Funding Request: **\$24,474.20**

**County Treasurer to which all reimbursements will be made:**

Tom Darrough, Boone County Treasurer

All proposals must be submitted to OSCA no later than 4 p.m., March 17, 2017.



STATE OF MISSOURI  
 OFFICE OF STATE COURTS ADMINISTRATOR  
 REQUEST FOR PROPOSAL

RFP NO: OSCA 18-003  
 TITLE: Juvenile Justice Program Assistance  
 ISSUE DATE: February 1, 2017

CONTACT: Russell Rottmann  
 PHONE NO: (573) 522-6766  
 E-MAIL: [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov)

RETURN PROPOSAL NO LATER THAN: 4 p.m., March 17, 2017

RETURN PROPOSAL TO:

(U.S. Mail)  
 Office of State Courts Administrator  
 P.O. Box 104480  
 Jefferson City, MO 65110 - 4480

(Courier Service)  
 Office of State Courts Administrator  
 2112 Industrial Dr.  
 Jefferson City, MO 65109

CONTRACT PERIOD: July 1, 2017, through June 30, 2018

SIGNATURES REQUIRED

PRESIDING JUDGE SIGNATURE		DATE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)		
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		
PRESIDING JUDGE SIGNATURE (IF MORE THAN ONE COUNTY IS INCLUDED IN PROPOSAL)		TITLE
FAMILY COURT ADMINISTRATIVE JUDGE SIGNATURE, IF APPLICABLE		DATE
COURT		
MAILING ADDRESS		
CITY, STATE, ZIP		
CONTACT PERSON		TITLE
PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS

NOTICE OF AWARD (OSCAUSE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
CONTRACT NO.		CONTRACT PERIOD
CONTRACTS SECTION	DATE	DEPUTY STATE COURTS ADMINISTRATOR

**1. INTRODUCTION**

The Family Court Committee of the Supreme Court of Missouri, through the Office of State Courts Administrator, (OSCA), is seeking proposals from courts for the implementation of programs and services dedicated to promoting evidenced based practices in specific categories of juvenile justice that may include:

- a. Supervision
- b. Treatment
- c. Restorative Justice
- d. Competency
- e. Residential Care

**1.1 Pre-Proposal Conference:**

A pre-proposal conference regarding this Request for Proposal will be held on **Thursday, February 9, 2017, beginning at 10 am in Dogwood Room in the Constitution Building, Jefferson City, Missouri 65109**. Those wishing to take part of the pre-proposal by telephone, may do so by calling toll free, **866-630-9350**. In the Jefferson City area, the local number is 526-5712. The telephone numbers will open at **9:45 am**.

**1.2** These programming categories are to be used to provide specific programs and services to address the following issues in juvenile justice:

- a. Juvenile alternative to detention programming for delinquent youth who can be diverted from secure detention by the use of the objective screening instrument, Missouri's Juvenile Detention Assessment (JDTA), into a non-secure, pre-adjudication placement or program.
- b. Post-dispositional programming and services for delinquent youth who can benefit from these services to assist in lowering recidivism and out-of-home placements through the use of the objective assessment instruments, Missouri's Risk/Needs Assessment/Classification.
- c. Diversion programs or strategies to divert youth from delinquent or status referrals into the juvenile office.
- d. Programs and strategies which remedy identified issues of disproportionate minority contact.

**1.3** The funding allows for reimbursement to one county treasurer of the circuit on behalf of the juvenile and family court for costs associated with ongoing programs or the development and implementation of such services. This Request for Proposal (RFP) encourages juvenile and/or family courts to create new programs and services that promote the best practices in juvenile justice.

**1.4** The Family Court Committee will review and approve specific requests for proposals based on the merits of each proposal and the availability of funds.

**1.5** Funding is for FY18 (July 1, 2017 – June 30, 2018). Funding of this project will be considered by the Family Court Committee (FCC), the Circuit Court Budget Committee (CCBC) and OSCA based upon the success of the previous year's awards and the availability of funds. Amounts awarded to any one court may be limited to \$25,000.00 per fiscal year or less if the total of the proposals received from the courts exceed the authorized amount of funds allocated.

If more than \$25,000.00 is requested, the court must prioritize their need and indicate their preference for funding. Courts may request funding for more than one program or service within each proposal and should include details for each program requested as outlined in Section 9.3.

## 2. PROGRAM KEY COMPONENTS

Juvenile Justice Program Assistance funds are intended to support evidence based practices in Missouri's juvenile justice system. As such, programs receiving funds will participate in a program fidelity and impact evaluation detailed in Sections 3 and 4 of this RFP. Courts receiving these funds are expected to adhere to the following guidelines.

### 2.1.1 Courts shall be in compliance with:

- a. The Missouri Juvenile Officer Performance Standards (2017). The report may be viewed at <http://www.courts.mo.gov/file.jsp?id=108677>.
- b. Supreme Court Operating Rule 28 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=52417>.
- c. Supreme Court Operating Rule 29, the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=70333>.
- d. Missouri's Juvenile Detention Alternatives Initiative (JDAI) and Standards for Operation of a Secure Juvenile Detention Facility, if involved in the operation of a court operated or a court funded regionally operated secure detention center.
- e. Section 211.141.4 RSMo the complete section of the statute may be viewed at <http://www.moga.mo.gov/mostatutes/stathtml/21100001411.html?&me=211.141>
- f. OSCA recommended procedures for providing accurate program implementation and outcome using the Judicial Information System (JIS) or other manual forms and as needed, automated methods (Microsoft Excel® spreadsheets), provided by OSCA.
- g. Supreme Court Rule 82.04 the complete rule may be viewed at <http://www.courts.mo.gov/page.jsp?id=992>.
- h. Efforts to identify and reduce minority representation, through coordination with Missouri's Disproportionate Minority Contact (DMC) Research Analyst, if the court demonstrates a statistically significant Relative Rate Index (RRI).

### 2.2 Programs should focus on pre-referral diversion alternatives, pre-adjudication alternatives to secure detention, post-dispositional services including various forms of supervision, or disproportionate minority contact strategies, and shall have an evidence-based conceptual framework. Specific program examples may include, but are not limited to:

- a. Supervision: Day/Evening Reporting Center, Day/Evening Supervision Tracking, Drug testing, Electronic Monitoring/Global Positioning System or Mentoring;

- b. Treatment: Cognitive-behavioral mental health treatment, drug/alcohol treatment, virtual counseling and intensive crisis services;
- c. Restorative Justice Programs: Victim empathy classes, impact panels, apology sessions and mediation, truancy and peer courts, community service, and restitution;
- d. Competency Programs: Tutoring, GED, vocational, life skills, and offense specific education (sex offense, shoplifting, arson, domestic violence); and
- e. Residential Care: Respite and emergency shelter care.

**3. PROGRAM REPORTING REQUIREMENTS**

OSCA will provide program related information to the Family Court Committee and to each award recipient. The data and program reports will be evaluated for progress toward achievement of the specific program goals, as indicated in each proposal and to identify barriers to successful implementation.

- 3.1 Requests for technical assistance should be submitted in writing to the Office of State Courts Administrator, P.O. Box 104480, Jefferson City, MO 65110-4480, Attn: Jessica Kempker or via e-mail to [jessica.kempker@courts.mo.gov](mailto:jessica.kempker@courts.mo.gov).
- 3.2 Failure to submit reporting forms within the specified time frames may result in suspension of funding until such reports are submitted and accepted by OSCA.

**4. CATEGORY OF ELIGIBLE FUNDS**

Applicants may request funds to reimburse for the costs associated with the following categories only:

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Education
  - a. Supervision
  - b. Treatment
  - c. Restorative Justice
  - d. Competency
  - e. Residential Care

**4.1 Contractual Services**

**Funds awarded as a result of this RFP shall not be used to fund any additional full time employee (FTE) positions.** However, courts may request a new county employee to be reimbursed through the project but it shall be for the contractual rate as set by the county and the state approved mileage rate. Any and all personnel request must follow the county's personnel policies. Benefits, such as social security cost, health benefits or paid leave (annual or sick) for a county employee shall not be reimbursed through the award. Continued funding beyond FY2018 will be year to year, with no guarantee continued funding will be available. If you choose to fund a county employee through this project, the court should develop options to fund the county employee upon completion of this award period. This should be considered when issuing any contracts for services.

4.1.1 Judicial employees, including immediate family members, shall not be contracted for any program/services nor receive monetary reimbursement or payment under this program.

4.1.2 OSCA Contractor Travel Policy

Expenses for non-court employee contractual services and mileage reimbursements must follow the OSCA Contractor Travel Policy. The link to the travel policy is: <http://www.courts.mo.gov/page.jsp?id=3714>

4.2 **Resource Materials**

Funds may be awarded for resource materials to be shown, loaned or distributed by court staff to clients, attorneys or the general public. Resource materials may include videos, books, brochures and pamphlets describing the programs and available services.

4.2.1 The courts must acknowledge the Juvenile Justice Program Assistance as the source of funding on any and all curriculum, manuals or public relations materials created with monies from this fund. This includes brochures, handbooks, program materials, curriculum audios and videos or informational materials distributed to the public regarding court programs and services. This does not include program forms, written internal policies and procedures.

4.3 **Equipment**

Equipment requests may be included in the proposal but only if purchased for the court and specifically needed for the services to be provided for this program. Electronic computer equipment, portable electronic devices, scanners, printers and/or communication devices will not be provided to contracted providers. Funding for vehicles, vehicle equipment and maintenance are not allowed.

4.3.1 Awards will not be made for additional office space, furnishings or expenses required for the daily performance of duties including, but not limited to, desks, chairs, workstations, book cases, vehicles or costs associated with mail, telephone or the purchase of books, reference materials or professional memberships.

4.4 **Education**

Reimbursement of educational costs may be approved if shown to have a direct connection to the implementation and success of the program. Educational topics must be specific to the program, not a conference with general topics.

5. **AWARD CRITERIA**

5.1 The FCC reserves the right to adjust, in whole or in part, each program request based upon the reasonableness of each request and the availability of funds.

5.1.1 Priority will be given to courts that demonstrate the greatest need for the creation and/or the continuation of evidence based programs and services as outlined in Section 2.2.

5.1.2 Awards shall be made by the FCC based upon the merits of the proposal in meeting the following criteria:

- a. Documentation of the particular needs for the alternative program and why those needs are not currently being met,
- b. Documentation of a plan to implement programs,
- c. Identification of program goals that are clearly defined, and
- d. Projected number of youth estimated to receive program services.

**5.1.3 All requests for reimbursement must be received at OSCA no later than June 15, 2018 to ensure request are processed before the end of the fiscal year.**

5.1.4 Courts are encouraged to:

- a. Maximize the use of available funds by collaborating with neighboring circuits to jointly provide programs that one circuit would otherwise be unable to afford or sustain.
- b. Collaborate with other agencies and service providers to maximize the use of existing resources in the community, thereby reducing the amount of funding needed through this award.

5.1.5 If it appears a court will not use all of the funds awarded, the FCC may, at its sole discretion, reduce the amount of awarded funds to the juvenile/family court and redistribute those funds as needed.

## **6. REIMBURSEMENT OF FUNDS**

Payments by OSCA shall not be made directly to any contracted providers. Payments for services must be first paid by the county. Reimbursements made by OSCA will be made and sent to the county treasurer. OSCA anticipates a 2-4 week turnaround on reimbursement request.

6.1 All reimbursements must be made to a county treasurer. If more than one county is included in the proposal, the application must designate which county treasurer to whom all reimbursements shall be sent.

**Note:** This issue must be addressed with your fiscal officer when planning your project proposal.

6.2 Invoices shall be submitted by the court no later than ten (10) days after the end of each month on a Certificate of Compliance Form provided by OSCA. Copies of all invoices as well as supporting documentation must be submitted to OSCA with the request for reimbursement:

Office of State Courts Administrator  
P.O. Box 104480  
Attn: Jessica Kempker  
Jefferson City, MO 65110-4480



**7. APPLICATION REQUIREMENTS**

All courts desiring to apply for funding for costs associated with the implementation of programs as identified herein, must submit a complete proposal incorporating all the items identified in Section 7.

7.1 Proposals must be signed by the Presiding Judge of the circuit requesting funds or if applicable, the Family Court Administrative Judge. If a joint application is being submitted, the Presiding Judge or Family Court Administrative Judge of each participating circuit must sign the application.

7.2 Proposals may be submitted by:

- E-mail to [osca.contracts@courts.mo.gov](mailto:osca.contracts@courts.mo.gov);
- Regular mail to the address on the cover page; or
- Fax to OSCA Contracts at 573-522-6152.

7.3 Proposals must include the following:

**a. Name and Brief Description of Proposed Program:**

Proposals must identify the circuit and/or court applying for funds, the program category (Supervision, Treatment, Restorative Justice, Competency or Residential Care), and a brief descriptive program summary, including goals.

**b. Geographic Area and Need for the Program:**

Proposals must describe unique characteristics of the population and location to be served (urban, rural, ethnic/race, sex/gender, socioeconomic factors, etc.). Proposals must explain the particular need for the program and why those needs are not currently being met through existing materials, programs, services, or other resources.

**c. Target Population and Selection Process:**

The proposal must describe the program target population (age, ethnic/race, sex/gender, status/law offense, etc.) and how the participants are selected (JDTA or Risk/Needs Assessment, Mental health/substance abuse screening, offense or population specific characteristics, etc.).

**d. Service Provider:**

Proposals must identify the individual(s) or company that will provide or deliver the service or program. Proposals must provide details on their credentials as they pertain to the service and/or program, explaining how they are educationally, experienced, certified/licensed or otherwise uniquely qualified to provide and/or deliver the service and/or program expectations. Proposal should also include provider resumes when possible.

**e. Number of Youth Served:**

Proposals must identify the intended number of youth to be served during the funding period.

f. **Hours of Service:**

Proposals must identify the intended number of hours of service to be provided per participant. Proposals must justify and show the calculations of how the court arrived at the estimate.

g. **Fidelity Plan:**

Proposals must provide a timeline and description of the steps that will be taken to implement the service/program. Proposals must describe the measures that will be taken to ensure adequate utilization of the service/program.

h. **Budget:**

Justifications for budgets should include the total amount requested and an itemized budget for each funding category requested. The funding categories are listed below.

- I. Contractual Services
- II. Resource Materials
- III. Equipment
- IV. Education

7.4 Each proposal must provide details to justify the budget requested. Be sure to include, at a minimum, documentation for the following with the request:

- a. The proposed number of juveniles served;
- b. The number of hours of service to be provided;
- c. The cost of any proposed services per person and/or per hour; and
- d. A calculation of how costs have been determined.

7.5 Each proposal must indicate which county OSCA shall send reimbursements. Payments will not be made to multiple counties.

7.6 **All proposals must be submitted to OSCA no later than 4 p.m., March 17, 2017.**

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

                      
March Session of the January Adjourned

Term. 20 17

County of Boone

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ea.

In the County Commission of said county, on the

14th

day of

March

20

17


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

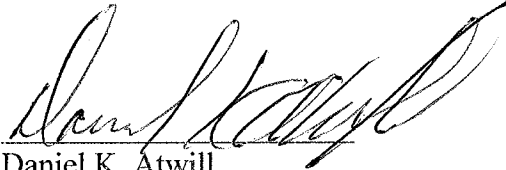
Now on this day the County Commission of the County of Boone does hereby approve the following budget revision for Facilities Maintenance to hire a 3<sup>rd</sup> groundskeeper.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6104	10100	Grounds	Salary & Wages		20,992
6104	10200	Grounds	FICA		1,606
6104	10300	Grounds	Health Insurance		4,893
6104	10325	Grounds	Disability Insurance		91
6104	10350	Grounds	Life Insurance		38
6104	10375	Grounds	Dental Insurance		333
6104	10400	Grounds	Workers Comp		542
6104	10500	Grounds	401A Match		550
6104	10800	Grounds	Uniform Allowance		100
6104	23050	Grounds	Software Licenses		231
6104	48050	Grounds	Cell Phone Service		540
6100	86850	Facilities Maintenance	Contingency	29,916	
				29,916	29,916

Done this 14th day of March, 2017.

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission

  
Daniel K. Atwill  
Presiding Commissioner

  
Fred J. Parry  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

**BOONE COUNTY, MISSOURI  
REQUEST FOR BUDGET REVISION**

**RECEIVED**

2/28/17  
**EFFECTIVE DATE**

**FEB 28 2017**

**FOR AUDITORS USE**

**BOONE COUNTY AUDITOR**

(Use whole \$ amounts)  
Transfer From    Transfer To  
Decrease        Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
6104	10100	Grounds	Salary & Wages		20,992
6104	10200	Grounds	FICA		1,606
6104	10300	Grounds	Health Insurance		4,893
6104	10325	Grounds	Disability Insurance		91
6104	10350	Grounds	Life Insurance		38
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6104	10800	Grounds	Uniform Allowance		100
6104	23050	Grounds	Software Licenses		231
6104	48050	Grounds	Cell Phone Service		540
6100	86850	Facilities Maint	Contingency	29,916	
				<b>29,916</b>	<b>29,916</b>

Describe the circumstances requiring this Budget Revision. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

Funds held in contingency for Senior Maintenance Tech position being transferred for the purpose of hiring a 3rd groundskeeper.

*GROUNDS TECH I POSITION*

Do you anticipate that this Budget Revision will provide sufficient funds to compete the year? YES or NO  
If not, please explain (use an attachment if necessary):

*[Signature]*  
Requesting Official

**TO BE COMPLETED BY AUDITOR'S OFFICE**

- A schedule of previously processed Budget Revisions/Amendments is attached
- Unencumbered funds are available for this budget revision.
- Comments:

*cg* Auditor's Office

*[Signature]* PRESIDENTIAL COMMISSIONER

*[Signature]* DISTRICT I COMMISSIONER

*Agenda*  
*[Signature]* DISTRICT II COMMISSIONER

# Anticipated Costs for Grounds Maintenance Worker I Position

Prepared by: C. Ginter, Auditor's Office 2/28/2017

## Remainder of 2017, anticipated start date 03/20/17

Grounds Maintenance Worker I, range 17 @ budgeted amount (Flexible Hiring Rate) of \$12.80/hr

Account	Budget Hours	Rate	Total Cost	Budget
10100 Salary & Wages	1640	12.8	20,992.00	<b>20,992</b>
10200 FICA		0.0765	1,605.89	<b>1,606</b>
10300 Health Ins	9.5 months	6180	4,892.50	<b>4,893</b>
10325 Disability Ins		0.0043	90.27	<b>91</b>
10350 Life Ins	9.5 months		38.00	<b>38</b>
10375 Dental Ins	9.5 months	420	332.50	<b>333</b>
10400 Workers Comp		0.0258	541.59	<b>542</b>
	22 pay periods		550.00	<b>550</b>
10500 401A Match			100.00	<b>100</b>
10800 Uniforms				
<b>Total</b>			29,142.75	<b>\$ 29,145</b>
23050 Other Supplies				
Office 365			205	
Active Directory			26	<b>231</b>
Cellular/Mobile Device				
48050 Service			540	<b>540</b>
				<b>\$ 29,916</b>

Year, <b>2017</b>	Original Appropriation	<u>82,962.00</u>
Dept, <b>6100 FACILITIES MAINTENANCE</b>	Revisions	
Acct, <b>86850 CONTINGENCY</b>	Original, + Revisions	<u>82,962.00</u>
Fund, <b>610 FACILITIES &amp; GROUNDS</b>	Expenditures	
	Encumbrances	
Class/Account, <b>A ACCOUNT</b>	Actual, To Date	
Account Type, <b>E EXPENSE</b>	Remaining Balance	<u>82,962.00</u>
Normal Balance, <b>D DEBIT</b>	Shadow Balance	<u>82,962.00</u>

Expenditures, by Period

<b>January</b> _____	<b>July</b> _____
<b>February</b> _____	<b>August</b> _____
<b>March</b> _____	<b>September</b> _____
<b>April</b> _____	<b>October</b> _____
<b>May</b> _____	<b>November</b> _____
<b>June</b> _____	<b>December</b> _____

F2=Key Scr    F3=Exit    F5=Ledger Transactions    F7=Transactions    F9=Budget

2017 Emergency Fund  
6100-86800

<u>DATE</u>	<u>ACCOUNT</u>	<u>ORIGINAL BUDGET</u>	<u>AMOUNT USED</u>	<u>REMAINING BUDGET</u>	<u>DESCRIPTION</u>
1/1/2017		10,000		10,000	Original Budget
	Total	<u>10,000</u>	<u>0</u>		

2017 Contingency Fund  
6100-86850

<u>DATE</u>	<u>ACCOUNT</u>	<u>ORIGINAL BUDGET</u>	<u>AMOUNT USED</u>	<u>REMAINING BUDGET</u>	<u>DESCRIPTION</u>
1/1/2017	Class 1, 23050 & 48050 in 6104	82,962	(29,916)	82,962 53,046	Original Budget Grounds Maintenance Tech I position
	Total	<u>82,962</u>	<u>(29,916)</u>		

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

March Session of the January Adjourned

Term. 20 17

County of Boone

}

ea.

In the County Commission of said county, on the

14th

day of March

20 17

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

Now on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Prosecuting Attorney to establish a budget for additional funds awarded for the VOCA grant.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1262	3411	Victim Witness	Federal Grant Reimburs		28,588
1262	23855	Victim Witness	Furniture/Fixtures < 1,000		515
1262	37200	Victim Witness	Seminars/Conference Mtg		375
1262	37220	Victim Witness	Travel (Airfare, Mileage)		121
1262	37230	Victim Witness	Meals, Lodging, Training		1,251
1262	60100	Victim Witness	Bldg Repairs/Maintenance		1,524
1262	91301	Victim Witness	Computer Hardware		2,640
1262	91302	Victim Witness	Computer Software		1,850
1262	92100	Victim Witness	Repl Furniture/Fixtures		20,312
					57,176

Done this 14th day of March, 2017.

ATTEST:

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

*Daniel K. Atwill*  
 Daniel K. Atwill

Presiding Commissioner

*Fred J. Pary*

Fred J. Pary

District I Commissioner

*Janet M. Thompson*  
 Janet M. Thompson

Janet M. Thompson

District II Commissioner



## BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

2/23/17

**EFFECTIVE DATE**

**FOR AUDITORS USE**

(Use whole \$ amounts)

Transfer From      Transfer To  
Decrease              Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1262	3411	Victim Witness	Federal Grant Reimbursement		28,588
1262	23855	Victim Witness	Furniture/Fixtures <\$1,000		515
1262	37200	Victim Witness	Seminars/Conference/Meeting		375
1262	37220	Victim Witness	Travel (Airfare, Mileage, Etc)		121
1262	37230	Victim Witness	Meals & Lodging-Training		1,251
1262	60100	Victim Witness	Building Repairs/Maintenance		1,524
1262	91301	Victim Witness	Computer Hardware		2,640
1262	91302	Victim Witness	Computer Software		1,850
1262	92100	Victim Witness	Replacement Furniture/Fixtures		20,312
				-	57,176

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

Establish budget for additional funds awarded for VOCA grant.

*EST BDGT ADD'L VOCA GRANT*

*Bonnie Atkins*  
\_\_\_\_\_  
Requesting Official

-----  
**TO BE COMPLETED BY AUDITOR'S OFFICE**  
-----

*N/A* A schedule of previously processed Budget Revisions/Amendments is attached

*N/A* A fund-solvency schedule is attached.

□ Comments:

*Agenda*

*cy*  
\_\_\_\_\_  
Auditor's Office  
*Sam Kattal*  
PRESIDING COMMISSIONER

*Gregory*  
\_\_\_\_\_  
DISTRICT I COMMISSIONER

*Jameson*  
\_\_\_\_\_  
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

VOCA Contract Adjustment Costs January 2017

				Totals	Training Total	Budget Amendment
Training						
FSV Conference	1262-37200	Registration Fee	\$ 375.00			
Amanda Douglass, Mark Koch & Jessica Watson	1262-37230	Meals	\$ 408.00			
	1262-37230	Lodging	\$ 843.12			
	1262-37220	Mileage	\$ 120.62			
		Total		\$ 1,746.74		\$ 1,747
Supplies	1262-91302	Karpel Software License	\$ 1,850.00	\$ 1,850.00		\$ 1,850
Equipment	1262-91301	Scanners - Jessica Watson, Mark Koch, Patti Harris \$879.93 each	\$ 2,639.79			\$ 2,640
Furniture	1262-23855	Chair - Mark Koch	\$ 514.46			\$ 515
	1262-60100	Carpet-Material & Labor	\$ 1,524.00			\$ 1,524
	1262-92100	Desk - Jessica Watson	\$ 3,037.79			
	1262-92100	Witness Waiting Room	\$ 9,026.16			
	1262-92100	Lobby Furniture	\$ 7,097.85			
	1262-92100	Delivery & Installation	\$ 800.00			
	1262-92100	Design	\$ 350.00		\$ 20,311.80	\$ 20,312
		Total		\$ 24,990.05		
Total Cost				\$ 28,586.79		\$ 28,588



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### Subaward Adjustments

Subaward Adjustment: 02

Grant: 2016-VOCA-004-NC-Victim Response Team

Status: Correcting

Program Area: Victims of Crime Act (VOCA)

Grantee Organization: Boone County, Prosecutor's Office

Program Manager: Lisa Harrison-Lineback

Submitted Date: 01/10/2017

### Contract Adjustment Justification

[Return to Components](#)

#### Justification\*

Please explain the reason for the requested adjustment and include the effective date. State the need for the change and how the requested revision will further the objectives of the project.

#### TRAVEL/TRAINING:

We are requesting funding for our three advocates, Amanda Douglass, Mark Koch and Jessica Watson to attend the 11th Annual Conference on Family & Sexual Violence in Springfield, Missouri May 2-4, 2017. The cost of the conference registration fee is \$125.00 per person for a total of \$375.00.

Meals and mileage are based on the per diem rates provided by the State of Missouri Office of Administration's website oa.mo.gov.

Meals will be \$34.00/day for 4 days X 3 people for a total of \$408.00.

The advocates can all ride together to and from Springfield. It's 163 miles from Columbia to Springfield, 326 miles round trip @\$0.37/mile for a total of \$120.62.

Three nights lodging will be required for each person and the cost is \$89.00 per person per night plus \$4.68 lodging tax \$93.68/night X 3 nights X 3 people for a total of \$843.12.

A copy of the brochure is attached to this contract adjustment.

The total cost for the 11th Annual Family & Sexual Violence conference is \$1746.74.

#### SUPPLIES:

We are requesting funding for 1 additional Karpel software license for our Victim Response Team. The one time cost of this license is \$1850.00. A copy of the quote for the cost is attached to this contract adjustment.

#### EQUIPMENT/FURNITURE:

We would like to purchase scanners for Mark Koch-Victim Specialist, Jessica Watson-Victim Specialist and Patti Harris- Victim Assistant. We are in the process of scanning all of our files and becoming a paperless office. For efficiency and confidentiality purposes we would like all of our victim advocates to have the ability to scan victim files. The cost of each scanner is \$879.93. The total cost for all 3 scanners is \$2639.79. The quote for the scanners was provided by Boone County I.T. and a copy of the quote is attached to this contract adjustment.

We would like to replace the furniture and the carpet in our witness waiting room and the chairs in our front lobby. Both of these areas are used for victims and witnesses to sit while they are waiting for trials or meetings with our victim advocates or assistant prosecuting attorneys. The chairs in our witness waiting room are almost 17 years old and have stains on them. The arms on the chairs are scratched from law enforcement officers sitting in them with their guns and holsters on. We would like to get chairs and benches without arms and we have chosen fabric that is stain resistant and durable to eliminate these problems. We have a very small witness waiting room and have chosen furniture that will maximize the space. We currently have toys and drinks stored underneath the chairs because of the shortage of space. We would like to purchase a tall cabinet that can be used to store these items and get them off the floor. We would also like to replace the carpet in the witness waiting room. It is very dirty and stained and shampooing the carpet does not help. The carpet we have chosen is made of a special fiber that repels liquids, is stain resistant and durable. Pictures of our current witness waiting room and the front lobby and cost estimates and drawings for the replacement furniture are included as attachments to this contract adjustment for your reference.

**Save the Date:  
May 2 to 4, 2017**

Missouri Office of Prosecution Services

**11th Annual Conference  
on  
Family & Sexual Violence**

*See Page 3  
for agenda topics*

***Achieving the Balance***



*At the*  
**Ramada Oasis Conference Center**  
*Springfield, Missouri*

For additional information, please contact Catherine Vannier at [catherine.vannier@mops.mo.gov](mailto:catherine.vannier@mops.mo.gov) or (573) 644-2409

MISSOURI OFFICE OF PROSECUTION SERVICES  
11th ANNUAL FAMILY & SEXUAL VIOLENCE CONFERENCE

## Achieving the Balance

Ramada Oasis  
Springfield, Missouri  
May 2 to May 4, 2017

We encourage prosecutors, law enforcement, advocates & allied professionals to take this opportunity to learn from national & local experts. These classes will enhance investigation, prosecution & advocacy skills in *all criminal cases*, particularly crimes against persons, with an emphasis on family & sexual violence. Experts agree that family & sexual violence cases provide excellent training opportunities for professionals to learn to *think outside the box* to the many obstacles to an effective criminal justice response.

**Please Join Us!**  
**We are looking forward to seeing you there!**

The Early Registration Rate will be \$125. Registration will include lunch on Tuesday and Wednesday, dinner on Tuesday evening. If you are staying at the hotel, breakfast is included with your room. Early Registration ends April 15, 2017. Registrations received after April 15th will be \$150/person.

**Please register by cutting and pasting the link into your browser:**

<http://events.constantcontact.com/register/event?llr=q5eaeneab&oeidk=a07edjgw8bf325dad0b>

**The Ramada Oasis will have a block of rooms available for our conference attendees at a rate of \$89/night. Please call the hotel and mention the conference in order to receive the discounted rate. The rate is available until April 1, 2017. The phone number is 1-888-532-4338.**

Questions? Concerns? Comments?  
Contact Catherine Vannier at [catherine.vannier@prosecutors.mo.gov](mailto:catherine.vannier@prosecutors.mo.gov) or (573) 644-2409.

Please share with your Prosecutors, Law Enforcement, Investigative & Legal Support Staff, Victim Advocates, Children's Division Personnel, Juvenile Office Personnel, Children's Advocacy Center Staff, Health Professionals, Probation Officers & other Allied Professionals.

This training is available to: Prosecutors, Law Enforcement, Victim Advocates, Children's Division, Probation & Parole, Health Professionals, Juvenile Office Personnel and Children's Advocacy Center Staff. Other Similar Allied Professionals must obtain prior approval for attendance from Conference Organizers. To receive approval, please email Catherine Vannier, [Catherine.vannier@mops.mo.gov](mailto:Catherine.vannier@mops.mo.gov). In the email subject line, please indicate "Conference Approval - MOPS 10h Annual FSV Conference."

\***PLEASE NOTE:** The Missouri Office of Prosecution Services is unable to issue refunds after payment has been received. If for some reason you are unable to attend after registering and making payment, the Missouri Office of Prosecution Services will work with you to transfer your registration to another individual; however, payment cannot be refunded. No exceptions.

\***PLEASE NOTE:** Registrants will be eligible to receive the early registration individual and team discounts **ONLY IF** payment is received on or before April 15, 2017. If a registrant registers early and fails to make the payment on or before April 15, 2017, the registrant will be charged the Late Registration fee of \$150.00/person. No exceptions.

**TENTATIVE PRESENTATION TOPICS INCLUDE:**

Investigating Victim Recantation

Repeat Victims & Offenders

Managing the Stress of Traumatic Cases

Protected Spaces, Community Support & the Pending Case

The Hunter & The Hunted

School Interviews & Investigations

Prosecution Best Practices: Updates from the SVSC

The Neverending Case: A Victims' Perspective

Making the Most of Your Multi-Disciplinary Team\*

Prosecutor & Law Enforcement Involvement  
in the Order of Protection Process

Expert Witnesses: How to Be One & Use One

New MSHP Laboratory DNA Submittal Policies  
& Updates to Sexual Assault Kits

The Parole Process, What We All Need to Know

*And More!*

*All presentations will be certified for POST, CLE and 210 (subject to approval by CD Training Coordinators), with approximately 20 total credit hours available. Training objectives will be available upon request for CNE submission to the State Board of Nursing.*



*\*Funding provided in part by the Missouri Children's Justice Act Task Force*



World Wide Technology, Inc.

Sales Quotation	Submitted By	Submitted To
<b>Quote Number:</b> 4328880.1 <b>Customer:</b> Boone County, MO <b>Quote Date:</b> 01/03/2017 <b>Contract:</b> SOM - PVC - ST C211034001 Exp. Date: 03/31/2017	Herbert, Brian L P: (314) 212-1712 Brian.Herbert@wwt.com	Connie Shepp P: (573) 886-4316 cshepp@boonecountymmo.org

Line	Mfr Part # Mfr Name	Lead Time	Qty	Cust Price	Ext Price
1	PA03670-B055 FUJITSU COMMUNICATIONS	Call	1	\$879.93	\$879.93
Description: Fujitsu Fi-71 60 Sheetfed Scanner - 600 dpi Optical /120IPM USB 3.0 300DPI 80PG ADF					

**Totals**

<b>Product Total</b>	\$879.93
<b>Maintenance Total</b>	\$0.00
<b>Customer Total</b>	\$879.93
<b>Estimated Shipping</b>	\$0.00
<b>Estimated Tax</b>	\$0.00
<b>Total Price:</b>	<b>\$879.93</b>

This quote is WWT Confidential Information.

Seller provides all products and original manufacturer services to Buyer only in accordance with any applicable original manufacturer terms and conditions within the applicable end user license agreement, terms of service, or similar legal instrument.

Unless expressly stated herein, price quotes are valid for 30 days and are subject to change thereafter.

Unless expressly stated herein, prices do not include, and Buyer is responsible for, any and all taxes, handling, shipping, transportation, duties or other charges or fees relating to the sale and delivery of products.

Products may only be returned in accordance with the original manufacturer's RMA policy.

Items returned after 30 days of receipt may not be returnable due to vendor restrictions.

All delivery dates are approximate and not guaranteed.

Products will be shipped in accordance with FCA WWT's shipping point (Incoterms 2010), unless otherwise stated herein or agreed to by both parties in writing in a contract.

Title and risk of loss will transfer to Buyer at WWT's shipping point.

Payment terms are net 30, unless otherwise agreed to by both parties in writing.

All products and services are provided to Buyer in accordance with Seller's terms of sale at <https://www.wwt.com/TermsAndConditions/TermsAndConditions.doc>; provided that, if Buyer has a master agreement in place with WWT, the master agreement will apply in lieu thereof.

Within the 30 day quote validity period WWT reserves the right to revise the quote due to exchange rate fluctuations.



Karpel Solutions  
 9717 Landmark Parkway Drive  
 Suite 200  
 St. Louis, MO 63127  
 (314) 892-6300

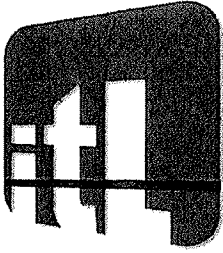
<b>Bill To:</b>
Boone County Prosecutor's Office-MO Attn: Bonnie Adkins 705 E. Walnut St. Columbia, MO 65201 United States

<b>Date</b>	<b>Invoice</b>
01/05/2017	33019

<b>Terms</b>	<b>Due Date</b>	<b>PO Number</b>	<b>Reference</b>
Due Upon Receipt	01/05/2017	Quote	PBK User License

<b>Products &amp; Other Charges</b>	<b>Quantity</b>	<b>Price</b>	<b>Amount</b>
<u>Billable Products &amp; Other Charges</u>			
PBK Licenses- 1 User	1.00	\$1,850.00	\$1,850.00
Miscellaneous Invoice			
<b>Total Products &amp; Other Charges:</b>			<b>\$1,850.00</b>
Make checks payable to: NEW ADDRESS  Karpel Solutions 9717 Landmark Parkway Dr. Suite 200 St. Louis, MO 63127	<b>Invoice Subtotal:</b>		\$1,850.00
	<b>Sales Tax:</b>		\$0.00
	<b>Invoice Total:</b>		<b>\$1,850.00</b>





inside the LINES  
 100 E TEXAS AVE  
 COLUMBIA, MO 65202  
 PH: 573.234.0778  
 FX: 573.234.0777

**PROPOSAL**  
**16679**

DATE 01/09/17  
 PROJECT#: 107-4

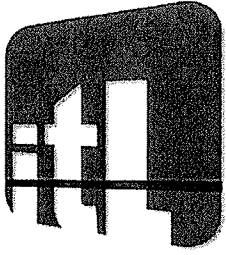
**PROPOSE TO:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

**INSTALLATION ADDRESS:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

CONTACT		REPRESENTATIVE	DESIGNER	TERMS	
		Lynn Carrington	Lynn Carrington	NET 15	
#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
1	1	N95NNL	National Office Furniture SWIFT,CORNER TABLE,90 DEGREE,LAMINATE CUTOUT ONLY-G17C NO SIDE GROMMET STANDARD GROUP 1 MOCHA POLISHED ALUMINUM List Price: 1503.00 Discount Off List: 55.00 %	676.35	676.35
2	3	N95MBX	National Office Furniture SWIFT,TWO SEAT,ARMLESS,CONTRASTING MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY GRADE 7 PROMESSA WOODPECKER GRADE 7 PROMESSA WOODPECKER MOCHA POLISHED ALUMINUM List Price: 3312.00 Discount Off List: 55.00 %	1,490.40	4,471.20
3	1	N95MCX	National Office Furniture SWIFT,THREE SEAT,ARMLESS,CONTRASTING MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY GRADE 7 PROMESSA WOODPECKER GRADE 7 PROMESSA WOODPECKER MOCHA POLISHED ALUMINUM List Price: 4334.00 Discount Off List: 55.00 %	1,950.30	1,950.30



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 Columbia, MO 65201

CONTACT

REPRESENTATIVE

DESIGNER

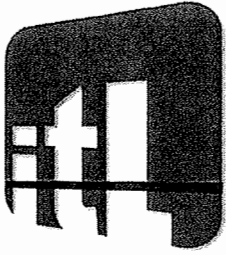
TERMS

Lynn Carrington

Lynn Carrington

NET 15

#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
4	1	KI74/JR3 9	Krueger International, Inc. Impress Ultra Task,Ped Base,Mesh Mid Bk,Adj Arms,Uph St Sliding seat Black Compliance to TB 117-2013 Fabric Grade 1 Skyline Black Carpet casters Standard height (17 3/4A,A_-22 1/4") No memory foam List Price: 887.00 Discount Off List: 42.00 %	514.46	514.46
5	1	KOMG.23. M	Krueger International, Inc. Corner Keyboard Tray With Mouse Tray List Price: 425.39 Discount Off List: 42.00 %	246.73	246.73
6	1	CFS06.SL	Krueger International, Inc. Flat Screen System,12" Post,Dual Screen,Two Height-Adjustable Doub List Price: 536.63 Discount Off List: 42.00 %	311.25	311.25
7	1	S7P/1524 WBBF	Krueger International, Inc. 700 Series Files Supporting Ped-Box/Box/File-24" Nominal Depth Classic (inset pull) Sand Key alike Key Alike Lock #101 List Price: 806.49 Discount Off List: 42.00 %	467.76	467.76



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**CONTACT**

**REPRESENTATIVE**

**DESIGNER**

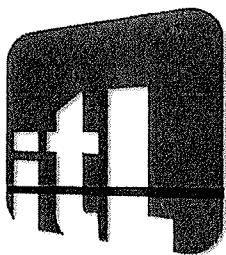
**TERMS**

Lynn Carrington

Lynn Carrington

NET 15

#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
8	1	S7P/1524 WFF	Krueger International, Inc. 700 Series Files Supporting Ped-File/File-24" Nominal Depth Classic (inset pull) Sand Key alike Key Alike Lock #101 List Price: 737.48 Discount Off List: 42.00 %	427.74	427.74
9	1	7D/CU243 6-74P-P	Krueger International, Inc. 700 Series Desk,Corner,Partial Modesty Panel,74P Edge,24x36"W Grommets - center Sand KI Laminates DESERT ZEPHYR 4841-60 Sand edge/grommet List Price: 1093.86 Discount Off List: 42.00 %	634.44	634.44
10	1	7D/R2436 -74P-P	Krueger International, Inc. 700 Series Desk,Return,Partial Modesty Panel,74P Edge,24x36"W No grommets Sand KI Laminates DESERT ZEPHYR 4841-60 Sand edge/grommet List Price: 792.07 Discount Off List: 42.00 %	459.40	459.40
11	1	7D/R2448 -74P-P	Krueger International, Inc. 700 Series Desk,Return,Partial Modesty Panel,74P Edge,24x48"W No grommets Sand KI Laminates DESERT ZEPHYR 4841-60 Sand edge/grommet CONTINUED...	490.47	490.47



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**PROPOSAL**  
**16679**

DATE 01/09/17  
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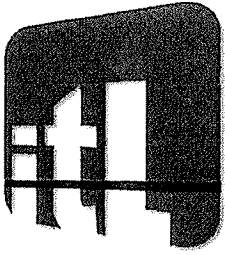
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 Columbia, MO 65201

CONTACT		REPRESENTATIVE	DESIGNER	TERMS	
		Lynn Carrington	Lynn Carrington	NET 15	
#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
			List Price: 845.63 Discount Off List: 42.00 %		
12	1	E2460/A	Krueger International, Inc. Intellect Activity Table,Rectangular,Black Frame,24x60" Black Black edge Cocobala List Price: 251.00 Discount Off List: 42.00 %	145.58	145.58
13	2	N95NNL	National Office Furniture SWIFT,CORNER TABLE,90 DEGREE,LAMINATE CUTOUT ONLY-G17C NO SIDE GROMMET STANDARD GROUP 1 MOCHA POLISHED ALUMINUM List Price: 1503.00 Discount Off List: 55.00 %	676.35	1,352.70
14	6	96NAL	Krueger International, Inc. Versa Standard Four-Leg Armless,Uph,Nonganging Chrome Plastic glides Compliance to TB 117-2013 Group 2V Vinyl (Chair stacking is not recommended 2V PATRIOT PLUS SEA Round (original style) List Price: 484.10 Discount Off List: 42.00 %	280.78	1,684.68



inside the LINES  
 100 E TEXAS AVE  
 COLUMBIA, MO 65202  
 PH: 573.234.0778  
 FX: 573.234.0777

**PROPOSAL**  
**16679**

DATE 01/09/17  
 PROJECT#: 107-4

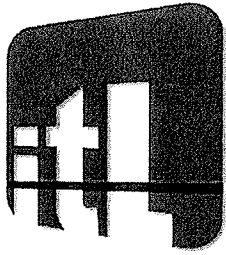
**PROPOSE TO:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

**INSTALLATION ADDRESS:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

CONTACT		REPRESENTATIVE	DESIGNER	TERMS	
		Lynn Carrington	Lynn Carrington	NET 15	
#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
15	1	RBCD1824 72	TEKNION Storage Cabinet, 18"d x 24"w x 72"h Source Laminate Earth Earth Earth Elliptical Foundation Colors Slate (Matte) Key Random List Price: 1190.00 Discount Off List: 62.00 %	452.20	452.20
16	1	N95MBX	National Office Furniture SWIFT, TWO SEAT, ARMLESS, CONTRASTING MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY GRADE 7 PROMESSA WOODPECKER GRADE 7 PROMESSA WOODPECKER MOCHA POLISHED ALUMINUM List Price: 3312.00 Discount Off List: 55.00 %	1,490.40	1,490.40
17	2	N95MCX	National Office Furniture SWIFT, THREE SEAT, ARMLESS, CONTRASTING MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY MOMENTUM GRADE E SYNERGY BARLEY GRADE 7 PROMESSA WOODPECKER GRADE 7 PROMESSA WOODPECKER MOCHA POLISHED ALUMINUM List Price: 4334.00 Discount Off List: 55.00 %	1,950.30	3,900.60



inside the LINES  
 100 E TEXAS AVE  
 COLUMBIA, MO 65202  
 PH: 573.234.0778  
 FX: 573.234.0777

**PROPOSAL**  
**16679**

DATE 01/09/17  
 PROJECT#: 107-4

**PROPOSE TO:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

**INSTALLATION ADDRESS:**

Boone County Prosecutor  
 Attn: Bonnie Adkins  
 705 East Walnut  
 Columbia, MO 65201

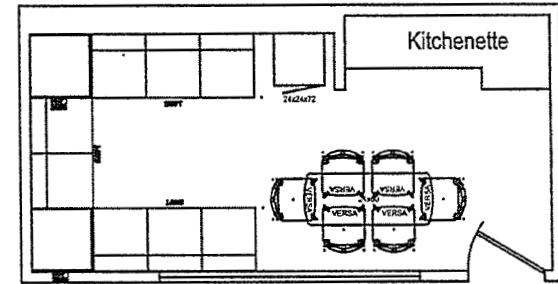
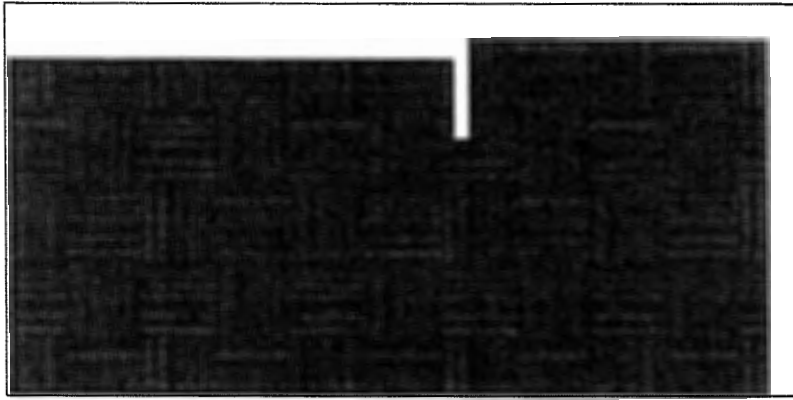
CONTACT	REPRESENTATIVE	DESIGNER	TERMS
	Lynn Carrington	Lynn Carrington	NET 15

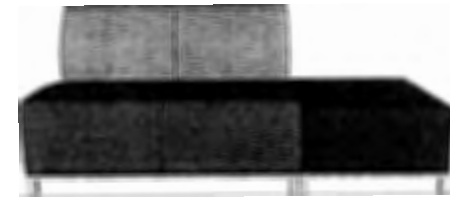
#	QTY	MODEL	DESCRIPTION	SELL	EXTENDED
18	1		ITL - INSTALL SERVICES itL Installation Pricing based off contract 101012-KII, 20 Man hours at \$40/HR	800.00	800.00
19	1		ITL - INSTALL SERVICES Space Planning & Design pricing based on 101012-KII 4 hours at \$75 and 1 hour of meetings at \$50	350.00	350.00

**Pricing valid for 30 days.**  
**A 50% deposit of all project costs is due upon order approval.**  
**The remaining balance will be due 15 (fifteen) days after scheduled install date.**  
**All credit card purchases will have a 3% fee added.**  
**Pricing quoted does not include storage beyond scheduled install date, storage fees may apply.**  
**Lead times are approximate and refer to shipping dates.**  
**inside the LINES is not liable for any delays during shipping.**

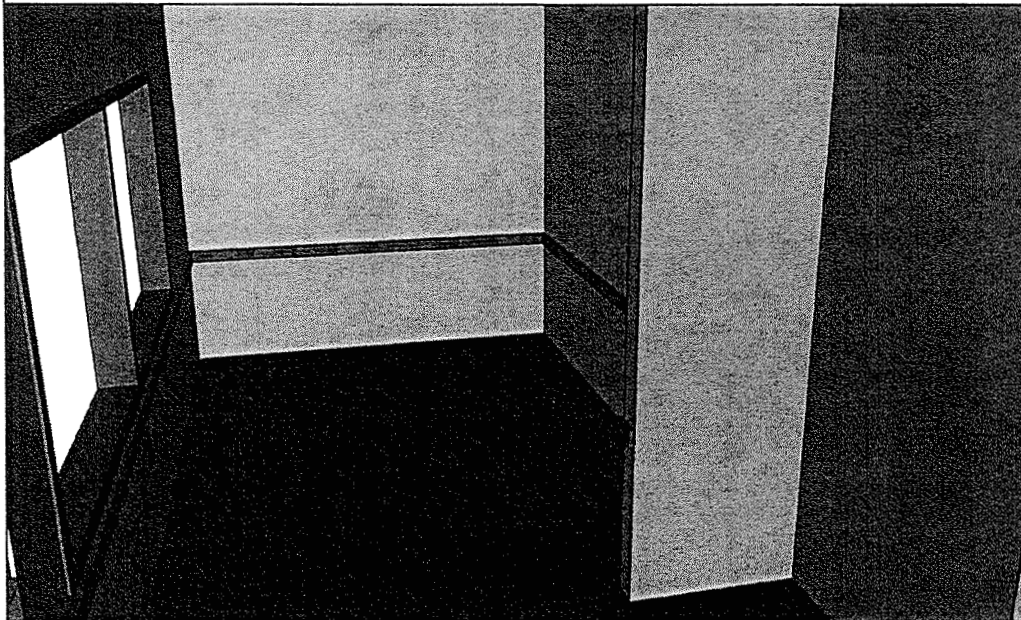
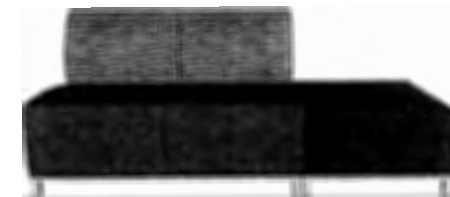
DEPOSIT REQUIRED	10,413.00	PRODUCT	19,676.26
Approval Date: _____		DESIGN	350.00
Approved By: _____		INS/DEL	800.00
Install Date: _____		TOTAL	20,826.26
Completion Date: _____			



Option 1:  
Synergy-Barley



Option 2:  
Synergy-Bedrock



Project: 20161220\_BC\_Prosecutor\_AddtlFurniture & Design for the County Prosecutor's office 20161214\_bc\_prosecutor\_addtlfurnitu

Scale: 1/4"=1'-0"

Designer: BP

Account Manager: LC

12/30/2016

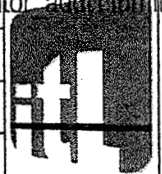
Client Signoff:

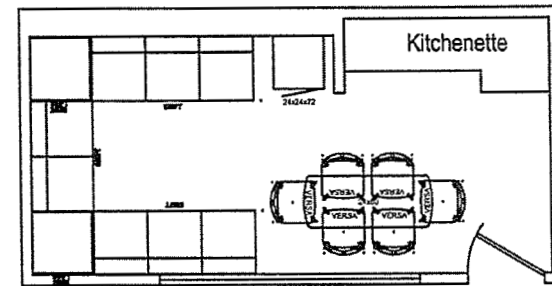
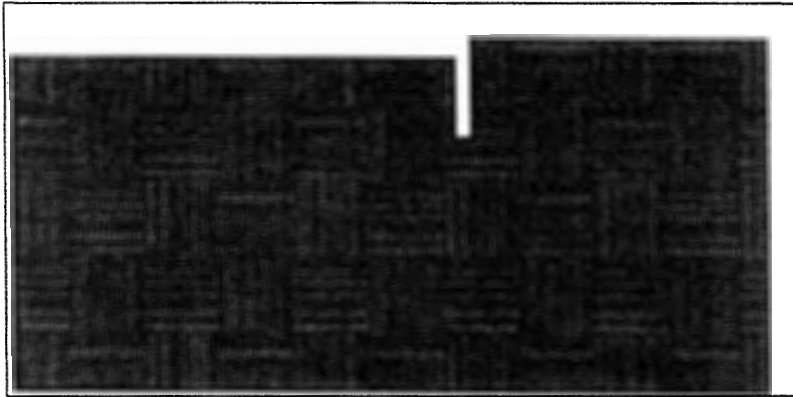
Design Layout- Property of inside the  
LINES used with permission only

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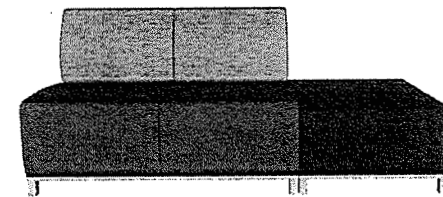
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F: 537-234-0777

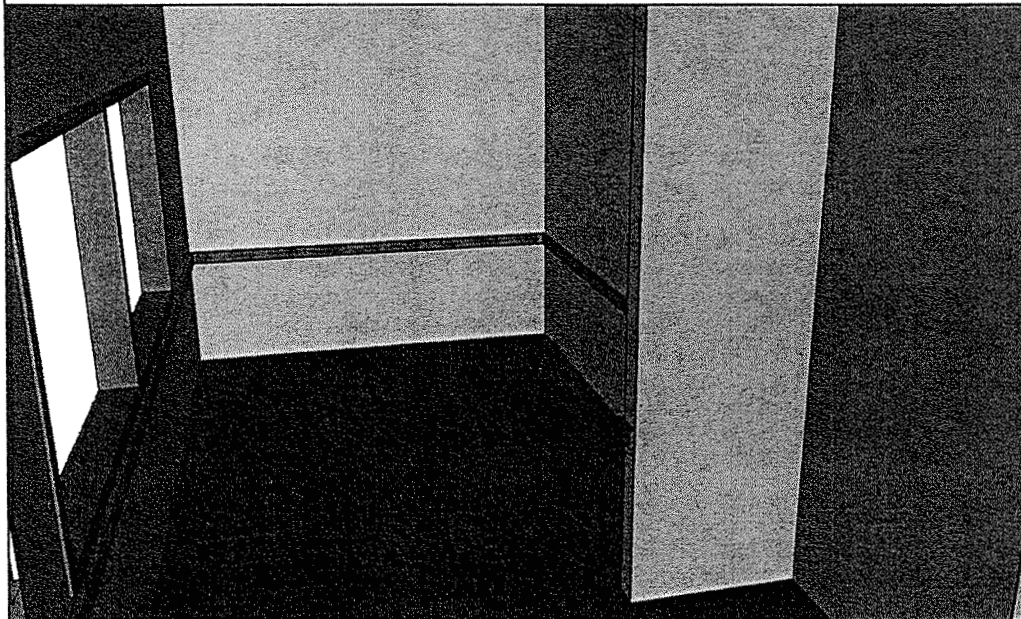
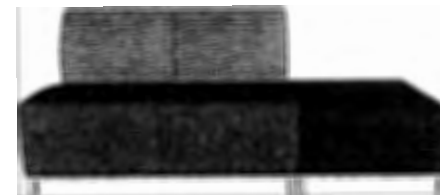




Option 1:  
Synergy-Barley



Option 2:  
Synergy-Bedrock



Project: 20161220\_BC\_Prosecutor\_AddtlFurniture & Design for the county prosecutor's office 20161214\_bc\_prosecutor\_addtlfurnit

Scale: 1/4"=1'-0"

Designer: BP

Account Manager: LC

12/30/2016

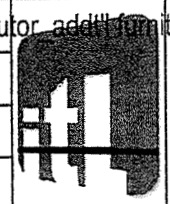
Client Signoff:

Design Layout- Property of inside the  
LINES used with permission only

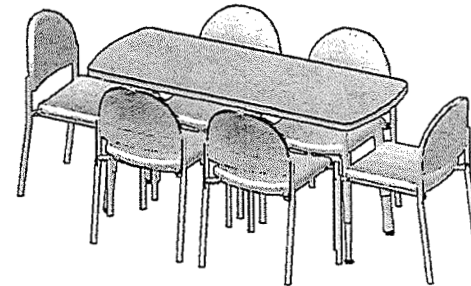
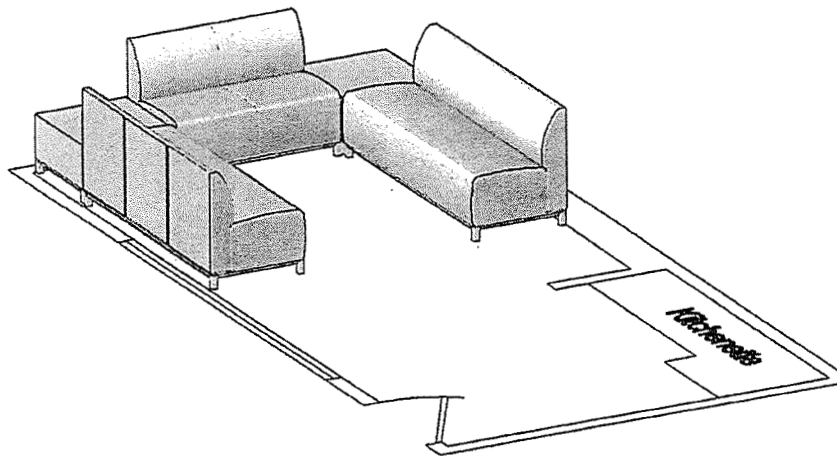
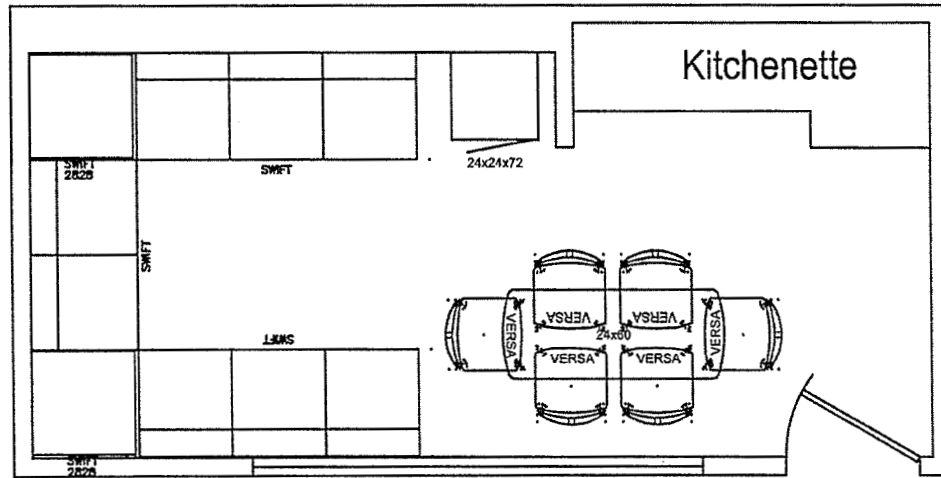
100 East Texas Ave, Columbia, MO 65202

P: 573-234-0778

F: 537-234-0777

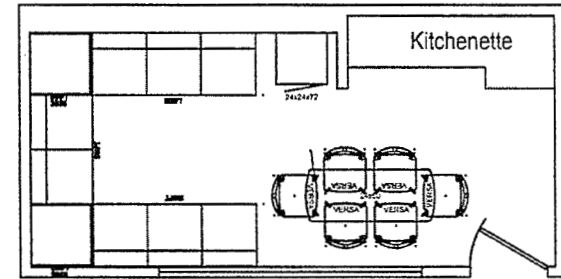
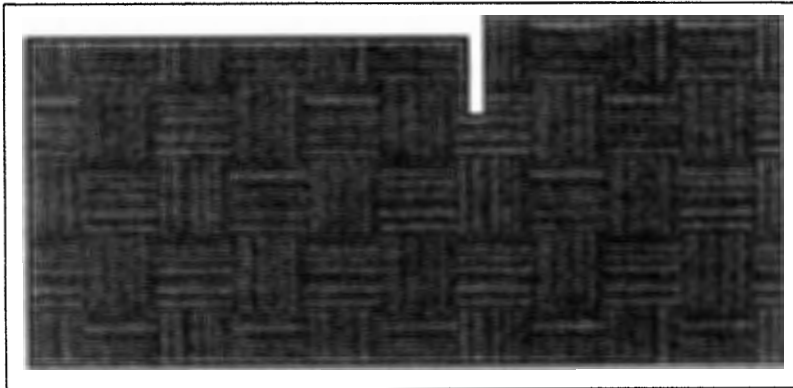




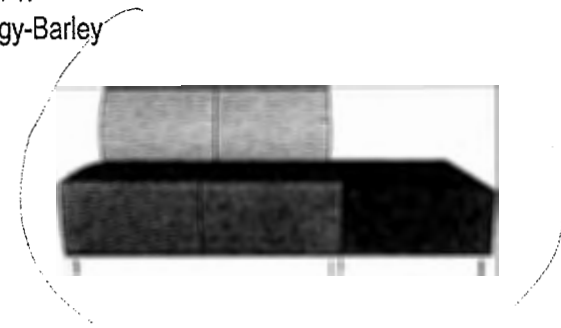


Project: 20161220_BC_Prosecutor_AddtlFurniture&Design for the county prosecutor's office\20161214_bc_prosecutor_addtlfurnitu			
Scale: 1/4"=1'-0"	Designer: BP	Account Manager: LC	
12/21/2016	Client Signoff:	Design Layout- Property of inside the LINES used with permission only	
100 East Texas Ave, Columbia, MO 65202		P: 573-234-0778	F: 537-234-0777

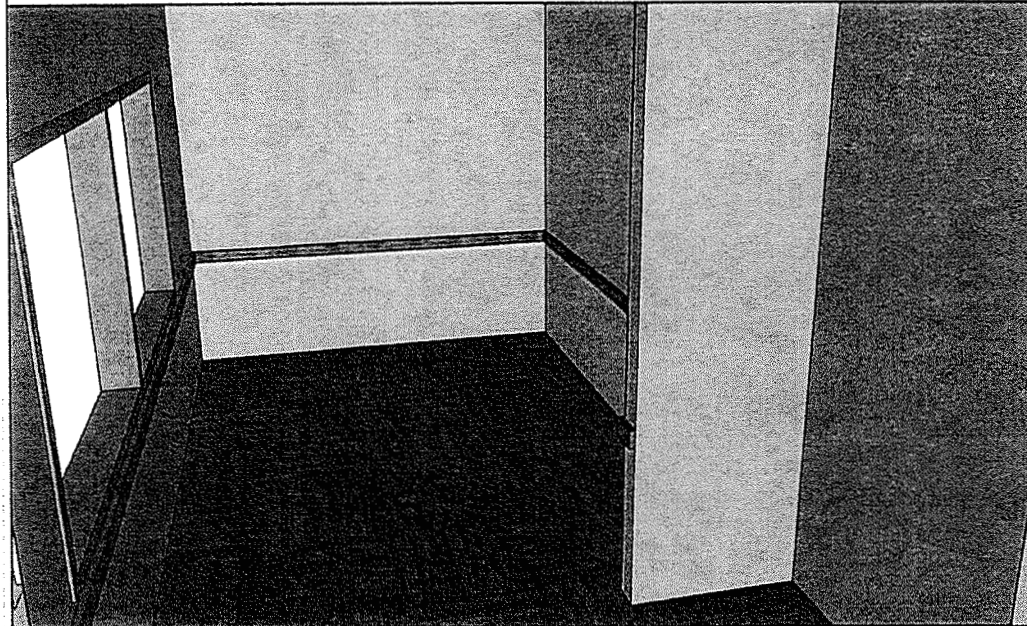
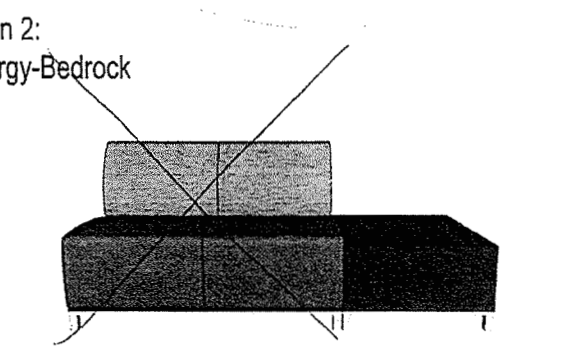




Option 1:  
Synergy-Barley



Option 2:  
Synergy-Bedrock



Project: 20161220\_BC\_Prosecutor\_AddtlFurniture & Design for County Prosecutor's office 20161214\_bc\_prosecutor\_addtlfurnit

Scale: 1/4"=1'-0"

Designer: BP

Account Manager: LC

12/30/2016

Client Signoff:

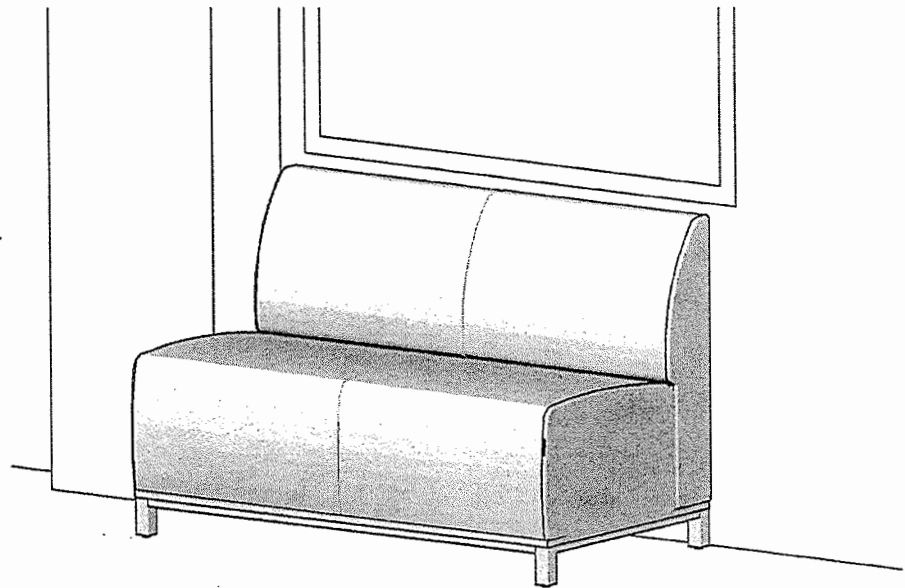
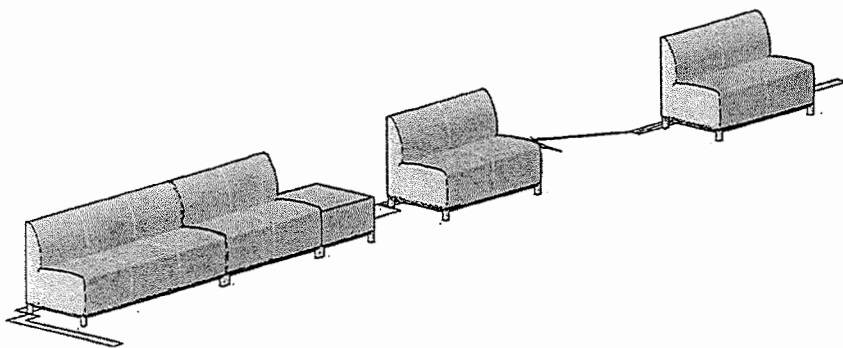
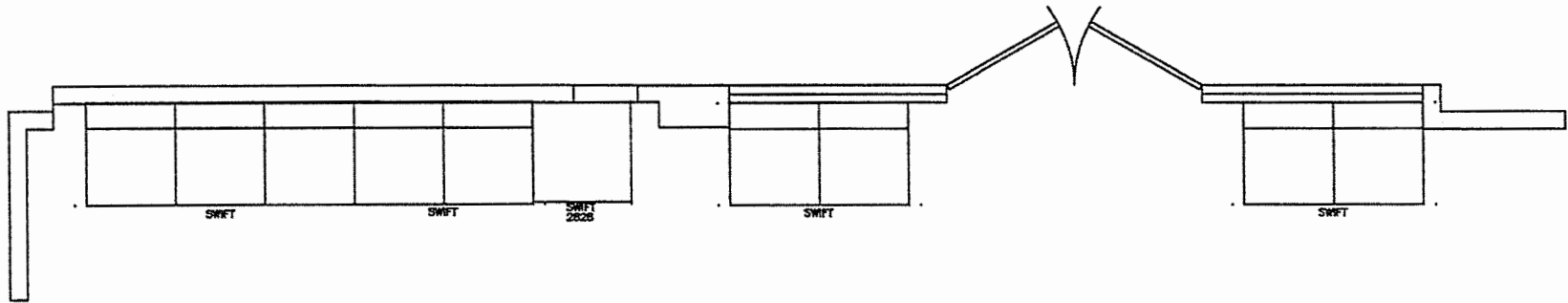
Design Layout— Property of inside the  
LINES used with permission only

100 East Texas Ave, Columbia, MO 65202

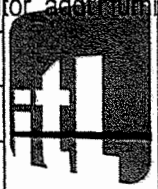
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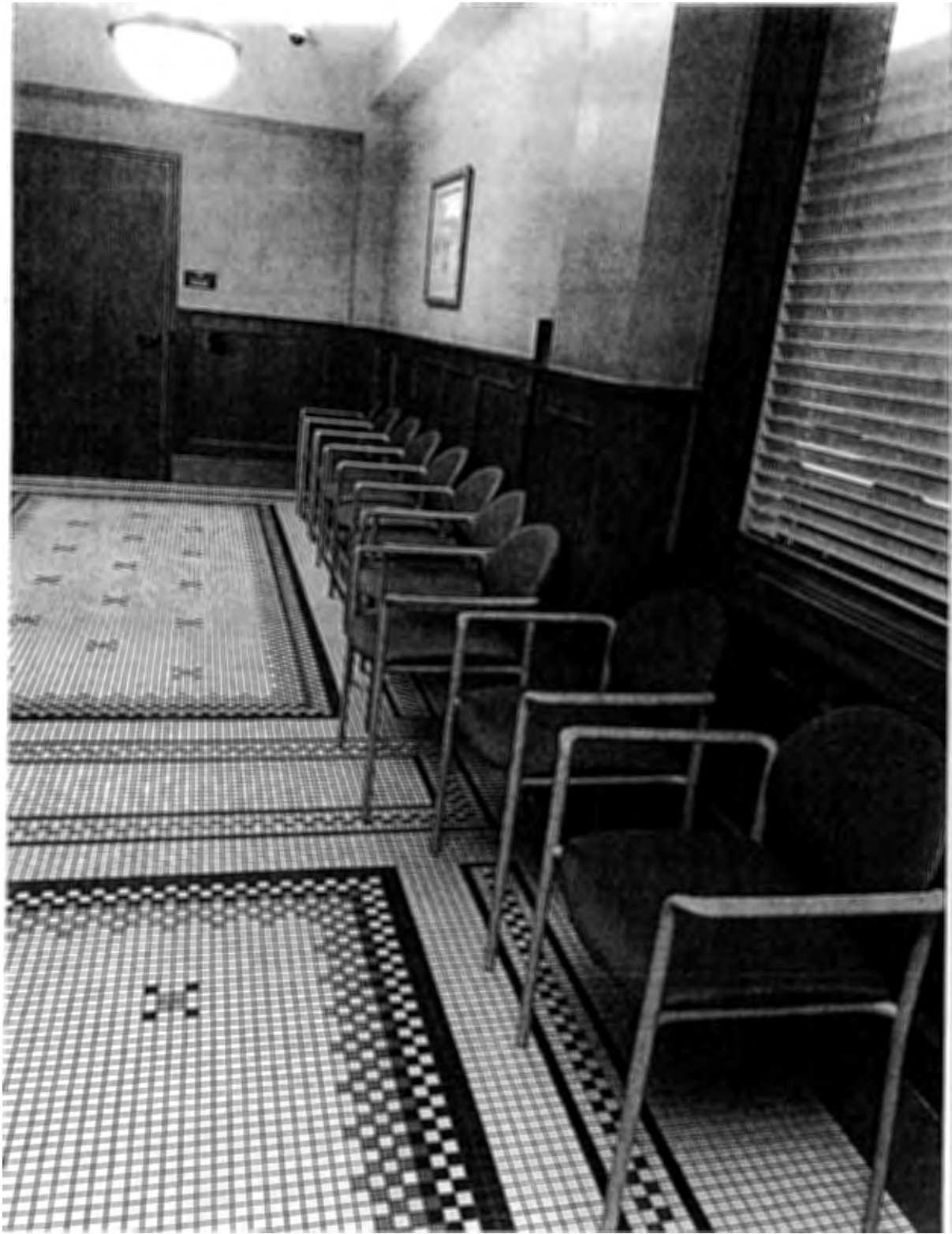
F: 537-234-0777





Project: 20161220_BC_Prosecutor_AddtlFurniture & Design for the City Prosecutor's office 20161214_bc_prosecutor_addtl_furniture		
Scale: 1/4" = 1'-0"	Designer: BP	Account Manager: LC
12/21/2016	Client Signoff:	Design Layout- Property of inside the LINES used with permission only
100 East Texas Ave, Columbia, MO 65202	P: 573-234-0778	F: 537-234-0777











# Fax Bid Form

Submitted by: Ben Carey  
Company: Carpet Mart  
Address: 1206A Bowling St  
Columbia MO 65201  
Contact: Ben

Page# 1 OF1  
Date: 01/09/17  
Phone# (573) 645-1694  
E-Mail  
[Bencarey@carpetmartcomo.com](mailto:Bencarey@carpetmartcomo.com)

**Project:** Boone County Prosecutors Office  
**Attention:** Lynn  
**Fax Number:**

**Addenda Received?**  #1  #2  #3  #4  Thru #  None

**Base Bid:** Per plans and specs?  Yes  No If NO, Clarify below or on attachment.

**Spec section** Description of work: PRICE

Supply and install J&J Kintex Carpet tile  
And rubber cove Base  
Includes removal of Existing Carpet tile and Base Does Not  
Include Moving Furniture.

Total bid \$1,524.00

### Alternates:

Number Description of work: Add: Deduct:

### Unit Prices:

Number Description of work Add: Deduct:

Bonds included?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Furnished and installed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Sales tax included?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Labor/Install only?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
AFL/CIO union labor?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Materials delivered only?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Certified MBE/WBE?	<input type="checkbox"/> MBE	<input type="checkbox"/> WBE	Freight included of allowed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Visited job site?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	FLOOR-GRINDING-LEVELING	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

### Delivery/ Schedule Info, Exclusions/ Qualifications or other clarifications:

EXCLUDES - FLOORGRINDING - DEMO - FLOOR LEVELING - HIGH MOISTURE REMEDIES IN FLOOR .  
SEALING OR WAXING RESILENT FLOOR



# Job Breakdown

**Carpet Mart**  
**1206 A Bowling St.**  
**Columbia Mo 65201**  
 573 874-7900 Office  
 573 449-5505 Fax

Project NO. 19151347  
 DATE January 9, 2017  
 CUSTOMER ID ITL

TO Boone County Prosecutor

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Ben Carey			

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	labor for removal and install of carpet tile and Base	\$ 333.33	\$ 333.33
1.00	J&J Carpet tile and Rubber base supplied with Freight and install	1,190.67	1,190.67
	Materials		
SUBTOTAL			\$ 1,524.00
SALES TAX			
TOTAL			\$ 1,524.00

Make all checks payable to Carpet Mart  
**THANK YOU FOR YOUR BUSINESS!**

121-2017

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

March Session of the January Adjourned

Term. 20 17

County of Boone

} ea.

In the County Commission of said county, on the

14th

day of March

20 17

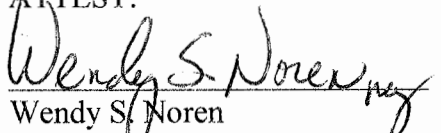
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Prosecuting Attorney to establish a budget for grant funds awarded for Crime Victims' Rights Week 5K.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1262	3411	Victim Witness	Federal Grant Reimburse		4,950
1262	84010	Victim Witness	Receptions/Meetings		4,950
					9,900

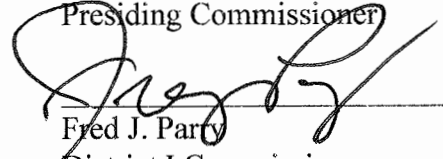
Done this 14th day of March, 2017.

ATTEST:

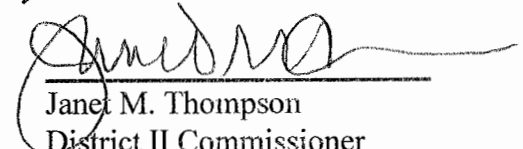
  
 Wendy S. Noren  
 Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Party  
District I Commissioner



Janet M. Thompson  
District II Commissioner

2017

to: County Clerk's Office  
Comm Order # 121-2017  
Please return all documentation to Auditor's Office.

# BOONE COUNTY, MISSOURI REQUEST FOR BUDGET AMENDMENT

RECEIVED

1/10/17

JAN - 9 2017

FOR AUDITORS USE

EFFECTIVE DATE

BOONE COUNTY AUDITOR

(Use whole \$ amounts)  
Transfer From    Transfer To  
Decrease        Increase

Dept	Account	Fund/Dept Name	Account Name	Transfer From Decrease	Transfer To Increase
1262	3411	Victim Witness	Federal Grant Reimbursement		4,950
1262	84010	Victim Witness	Receptions/Meetings		4,950
				-	<b>9,900</b>

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use an attachment if necessary):

Establish budget for grant funds awarded for Crime Victims' Rights Week 5K.  
*EST BDGT VICTIMS RIGHT WEEK 5K*

Bonnie Atkins  
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:

*Agenda*

*[Signature]*  
Auditor's Office

*[Signature]*  
DISTRICT I COMMISSIONER

*[Signature]*  
DISTRICT II COMMISSIONER

**BUDGET AMENDMENT PROCEDURES**

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing



DANIEL K. KNIGHT, Prosecutor  
Office of the Boone County Prosecuting Attorney  
705 E. Walnut Street – Courthouse  
Columbia, Missouri 65201-4485  
573-886-4100  
FAX: 573-886-4148

DATE: January 10, 2017

TO: Commissioner Atwill  
Commissioner Parry  
Commissioner Thompson

COPY

FROM: Prosecuting Attorney's Office

RE: Grant Acceptance – 2017 National Crime Victims' Rights Week  
Community Awareness Project

We respectfully request your approval to accept \$4,950.00 in federal grant funds to host a 5K Race/Walk to be held on Sunday, April 2, 2017 in honor of crime victims. National Crime Victims' Rights week is April 2 – 8, 2017. These grant funds are administered by the National Association of VOCA Assistant Administrators (NAVAA) under a cooperative agreement with the Office for Victims of Crime (OVC). The intent of the 2017 National Crime Victims' Rights Week Community Awareness Project is to enhance the public's awareness of the rights and services for victims of all types of crimes. There are no matching fund requirements for this grant.

We respectfully request your approval to electronically sign this contract.

Thank you.

**National Crime Victims' Rights Week  
Community Awareness Project  
Subgrant Award Agreement**

Subgrantee	Boone County Prosecuting Attorney, Columbia MO			Subgrant Award No.	17-035
				Subgrant Award Amount	\$4,950.00
Start Date	January 3, 2017	End Date	June 30, 2017	Indirect cost rate, if any	10.00%

This agreement between the National Association of VOCA Assistance Administrators (NAVAA) and the above-named Subgrantee for funding of a National Crime Victims' Rights Week Community Awareness Project ("the project") under the National Crime Victims' Rights Week Community Awareness Project grant program (NCVRW CAP) is subject to the terms and conditions below:


1. This agreement is subject to all of the terms and conditions, including the availability of funding, awarded to NAVAA on pursuant to Federal Award Identification Number (FAIN) 2015-VF-GX-K002 for the 2017 National Crime Victims' Rights Week Community Awareness Project awarded by the Office for Victims of Crime (OVC), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ).
2. The Catalog of Federal Domestic Assistance (CFDA) number for this project is 16.582.
3. The Subgrantee shall perform the services and activities described in the application submitted under the NCVRW CAP grant program which shall be considered incorporated into this agreement, unless and to the extent any changes, revisions or modifications are approved or required by NAVAA. The Subgrantee agrees to immediately notify NAVAA of any circumstances that may cause the Subgrantee to be unable or unwilling to complete its obligations under this agreement.
4. NAVAA shall reimburse the Subgrantee for the actual, reasonable and necessary costs incurred by the Subgrantee in connection with the project as contained in the Subgrantee's application, not to exceed the Subgrant Award Amount indicated above, unless and to the extent approved by NAVAA. All expenditures are subject to the requirements of the NCVRW CAP program and the regulations set forth in the current edition of OJP's Financial Guide (<http://oip.gov/financialguide/DOJ/>), Part 200 Uniform Requirements (2 C.F.R. Part 200) as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 and such other Justice Department rules or guidelines as may be applicable.
5. The Subgrantee understands and agrees that funding under this project is on a reimbursable basis. Advance payments may be permitted only in unusual circumstances for actual, documented and obligated expenses.
6. The Subgrantee certifies that it is not suspended, excluded or debarred from receiving federal funding.
7. The Subgrantee shall not be eligible for any reimbursement unless it submits a complete, accurate, satisfactory and final After-Action Report/Reimbursement Request (AAR) to be received by NAVAA no later than Friday, June 30, 2017. The AAR shall be submitted on a form provided by NAVAA and shall, at a minimum, include:
  - a. The dates and narrative description of the project as implemented.
  - b. An explanation for any unimplemented planned activities.
  - c. A list of major project co-sponsors and collaborative organizations and a brief description of their respective contributions to the project.
  - d. An enumeration of the type of public awareness events and activities conducted, materials produced and distributed and media contacts made.
  - e. Itemization of all speakers and related costs funded by the project.
  - f. To the extent available, indicators of the reach or impact of the project (e.g. number of people attending an event) and any discernible results.
  - g. Detailed itemization of requested reimbursable expenditures, including copies of source documentation of line items costing \$300 or more.
  - h. Documentation of actual project implementation (e.g. copies of news stories, photographs, press releases, etc.).
  - i. Comments and feedback on the NCVRW CAP program and suggestions to improve the program.
  - j. Such other information as may reasonably be requested by NAVAA and/or OVC.
8. Indirect costs. By entering an indirect cost rate on its application, the subgrantee certifies either 1) its eligibility or election under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f) or 2) its current, unexpired federally approved indirect cost rate. Subgrantees electing to use the "de minimis" must comply with all associated requirements in the Part 200 Uniform Requirements. A subgrantee using a federally-approved indirect cost rate will, no later than February 15, 2017, submit a copy of its current, unexpired signed federally approved indirect cost agreement. The indirect cost rate, as indicated above, may be applied only to actual, final modified total direct costs (MTDC).
9. Program income must be approved in advance, reported separately on a form provided by NAVAA and used in accordance with the provision of Part 200 Uniform Requirements
10. The Subgrantee shall provide advance notice to NAVAA of the identity of any speaker who is to be paid, in whole or in part, for any fee, honoraria, travel expense or other cost from federal project funds. The identity of a speaker who is a crime victim and who wishes to remain anonymous may be identified without the use of the person's name.
11. The Subgrantee agrees to retain for a period of at least three years from the end of the project period or any subsequent audit, investigation or inquiry related to this project and to make available on request to NAVAA, its agents or authorized agents of the U.S. Government all records and financial statements, including adequate documentation of all expenditures and obligations made under this agreement.
12. To the extent permitted by law, the Subgrantee agrees to protect, indemnify, defend and hold harmless NAVAA, its officers, directors, employees and agents, against all claims, losses or damages to persons or property, governmental charges or fines, and costs (including reasonable attorney's fees), arising out of or in connection with the activities or events funded under this agreement except those claims arising out of the sole negligence or willful misconduct of the NAVAA.
13. The Subgrantee shall use the following or similar statement on appropriate products and materials produced and/or distributed under this subgrant:

*"This project is supported by a National Crime Victims' Right Week Community Awareness Project subgrant awarded by the National Association of VOCA Assistance Administrators under a Victims of Crime Act (VOCA) grant from the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice."*

14. The Subgrantee shall not use or permit the use of the logo of the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime except on materials that have received prior approval from OVC.
15. The Subgrantee agrees that any project activity or event that involves the identification of an individual crime victim(s) must have the victim's or, in the event of a death, a family member's informed consent.
16. The Subgrantee acknowledges that NAVAA and OVC reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) the copyright in any work developed under this subgrant; and (2) any rights of copyright to which a subgrantee purchases ownership with Federal support. The Subgrantee acknowledges that NAVAA and the Office of Justice Programs have the right to: (1) obtain, reproduce, publish, or otherwise use the data first produced under this subgrant; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.
17. The Subgrantee will comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons as posted on the OJP website at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm>.
18. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Subgrantee is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
19. The Subgrantee understands and agrees that subgrant funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from these funds, or of the parents or legal guardians of such students.
20. The Subgrantee agrees to promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either submitted a false claim for grant funds under the False Claims Act or committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds.
21. The Subgrantee certifies that it shall not use Federal funds at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government and shall comply with restrictions on lobbying as codified at 28 C.F.R. Part 69.
22. The Subgrantee certifies that it does not require and has not required internal confidentiality agreements or statements from employees or contractors that prohibit or otherwise restrict employees or contractors from reporting waste, fraud, or abuse.
23. The Subgrantee shall not assign any of its rights or obligations under this agreement, or delegate the performance of any of its duties hereunder, without the prior consent of the NAVAA.

I have read and fully understand this agreement and agree to abide by the terms and conditions thereof and certify that I am authorized to enter into this agreement.

On behalf of:  
National Association of VOCA Assistance  
Administrators (NAVAA):

  
Signature

Steve Derene  
Type or Print Name of Authorized Official

Executive Director  
Title

January 3, 2017  
Date

On behalf of:  
Boone County Prosecuting Attorney

Signature\*

\_\_\_\_\_  
Type or Print Name of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**\*Electronic Signature** – In accordance with federal law, by entering the printed name, title and date and clicking the above box to mark it with an "X," the Authorized Representative certifies this document to be true and accurate to the same degree as a handwritten signature.

[NOTE: Return **BOTH PAGES** to NCVRW CAP by email to: [cap@navaa.org](mailto:cap@navaa.org) (click "Save & Email" below); fax to: 815-301-8721; or mail to: NAVAA, 5702 Old Sauk Road, Madison, WI 53705]



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

}  
} ea.

March Session of the January Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

14th

day of March

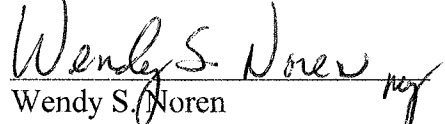
20 17

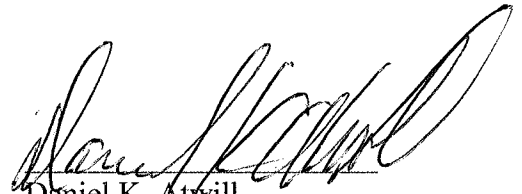
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Quit Claim Deeds to relinquish excess right of way on the cul-de-sac of Logwood Lane to the adjacent property owners as shown in the attached exhibit.

Done this 14th day of March, 2017

ATTEST:

  
Wendy S. Noren  
Clerk of the County Commission

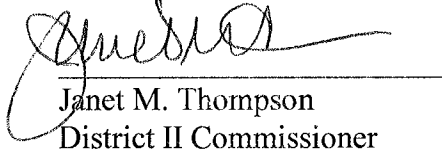
  
Daniel K. Atwill

Presiding Commissioner



Fred J. Parry

District I Commissioner



Janet M. Thompson

District II Commissioner

## QUITCLAIM DEED

**THIS DEED**, made and entered into this 14<sup>th</sup> day of March, 2017, by and between, Boone County, Missouri, a political subdivision of the State of Missouri, through its County Commission, herein Grantor, and Melchior and Bonnie Zelenak Trust dated February 25, 2014, herein Grantee. Grantee's mailing address is: 724 W Logwood Lane, Columbia, MO 65203.

**WITNESSETH**, that the said Grantor, for and in consideration of the sum of ten dollars and other valuable consideration paid by the said Grantee, the receipt of which is hereby acknowledged, do by these presents, remise, release and forever quitclaim unto the Grantee, the following described real estate situated in the County of Boone, in the State of Missouri to-wit:

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY MISSOURI, BEING PART OF TRACT 5 OF THE SURVEY RECORDED IN BOOK 479, PAGE 42, ALSO BEING DESCRIBED BY THE QUIT CLAIM DEED AS RECORDED IN BOOK 1075, PAGE 683 AND BEING FURTHER DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID TRACT 5, THENCE ALONG THE SOUTH LINE OF SAID TRACT, S88°55'20"W, 25.93 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUING ALONG SAID LINE, S88°55'20"W, 64.12 FEET TO THE SOUTHWEST CORNER OF SAID QUIT CLAIM DEED; THENCE LEAVING SAID TRACT LINE AND FOLLOWING SAID QUIT CLAIM LINE, N00°56'15"E, 132.85 FEET TO A POINT ON THE NORTH LINE OF SAID TRACT 5; THENCE ALONG SAID NORTH LINE, S78°26'55"E, 48.59 FEET; THENCE LEAVING SAID LINE, ALONG A NON-TANGENT 53.00-FOOT RADIUS CURVE TO THE LEFT, 90.55 FEET, SAID CURVE HAVING A CHORD WHICH BEARS S10°50'45"E, 79.93 FEET TO THE POINT OF BEGINNING AND CONTAINING 3,665 SQUARE FEET.

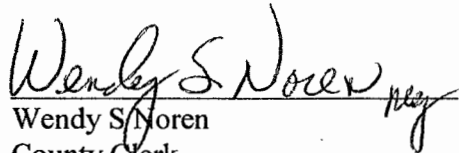


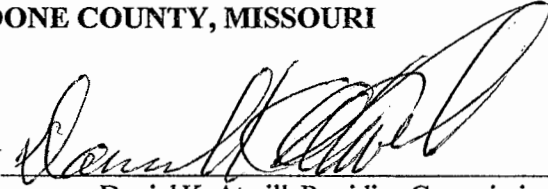
TO HAVE AND TO HOLD the same together with all rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to their heirs and assigns forever; so that neither the Grantor nor said Grantor's heirs nor any other person pr person for them or in their name or behalf shall or will hereafter claim or demand any right or title to the aforesaid premises, or any part thereof, but they and everyone of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand by duly authorized signatory the day and year first above written.

ATTEST

BOONE COUNTY, MISSOURI

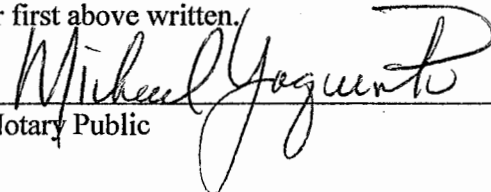
  
Wendy S. Noren  
County Clerk

BY   
(seal) Daniel K. Atwill, Presiding Commissioner

State of Missouri     )  
                                  ) ss  
County of Boone     )

On this 14<sup>th</sup> day of March, 2017, before me personally appeared Daniel K. Atwill, to me known to be the duly elected Presiding Commissioner of the County Commission of Boone County, Missouri and person described in and who executed the foregoing instrument, and acknowledged to me that he executed the same for the purposes therein stated on behalf of said County as authorized signatory for the County Commission.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County of Boone and State aforesaid, the day and year first above written.

  
Notary Public

MICHAEL YAQUINTO  
Notary Public - Notary Seal  
State of Missouri  
County of Boone  
My Commission Expires September 9, 2017  
Commission #19524500

## QUITCLAIM DEED

**THIS DEED**, made and entered into this 14<sup>th</sup> day of March, 2017, by and between, **Boone County, Missouri**, a political subdivision of the State of Missouri, through its County Commission, herein Grantor, and **David C. and Virginia A. Mechlin**, husband and wife, herein Grantee. Grantee's mailing address is: 731 W. Logwood Lane, Columbia, MO 65203-8522

**WITNESSETH**, that the said Grantor, for and in consideration of the sum of ten dollars and other valuable consideration paid by the said Grantee, the receipt of which is hereby acknowledged, do by these presents, remise, release and forever quitclaim unto the Grantee, the following described real estate situated in the County of Boone, in the State of Missouri to-wit:

A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 14, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY MISSOURI, BEING PART OF TRACT 2 OF THE SURVEY RECORDED IN BOOK 1581, PAGE 568, ALSO BEING DESCRIBED BY THE QUIT CLAIM DEED AS RECORDED IN BOOK 1075, PAGE 682 AND BEING FURTHER DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID QUIT CLAIM DEED, SAID POINT ALSO BEING ON THE EAST LINE OF SAID TRACT 2, THENCE ALONG THE EAST LINE OF SAID TRACTS, S00°56'15"W, 23.11 FEET; THENCE LEAVING SAID LINES, S60°51'15"W, 30.70 FEET; THENCE ALONG A 53.00-FOOT RADIUS CURVE TO THE LEFT, 21.05 FEET, SAID CURVE HAVING A CHORD WHICH BEARS S49°28'35"W, 20.91 FEET TO A POINT ON THE SOUTH LINE OF SAID TRACT 2; THENCE ALONG SAID SOUTH LINE, N78°26'55"W, 48.59 FEET TO A POINT ON THE LINES OF SAID QUIT CLAIM RECORDED IN BOOK 1075, PAGE 682; THENCE LEAVING THE LINES OF SAID TRACT 2 AND FOLLOWING THE LINES OF SAID QUIT CLAIM, N00°56'15"E, 43.40 FEET; THENCE CONTINUING ALONG SAID QUIT CLAIM, S89°03'45"E, 90.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 3,800 SQUARE FEET.

**TO HAVE AND TO HOLD** the same together with all rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to their heirs and assigns forever; so that neither the Grantor nor said Grantor's heirs nor any other person pr person for them or in their name or behalf shall or will hereafter claim or demand any right or title to the aforesaid premises, or any part thereof , but they and everyone of them shall, by these presents, be excluded and forever barred.

**IN WITNESS WHEREOF**, the said Grantor has hereunto set its hand by duly authorized signatory the day and year first above written.

**ATTEST**

**BOONE COUNTY, MISSOURI**

Wendy S. Noren  
Wendy S Noren  
County Clerk

BY Daniel K. Atwill  
(seal) Daniel K. Atwill, Presiding Commissioner

State of Missouri )  
  ) ss  
County of Boone )

On this 14<sup>th</sup> day of March, 2017, before me personally appeared Daniel K. Atwill, to me known to be the duly elected Presiding Commissioner of the County Commission of Boone County, Missouri and person described in and who executed the foregoing instrument, and acknowledged to me that he executed the same for the purposes therein stated on behalf of said County as authorized signatory for the County Commission.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and affixed my official seal in the County of Boone and State aforesaid, the day and year first above written.

Michael Yaquinto  
Notary Public

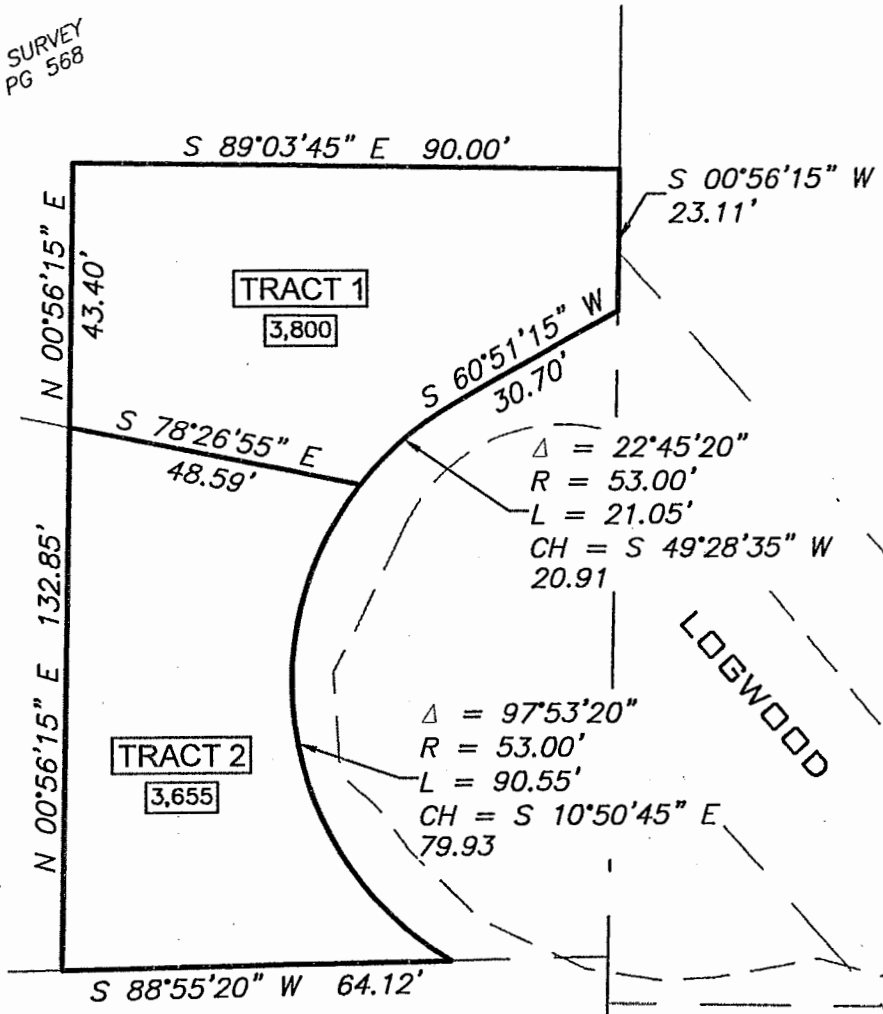
MICHAEL YAQUINTO  
Notary Public - Notary Seal  
State of Missouri  
County of Boone  
My Commission Expires September 9, 2017  
Commission #13524500

LOGWOOD  
QUIT CLAIM EXHIBIT

X:\Project\ZELENAK\LOGWOOD & HIGH POINT\DRAWINGS\ZELE17-01 LOGWOOD CUL-DE-SAC.dwg EXHIBITS

TRACT 2 OF SURVEY  
BK 1581, PG 568

TRACT 5 OF SURVEY  
BK 479, PG 42



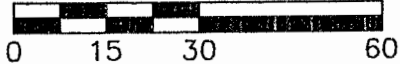
SURVEY  
BK 406, PAGE 189

HILL CREEK SUBD  
ADDITION 1  
PB 13, PG 26

17



SCALE: 1" = 30'



# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

March Session of the January Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

14th

day of March

20 17

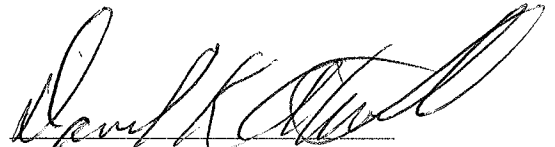
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Courthouse Plaza by the Alternative Sentencing Center for March 15, 2017 from 12:00 p.m. to 6:00 p.m.

Done this 14th day of March, 2017.

ATTEST:

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



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner



## Boone County Commission

### APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

The undersigned organization hereby applies for a use permit to use the Boone County Courthouse Plaza as follows:

Organization: Alternative Sentencing Center (Veterans Treatment Court)

Address: 607 E Ash St.

City: Columbia State: MO ZIP Code 65201

Phone: 573-886-4157

Website: \_\_\_\_\_

Individual Requesting Use: Clayton VanNurden

Position in Organization: Treatment Court Coordinator

Address: 607 E Ash St

City: Columbia State: MO ZIP Code 65201

Phone: 573-886-4157 Email: clayton.vannurden@courts.mo.gov

Event: 13th Circuit Veterans Treatment Court Graduation

Description of Use (ex. Concert, speaker, 5K): Treatment Court Graduation

Date(s) of Use: 03/15/17

Start Time of Setup: 12:00 pm AM/PM

Start Time of Event: 3:00 pm AM/PM (If start times vary for multiple day events, please specify)

End Time of Event: 5:00 pm AM/PM (If end times vary for multiple day events, please specify)

End Time of Cleanup: 6:00 pm AM/PM

Emergency Contact During Event: Clayton VanNurden Phone: 573-289-3395

Will this event be open to the public?  Yes  No

If yes, please explain the publicity that will be used to promote the event, including names and contact information of any promoters: Will do a media release, inviting media.

How many attendees (including volunteers) do you anticipate being at your event? 50  
If you anticipate more than 50 attendees (including volunteers) at your event, please detail your safety plan in the event of an emergency. If you have a separate Fire Safety, Public Safety and Evacuation Plan, please submit with application. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you anticipate more than 1000 attendees (including volunteers), please provide the names and contact information of your crowd managers (1 per every 250 attendees): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will the majority of attendees be under the age of 18?  Yes  No

If yes, please note the number of adult supervisors in attendance: \_\_\_\_\_# adults per \_\_\_\_\_#minors

Will you need access to electricity?  Yes  No

Will you be using amplifiers?  Yes  No

Will you be serving food and/or non-alcoholic drinks?  Yes  No

If yes, will you be **selling** food and/or non-alcoholic drinks?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_

County Merchant's License Number: \_\_\_\_\_

City Temporary Business License Number: \_\_\_\_\_

Will you be serving alcoholic beverages?  Yes  No

If yes, will you be **selling** alcoholic beverages?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

State Liquor License Number: \_\_\_\_\_

County Liquor License Number: \_\_\_\_\_

City Liquor License Number: \_\_\_\_\_

Will you be selling non-food items?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_

County Merchant's License Number: \_\_\_\_\_

City Temporary Business License Number: \_\_\_\_\_

Will outside vendors be selling food, beverages or non-food items at this event?  Yes  No

If yes, please provide the following information (use separate sheet if necessary):

Vendor	Type of Sales	Contact Information	License Number(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Will you be requesting a road and/or sidewalk closure?  Yes  No

If yes, what road(s) and/or sidewalk(s)? \_\_\_\_\_  
\_\_\_\_\_

Please attach to application a copy of the order showing City of Columbia City Council approval.

Does your event include cooking or use of open flames?  Yes  No

If yes, please provide the Columbia Fire Department Special Events Permit Number: \_\_\_\_\_

Please attach to application a copy of the approved Columbia Fire Department Special Events Permit

Events that may pose increased responsibilities to the local law enforcement may be required to enlist the services of a professional security company. This will be determined by the Boone County Sheriff's Department and Boone County Commission. If necessary, have you hired a security company to handle security arrangements for this event?  
 Yes  No

If yes, please provide the following:

Security Company: \_\_\_\_\_

Contact Person Name and Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



Will you be using portable toilets for your event?  Yes  No

\*\*Please note: portable toilets are not permitted on the Boone County Courthouse Plaza grounds. Please contact the City of Columbia for options.

If your event is such that requires insurance per the Boone County Courthouse Plaza Rules and Regulations, please provide a copy of acquired insurance plan.

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

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse Plaza grounds.
2. To abide by all rules and regulations as set forth in the Boone County Courthouse Plaza Rules and Regulations document updated July 11, 2013 and attached to this document.
3. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
4. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
5. To conduct its use of Courthouse Plaza grounds in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
6. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.

Organization Representative/Title: Clayton VanNurden - Treatment Court Coordinator

Address: 607 E Ash St.

Phone Number: 573-886-4157

Date of Application: 03/03/17

Email Address: clayton.vannurden@courts.mo.gov

Signature: \_\_\_\_\_

Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to [commission@boonecountymo.org](mailto:commission@boonecountymo.org).

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### PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

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

ATTEST:

Wendy S. Nowe  
County Clerk

BOONE COUNTY, MISSOURI

[Signature]  
County Commissioner

DATE: 3-14-17

124 -2017

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

March Session of the January Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

14th

day of March

20 17


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

Now on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Courthouse Plaza by the Family Worship Center for May 4, 2017 from 9:00 a.m. to 2:00 p.m.

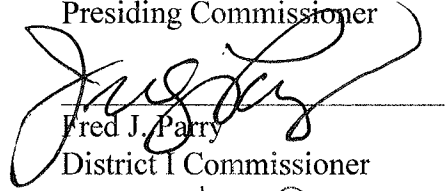
Done this 14th day of March, 2017.

ATTEST:

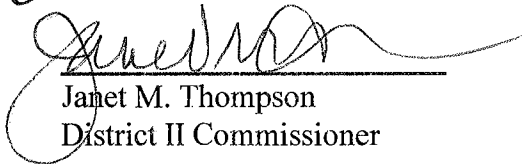
Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



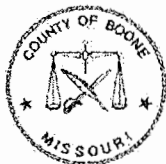
Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner



## Boone County Commission

### APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

The undersigned organization hereby applies for a use permit to use the Boone County Courthouse Plaza as follows:

Organization: Family Worship Center

Address: 4925 E. Bonne Femme Church Rd.

City: Columbia State: MO ZIP Code 65201

Phone: 441-1140 Website: www.

Individual Requesting Use: Peggy Kirkpatrick

Position in Organization: COORDINATOR

Address: 5500 N. Locust Grove Church Rd.

City: Columbia State: MO ZIP Code 65202

Phone: 573-999-3753 Email: peggykirkpatrick2@gmail.com

Event: Nat'l Day of Prayer

Description of Use (ex. Concert, speaker, 5K): PRAYER GATHERING

Date(s) of Use: 5/4/17

Start Time of Setup: 9  AM  PM

Start Time of Event: Noon AM/PM (If start times vary for multiple day events, please specify)

End Time of Event: 1:30 AM  PM (If end times vary for multiple day events, please specify)

End Time of Cleanup: 2:00 AM  PM

Emergency Contact During Event: Tom Leather Phone: 573-268-7105

Will this event be open to the public?  Yes  No

If yes, please explain the publicity that will be used to promote the event, including names and contact information of any promoters: promoted through churches

How many attendees (including volunteers) do you anticipate being at your event? 50  
If you anticipate more than 50 attendees (including volunteers) at your event, please detail your safety plan in the event of an emergency. If you have a separate Fire Safety, Public Safety and Evacuation Plan, please submit with application.

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If you anticipate more than 1000 attendees (including volunteers), please provide the names and contact information of your crowd managers (1 per every 250 attendees):

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Will the majority of attendees be under the age of 18?  Yes  No

If yes, please note the number of adult supervisors in attendance: \_\_\_\_\_ # adults per \_\_\_\_\_ # minors

Will you need access to electricity?  Yes  No

Will you be using amplifiers?  Yes  No

Will you be serving food and/or non-alcoholic drinks?  Yes  No

If yes, will you be **selling** food and/or non-alcoholic drinks?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_

County Merchant's License Number: \_\_\_\_\_

City Temporary Business License Number: \_\_\_\_\_

Will you be serving alcoholic beverages?  Yes  No

If yes, will you be **selling** alcoholic beverages?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

State Liquor License Number: \_\_\_\_\_

County Liquor License Number: \_\_\_\_\_

City Liquor License Number: \_\_\_\_\_

Will you be selling non-food items?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_

County Merchant's License Number: \_\_\_\_\_

City Temporary Business License Number: \_\_\_\_\_

Will outside vendors be selling food, beverages or non-food items at this event?  Yes  No

If yes, please provide the following information (use separate sheet if necessary):

Vendor	Type of Sales	Contact Information	License Number(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Will you be requesting a road and/or sidewalk closure?  Yes  No

If yes, what road(s) and/or sidewalk(s)? \_\_\_\_\_  
\_\_\_\_\_

Please attach to application a copy of the order showing City of Columbia City Council approval.

Does your event include cooking or use of open flames?  Yes  No

If yes, please provide the Columbia Fire Department Special Events Permit Number: \_\_\_\_\_

Please attach to application a copy of the approved Columbia Fire Department Special Events Permit

Events that may pose increased responsibilities to the local law enforcement may be required to enlist the services of a professional security company. This will be determined by the Boone County Sheriff's Department and Boone County Commission. If necessary, have you hired a security company to handle security arrangements for this event?

Yes  No

If yes, please provide the following:

Security Company: \_\_\_\_\_

Contact Person Name and Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Will you be using portable toilets for your event?  Yes  No

\*\*Please note: portable toilets are not permitted on the Boone County Courthouse Plaza grounds. Please contact the City of Columbia for options.

If your event is such that requires insurance per the Boone County Courthouse Plaza Rules and Regulations, please provide a copy of acquired insurance plan.

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

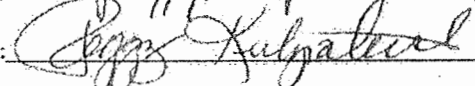
1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse Plaza grounds.
2. To abide by all rules and regulations as set forth in the Boone County Courthouse Plaza Rules and Regulations document updated July 11, 2013 and attached to this document.
3. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
4. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
5. To conduct its use of Courthouse Plaza grounds in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
6. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.

Organization Representative/Title: Peggy Kirkpatrick COORDINATOR

Address: 5500 N. LOCOST GRAVE Church Rd.

Phone Number: 573-999-3753 Date of Application: 3/8/17

Email Address: peggykirkpatrick3@gmail.com

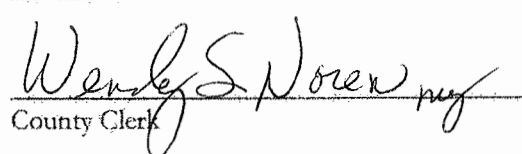
Signature: 

Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to [commission@boonecountymo.org](mailto:commission@boonecountymo.org).

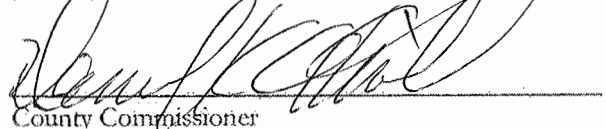
#### PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

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

ATTEST:

  
County Clerk

BOONE COUNTY, MISSOURI

  
County Commissioner

DATE: 3-14-17