

TERM OF COMMISSION: December Session of the October Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commissioner Keith Schnarre
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m.

Subject: Purchasing Department

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

A. Second Reading and Award of Bid 33-15NOV05 (Vehicle Preventative Maintenance Term and Supply)

Commissioner Elkin moved to award bid 33-15NOV05 for Vehicle Preventative Maintenance Term and Supply to Custom Muffler and Brakes.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 472-2005**

B. Second Reading and Award of Bid 77-08NOV05 (Motorola Radios and Code 3 Brand Remote Lighted Sirens Term and Supply)

Commissioner Elkin moved to award bid 77-08NOV05 for Motorola Radios and Code 3 Brand Remote Lighted Sirens Term and Supply as follows:

- Mo. Comm. Electronics: Mobile Two-Way and Portable Radios
- Ed Roehr Safety Products: Code 3 Brand Remote Lighted Sirens

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 473-2005**

C. Second Reading and Approval of Amendment #1 to Bid 40-28JUL04 (Long Distance Telephone Services)

Commissioner Elkin moved to approve amendment #1 to Bid 40-28JUL04 for Long Distance Telephone Services.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 474-2005**

D. First Reading of Bid 73-29NOV05 (Carpet Cleaning Services Term and Supply)

Melinda Bobbitt stated the Bid for Carpet Cleaning Services – Term and Supply closed on November 29, 2005. Three bids were received. Purchasing and Facilities Maintenance recommend award to Sappington’s Carpet Care for offering the best and lowest bid for Boone County.

This term and supply contract will be paid out of department 6101 Housekeeping, account 60125 Custodial/Janitorial Service. Total cost of contract is \$16,084 and a Purchase Order will be cut after the first of the year by the Facilities Maintenance Department. They have budgeted \$16,900 for this service for 2006.

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

E. First Reading of Bid 51-09AUG05 (Internet Service Provider)

Melinda Bobbitt stated the Request for Proposal for an *Internet Service Provider* closed on August 9, 2005. Eight proposal responses were received.

The evaluation committee consisted of the following:

- Michael Mallicoat, IT Director
- Aron Gish, Supervisor of Systems Analysis
- Ryan Irish, Network Administrator

The evaluation committee recommends award to Tranquility Internet Services, Inc. per their attached evaluation report. A spreadsheet of a breakdown of the pricing offered and the Evaluation Report Form listing the points assigned by the evaluation team has been provided. Tranquility did offer the most competitive pricing.

This is a term and supply contract that will be paid from department 1170 - Information

Technology, account 71100 - Outside Services. \$12,000 has been budgeted for this service for 2006. Purchase Requisitions will be processed by the IT Department after the first of the year.

Michael Mallicoat, Information Technology Director, stated switching Internet Service Providers is not a simple process. There are several external and internal pieces that have to be changed to keep everything working. The more complex a switch is, the higher the risk for interruptions to service.

He and the IT technical staff spent many hours over three months identifying all the pieces that would need to be changed in the event of a switch. Ryan Irish came up with a detailed work plan, identifying 22 hours of technical staff time just in preparation of a switch. Also, Tranquility documented their conversion work plan in great detail.

The department evaluated, in great detail, all the vendor responses. Tranquility was found to be very sound technically and rated very high in customer satisfaction. Tranquility also offered the most competitive pricing, with monthly charges approximately \$452 less than what is being charged by the current provider. With this savings, Tranquility's one time \$730 installation fee would be recovered in less than two months.

Also, if the department would need to double the connection speed in the future, and this is likely to be required with the County's increased Internet mapping and others, the monthly fee from Tranquility would be approximately \$969, which is still less than the current charges at half the speed.

The IT department is confident that Tranquility can cost effectively handle the County's ISP requirements both currently and well into the future.

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

F. First Reading of Bid 65-18OCT05 (Law Enforcement Uniforms Term and Supply)

Melinda Bobbitt stated the Bid for the Law Enforcement Uniforms closed on October 18, 2005. Four bids were received. Purchasing and the Sheriff's department recommend award by line item low bid as follows:

Galls: 4.11.6; 4.11.10; 4.11.12; 4.11.14; 4.11.15; 4.11.16

Safety & Security International: 4.11.1; 4.11.2; 4.11.11; 4.11.13

Leon Uniform: 4.11.3, 4.11.4, 4.11.7, 4.11.8, 4.11.9, Mock Turtlenecks

J.B. Battle: 4.11.5.

This Term & Supply contract will be paid out of departments 1255 Corrections, 1251 Sheriff, 2901 Sheriff Operations - LE Sales Tax, 2902 Corrections – LE Sales Tax, account number 23300 Uniforms. This is a term and supply contract, so purchase requisitions will be processed throughout the contract term.

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

Subject: Human Resources – Second Reading and Approval of Budget Revision

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1115-71100: Human Resources – Outside Services	\$3,000.00	
1115-37200: Human Resources – Seminars/Conferences/Meetings	\$1,425.00	
1115-84300: Human Resources – Advertising		\$4,425.00

Said budget revision is to pay for advertising expenses for employment advertising through October 2005.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 475-2005**

Commissioner Reports

There were no Commissioner Reports.

Public Comment

There was no Public Comment.

The meeting adjourned at 9:42 a.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner