

TERM OF COMMISSION: December Session of the November Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

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

Subject: Purchasing Department

Marlene Ridgeway, Purchasing Department Buyer, was present on behalf of these items.

A. Opening of Bid 71-26DEC01 (Motorgraders)

Marlene Ridgeway stated this bid is pending the adoption of the 2002 budget.

Commissioner Miller opened a bid from Tri-State Construction Equipment Company of Ashland, Missouri. The unit price is \$168,000 for a total of \$336,000. There is no cash discount. The trade in value for the first motorgrader is \$29,500 and the trade in value for the second motorgrader \$30,000. The grand total is \$276,500. There will be a 30 to 60 day delivery. The maintenance per unit is \$6,182.63, for a total maintenance price of \$12,365.26.

Commissioner Elkin opened a bid from Fabick and Company of Fenton, Missouri. The unit price is \$200,000 for a total of \$400,000. There is no cash discount. The trade in value for the first motorgrader is \$24,000 and the trade in value for the second motorgrader is \$26,000. The grade total is \$350,000. Delivery will be 10 to 12 weeks. The maintenance per unit is \$6,184.50, for a total maintenance price of \$12,369.00.

Commissioner Miller stated these bids would be referred to Public Works and the Purchasing Departments for further evaluation and clarification. This bid will be awarded when the 2002 budget is adopted.

B. Second Reading and Award of Bid 64-04DEC01 (Janitorial Services)

Marlene Ridgeway stated this is recommending award to Woodley Building Maintenance for janitorial services. Projected annual cost is \$23,967.48 for the year 2002.

Commissioner Elkin moved to award bid 64-04DEC01 for janitorial services to Woodley Building Maintenance.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 573-2001**

C. Second Reading and Award of Bid 47-14DEC01 (Inmate Detention Supplies)

Marlene Ridgeway stated this is recommending a multi-vendor award of inmate detention supplies, one to be awarded to ANC Supply/Net and the other to Bob Barker Company. This is a term and supply contract.

Commissioner Elkin moved to award bid 47-14DEC01 for inmate detention supplies as follows:

- Sections 4.7.5, 4.7.7, 4.7.9, and 4.7.10 to ANC Supply/Net
- Sections 4.7.1, 4.7.2, 4.7.3, 4.7.4, 4.7.6, 4.7.8, and 4.7.11 to Bob Barker Company.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 574-2001**

Subject: Public Works – First Reading of Contract for Architectural Services

David Nichols, Design and Construction Manager, was present on behalf of this item.

David Nichols stated this is the architectural services for the expansion of the Public Works South Facility Building that was presented in the 2002 budget presentation. This includes the first and second phase of design, even though the budget, the department had only asked for the first phase. The department felt the need to have to total concept and design would be a better approach in the total project. This contract is requesting both phases and is subject to the approval of the 2002 budget for the renovation work.

Commissioner Miller stated the Commission discussed this issue with David Mink, Public Works Director, at their last work session.

Mr. Nichols stated there is money in the 2001 budget for this engineering phase. The 2002 budget is for the construction phase.

Commissioner Miller stated it is the goal of the department to encumber the funds this year and the Auditor's Office does know about this.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting, which will be on January 3, 2002, with an appropriate order for approval.

*Presiding Commissioner Stamper arrived at the meeting.

Subject: Facilities Maintenance – First Reading of Budget Revision

Ken Roberts, Facilities Maintenance Manager, was present on behalf of this item.

Ken Roberts stated the Housekeeping Department of Facilities Maintenance is proposing to move money for housekeeping supplies.

Commissioner Miller stated this is just a typical end of the year item to move money to make sure the departments could pay their bills.

Commissioner Stamper stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting, which will be on January 3, 2002, with an appropriate order for approval.

Subject: Sheriff's Department – First Reading of Budget Amendment

Commissioner Miller stated this is a DARE contribution received from the VFW Ladies Auxiliary 280. To accept the money, the budget has to be increase by \$250.00.

Commissioner Stamper stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading and public hearing at the next available meeting after the required 10-day waiting period with an appropriate order for approval.

Subject: Information Technology – Second Reading and Approval of Budget Revision (Miscellaneous Hardware and Software)

Commissioner Miller stated this issue was discussed at the last meeting and it is for some last minute tools that needed to be purchased this year. There were funds available and requested this item be brought back for a second reading and approval.

Commissioner Miller moved to approve the request from the Information Technology Department for the purchase of miscellaneous hardware and software per the recommendation from the department.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 575-2001**

Commissioner Reports

Commissioner Stamper

- *None to report at this time*

Commissioner Miller

- *None to report at this time*

Commissioner Elkin

Boone Retirement Center

Commissioner Elkin stated he attended the holiday gathering there was no actual meeting, so he has nothing to report.

Commissioner Miller asked Greg Edington, Public Works Maintenance Operations Manager, how much was budgeted for the motorgraders per unit. Greg Edington stated he was unsure but he believes it was \$168,000.

Commissioner Stamper stated the Boone County Sheriff's Department is requesting a budget revision to purchase a security camera for the Information Center to increase security. There was an incident in the lobby of the Information Center and would like to have this security camera. The budget revision is to transfer \$650.00 for the purchase and installation of the security camera. He asked what the pleasure of the Commission is on this issue.

Commissioner Miller stated she would like it to be a first reading. The money is available and it makes sense to use the money if there is a need.

Commissioner Stamper stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading and public comment at the next available meeting, which will be on January 3, 2002, with an appropriate order for approval.

Greg Edington stated \$147,000 was budgeted for each motorgrader.

The meeting was adjourned at 1:54 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner