

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 16

County of Boone

In the County Commission of said county, on the

22nd

day of

November

20

16

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

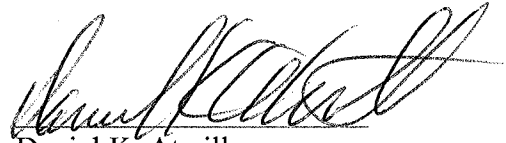
Now on this day the County Commission of the County of Boone does hereby approve the utilization of the Missouri Department of Transportation Cooperative Contract 6-160630LK to purchase On-Line Surplus Auction Services from GovDeals of Mobile, AL.

The terms of the Cooperative Contract are stipulated in the attached Contract Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Agreement for On-Line Surplus Auction Service.

Done this 22nd day of November, 2016.

ATTEST:

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



Daniel K. Atwill
Presiding Commissioner

Absent

Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

531-2016

Boone County Purchasing

Melinda Bobbitt, CPPO
Director of Purchasing



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

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: November 14, 2016
RE: Cooperative Contract - 6-160630LK – On-Line Surplus Auction Service

Purchasing requests permission to utilize the Missouri Department of Transportation cooperative contract 6-160630LK to purchase On-Line Surplus Auction Service from GovDeals of Mobile, Alabama. This contract will replace our existing contract with GovDeals. Contract is through August 31, 2019 and has two, one-year renewal periods.

The County will continue to pay a 7.5% commission for surplus items sold on GovDeals on-line auction site and the \$5.00 minimum fee has been waived.

cc: Contract File

**CONTRACT AGREEMENT FOR
On-Line Surplus Auction Service**

THIS AGREEMENT dated the 22nd day of November 2016 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **GovDeals, Inc.** 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 Contract Agreement for **On-Line Surplus Auction Service**, in compliance with all bid specifications and any addendum issued for the Missouri Department of Transportation Request for Proposal **6-160630LK**, Missouri Highways and Transportation Commission Contract Services Agreement, GovDeals proposal response, GovDeals e-mail dated September 20, 2016, and Boone County 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 proposal response may be permanently maintained in the Missouri Department of Transportation Bid file or the County Purchasing Office contract file for this contract if not attached. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in this Agreement shall prevail and control over the Contractor's proposal response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County, On-Line Surplus Auction Service as identified and responded to in the Vendor's Proposal Response. Service shall be provided as required in the proposal specifications and in conformity with the contract documents for the prices set forth in the Vendor's proposal response. The County elects to utilize Option B: The County pays a 7.5% fee which will be reduced according to the Tiered Fee Reduction Schedule. GovDeals will invoice the County each month for fees on items sold in the previous month. County collects auction payments. The \$5.00 minimum fee will be waived.

Tiered Fee Reduction Schedule explains how the base auction fee of 7.5% is reduced for assets that sell in excess of \$100,000.

a. When an asset sells for up to \$100,000 in a winning bid, the GovDeals fee is seven and one-half percent (7.5%) of the winning bid, but not less than \$5.00.

b. Where an asset sells for more than \$100,000, but less than \$500,000 the GovDeals fee is seven and one-half percent (7.5%) of the winning bid up to \$100,000, plus five and one-half percent (5.5%) of the winning bid for auction proceeds in excess of \$100,000 up to \$500,000. The GovDeals fee continues to decrease at the \$500,000 mark and the \$1,000,000 mark.

3. **Contract Duration** - This agreement for equipment shall commence on **September 1, 2016** and extend through **August 31, 2019**, subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **two (2) additional one year periods**, and thereafter on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date. **Fee schedule remains firm for each renewal period.**

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Purchasing Department, 613 E. Ash Street, Room 110, Columbia, MO 65201 and billings may only include the discount structure listed in the Vendor's proposal response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Vendor's proposal response to the specifications. The County agrees to pay all monthly statements within thirty days of receipt of a valid, correct monthly statement; Vendor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes

payment as provided therein. 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.

5. **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.

6. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

7. **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.

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

GOVDEALS, INC.

by Roger Sely
title President

address 100 Capitol Commerce Blvd.
Suite 110 Montgomery AL, 36117

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 the contract do not create in a measurable county obligation at this time.)

Gene Pitchford by HA
Signature

11-14-16
Date

County-Wide Term and Supply
NO Encumbrance Required
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.

Melinda Bobbitt - Re: questions on GovDeals contract

From: Steve Kranzusch <skranzusch@govdeals.com>
To: Melinda Bobbitt <mbobbitt@boonecountymmo.org>
Date: 9/20/2016 7:55 AM
Subject: Re: questions on GovDeals contract
CC: Dave Eagle <DEagle@boonecountymmo.org>, Nettie Carter <ncarter@govdeals.c...>

Good morning, Ms Bobbitt-

I missed my commitment to get this to you yesterday and apologize.

Thanks for your long-standing commitment to utilizing GovDeals. The County is just a few thousand dollars from a nice milestone of \$1 Million in all time sales!

Regarding your questions-

It is our intent that local government agencies cooperatively participating in the previous MoDOT contract are able to maintain the terms of the previous contract under the new agreement. This includes AVDP being available under local agencies' Option A and Option B pricing structures, as well as the standard \$5 minimum fee continuing to apply to local agencies who participate in the new MoDOT contract. To your point, we did not adequately/directly speak to this in our proposal and will waive the \$5 minimum for your account if we earn your continued business with an adoption of the current MoDOT contract. From our perspective, all we need is a reply that this is what you'd like to do.

Please let me know if you have any questions regarding this. Again, please excuse my tardiness and accept my appreciation for the County's business. We look forward to any opportunity to serve.

Kindest regards,

Steve K

Steve Kranzusch
VP - Business Development | GovDeals.com
skranzusch@govdeals.com | 334 462-3962

From: Roger Gravley
Sent: Friday, September 16, 2016 12:14:20 PM
To: Melinda Bobbitt
Cc: Dave Eagle; Nettie Carter; Steve Kranzusch
Subject: Re: questions on GovDeals contract

Good Afternoon Ms. Bobbitt,

I have passed your question on the Steve Kranzusch our VP of Sales. He will get you a clear reading on this no later than Monday.

Thanks,

Roger Gravley
President | GovDeals.com
rgravley@govdeals.com | 334.387.0460 (Office)

From: Melinda Bobbitt <mbobbitt@boonecountymmo.org>
Sent: Friday, September 16, 2016 10:56 AM
To: Roger Gravley
Cc: Dave Eagle; Nettie Carter
Subject: questions on GovDeals contract

Mr. Gravley,

As you know Boone County was one of the first agencies in Missouri to utilize GovDeals many years ago. We are interested in using the Missouri Department of Transportation cooperative contract. We were using their previous one.

When reading your response to their RFP, I read: GovDeals agrees to waive our standard \$5 minimum fee per auction for the duration of this contract. That is on page 80. It's listed under the Annual Volume-Based Fee Program. Boone County will be using Option B Online Auction services without payment collection with a fee of 7.5%.

I am wanting to confirm there is no \$5.00 minimum for this period. I do not see any other reference to it in this contract so it would be difficult for us to pay something that is not spelled out in the contract.

My other question is, under the Annual Volume Discount Program, it discusses the rebate. We've been getting a rebate in the past. This time it says that it's only available under Option A. So I wanted to confirm that should we use this contract under Option B, there will be no rebate this time around?

Thanks
Melinda

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing
Boone County Purchasing
Annex Building
613 E. Ash St., Room 110
Columbia, MO 65201
Telephone: (573) 886-4391
Fax: (573) 886-4390
Email: mbobbitt@boonecountymmo.org

For all the latest news from Boone County Government, subscribe to the Boone County News Listserv at WWW.SHOWMEBOONE.COM!

CCO Form: GS09
Approved: 07/05 (BDG)
Revised: 05/14 (AR)
Modified:

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
CONTRACT SERVICES AGREEMENT**

THIS AGREEMENT is entered into by GovDeals, Inc., (hereinafter, "Contractor") and the Missouri Highways and Transportation Commission (hereinafter, "Commission").

WITNESSETH:

WHEREAS, the Commission has selected the Contractor to perform non-professional services in the nature of on-line surplus auction services; and

WHEREAS, the Contractor represents that it is qualified in its field of expertise to competently provide such services.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and representations contained herein, the parties agree as follows:

(1) SCOPE OF SERVICES:

(A) The services covered by this Agreement shall include furnishing all personnel and the equipment, material and all other things necessary for on-line surplus auction services.

(B) The specific services to be provided by the Contractor are set forth in Exhibit I to this Agreement, titled "Scope of Services," which is attached hereto and made a part of this Agreement, also referenced in RFP 6-160630LK.

(C) Components of Agreement: The Agreement between MHTC and the Contractor shall consist of: the RFP 6-160630LK and any written amendments thereto, the proposal submitted by the Contractor in the response to the RFP 6-160630LK and this Agreement.

(2) ADDITIONAL SERVICES: The Commission reserves the right to direct additional services not described in Exhibit I as changed or unforeseen conditions may require. Such direction by the Commission shall not be a breach of this Agreement. In this event, a supplemental agreement will be negotiated and executed prior to the Contractor performing the additional or changed services, or incurring any additional cost therefore.

(3) **NONSOLICITATION:** The Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Commission shall have the right to annul this Agreement without liability, or in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

(4) **FEES:** The amount to be paid to the Contractor by the Commission as full remuneration for the performance of all services called for in this Agreement is shown in Exhibit II, "Pricing Page", attached hereto and made a part of this Agreement.

(5) **NONDISCRIMINATION CLAUSE:** The Contractor shall comply with all state and federal statutes applicable to the Contractor relating to nondiscrimination, including, but not limited to, Chapter 213, RSMo; Title VI and Title VII of the Civil Rights Act of 1964 as amended (42 U.S.C. Sections 2000d and 2000e, *et seq.*); and with any provision of the "Americans with Disabilities Act" (42 U.S.C. Section 12101, *et seq.*).

(6) **EXECUTIVE ORDER:** The Contractor shall comply with all the provisions of Executive Order 07-13, Issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6th) day of March, 2007. This Executive Order, which promulgates the State of Missouri's position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement.

(A) By signing this Agreement, the Contractor hereby certifies that any employee of the Contractor assigned to perform services under the contract is eligible and authorized to work in the United States in compliance with federal law.

(B) In the event the Contractor fails to comply with the provisions of the Executive Order 07-13, or in the event the Commission has reasonable cause to believe that the Contractor has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Commission reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.

(7) **INCORPORATION OF PROVISIONS:** The Contractor shall include the provisions of paragraph 6 of this Agreement in every subcontract. The Contractor shall take such action with respect to any subcontract as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance.

(8) **DISPUTES UNDER THIS AGREEMENT:** The Commission's representative will decide all questions which may arise as to the quality, quantity, and

acceptability of services performed by the Contractor and as to the rate of progress of the services; all questions which may arise as to the interpretation of the plans and specifications; all questions as to the acceptable fulfillment of the Agreement on the part of the Contractor; the proper compensation for performance or breach of the Agreement; and all claims of any character whatsoever in connection with or growing out of the services of the Contractor, whether claims under this Agreement or otherwise. The Commission representative's decisions shall be conclusive, binding and incontestable.

(9) SUCCESSORS AND ASSIGNS: The Commission and the Contractor agree that this Agreement and all agreements entered into under the provisions of this Agreement shall be binding upon the parties hereto and their successors and assigns.

(10) INDEMNIFICATION: The Contractor shall defend, indemnify and hold harmless the Commission, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Contractor's performance of its obligations under this Agreement.

(11) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

(12) AUDIT OF RECORDS: The Contractor must maintain all records relating to this Agreement, including but not limited to invoices, payrolls, etc. These records must be available at all reasonable times at no charge to the Commission and/or its designees or representatives during the period of this Agreement and any extension thereof, and for three (3) years from the date of final payment made under this Agreement.

(13) WORK PRODUCT: All documents, reports, exhibits, etc. produced by the Contractor at the direction of the Commission and information supplied by the Commission shall remain the property of the Commission.

(14) CONFIDENTIALITY: The Contractor shall not disclose to third parties confidential factual matter provided by the Commission except as may be required by statute, ordinance, or order of court, or as authorized by the Commission. The Contractor shall notify the Commission immediately of any request for such information.

(15) SOLE BENEFICIARY: This Agreement is made for the sole benefit of the parties hereto and nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Commission and the Contractor.

(16) AMENDMENTS: Any change in this Agreement, whether by modification or supplementation, must be accomplished by a formal contract amendment approved and signed by representatives of the Contractor and Commission, respectively, each of

whom being duly authorized to execute the contract amendment on behalf of the Contractor and Commission, respectively.

(17) ASSIGNMENT: The Contractor shall not assign, transfer or delegate any interest in this Agreement without the prior written consent of the Commission.

(18) BANKRUPTCY: Upon filing for any bankruptcy or insolvency proceeding by or against the Contractor, whether voluntarily, or upon the appointment of a receiver, trustee, or assignee, for the benefit of creditors, the Commission reserves the right and sole discretion to either cancel this Agreement or affirm this Agreement and hold the Contractor responsible for damages.

(19) CANCELLATION: The Commission may cancel this Agreement at any time for a material breach of contractual obligations or for convenience by providing the Contractor with written notice of cancellation. Should the Commission exercise its right to cancel the contract for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the Contractor.

(20) COMMISSION REPRESENTATIVE: The Commission's General Services Director is designated as the Commission's representative for the purpose of administering the provisions of this Agreement. The Commission's representative may designate by written notice other persons having the authority to act on behalf of the Commission in furtherance of the performance of this Agreement.

(21) SECTION HEADINGS: All section headings contained in this Agreement are for the convenience of reference only and are not intended to define or limit the scope of any provision of this Agreement.

(22) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the state of Missouri. The Contractor shall comply with all local, state and federal laws and regulations relating to the performance of this Agreement.

(23) CONTRACT PERIOD: The initial contract period is from September 1, 2016 to August 31, 2019.

(24) RENEWAL INFORMATION: The contract shall not bind, not purport to bind, the Commission for any contractual commitment in excess of the original contract period. The Commission shall have the right, at its sole option, to extend the contract for two additional one-year periods, or any portion thereof. In the event that the Commission exercises its options to extend the contract, such extension must be accomplished by a formal contract amendment approved and signed by representatives of the Contractor and Commission, respectively, each of whom being duly authorized to execute the contract amendment on behalf of the Contractor and Commission, respectively.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below:

Executed by the Contractor the 17th day of August, 2016.

Executed by the Commission the 17th day of August, 2016.

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

By Debbie Rickard

Title: General Services Director

GovDeals, Inc

By Roger Joly

Title: President

ATTEST:

T. Bennett

Secretary to the Commission

ATTEST:

Alicia Andrew

Title: Senior Proposal Writer

APPROVED AS TO FORM:

Archie Ross

Commission Counsel

APPROVED AS TO FORM:

Stan Wood

Title: Vice President of Business Development

Tab 2 Method of Performance/Tech. Approach

Each Offeror must present a written narrative demonstrating the method and/or manner in which it proposes to satisfy the requirements of this RFP. The language of the narrative shall be straightforward and limited to facts, solutions to the problems, and plans of proposed action as well as the timeline for completion of proposed action.

A. **Method:** By reading the proposal, MHTC must be able to gain a comfortable grasp of the services to be provided and the methods proposed by the Offeror to provide them. A detailed explanation should be included to understand how the services comply with the requirements of this RFP.

Please refer to Section B for comprehensive explanations of the services to be provided, methods proposed, and how requirements will be met.

Section B: Proposed Method of Performance & Technical Approach

B.1 Provide a narrative that illustrates the Offeror's understanding of the State's requirements and project schedule.

The online auction services described in MoDOT's RFP are a wonderful reflection of the only business we are in and have been building, providing, and improving for 16 years. GovDeals is prepared to immediately continue providing our online auction platform and hands-on customer service to MoDOT without interruption in service or any delay in implementation of expanded utilization by MHTC. Two locally based GovDeals staff members, as well as our entire administrative team, will serve MoDOT on a consistent basis through consultations, on-site training, advertising outreach, and general service and support.

GovDeals will provide a turnkey approach to selling government surplus assets via our online auction marketplace, www.GovDeals.com, with as many service offerings as are available in the industry. The GovDeals platform and service include, at no additional cost:

- ♦ Self-service functionality with unlimited users
- ♦ Real-time reporting tools within secure account(s)
- ♦ Extensive marketing outreach to targeted bidders
- ♦ Hands-on training for as many employees as desired; initial and periodic as needed
- ♦ Personal service with 24/7 on-call availability
- ♦ Online payment collection from winning bidders; remittance within 3-10 days of the buyer removing the property from MoDOT's premises

GovDeals will provide MoDOT with an internet-accessible, tiered web service for MHTC's Authorized Customers; Restricted Property bidders; and the general public. MoDOT will have the ability and the right to determine the users that may participate in the Authorized Customer tier and Restricted Property tier; while the general public will have access to view and bid on assets available in the Public Auction area. MoDOT will have the right and authority to determine its Terms and Conditions for each asset to be auctioned on any tier. All bidders must agree to these Terms and Conditions before the GovDeals system will allow the bidder to place his or her first bid.

Each auction listing may contain unlimited photos, a video, and other attachments such as PDF or Excel files as needed. Winning bidders will be able to pay for their assets online through GovDeals' highly secure Financial Settlement Services (FSS) with a credit/debit card, PayPal, or

wire transfer. MoDOT will receive its net proceeds on the Wednesday following assets' removal from MHTC property by applicable winning bidders to complete the purchase cycle.

MoDOT will have 24/7 access to an array of real-time, interactive reporting features, as well as the ability to view a detailed bid history of all of its auctions at any time during the auction or after its close. GovDeals' interactive, electronic reports are accurate and detailed, giving MHTC the ability to track all assets from the time they are loaded into the GovDeals system until they are sold and proceeds are collected.

Training and implementation will be managed by MoDOT's local Client Services Representative, Buck Pelfrey, who may be contacted 24/7 for timely customer service and technical support. Buck will be responsible for providing training to your staff members at no additional cost, including unlimited users and multiple training sessions as needed.

- B.2 Provide a narrative that illustrates how the Offeror will complete the Scope of Services, accomplish required objectives, and meet MoDOT's project schedule. All items/deliverables referenced in this RFP must be addressed and identified. Include examples of screens and forms that will be used during the online auction process. This information may include, but not necessarily be limited to:**

(1) Training plan

GovDeals will provide a dedicated and experienced team to train and support MoDOT staff members throughout the duration of the contract. GovDeals has the capability and resources to provide training and customer service on-site or remotely by webinar, and we always prefer on-site training and service when possible. Due to MoDOT's ongoing experience with the GovDeals platform, some or all of the typical implementation steps may not be necessary, enabling your staff to continue utilizing GovDeals seamlessly from the day of contract signing.

GovDeals will provide on-site, hands-on training for as many MHTC employees as need. The initial training session (60-90 minutes) is designed to teach your staff about GovDeals, our web-based platform, how online auctions work, and best auction practices that will bring the highest possible returns to MoDOT. Your training will be held within MoDOT's live GovDeals account in order to provide your staff (experienced and new) with hands-on experience interacting with the system.

During training, your GovDeals CSR will show your employees our auction website and explain in detail how bidding takes place and how our asset search engines work. Once a thorough review is completed, the CSR will then take the trainees into MoDOT's account, reviewing each screen and each step involved in the process of posting an asset to auction, procedures for releasing purchased assets to buyers, and accessing real-time, interactive reports.

Training is customized to fit the needs of each client; for example, your CSR will provide in-depth training of our patented Tier Redistribution System for reallocation of surplus assets since MoDOT plans to utilize this program.

MoDOT will be given thorough and up-to-date documentation and support materials, including a training video that focuses on loading assets into the GovDeals system. Our full written documentation that will be provided to MoDOT includes a 46-page training guide, an extensive online help feature, numerous quick-reference guides, best practices recommendations, and a web-based library for immediate access to the latest editions of all guides and reference materials.

(2) Implementation plan

**GovDeals' Typical
Operation and Implementation Schedule**

The chart below is an example of a typical schedule of implementation and operation of the GovDeals system, including training City employees after contract award. The schedule may be adjusted to best suit the City's needs.

#	Task	Resources Required		Duration	Approx. Time After Contract Signing
		Government Sailer	GovDeals		
1	Execute agreement	Executive	Executive	As required	
2	Appoint project staff <ul style="list-style-type: none"> The Client Project Manager <ul style="list-style-type: none"> Assigns personnel Approval authority for project The Client Account Administrator <ul style="list-style-type: none"> The Client Security Administration Enter assets Sets auction criteria GovDeals Project Manager <ul style="list-style-type: none"> Key contact for the Client Provides training for the Client 	Executive	Executive	As required	7 days
3	System setup: Enterprise Business Server <ul style="list-style-type: none"> User account 	POC	Project Manager; Systems Personnel	1 hour	7 days
4	Determine data for press releases Finalize the Client Terms & Conditions	Executive or Designee	Project Manager	As required	7 days
6	Organizational meeting (on-site) <ul style="list-style-type: none"> Establish project schedule and team Establish project goal Develop marketing strategy 	POC and Account Administrator; Surplus Property Manager	Project Manager	1-2 hours	14 days
6	System setup: Client Asset Server (CAS) <ul style="list-style-type: none"> User account Establish hyperlinks to government websites 	Project Manager; CAS Administrator/ POC; Network personnel	Project Manager; Systems personnel	1-2 hours	14 days
7	Determine and setup initial Client account users in Client Asset Server (CAS)	POC; CAS Administrator	Project Manager	½-1 hour	14 days
8	Identify "lead" CAS users/trainers	POC/Administrator	Project Manager	As required	14 days
9	Train the trainers	POC/Administrator; CAS "lead" users	Project Manager	2 hours	30 days
10	Train other users	CAS "lead" users; CAS users		As required	30 days / As needed
11	Enter assets <ul style="list-style-type: none"> Develop item descriptions Enter data into CAS Take and load digital pictures 	POC/Administrator; Surplus manager; CAS users	Project Manager (GovDeals will assist the Client with initial data collection and data entry of existing surplus property)	GovDeals on-site support as needed	30 days / Ongoing
12	Develop marketing campaign <ul style="list-style-type: none"> Internal (transfers) Direct mail (current surplus buyers) Advertising (internal, local, regional, national) Press releases Internet (hyperlinks, search engines, etc.) 	Project Manager; Public Information Officer	Project Manager; Director of Marketing	2 hours	30 days / Ongoing
13	Conduct auction <ul style="list-style-type: none"> Internal redistribution / re-allocation Restricted transfer/sale - Long Guns Unrestricted sale to general public 	(Monitor/revise)	Customer Support and Assigned Client Services Representative (CSR)	Continuing	Ongoing
14	Evaluate results	POC/Administrator	Project Manager	As required	Ongoing

Implementation Notes:

- The above chart outlines the tasks and schedule for a typical installation. The requirements for each Client are unique and, therefore, each training and implementation plan will be developed to meet each Client's individual needs.
- One individual may serve multiple roles, i.e. the Project Manager/POC may also be the Client Asset Server (CAS) Administrator.

(3) General listing of items not suitable for sale on site

The only items not suitable for sale on GovDeals' auction website are livestock/animals; pornography; and illegal items or substances.

(4) Policy on establishment of minimum or reserve bids and on establishing increments to be determined by MoDOT

MoDOT will have complete control to determine minimum bids, reserve pricing, and bid increments. If desired by MoDOT, GovDeals will provide recommendations and best practices guidelines for these factors.

(5) Additional publication advertisements you can offer for Fleet and/or other specialized equipment being sold, provide documentation on efforts to promote such items.

When MoDOT has specialty assets to auction, GovDeals' Marketing Department will develop custom promotion and advertising strategies designed to bring the highest dollar amount possible for each asset. Such assets may include, but are not limited to, helicopters and aircraft; classic/custom cars; specialty equipment; firearms and accessories; jewelry and collectibles; real estate properties; machinery and industrial equipment; and cost avoidance/demolition projects.

These and various other types of assets considered unique, high-value, or specialty may be considered for these custom marketing campaigns, which involve identification of target audiences and specialized media.

All vehicles, heavy equipment, unique, and high-value assets that MoDOT wishes to sell on the GovDeals auction website will be advertised or listed on niche websites that will expose your assets to targeted buyers.

- Heavy trucks and heavy equipment are often advertised in the online and/or print editions of leading trade publications *Rock and Dirt* and *Contractor's Hotline*.
- Cars, trucks, and vans are advertised at www.CarDaddy.com.
- Transit buses other mass transportation vehicles, equipment, and parts are advertised at www.BusesOnline.com and www.BusNut.com.
- Specialty equipment and medical/laboratory items are promoted at www.LabX.com and www.EquipMatching.com.

① Marketing Examples provided on the following pages (Pages 21-32)

Marketing Examples

Marketing Example 1: Fire Truck

Auction Results



1996 Pierce Arrow Pumper



1,960 visitors

Sold by: Monarch Fire Protection District, Missouri

Auction Dates: November 30th - December 21st, 2015.

Auction began with an opening bid of \$1,000 and reserve was set at \$19,000.

Five participants placed 14 bids resulting in a final sale price of \$22,135.31.

Pumper was advertised with FireTrader.com and 1RBN.com. (1st Responders Broadcast Network)

Auction page had 1,960 unique visitors.

3 visitors came from 1RBN.com.

Marketing Example 2: Laptops

Auction Results



**12 Dell Latitude E6500
Laptops & 198 Dell
Latitude 5520 Laptops**



274 visitors

Sold by: State of Missouri - Agency for Surplus Property

Auction Dates: June 25th - July 7th, 2015.

Auction began with an opening bid of \$10 and reserve was set at \$10.


21 participants placed 175 bids resulting in a final sale price of \$23,145.95.

Laptops were advertised with EquipMatching.com.

Auction page had 274 unique visitors.

11 visitors came from EquipMatching.com.

Marketing Example 2: Laptops Advertisement Placed


Home | Search Tools | WebMail | Members | Industry Directory | Upgrade | My Account

Browse

[Wanted Ads](#)

[For Sale Ads »](#)

[Announcement Ads](#)

[List All](#)

Create Ad

[Post Wanted Ads](#)

[Sell Your Items](#)

[Announcements](#)

[Add Your Company](#)

Login

[Hi govdeals!](#)

[Logout](#)

Site Stats

Members: 49150

Current Ads: 25476

Users Online: 56




Language

English

Section Links Classifieds

Classifieds > Other Equipment > Computers

Dell Laptops

[\(+ \) enlarge](#)

Posted by: [govdeals *](#)

Posted on: Jul. 1, 2015

Location: Missouri

Ad Status: New!

Manufacturer: **Dell**

Type: -

Model: Latitude E6500 & 5520

Year: -

Condition: As-Is

Price: - USD

Quantity: -

Type of Seller: Non-Dealer

[Send Email](#)

Description:

ONLINE AUCTION. ENDS JULY 7th, 2015. For full details visit [LINK](#) and enter 430-12911 in the QAL (Quick Asset Lookup) box located on the homepage.

Dell Latitude E6500 laptops Duo Core processor 2.40GHZ 2GB Ram 80GB hard drive CDW/DVD, 12 each; Dell latitude 5520 laptops Intel Core i3-2310M processor 2.10GHZ 4GB Ram 250GB hard drives, 199 each; Dell laptops AC adapters, 188 each. Only 188 adapters for the 210 laptops. All were working when removed from service, software has been wiped clean form hard drive, so no longer operation system. (One of the Dell 5520 laptops is missing the hard drive)

Conditions of all items are "As is, Where is". Only item described herein is included in sale regardless of what else is pictured. The seller reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

Under no circumstances will State of Missouri - Agency for Surplus Property assume responsibility for packing, loading or shipping. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property.

GovDeals

Contact Name: Molly Nations
Status: Premium Member
Member Since: May, 19, 2009

[View Seller's Store / More Ads](#)

[View Seller's Profile](#)

[View Seller's Store](#)

[View Seller's Items](#)

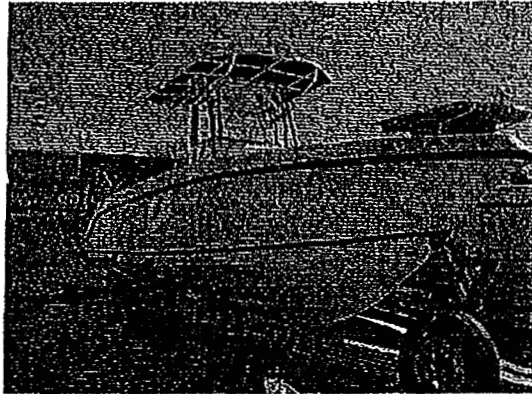
[View Seller's Website](#)

GovDeals

Page 24

Marketing Example 3: Boat

Auction Results



**2006 Donzi 29' Boat w/ 2
Mercury 250 Motors**



2,640 visitors

Sold by: State of Missouri - Agency for Surplus Property

Auction Dates: May 2nd - May 11th, 2016.

Auction began with an opening bid of \$100 and reserve was set at \$5,000.

14 participants placed 97 bids resulting in a final sale price of \$39,102.45.

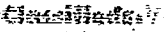
Boat was advertised with BoatClassifieds.us and CarDaddy.com.

Auction page had 2,640 unique visitors.

47 visitors came from RockandDirt.com.

93 visitors came from CarDaddy.com.

**Marketing Example 3: Boat
Advertisements Placed**

Boat 

Home Search Support


Post Ad My Account Logout

I'm looking for...

Home > Commercial Boats

\$8,000.00

2008 Donzi AMH 200CC boat | Commercial Boats For Sale In Jefferson City, Missouri | 41455



Full Size Pictures Full Size Pictures Full Size Pictures Full Size Pictures

Contact Seller: Tell a Friend Add as Favorite Seller Ads

Location: Jefferson City, Missouri 64501 Model: 2008, Year: 2008, Color: Marlin, Make: Donzi, HP: 200, Type: Boat, Weight: 1,500 lbs, Length: 20 ft, Width: 7 ft, Depth: 7 in, Fuel: Gas, Material: Fiberglass, Status: For Sale, Category: Commercial Boats, Subcategory: Motor Boats, Item ID: 41455, Seller ID: 123456789, Seller Name: GovDeals, Seller Type: Government, Seller Rating: 4.5, Seller Reviews: 10, Seller Location: Jefferson City, Missouri, Seller Phone: (609) 414-155, Seller Email: info@govdeals.com, Seller Website: www.govdeals.com

Click a button for government property on GovDeals.com. Auction ends 12:11:16. To view the auction click View Sale or View Bid in the bottom of this ad.

2008 Donzi AMH 200CC boat with 2008 Honda CRF250R. Hours are unknown. Fiberglass 20 foot 7 inch length. 2008 Mercury 250 outboard motor model 1250V24F with 18276506. 2008 Mercury 250 outboard motor model 1250V23F with 18276198. Boat and motor in working condition when removed from service. There are no outboards DOES NOT go to the boat. Boat will be placed up from the Water Park Garage where they have a boat hoist to load boat onto a trailer for the buyer. Boat does have chips and scratches in fiberglass in spots but no holes reported. One hole on bottom on a corner of the deck in fiberglass. NO DEFECTS says my only Tuesday, May 10th and Wednesday, May 11th between the hours of 8 a.m. to 4 p.m.

FOR FURTHER INFORMATION - PLEASE CONTACT: Donzi Sport, Phone: (If can be found on the GovDeals auction page) 800-888-8888 or by email: donzi@govdeals.com. Payment will be made by GOVDEALS IN YOUR GOVDEALS ACCOUNT.

Conditions of all items are as is, unless otherwise stated herein is included in sale regardless of what else is pictured. The seller reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

Under no circumstances will State of Missouri - Agency for Surplus Property assume responsibility for packing, loading or shipping. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. Price reflects current bid and is subject to change. To view the item register on govdeals.com. Registration and membership are free.


Find more listings like 2008 Donzi AMH 200CC boat by searching the Commercial Boats category.

Phone: (609) 414-155
Visit Seller's Website

More About This Listing: 2008 Donzi AMH 200CC boat
This advertisement was posted from Jefferson City, Missouri on May 2, 2016 by GovDeals. Find other similar items by searching the Commercial Boats For Sale - Used & New category.

GovDeals!
Online Government
Surplus Auctions

2008 Donzi AMH 200CC boat
GovDeals Auction
Call Phone: (609) 414-155



Description

2008 Donzi AMH 200CC boat with 2008 Honda CRF250R. Hours are unknown. Fiberglass 20 foot 7 inch length. 2008 Mercury 250 outboard motor model 1250V24F with 18276506. 2008 Mercury 250 outboard motor model 1250V23F with 18276198. Boat and motor in working condition when removed from service. There are no outboards DOES NOT go to the boat. Boat will be placed up from the Water Park Garage where they have a boat hoist to load boat onto a trailer for the buyer. Boat does have chips and scratches in fiberglass in spots but no holes reported. One hole on bottom on a corner of the deck in fiberglass. NO DEFECTS says my only Tuesday, May 10th and Wednesday, May 11th between the hours of 8 a.m. to 4 p.m.

FOR FURTHER INFORMATION - PLEASE CONTACT: Donzi Sport, Phone: (If can be found on the GovDeals auction page) 800-888-8888 or by email: donzi@govdeals.com. Payment will be made by GOVDEALS IN YOUR GOVDEALS ACCOUNT.

Conditions of all items are as is, unless otherwise stated herein is included in sale regardless of what else is pictured. The seller reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

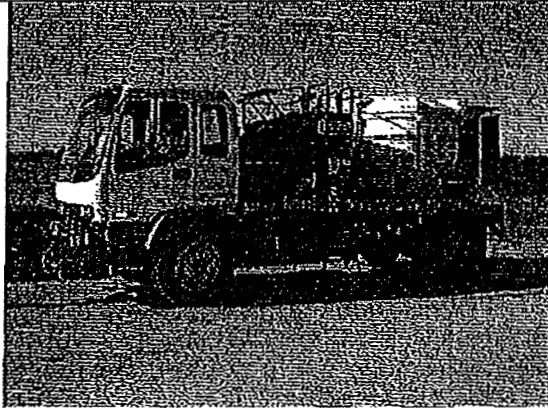
Under no circumstances will State of Missouri - Agency for Surplus Property assume responsibility for packing, loading or shipping. The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. Price reflects current bid and is subject to change. To view the item register on govdeals.com. Registration and membership are free.

Find more listings like 2008 Donzi AMH 200CC boat by searching the Commercial Boats category.

Phone: (609) 414-155
Visit Seller's Website

Marketing Example 4: Pothole Patcher

Auction Results



2002 GMC Truck Mounted Pothole Patcher



1,167 visitors

Sold by: Missouri Department of Transportation Northwest District - St. Joseph, MO

Auction Dates: January 20th - February 3rd, 2016

Auction began with an opening bid of \$1,500 and reserve was set at \$15,000

Six participants placed 84 bids resulting in a final sale price of \$38,613.75

Patcher was advertised with RockandDirt.com and BuyMyAsphalt.com.

Auction page had 1,167 unique visitors.

12 visitors came from RockandDirt.com.

48 visitors came from BuyMyAsphalt.com.

Marketing Example 5: Oil Distributor Truck
Auction Results



**1997 International Oil
Distributor Truck**



592 visitors

Sold by: Missouri Department of Transportation Central District - Jefferson City, MO

Auction Dates: April 12th - April 21st, 2016

Auction began with an opening bid of \$4,000 and reserve was set at \$20,000

10 participants placed 34 bids resulting in a final sale price of \$49,717.50

Truck was advertised with RockandDirt.com and CarDaddy.com.

Auction page had 592 unique visitors.

24 visitors came from RockandDirt.com.

45 visitors came from CarDaddy.com.

Marketing Example 5: Oil Distributor Truck Advertisements Placed


Caraddy
1997 International 4900
\$4,059.00
Call Today (800) 612-0159

Year	1997
Make	International
Model	4900
Body	Box Truck
Color	Black
Mileage	100,000
Engine	6.0L Diesel
Transmission	5-Speed Manual
Drive	4WD


ROCK & DIRT
Auction Room - 1997 INTERNATIONAL 4900 Misc Truck
Auction Room
800-612-0159 Ext. 5
Email Seller
1997 INTERNATIONAL 4900
Call Today (800) 612-0159

1997 International 4900
Online Auction
Call Today (800) 612-0159

Marketing Example 6: Motor Grader
Auction Results



**2008 Caterpillar 140M
Motorgrader**



309 visitors

Sold by: Johnson County, Missouri

Auction Dates: July 16th - August 6th, 2015

Auction began with an opening bid of \$1,000 and reserve was set at \$70,000

11 participants placed 48 bids resulting in a final sale price of \$86,161.25.

Motorgrader was advertised with RockandDirt.com and EquipMatching.com.

Auction page had 309 unique visitors.

84 visitors came from RockandDirt.com.

9 visitors came from EquipMatching.com.

(6) Credit policies and procedures applied to the MHTC for bidders who do not complete sale after award (i.e.: pay but not pickup; bid but do not pay)

After the allotted payment deadline has passed (typically 5 business days from close of auction), if payment has not been made, the winning bidder will be deemed in default. This user's account may be locked so that he or she will not be able to partake in future auctions.

Bidder default prevention has always been a priority at GovDeals, and we use real-time metrics to closely monitor default rates. Given the remarkably dynamic prevalence of credit card fraud and general climate of fraudulent behavior on the Internet and in society, GovDeals continues to innovate and maintain the industry standard regarding a low percentage of defaults. GovDeals' bidder default rate is consistently between 4% and 5%, a figure we have reason to believe to be the lowest in the industry. Our low number of defaults is accomplished through a combination of our Bidder Verification process and enforcement of our stringent default policy, described below.

Terms and Conditions for Default: Before a bidder can place his or her initial bid on an asset being auctioned by MoDOT, the bidder will be required to agree to your Terms and Conditions, which will explain payment and pickup terms, as well as the penalty for not paying and picking up on time.

GovDeals suggests that, if a bidder does not pay or pick up on time, MoDOT should immediately offer the asset to the second-highest bidder, or repost the asset for auction. Both of these options are built-in functions of the GovDeals platform and can be accomplished in a single click. As soon as a bidder defaults, MoDOT will have the capability to lock the bidder from participating in any future auctions, not only from MoDOT's account but all GovDeals auctions.

Defaulting bidders are responsible for 40% of their winning bid, and when this fee is recovered, GovDeals will split the funds evenly with MoDOT to cover administrative costs.

Bidder Verification: GovDeals' dedicated 8-member Bidder Services Department verifies every user who registers to our website, ensuring that the registration information matches a real person to a valid phone number and address. The GovDeals proprietary bidder registration process identifies bidders who have defaulted on previous auctions and locked from our system, preventing them from re-registering to become a bidder. This effectively prevents them from submitting bids on any subsequent GovDeals auctions. This verification function is key to maintaining our low default rate.


Bidder Probation: GovDeals' bidder probation program was implemented in 2013 to limit new buyers during their first 90 days. During the first 30 days of probation, a bidder may only have three transactions open at any one time. As soon as a transaction has been completed, another transaction may be opened. Our bidder probation program has been a great success and reduced the number of defaulting buyers by 20% in the first 12 months of the program. If needed, there is a process to allow highly qualified bidders to bypass some or all of the probation process, such as by submitting an appropriate bid deposit. If desired, MoDOT can request that the bidder probation program not be enforced for its auctions.

(7) Ability to generate MoDOT Bills of Sale for Items sold and to send them to the winning bidder. MoDOT currently has seven (7) different Bills of Sale

At the close of each auction, a Bill of Sale will be automatically populated with MoDOT's seller information (including logo/seal if desired). In the case of MoDOT utilizing multiple accounts, each will have a unique Bill of Sale. MoDOT may customize the Bill of Sale to suit each account's unique needs. The Bill of Sale can be emailed to the winning bidder or printed and given to the bidder when he/she arrives to pick up the item won.

This document lists the following: the winning bidder's name; all of the information regarding the asset sold, such as VIN/serial numbers, make/model, etc., of the item being sold; the sale price; and the date sold. Every Bill of Sale contains a disclaimer: "Asset is sold as is, where is, and without warranty. Once an asset is removed from the seller's premises, there is no refund of monies previously paid."

MoDOT is encouraged to obtain a signed Bill of Sale for every item picked up in order to retain a document the buyer has signed agreeing that no money will be refunded. The signed copy of the Bill of Sale may then be uploaded to the closed auction page for recordkeeping purposes if desired by MoDOT.

Missouri Department of Transportation Central District - Jefferson City, MO			
1511 Missouri Blvd			
Jefferson City, MO 65109-1729			
Bill of Sale Date:	06-20-2016	Bill of Sale Number:	6202016
Asset ID:	6385	Inventory ID:	1D31 02
Description of Property			Award Amount:
SCAG WALK BEHIND LAWN MOWER			193.00
Asset Information			
	Year:	Make/Brand:	SCAG Model: SWZV52V-23KAE VIN/Serial: E2700135
	Meters:	Title Restrictions:	
Sale Information			
Actual Sold Amount:	\$793.00	Paid On: 06/24/2016 by Credit Card	
Other Amount:	\$0.00	Other Amount Description:	
Buyer's Premium:	\$39.65	Tax Rate: 0%	
Tax Amount:	\$0.00		
Total Amount:	\$832.65	* Taxable Items	
Asset Message		Asset is sold as is, where is and without warranty. Once the asset is removed from the seller's premises there is no refund of monies previously paid.	
Herculeum, MO 63048		Buyer/Agent Signature: _____	
USA		Print Name: _____	
573-454-4333		Date: _____	

(8) Provide detailed information on the process used in order to allow a bidder to become registered with the Provider

Bidder registration is free. From the GovDeals.com home page, the prospective bidder should click "Register" and fill out the bidder registration form. Information that should be provided includes the user's full legal first and last name; email address, username, home address (no P.O. Boxes), and valid phone number. The new user will also be prompted to read and agree to the Bidder Terms and Conditions.

After this step is complete, a temporary password will be sent via email or text message to the user, along with an activation link. This will allow the user to log in.

GovDeals validates each new registrant, which is comprised of two phases. The first is accomplished systematically. After the user agrees to the Bidder Terms and Conditions, the system will search the GovDeals database for associated accounts that are locked for any reason. If a match is found, the registrant will not be sent the activation link but will be prompted to call customer service.

If the registrant passes the first validation process and activates his or her account, a member of the Bidder Services Verification team will physically verify the account information using proprietary resources that cannot be disclosed. If no problems or inconsistencies are found, the user's account will be activated and the user may place bids on auctions.

If the account is flagged during the verification process, the account will be locked from bidding. An email will be sent to the registrant requesting a copy of his or her driver's license and a copy of a recent utility bill. During this review process, the user will not be permitted to place bids or change his or her account information. Once the requested documents are received, the account is either kept locked, or re-activated.

(9) How many agencies within the State of Missouri are utilizing your services? And, how many lots have they posted in the last 180 days?

More than 400 Missouri agencies have active GovDeals accounts, and 154 of these have sold assets on our system in the past 180 days, posting a total of 5,693 assets/lots.

(10) Provide information on the number of active/current bidders (have placed a bid within the last 180 days) for both bids placed in the State of Missouri and then for all other states

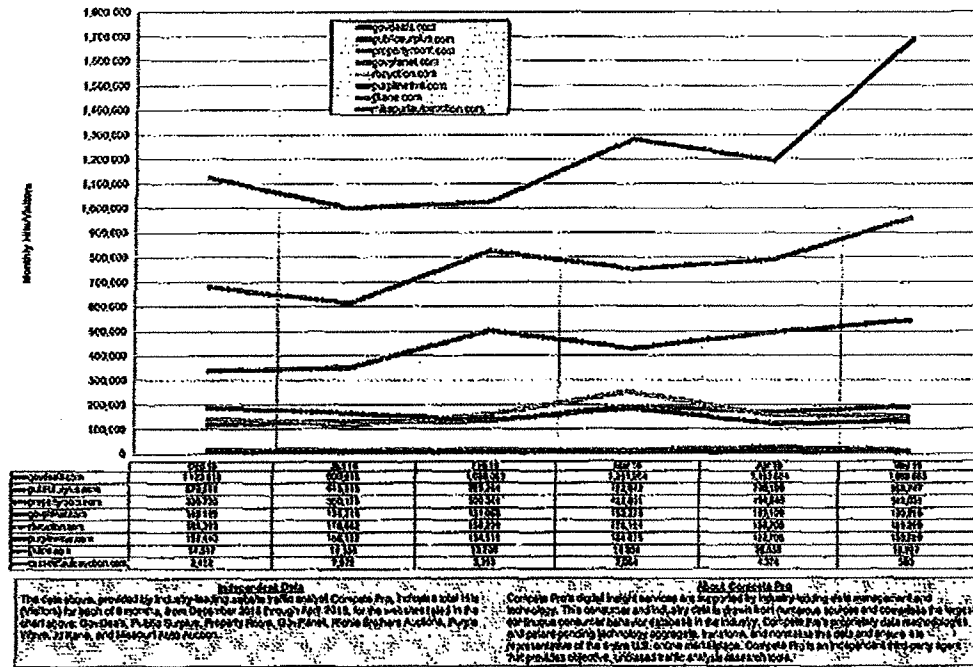
A total of 61,881 GovDeals bidders have placed a bid within the past 180 days. Of these, 5,905 bidders participated in auctions within the State of Missouri. More than 26,600 Missouri residents have active GovDeals bidder accounts, and 2,769 Missouri residents have bid on GovDeals auctions within the past 180 days.

(11) Provide information on the number of "hits" per month to the site (bidders who have accessed the site within the last 180 days) for both bids placed in the State of Missouri and then for all other states

A total of 61,881 GovDeals bidders have placed a bid within the past 180 days. Of these, 5,905 bidders participated in auctions within the State of Missouri.

Our auction website, www.GovDeals.com, is the most utilized and most heavily trafficked government auction resource in North America. In the past 180 days, the GovDeals auction website has had more than 7.3 million "hits," for an average of 1.2 million "hits" per month.

In May 2016, the GovDeals auction website had nearly 1.7 million hits. The chart below reflects independent data provided by Compete.com, the leading third-party website traffic statistics agency. This shows data from the past 180 days (6 months) comparing the hits received by GovDeals.com with that of other vendors who may be considered by MoDOT's evaluation committee.



(12) Provide information on how the Offeror assists bidders with locating the address of the location of surplus posted by MoDOT

The seller's address and contact information is listed on each auction page (see screenshot below). Also included is a link to an interactive map/directions to the location. Additionally, the Buyer's Certificate sent to the winning bidder contains the address of the specific asset's location and removal instructions.

GovDeals
A COUNTY SERVICES MARKETPLACE

June 20, 2016, 01:33 PM ET P18

2011 CASE SKID STEER

Year	Make/Brand	Model	Hours	Title Restriction	Condition	Category
2011	CASE	TR220	1,100	No	See Description	Equipment, Heavy

THIS IS A 2011 CASE TR220 SKID STEER
THE MACHINE IS IN FAIR CONDITION
THE AREAS ON THE BUCKET ARE SLIGHTLY BENT (ABOUT ONE INCH). THE OPERATOR WAS PICKING UP A PIECE OF CONCRETE WITH THE EDGE OF THE BUCKET
1100 HOURS.
SERIAL NUMBER NEM113751
MODEL TR221
SEE PICTURES
YOU ARE STRONGLY ENCOURAGED TO INSPECT
LOCAL PICKUP ONLY. WE DON'T SHIP.
Conditions of all items are "As is, Where is".
Only item described herein is included in sale regardless of what state is pictured.
Under no circumstances will Boone County, MO assume responsibility for packing, loading or shipping
Please contact David Enya, Purchasing Assistant, Phone: (573)895-4304, Fax: (573) 896-4350 or email: deya@boonecountymo.org to schedule an inspection

Additional info: [CASE SPECS.cdf](#)

Seller Information Ask a question

Seller: Boone County, MO [View seller's other assets](#)
Asset Contact: Greg Edington (Phone: 573-149-8515)
Asset Location: 6551 S Tom Bass Rd
 Columbia, Missouri 65201-3797
[Map to this location](#)

Q Inspection

Inspection:
Most items offered for sale are used and may contain defects not immediately detectable. Bidders may inspect the property prior to bidding. Bidders must adhere to the inspection dates and times indicated in the item description.
See special instructions on each auction page for inspection details. Consideration of BID. The seller reserves the right to reject any and all bids and to withdraw from sale any of the items listed.

\$ Payment

Payment:
Payment in full is due not later than 5 business days from the time and date of the Buyer's Certificate. Checks shall be made payable to: Boone County, MO. Payments

The address and contact information for the seller is listed on each auction page. Also included is a link to an interactive map/directions to the location.

- (13) Provide information on the number of bidders that have defaulted each year for the last three (3) calendar years. Provide information on Offeror's default policy and how MoDOT can block defaulted bidders from bidding on all MoDOT sites, not just the MoDOT account/site that originally posted the lot. Provide information on the process used to limit bidders from defaulting on finalized sales.

Calendar Year	Number of Defaulting Bidders	Total Number of Participating Bidders	Default %
2015	4,187	91,462	4.58%
2014	3,790	81,827	4.63%
2013	4,180	82,986	5.04%

Bidder default management has always been a priority at GovDeals. Given the remarkably dynamic prevalence of credit card fraud and the general climate of fraudulent online and cultural behavior, GovDeals continues to innovate and maintain the industry standard of a low percentage of defaults. GovDeals' default rate is 4%-5%, a figure we have reason to believe to be the lowest in the industry.

We have access to real-time metrics that allow us to closely monitor default rates. Given a chance to present to MoDOT, GovDeals will show these real-time metrics to your evaluation committee as proof of our extra diligence and its success. Our low percentage of defaults is accomplished through a combination of our proprietary Bidder Verification process and enforcement of our stringent default bidder policy.

- ❖ **Terms and Conditions for Default:** Before a bidder can place his or her initial bid on an asset being auctioned by MoDOT, the bidder will be required to agree to MoDOT's Terms and Conditions, which will explain payment and pickup terms, as well as the penalty for not paying and picking up on time.

After the allotted payment deadline has passed (typically 5 business days from close of auction; or as defined by MoDOT), if payment has not been made, the winning bidder will be deemed to be in default. This user's GovDeals account may be locked so that he or she will not be able to partake in future auctions. The same is true for asset pickup deadlines (those who pay, but do not pick up).

GovDeals suggests that, if a bidder does not pay on time or does not remove the asset by the pickup deadline, MoDOT should immediately offer the asset to the second-highest bidder, or repost the asset for auction. Both of these options are built-in functions of the GovDeals platform and can be accomplished in a single click.

As soon as a bidder defaults for not paying on time, MoDOT will have the capability to lock the bidder from participating in any future auctions, not only from the applicable MoDOT account but all State of Missouri accounts and all other GovDeals auctions.

Defaulting bidders are responsible for 40% of their winning bid, and when this fee is recovered, GovDeals splits the funds evenly with the client to cover administrative costs.

- ❖ **Bidder Verification:** GovDeals' dedicated 8-member Bidder Services Department verifies every user who registers to our website, ensuring that the registration information matches a real person to a valid phone number and address. The GovDeals proprietary bidder registration process identifies bidders who have defaulted on previous auctions and locked from our system, preventing them from re-registering to become a bidder. This effectively prevents them from submitting bids on any

subsequent GovDeals auctions. This verification function is key to maintaining our low default rate.

- ❖ **Bidder Probation:** GovDeals' bidder probation program was implemented in 2013 to limit new buyers during their first 90 days. During the first 30 days of probation, a bidder may only have three transactions open at any one time. As soon as a transaction is completed, another transaction may be opened.

Our bidder probation program has been a great success and reduced the number of defaulting buyers by 20% in the first 12 months of the program. If needed, there is a process to allow highly qualified bidders to bypass some or all of the probation process, such as by submitting an appropriate bid deposit. If desired, MoDOT can request that the bidder probation program not be enforced for its auctions.

- (14) Provide information on reports to be made available to MHTC. Include information for allowing the MHTC auditor to have access to all MoDOT accounts without having to enter each account separately.

MHTC will have 24/7 access to an array of real-time reporting features, as well as the ability to view a detailed bid history of all of its auctions at any time during the auction or after its close. GovDeals' interactive, electronic reports are accurate and detailed, giving MoDOT the ability to track all assets from the time they are loaded into the GovDeals system until they are sold and proceeds are collected.

GovDeals' reports can be viewed online, printed, sorted by date or other field, and exported to Microsoft Excel for analysis and recordkeeping. Many reports can be customized for unique needs MoDOT may have. Whether later under contract with GovDeals or not, MHTC will continue to have perpetual access to all of its GovDeals reports.

- **Sold Assets Report:** [Available data fields shown at right; example report shown below] Our clients' most-utilized tool, the Sold Assets Report provides a summary of all assets sold within the selected date range.

This report has the capability to display as many as 42 data points, including auction ID number; inventory number; description; tier (Authorized Customer/Restricted Property/General Public Auction); category; number of bids; start date and end date; number of visitors to the auction web page; buyer name and information; winning bid; fees; net results; tax information; and much more.

Also, this report displays the total sales amount for the period selected. This is an ad hoc report, allowing MHTC to customize the content this report generates.

Available Data for Sold Assets Report

Sold Asset Report

Select any of the items to display the data or check all items.

Asset

Auction ID Asset ID Category Auction
 Description Inventory ID Auction Name Date
 Tier Secondary Auction ID Auction Address Start
 View Sold & View Make / Brand Make Make

Auction

Starting Bid Reserve Auctioned # of Visitors
 # of Bids Start Date End Date # of Offers

Buyer

Bid Name Agency/Company City/State
 Estimated Bid

Monetary

Auction Fee Sold Amount Tax MoDOT Fee
 Pre-auction Date Bid Date Date Paid Date
 Date Bid Date Bid Date Date Date
 Date Bid Amount Bid Tax

Start Date: 05/01/2016 End Date: 05/31/2016

Check here to get all assets from the beginning or Search by Payment #.


Hide credits taken outside of date range
 Hide all credits
 Export to Excel

Sample Sold Assets Report

Table with columns: Auction ID, Description, Category, Auction Name, Start Date, End Date, Starting Bid, Bid Amount, Auction Fee, Sold Amount, Tax, MoDOT Fee, Pre-auction Date, Bid Date, Date, Paid Date.

- **Status Report;** This report provides the ability to quickly display the status of all items that have been loaded into MoDOT's account but have not yet been auctioned, and it can also produce a report of all items that have been sold, those that are on hold, and those that did not meet reserve, etc. The items on this report include all information about the asset.
- **Buyer's and Seller's Certificates;** Within a few minutes of a successful auction's close, Seller's and Buyer's Certificates will be issued to MoDOT and the winning bidder via email. This is the notice of award to each, and the certificates will include the specific payment method(s) accepted and amount due, as well as removal and additional instructions to the buyer. The certificates also include the contact information for both the buyer and the seller, the final selling price of the asset, the total amount owed by the buyer, and the specific location of the asset.
- **Bill of Sale;** [Example shown below.] The Bill of Sale will be automatically populated with MoDOT's seller information (including logo/seal if desired); the winning bidder's name; all of the information regarding the asset sold, such as VIN/serial numbers, make/model, etc., of the item being sold; the sale price; and the date sold. The Bill of Sale can be emailed to the winning bidder or printed and given to the bidder when he/she arrives to pick up the item won. The Bill of Sale contains a disclaimer: "Asset is sold as is, where is, and without warranty. Once an asset is removed from the seller's premises, there is no refund of monies previously paid." All of GovDeals' clients are encouraged to obtain a signed Bill of Sale for every item picked up in order to retain a document the buyer has signed agreeing that no money will be refunded.

Sample Bill of Sale

York County, SC 6 S Congress St York, SC 29745-1835		
Bill of Sale Date: 03/26/2015	Bill of Sale Number: 3262015	
Asset ID: 53	Inventory ID: 210	
Description of Property:		Award Amount:
2007 Ford Crown Victoria Police Interceptor		2401.00
Asset Information:		
	Year: 2007	Make/Brand: Ford Model: Crown Victoria VIN/Serial: 2FAHP71W37X140099
	Meter: 168827 Miles (Accurate? Yes)	Title Restrictions: N
Sale Information:		
Actual Sold Amount:	\$2,401.00	Paid On: 03/30/2015 by Credit Card
Other Amount:	\$0.00	Other Amount Description:
Buyer's Premium:	\$300.12	Tax Rate: 0%
Tax Amount:	\$0.00	
Total Amount:	\$2,701.12	* Taxable Items
Raman Kumar 2760 Montpelier Ave Macon, GA 31204 USA raman1973@att.net 4787472165	Asset is sold as is, where is and without warranty. Once the asset is removed from the seller's premises there is no refund of monies previously paid. Buyer/Agent Signature: _____ Print Name: _____ Date: _____	

- (15) Provide an outline on how bidders, and other interested parties, may access information on your site regarding what number and type of items were sold on your site and the number and type of items that did not sell on your site.

The GovDeals online auction system is designed to ensure maximum transparency to MoDOT, to bidders, and to the general public. Completed auctions, to include all information available during the live auction and ending date/time, bid history, and winning bid amount can be easily accessed by the general public for one full year after each auction closes.

To view all assets sold on the GovDeals website during the past 12 months:

1. Visit www.GovDeals.com
2. Click on the "Advanced Search" menu button
3. Under "Timing," select "Sold," then in the dropdown menu to the right, select the time period desired – ranging from 14 days to 1 year. Alternatively, you may select a specific date range.
4. Enter keywords, or search by state, seller, category, zip code, etc., and click "Search." If all of these advanced search fields are left blank, clicking the "Search" button will show all completed auctions within the date range selected.
5. The search results will be displayed, including the number of auctions found meeting the search criteria

Advanced Search

Find Item: Find Vehicle

Timing: Sold (14 Days, 30 Days, 60 Days, 6 Months, 1 Year)

By End Date: To Date

Keyword: All words, any order

Category:

Price: From: \$0 To: over \$50,000

Location: Within 50 Miles of Zip/Postal Code and State/Province

In County:

Seller:

Sort By: Current Bid - Highest to lowest Results Per Page: 10

Search Reset

Auctions that close without a winning bid, such as those that do not meet reserve, are not publicly viewable, but are viewable at all times within MoDOT's account.

(16) Provide information on the customer service to be offered, i.e.: specifically identified contact for MoDOT or a general contact for all users of Offeror's system.

- ❖ **Support for MoDOT:** GovDeals will assign a dedicated Client Service Representative (CSR) to MoDOT's account for day-to-day support and consultation. Your CSR will provide easily accessible, highly responsive technical support and customer service to MoDOT. MoDOT may contact its CSR by direct cell phone or email 24 hours a day, 7 days a week.

MoDOT's dedicated CSR will endeavor to respond within one hour (typically much faster) and will always respond within one business day to all inquiries by MoDOT. When scheduled or as needed, MoDOT's CSR will visit periodically at your convenience to promote best practices in auction strategy, provide hands-on service, and hold training sessions for new employees or existing users.

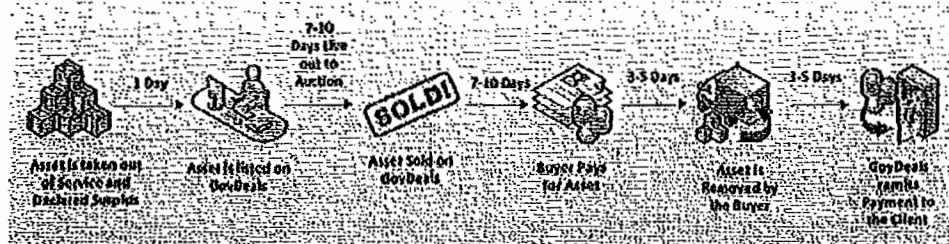
If for any reason, MoDOT's assigned CSR is not immediately available by cell phone or email, MoDOT may contact GovDeals' Client Help Desk, staffed by fully trained CSRs who are available for technical support, questions, and training. The Client Help Desk is available by live chat, toll-free phone, and email. Live chat and toll-free phone to the Client Help Desk is available from 7 a.m. to 5 p.m. CT, Monday through Friday. There is absolutely no additional cost for any technical support, training, or for use of the Help Desk.

- ❖ **Support for Bidders:** GovDeals provides bidder support by live chat, email, and toll-free phone, as well as Frequently Asked Questions (FAQ) available on GovDeals.com. The Bidder Services Help Desk is staffed with 8 full-time employees who are dedicated solely to bidder support.

The Bidder Services Help Desk receives more than 200 calls, emails, and live chats daily, and this team has a stellar 97% first-call resolution rate. The Bidder Services team endeavors to respond to bidder inquiries immediately, or as quickly as possible (in no more than one business day for non-urgent matters).

- B.3 Provide a narrative that illustrates how the Offeror will manage the project, ensure completion of the Scope of Services, and accomplish required objectives within MoDOT's project schedule. All items/deliverables in the RFP are to be addressed and identified. Include timeline and samples for proposed marketing strategy.**

Provided herein is an overview of the auction process and operation of the GovDeals system. Requirements/deliverables are addressed in detail beginning on Page 55, Scope of Work.



Auction Timeline

- After an asset is declared surplus, MoDOT enters photographs and descriptive details about the asset into a personalized auction template within your password-protected GovDeals account using the simple, 3-step auction creation procedure (training will be provided).
- For high-value and particularly specialized assets, a marketing plan will be developed and presented to MoDOT for advance review and approval prior to auction. Marketing campaigns will run while the auction is open for online bidding.
- While the auction is live, MoDOT can monitor progress of its auctions at www.GovDeals.com and answer any bidder questions that may be posted via the GovDeals Q&A system.
- After the auction is completed, MoDOT will automatically be emailed a Seller's Certificate with details of the sale and contact information for the winning bidder; and the winning bidder will automatically be emailed a Buyer's Certificate with sale and payment details.
- The winning bidder is responsible for making payment within 5 business days after auction close. This time period may be shortened or lengthened by MoDOT if desired. Upon the buyer's successful payment by credit/debit card (Visa, MasterCard, Discover, and American Express are accepted), PayPal, or wire transfer, MoDOT will receive notification that payment has been made.
- The buyer is required to pick up assets within 10 business days after auction close. This time period may also be adjusted by MoDOT if desired. The winning bidder is responsible for scheduling an asset removal appointment with MoDOT. At pickup/removal, the winning bidder must present photo ID and their GovDeals Buyer's Certificate, and MoDOT should verify this documentation. After both the buyer and MoDOT sign the GovDeals Bill of Sale, the asset may be released to the winning bidder.
- GovDeals will remit MoDOT's proceeds each week for all assets marked "Picked Up" in MoDOT's GovDeals account(s) the previous week. GovDeals will withhold its fees and/or Buyer's Premium as applicable, and will electronically (or by paper check if preferred) remit the balance to MoDOT.
- MoDOT will not be liable for any payment disputes, as GovDeals accepts responsibility for chargebacks or fraud that may occur. GovDeals may request a copy of the signed Bill of Sale from MoDOT in the case of payment disputes after an asset has been removed by the buyer.

System's Ease of Use

We encourage MoDOT's evaluation committee to explore the user-friendliness and capacity of our auction website, www.GovDeals.com. Our web-based system is designed for the utmost ease-of-use, including minimalistic layout and intuitive functionality, such as described below.

- Asset categories are clearly displayed on the home page. Categories without any current auctions are automatically hidden from the home page in order to minimize bidder frustration caused by blank pages or empty categories.
- Multiple search features enable bidders to easily locate assets for which they are in the market; bidders may search by keyword, category, seller, zip code radius, and many other options. Additionally, any search can be saved as a "favorite" within a bidder's account, and notifications will be sent when new assets matching the selected criteria are up for auction.
- Although the GovDeals system is continuously improved upon and updated behind the scenes, the website's primary design and functionality intentionally remain consistent in order to limit any frustration or confusion by bidders or sellers.

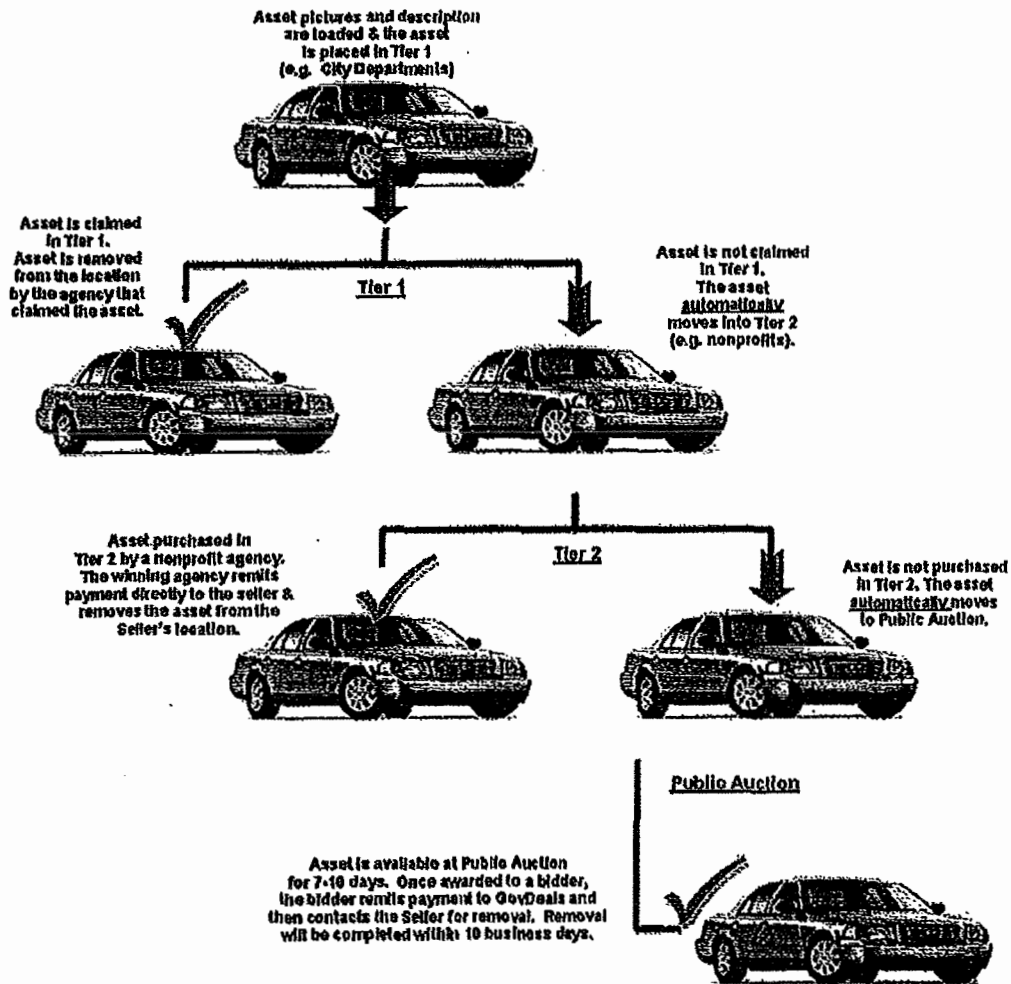
The screenshot shows the GovDeals website interface. At the top, there is a navigation bar with 'GovDeals' logo and 'Auction Services Marketplace'. Below the navigation bar, a search bar is visible with the text 'search auctions'. The main content area is titled 'CATEGORIES' and displays a grid of various auction categories, each with a small icon and a list of items for sale. The categories include:

- A** Agriculture Equip/Commodities - 29 items
- B** Auto Parts - 18 items
- C** Construction - 113 items
- D** Displays and Exhibits - 23 items
- E** Educational - 22 items
- F** Fire and Police Equipment - 158 items
- G** Gardening Machines and Equipment - 1 items
- H** Hardware - 22 items
- I** Industrial Equipment - 113 items
- J** Jewelry - 10 items
- K** Laboratory Equipment - 23 items
- L** Machinery - 27 items
- M** Medical - 10 items
- N** Nursery/Horticulture/Landscaping - 18 items
- O** Office Equipment/Supplies - 372 items
- P** Parking Signs - 6 items
- R** Real Estate and Accessories - 1 items
- S** Scales and Weighing Apparatus - 18 items
- T** Tools - 22 items
- V** Vans - 100 items
- W** Working Equipment - 11 items

At the bottom of the screenshot, there are logos for 'AMOS', 'Liquidity Services', and 'GovDeals'.

- **Reallocation Tiers:** GovDeals' patented Tier Redistribution System allows MoDOT to offer its surplus assets between departments, to area schools, to other government entities, or to nonprofit organizations before sending the assets to our regular public auction. Assets not claimed during the reallocation process may automatically be moved to public auction if desired. No fee is charged for our clients' use of our reallocation system.

Example of GovDeals' Asset Reallocation Process (Tier Redistribution System)



No fee is assessed for items that are claimed/purchased within GovDeals' Tiers.
Buyer's Premium only applies to assets that are successfully auctioned to the public.

Bidding Made Simple and Reliable

Since launching the GovDeals online auction service 16 years ago, our bidder database has grown to more than 530,000 people throughout the United States as well as foreign countries. We have incorporated an array of bidder-friendly features that keep our buyers returning to GovDeals again and again.

- **Email Notifications:** GovDeals' bidders may elect to receive email notifications when they have been outbid on an auction, as well as when an asset is posted matching the bidder's selected "favorites" (described below). Winning bidders will always receive automatic email notification of auction award (Buyer's Certificate).
- **Favorites:** GovDeals' "favorites" feature allows bidders to be notified by email when new items from any selected category or search criteria are sent to auction. Examples of favorites could include heavy equipment auctioned in Minnesota; Ford trucks within 50 miles of Minneapolis; or all assets auctioned by the City of Minneapolis.
- **Identity Protection:** GovDeals provides security, antivirus, and firewalls to prevent hacking of any auction information from the servers, and to prevent any bidder from learning the identity of another bidder. Also, GovDeals is PCI-compliant and does not store buyers' payment information.
- **Bidder Support:** GovDeals provides bidder support from a dedicated service center staffed by 8 experienced GovDeals employees. The Bidder Services Help Desk intakes more than 200 calls, emails, and live chats daily, and this team has a stellar 97% first-call resolution rate. The Bidder Services Help Desk has employees who are fluent in Spanish, and we have a language service available if we need assistance communicating with a prospective bidder who does not speak English or Spanish.

Auction Page - Bid Box

GovDeals
LIQUIDITY SERVICES MARKETPLACE

2001 Ford F-150 XL SuperCab Short Bed 4WD

Year	Make/Model	Model	VIN/Serial	Miles	Tire Condition	Condition	Category	Inventory ID
2001	Ford	F-150	1FTRH14P221107	155,600	Ho	See Description	Trucks, Light Duty and Medium	Asset 1

2001 Ford F-150 XL SuperCab Short Bed 4WD EMERGENCY BRAKE PUMP FOR F150 V8 SUPER DUTY, FORD WHITE PAINT VEHICLE
163,500 miles. This vehicle was motorized with 1500 miles. Starts and runs. Emergency Brake cables need to be replaced. New Upper Tire Inboard Chatter.
Hood has small paint chips. Small amount of rust under the door. Dents can be removed and impressions will remain. Pictures show some signs of corrosion. This is
Two 16" tires. Wear on the dash. ASHTRAY. AC in cold. Cruise Control. Power steering. Windows & locks.
For information or questions, contact Dan Witzel, Travis or Mandy (313) 555-1818 Mon-Fri 9am-5pm.

Seller Information
Seller Name: St. Francois County, MO (Show phone number)
Asset Contact: Dan Witzel (Phone: 313-555-1818 ext. 1)
Asset Location: 1 W. Olive St.
Ferguson, Missouri 63103
E331A3618804

Inspection
Used items offered for sale are used and may contain defects not known or easily detectable. Bidders may inspect the property prior to bidding. Inspection is by appointment only. Please see the listing about to set up an inspection.
Only item described herein is included in sale regardless of what else is pictured.

B.4 Describe your understanding and approach to providing Contract Transition Services as described in the RFP, paragraph 10.0: Contract Transition Services. The Offeror shall provide a detailed Initial Contract Transition Plan that must include at a minimum:

a. Offeror's Implementation team members

Listed herein are professional summaries and contact information for MoDOT's dedicated GovDeals representatives who will play key roles during implementation and delivery of online auction services. We commit to the availability of these individuals for work under the contract resulting from this RFP.

Rebecca Murphy, Director of Business Development, State Gov't & Higher Ed
Cell: 980-354-8909 | Email: rmurphy@govdeals.com

With more than 10 years of service to state government and higher education clients nationwide, Rebecca Murphy works closely with GovDeals' state-level clients such as MoDOT. Rebecca has an in-depth knowledge of state procurement procedures and requirements, and she will be the main point of contact for contractual matters with MoDOT, as well as providing periodic on-site reviews and consultations. Rebecca's prior government experience includes 10 years with the Texas Municipal League and 10 years with the Texas Association of School Boards. Rebecca holds a Bachelor of Science degree in business communications.

Clyde "Buck" Pelfrey, Client Services Representative

Cell: 423-260-7428 | Email: cpelfrey@govdeals.com

Having served state and local government agencies implementing and utilizing GovDeals for more than 4 years, Buck Pelfrey will be the primary contact and account manager for MoDOT's day-to-day needs. He has trained hundreds of clients since 2012 on how to use the GovDeals system, implementing best practices and teaching efficiency tips. He has an in-depth knowledge of the GovDeals online auction system and how to maximize return of value for all asset types, including specific market knowledge within Missouri and throughout the Midwest. Buck will provide strategy guidance, technical support, and on-site and remote support to MoDOT. He may be contacted by cell phone or email 24 hours a day, 7 days a week. Buck takes pride in seeing that his clients' auctions are successful, and he will be available for support by phone, email, and on-site to MoDOT and its cooperative participants.

Carol Wollard, Business Development Representative

Cell: 417-459-6057 | Email: cwollard@govdeals.com

Since 2008, Carol Wollard has served Missouri and surrounding states as one of GovDeals' regional Business Development Representatives. Carol will be responsible for all contract-related matters for municipal and county government agencies participating in MoDOT's online surplus auction services contract. These entities will benefit from Carol's extensive experience in government procurement and knowledge of small- to medium- sized government agencies' needs and challenges in the disposal of surplus property. Carol's passion for assisting governments is paired with her ability to use solid data to provide guidance in making business decisions.

b. Timeline, tasks, and responsible parties for Offeror's system to become fully functional and implemented within thirty (30) calendar days.

The following chart shows the typical timeline for training and launch of a new client's account, and also indicates the title/level of personnel – for both GovDeals and the Client – who typically oversee each process. Due to MoDOT's ongoing experience utilizing the GovDeals platform, most or all of these implementation steps will not be necessary, and MoDOT will be able to continue utilizing GovDeals the day a new contract is signed. However, GovDeals will provide hands-on training for as many employees as desired by MHTC.

GovDeals' Standard Implementation Schedule

The chart below is an example of a typical schedule of implementation and operation of the GovDeals system, including training Client employees after contract award. The schedule may be adjusted to best suit the Client's needs.

#	Task	Resources Required		Duration	Approx. Time After Contract Signing
		Government Seller	GovDeals		
1	Execute agreement	Executive	Executive	As required	
2	Appoint project staff <ul style="list-style-type: none"> The Client Project Manager <ul style="list-style-type: none"> Assigns personnel Approval authority for project The Client Account Administrator <ul style="list-style-type: none"> The Client Security Administration Sets auction criteria GovDeals Client Services Representative <ul style="list-style-type: none"> Key contact for the Client Provides full support for the Client 	Executive	Executive	As required	7 days
3	System setup: Enterprise Business Server <ul style="list-style-type: none"> User account 	POC	Project Manager, Systems Personnel	1 hour	7 days
4	Determine data for press releases Finalize the Client Terms & Conditions	Executive or Designer	Project Manager	As required	7 days
5	Organizational meeting (on-site) <ul style="list-style-type: none"> Establish project schedule and team Establish project goal Develop marketing strategy 	POC and Account Administrator, Surplus Property Manager	Project Manager, Assigned Client Services Representative (CSR)	1-2 hours	14 days
6	System setup: Client Asset Server (CAS) <ul style="list-style-type: none"> User account Establish hyperlinks to government websites 	Project Manager, CAS Administrator/ POC, Network personnel	Assigned Client Services Representative (CSR), Systems personnel	1-2 hours	14 days
7	Determine and setup initial Client account users in Client Asset Server (CAS)	POC, CAS Administrator	Assigned Client Services Representative (CSR)	1/2-1 hour	14 days
8	View/Process items to be sold.	POC/Administrator	Assigned Client Services Representative (CSR)	GovDeals on-site support as needed; 1-2 Days	14 days / Ongoing
11	Enter assets <ul style="list-style-type: none"> Develop item descriptions Enter data into CAS to create the product catalog. 	POC/Administrator	Assigned Client Services Representative (CSR)	Completed at GovDeals Office; 1-2 Days	21 days / Ongoing
12	Evaluate items to be sold	POC/Administrator	Assigned Client Services Representative (CSR)	1-2 Days	21 days / Ongoing
12	Develop marketing campaign <ul style="list-style-type: none"> Internal (transfers) Direct mail (current surplus buyers) Advertising (internal, local, regional, national) Press releases Internet (hyperlinks, search engines, etc.) 	Project Manager, Public Information Officer	Assigned Client Services Representative (CSR), Director of Marketing	2 hours	30 days / Ongoing
13	Conduct Auction	(Monitor/Review)	Customer Support and Assigned Client Services Representative (CSR)	7-10 Day Online Auction	Ongoing
14	Evaluate results	POC/Administrator	Project Manager, Assigned Client Services Representative (CSR)	As required	Ongoing

Implementation Notes:

- The above chart outlines the tasks and schedule for a typical installation. The requirements for each Client are unique and, therefore, each training and implementation plan will be developed to meet each Client's individual needs.
- One individual may serve multiple roles, i.e. the Project Manager/POC may also be the Client Asset Server (CAS) Administrator.

c. List customer support that will be provided during the initial transition such as on-site visits, technical assistance, program documentation assistance, etc.

GovDeals will assign a dedicated Client Service Representative (CSR) to MoDOT's account for day-to-day support and consultation. Your CSR will provide easily accessible, highly responsive technical support and customer service to MoDOT. MoDOT may contact its CSR by direct cell phone or email 24 hours a day, 7 days a week.

MoDOT's dedicated CSR will endeavor to respond within one hour (typically much faster) and will always respond within one business day to all inquiries by MoDOT. When scheduled or as needed, MoDOT's CSR will visit periodically at your convenience to promote best practices in auction strategy, provide hands-on service, and hold training sessions for new employees or existing users.

MoDOT will be given thorough and up-to-date documentation and support materials, including a training video that focuses on loading assets into the GovDeals system. Our full written documentation that will be provided to MoDOT includes a 46-page user training guide, an extensive online help feature, numerous quick-reference materials, best practices guidelines, and a web-based guide library for immediate access to the latest editions of all of our documentation.

If for any reason, MoDOT's assigned CSR is not immediately available by cell phone or email, MoDOT may contact GovDeals' Client Help Desk, staffed by fully trained CSRs who are available for technical support, questions, and training. The Client Help Desk is available by live chat, toll-free phone, and email. Live chat and toll-free phone to the Client Help Desk is available from 7 a.m. to 5 p.m. CT, Monday through Friday. There is absolutely no additional cost for any technical support, training, or for use of the Help Desk.

d. Training plan for MoDOT personnel; on-site and/or computer-based.

A major part of the undertaking of an online auction service is training and support of MoDOT's staff members. MoDOT's personnel will be thoroughly trained in the use of the GovDeals system, with training provided on-site for as many employees as desired. Due to MoDOT's ongoing experience with the GovDeals platform, some or all of the typical implementation steps may not be necessary, enabling your staff to continue utilizing GovDeals seamlessly from the day of contract signing.

GovDeals has the capability and resources to provide training and customer service remotely by webinar, but we always prefer on-site training and service when possible. A vast majority of GovDeals' clients received initial training on-site, as well as on-site service as needed.

MoDOT's CSR will host as many training sessions as necessary, in multiple locations as needed, in order to train all MoDOT staff members that will be operating the GovDeals platform. During initial training, MoDOT's CSR will dedicate as much time as needed teaching your users how to utilize system features, implement best practices strategies, and solve the most common user questions. Training can be held in large or small groups, or one-on-one if needed, in order to ensure each user learns about all functionality that relates to their job duties.

Initial user training typically lasts 60 to 90 minutes and includes an overview of the GovDeals system from a seller's and buyer's perspective. Training will be held within MoDOT's live GovDeals account(s) to provide team members with hands-on experience interacting with the system. MoDOT's users will be shown how to access real-time, interactive reporting tools, how to load and manage auction listings, and how to harness

GovDeals' industry knowledge and marketing efforts to obtain the highest possible return on each of MoDOT's surplus auctions.

During training, GovDeals will show MoDOT employees that GovDeals auction website and explain in detail how bidding takes place and how our asset search engines work. Once a thorough review is completed, the CSR will then take the trainees into MoDOT's account(s), reviewing each screen and each step involved in posting an asset to auction and running standard and ad hoc reports.

Scope of Work and Specific Services

The Offeror agrees to provide to MHTC the following services:

The Offeror's system must be fully functional and implemented within thirty (30) calendar days of MoDOT's issuance of the notice to proceed to the Offeror. The Offeror should provide, at a minimum, the following Services:

New client implementation is typically completed in less than 30 calendar days, as outlined on the chart on Page 52. Due to MoDOT's ongoing experience utilizing the GovDeals platform, most or all of these implementation steps will not be necessary, enabling MoDOT to continue utilizing GovDeals seamlessly from the day a new contract is signed. However, if needed, GovDeals will provide hands-on training for as many employees as desired by MHTC.

1.0 Offeror's Requirements

1.1. At a minimum, the Offeror must provide MoDOT personnel with appropriate training utilizing online, computer-based training sessions.

A major part of the undertaking of an online auction service is training and support of MoDOT's staff members. MoDOT's personnel will be thoroughly trained in the use of the GovDeals system, with training provided on-site for as many employees as desired. Due to MoDOT's ongoing experience with the GovDeals platform, some or all of the typical implementation steps may not be necessary, enabling your staff to continue utilizing GovDeals seamlessly from the day of contract signing.

GovDeals has the capability and resources to provide training and customer service remotely by webinar, but we always prefer on-site training and service when possible. A vast majority of GovDeals' clients received initial training on-site, as well as on-site service as needed.

MoDOT's CSR will host as many training sessions as necessary, in multiple locations as needed, in order to train all MoDOT staff members that will be operating the GovDeals platform. During initial training, MoDOT's CSR will dedicate as much time as needed teaching your users how to utilize system features, implement best practices strategies, and solve the most common user questions. Training can be held in large or small groups, or one-on-one if needed, in order to ensure each user learns about all functionality that relates to their job duties.

Initial user training typically lasts 60 to 90 minutes and includes an overview of the GovDeals system from a seller's and buyer's perspective. Training will be held within MoDOT's live GovDeals account(s) to provide team members with hands-on experience interacting with the system. MoDOT's users will be shown how to access real-time, interactive reporting tools, how to load and manage auction listings, and how to harness GovDeals' industry knowledge and marketing efforts to obtain the highest possible return on each of MoDOT's surplus auctions.

During training, GovDeals will show MoDOT employees that GovDeals auction website and explain in detail how bidding takes place and how our asset search engines work. Once a thorough review is completed, the CSR will then take the trainees into MoDOT's account(s), reviewing each screen and each step involved in posting an asset to auction and running standard and ad hoc reports.

MoDOT will be given thorough and up-to-date documentation and support materials, including a training video that focuses on loading assets into the GovDeals system. Our full written documentation that will be provided to MoDOT includes a 46-page user training

guide, an extensive online help feature, numerous quick-reference materials, best practices guidelines, and a web-based guide library for immediate access to the latest editions of all of our documentation.

MoDOT will be asked to dedicate a primary Point of Contact to serve as Administrator of MoDOT's GovDeals account. In addition to thorough system training detailed herein, GovDeals will train account admins on the permissions and restrictions of each level of user access and will discuss ways to best utilize these 5 security levels to fit into MoDOT's existing or desired processes. Security levels include the ability to require approval from a supervisor before auctions may go live, as well as a "view only" setting that is useful for accounting staff members.

MoDOT may have as many user accounts as desired to operate GovDeals' self-service online auction platform, and training will be provided for all users at no additional cost. Routine tasks involved in the operation of the GovDeals platform include:

- Taking digital photographs of assets to be auctioned
- Gathering descriptive information about the surplus assets
- Posting assets to auction
- Answering questions from prospective bidders via GovDeals' Q&A system
- Meeting buyers for asset removal and obtaining the buyer's signature on each system-generated Bill of Sale
- Marking assets as picked up to trigger payment remittance
- Running real-time system reports as needed

Many of GovDeals' clients, particularly those with considerable auction volume, designate multiple employees to handle these duties. At a minimum, MoDOT's POC/Admin must take part in the implementation process to ensure efficient account setup and understanding of system operation. We encourage all staff members involved in the surplus process to take part in the initial training session in order to gain a full understanding of the online auction process.

Additionally, MoDOT may desire accounting personnel to have system access in order to oversee payment collection and reconciliation. These staff members would benefit from attending training to gain insight about available system reports, ad hoc reporting, and financial reconciliation.

1.2. The Offeror must have a toll-free telephone number and an email address for customer help desk assistance that is available from 8:00 a.m.-4:00 p.m. Central Time (CT), Monday through Friday, for timely reply to questions submitted by MoDOT personnel related to the system.

GovDeals' Client Help Desk is staffed by fully trained CSRs who are available for technical support, questions, and training. The Client Help Desk is available by live chat, toll-free phone, and email. Live chat and toll-free phone to the Client Help Desk is available from 7 a.m. to 5 p.m. CT, Monday through Friday. There is absolutely no additional cost for any technical support, training, or for use of the Help Desk.

1.3. The MHTC must not be billed or charged additional fees by the Offeror for any type of upgrades.

GovDeals concurs with this provision. No additional fees will be charged to MHTC/MoDOT for any value-added services such as marketing, upgrades, training, additional users, etc. The only fee for our services is as outlined in Tab 3, Pages 76-.

1.4. The Offeror shall provide marketing of this web-based auction service site to enhance the number of bidders. Any news release, photographs, or public announcement pertaining to any activity conducted in association with the contract, or any advertising copy and placement, shall not be made without the prior written approval of the MHTC. The Offeror shall provide documentation of all marketing efforts, e.g., copies of print advertisements, schedules of radio or television spots, etc., to the MHTC. The Offeror shall alert, notify, publish, or otherwise communicate to electronic newsgroups, clubs, trade associations, professional associations, registered auction members, or other known interested individuals the presence of a MoDOT auction on the Offeror's website. The Offeror shall, upon request by MoDOT, provide advertising services for unique or high-value property.

A major part of GovDeals' service and ultimate success is the promotion of assets through advertising and marketing. MoDOT will not be charged a fee for any marketing efforts provided by GovDeals. Last year, GovDeals placed more than 21,000 online and print ads for our clients' assets.

Our time-tested and proven approach to marketing government surplus goods for online auction is unparalleled. We know from research and experience how to develop and implement customized marketing plans for our government clients, and our 7-person Marketing Department has the expertise to create effective ads, press releases, mailings, etc., and utilize the right combination of these in order to consistently bring a steady stream of targeted website traffic to our government clients' surplus assets.

As marketing plans are developed, MoDOT's CSR will communicate regularly to ensure your team is always involved in decision-making, such as approving ads and press releases. A copy of all advertisements and other marketing messages will be sent to the appropriate MoDOT personnel and posted to the applicable MoDOT account.

① See Marketing Examples on Pages 21-32.

Marketing Strategies

Niche Marketing: All vehicles, heavy equipment, unique, and high-value assets that MoDOT wishes to sell on the GovDeals auction website will be advertised or listed on niche websites that will expose your assets to targeted buyers.

- Heavy trucks and heavy equipment are often advertised in the online and/or print editions of trade publications Rock and Dirt and Contractor's Hotline.
- Cars, trucks, and vans are advertised at www.CarDaddy.com.
- Transit buses other mass transportation vehicles, equipment, and parts are advertised at www.BusesOnline.com and www.BusNut.com.
- Specialty equipment and medical/laboratory items are promoted at www.LabX.com and www.EquipMatching.com.

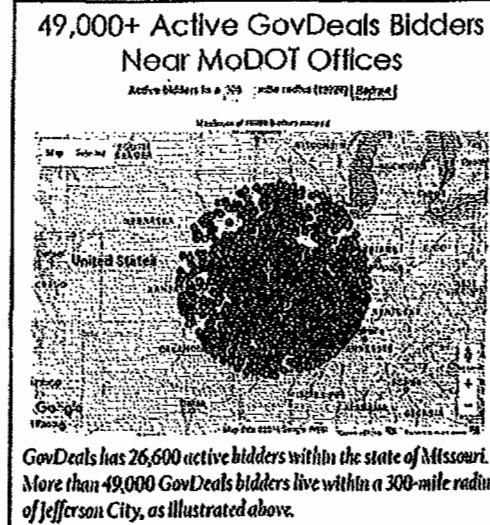
Custom Marketing Plans: When MoDOT has specialty assets to auction, GovDeals' Marketing Department will develop custom promotion and advertising strategies designed to bring the highest dollar amount possible for each asset. Such assets may include, but are not limited to, helicopters and aircraft; classic/custom cars; specialty equipment; firearms and accessories; jewelry and collectibles; real estate properties; machinery and industrial equipment; and cost avoidance/demolition projects. These and various other types of assets considered unique, high-value, or specialty may be considered for these custom marketing campaigns, which involve identification of target audiences and specialized media.

News Coverage: GovDeals periodically receives regional and national broadcast, online, and print media coverage. This not only results in promotion for specific assets, but also drives bidder sign-up. For example, a report by MSN Money resulted in a 250% increase in daily registrations.

Email Marketing to Targeted Bidders: GovDeals has bidders in all 50 U.S. states and 68 foreign countries, for a total of more than 530,000 registered and verified bidders. This includes more than 26,600 active bidders in the State of Missouri. To harness the strength of this extensive bidder base for asset marketing, email blasts are sent to previous bidders of similar assets. This has repeatedly proven one of our most successful strategies.

Local Marketing: As noted above, GovDeals already has a large and active bidder base locally, regionally, and nationally. This includes nearly 5,000 active bidders within a mere 50 miles of Jefferson City; 22,600 within 150 miles; over 26,600 within the borders of the State of Missouri; and over 49,000 active bidders in a 300-mile radius of Jefferson City (see map at right).

In order to further make local residents aware of MoDOT's auctions, GovDeals' Marketing Department will implement strategies to inform the public of MoDOT's GovDeals sales, including assisting with preparing press releases and placing ads as needed. Strategic marketing efforts, such as outdoor and TV ads, may be utilized as needed. GovDeals can also provide outdoor banners for high-traffic areas, as well as flyers for bulletin boards and to pass out to local businesses and residents.



- 1.5. The Offeror shall be responsible for securing all necessary licenses, certifications and permits, if any, for selling the MHTC's surplus property over the Internet.**

GovDeals concurs with this provision. Our company is authorized to conduct business in the State of Missouri and complies with all such regulations. GovDeals holds a business license with the City of Saint Louis as required by local regulation.

- 1.6. The Offeror shall require the bidder to agree to the MHTC's Terms and Conditions (See Attachment 2) before placing a bid.**

Before a bidder can place his or her initial bid on an asset being auctioned by MoDOT, the bidder will be required to agree to your Terms and Conditions, which will explain payment and pickup terms, as well as the penalty for not paying and picking up on time.

- 1.7. A web link will be placed on the MoDOT website to direct Bidders to the Offeror's auction site.**

GovDeals will facilitate placement of a link and logo on the MoDOT website to direct Bidders to MoDOT's auctions on GovDeals.com.

2.0 General System Layout & Overview

2.1. The Offeror shall supply a system that will have a minimum of three (3) distinct sites:

- a. **Authorized Customer Site:** City and county governments and their subdivisions and authorized non-profit agencies that are pre-qualified for direct purchase from the MHTC are classified as "Authorized Customer Site." The Authorized Customer Site will only be available to those Bidders which have access rights granted by MoDOT.

GovDeals' patented Tier Redistribution System was built for this precise purpose. TRS allows MoDOT to offer its surplus assets to city and county governments and their subdivisions and authorized non-profit agencies that are pre-qualified for direct purchase from the MHTC. Only bidders authorized by MoDOT will have access to view or place bids on these auctions.

- b. **Restricted Property Site:** Restricted property is a specific item that, by its inherent nature or state and/or federal regulation, requires prospective bidders to have appropriate licenses in order to purchase or possess these items. This site will only be available to pre-qualified bidders with valid credentials that have been verified by MoDOT.

GovDeals' Bidder Restrictions capability allows restricted property to be available only to pre-qualified bidders with valid credentials that have been verified by MoDOT. If desired, MoDOT may also allow the auctions to be viewed by the general public to maximize the marketing exposure of the auctions, and prospective bidders may request access to bid on the restricted property. MoDOT will have complete discretion whether or not to allow view access to the general public.

Following is a list of restrictions GovDeals has previously implemented for our clients:

- Licensed Gun Dealers
- Law Enforcement
- Fire Departments
- Licensed Auto Dealers and Salvors
- Licensed Liquor Dealers
- Licensed Medical Personnel Only
- Licensed Landscape/Nursery Personnel Only
- Animal Control Agencies/Rescues
- Out of State Buyers Only

- c. **Public Auction Site:** This site shall be available to anyone with Internet access. There shall be no registration requirement with MoDOT or the Offeror to view property on this site. However, no Bidder shall be able to place a bid on an item unless they have registered with the Offeror and are in good standing with the Offeror.

GovDeals' auction platform is viewable by the public without requirement to register or log in. However, no one may place a bid on any auction without registering with GovDeals and being in good standing.

- 2.2. Items will remain on the Offeror's web page until removed by, or with the approval of, MoDOT. All item-specific information shall remain on the Offeror's system until removed by MoDOT.**

All completed auctions will remain on the GovDeals website for 12 full months after each auction's close. This enables transparency to bidders, sellers, and the general public. All item-specific information will remain intact on the listing, and MoDOT may choose to upload documents to closed auctions, such as a signed Bill of Sale. After one year, MoDOT will continue to be able to access all of its listings in perpetuity, but the auctions will not be searchable on the GovDeals website.

- 2.3. The Offeror's system will provide a "help tab" or similar service to assist bidders.**

GovDeals offers Frequently Asked Questions (FAQ) on our website, as well as Live Chat, contact form, and contact information.

- 2.4. The Offeror's system will be accessible seven (7) days per week, twenty-four (24) hours per day, by bidders. The Offeror shall take all reasonable measures to avoid any and all downtime, whether planned or unplanned. Downtime is defined as any period of time in which any or all of MoDOT's presence on the Offeror's website is unavailable to a potential website user.**

The GovDeals system has maintained system uptime of 99.99% since its launch in 2001, and extensive provisions are in place to prevent an extended service outage. The GovDeals application is a fully redundant system running multiple services asynchronously within the Microsoft Azure East cloud serving up the auction platform as well as the client portal. There are multiple monitoring tools in place to notify appropriate personnel of any system issues that might arise. Management and staff members responsible for support and maintenance of the systems are available 24/7/365 to address all issues.

- a. In the event that unplanned downtime occurs, the Offeror shall notify the MHTC's Representative (refer to Section (2), paragraph C) of this event within one (1) hour of detection if event occurs between the hours of 8 a.m.-3 p.m. Central Standard Time (CST). The Offeror must make all reasonable effort to provide this information directly to the MHTC Representative during the core working hours from 8:00 a.m. – 3:00 p.m. Central Standard Time (CST), Monday through Friday. Email notification and telephone messages will be acceptable at other times.**

In the event of unplanned system downtime, your CSR will notify MHTC's Representative directly within one hour of detection if the event occurs during the hours of 8 a.m. to 3 p.m. CST, or will notify MoDOT by email and/or telephone outside of MoDOT's core working hours.

- b. Cosmetic or design changes (planned downtime) to the Offeror's website by the Contractor, or on behalf of the Contractor, shall not interfere with or disrupt any MoDOT online auction, or cause any disruption with any MoDOT web page(s), without prior written consent of MoDOT.**

GovDeals concurs with this provision. The GovDeals' IT Department performs maintenance during off-peak hours, usually around 5 a.m. CST, when website traffic is minimal and no auctions are closing. All clients are notified prior to scheduled system maintenance, and your account representatives will work closely to ensure MoDOT's auction performance is not adversely affected. Maintenance downtime typically occurs monthly or quarterly and lasts less than an hour.

- c. Failure by the Offeror to maintain 95% uptime (5% or less downtime), whether due to planned or unplanned events, constitutes cause for the MHTC to terminate this contract (refer to Section 3, paragraph M). Failure by the MHTC to terminate the contract for cause in this circumstance shall not be construed as a waiver or relinquishment of the MHTC's right to do so in future occurrences.**

The GovDeals system has consistently maintained system uptime of 99.99% since its launch in 2001, and extensive provisions are in place to prevent an extended service outage. GovDeals accepts that downtime of more than 5% constitutes cause for termination of the contract.

3.0 Page Layout & Specifics

- 3.1. The "lots for sale" screen(s) for the Offeror's system shall display the surplus item(s) and include, but not be limited to, the following: at least one (1) thumbnail picture (if made available by MoDOT), the MoDOT assigned lot number, a short description, and the auction closing date.**

Yes, GovDeals will display each auction item with at least one picture, MoDOT-assigned lot number, a description, and auction closing date, among other data points.

- 3.2. The Offeror's system shall have a search feature whereby the user can conduct a search of all property that the user is qualified to purchase or acquire. This feature must allow the user to search, at a minimum, by state, by item description or item category.**

Yes, multiple search features enable bidders to easily locate auctions of assets for which they are in the market. Bidders may search by keyword, category, seller, zip code radius, and many other options. Additionally, any search can be saved as a "favorite" within a bidder's account, and notifications will be sent when new assets matching the selected criteria are up for auction.

- 3.3. The Offeror's system will have ample space provided to load detailed descriptions and be able to support the capacity to display a minimum of four (4) pictures of each item or no picture at all if so desired by MoDOT.**

Yes, MoDOT may load an unlimited number of pictures to each auction listing, along with detailed descriptions. GovDeals strongly encourages our clients to post a minimum of one picture to each auction page; exceptions to this may be made by contacting your CSR.

- 3.4. The Offeror's system shall include a feature that allows the user to enter specific contact data, e.g., name, email address, phone, date, with an area to list questions or comments about the items, which in turn, will be sent by email to MoDOT.**

Yes, GovDeals' Question & Answer (Q&A) functionality within MoDOT's account will allow prospective bidders to submit questions via the auction page, allowing MoDOT to answer either privately by email or publicly on the auction page for all bidders to view.

- 3.5. The Offeror's system shall have ample space to upload video of the item(s) if so desired by MoDOT.**

Yes, a video may be uploaded to each auction if so desired by MoDOT.

4.0 Authorized Customer Site

- 4.1. The Offeror's system will have a secure viewing area that will list items for redistribution that will be accessible only to Authorized Bidders registered with MoDOT. No other prospective bidders will be allowed to view items in this area.**

Yes, GovDeals' patented Tier Redistribution System will allow MoDOT to offer its surplus assets only to Authorized Bidders registered with MoDOT. No other prospective bidders will be allowed to view these auctions.

- 4.2. The Offeror shall provide a separate log-in for the Authorized Customer Site that will enable authorized bidders to view available property. This site must have the capability to view photographs of the property and a field to indicate the fixed price for the item. The Offeror shall provide a link for each item that will allow an authorized customer to contact MoDOT to either request information about the item or to place a "hold" on the item. The Offeror's system shall have the capability to automatically return the item to the site if the customer does not acquire the item within the time frame established by MoDOT.**

Yes, a separate login will be provided for Authorized Customers registered with MoDOT so that these authorized bidders may view available property. Unlimited photographs may be uploaded to each auction listing, and a fixed price may be indicated for each item. Interested authorized customers will have the ability to contact MoDOT via a link to either request information about the item or to place a "hold" on the item. If the claim process is not completed by the time period indicated by MoDOT, the auction may be reposted to the GovDeals system.

- 4.3. Items listed in the Authorized Customer Area will not be sold online. These items are available for the authorized customer to either view or to notify MoDOT of their intent to purchase. Items listed on the authorized customer site will be eligible for transfer to the public auction site after review by MoDOT.**

Yes, GovDeals' Tier Redistribution System is not an auction marketplace; rather, the Authorized Customer may view the asset(s) on GovDeals' website, and will have the capability to request or notify MoDOT of their intent to purchase. Items listed on the authorized customer Tier Redistribution System may automatically or manually be transferred to public auction if not reallocated during the Authorized Customer period. MoDOT may review each asset listing before it is moved to the public auction area of the website.

5.0 Restricted Site

5.1. The Offeror's system shall provide a minimum of one (1) separate bidding area for restricted items to be accessed only by pre-qualified bidders.

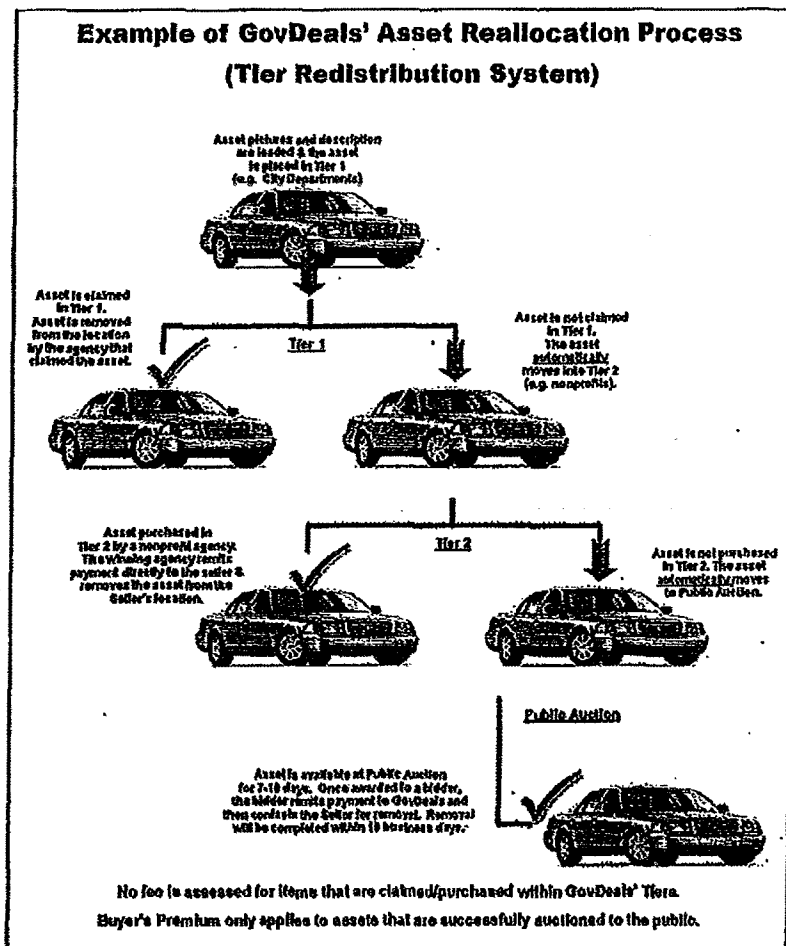
Yes, GovDeals meets this requirement. MoDOT may have an unlimited number of bidding areas (known as Tiers) for restricted items to be accessed only by pre-qualified bidders.

5.2. The Offeror's system shall have the capability to block access to specified bidders within the restricted bidding areas.

Yes, the GovDeals system will allow specified bidders to be blocked within the restricted bidding areas (Tiers).

5.3. Restricted site auction services shall be able to provide for a fixed auction end time to be determined by MoDOT.

Yes, a fixed auction end time may be determined by MoDOT for all auction listings, including restricted site services.



6.0 Public Auction Site

6.1. All property offered for sale on the public auction site will be available for viewing at all times without requiring the viewer to be registered.

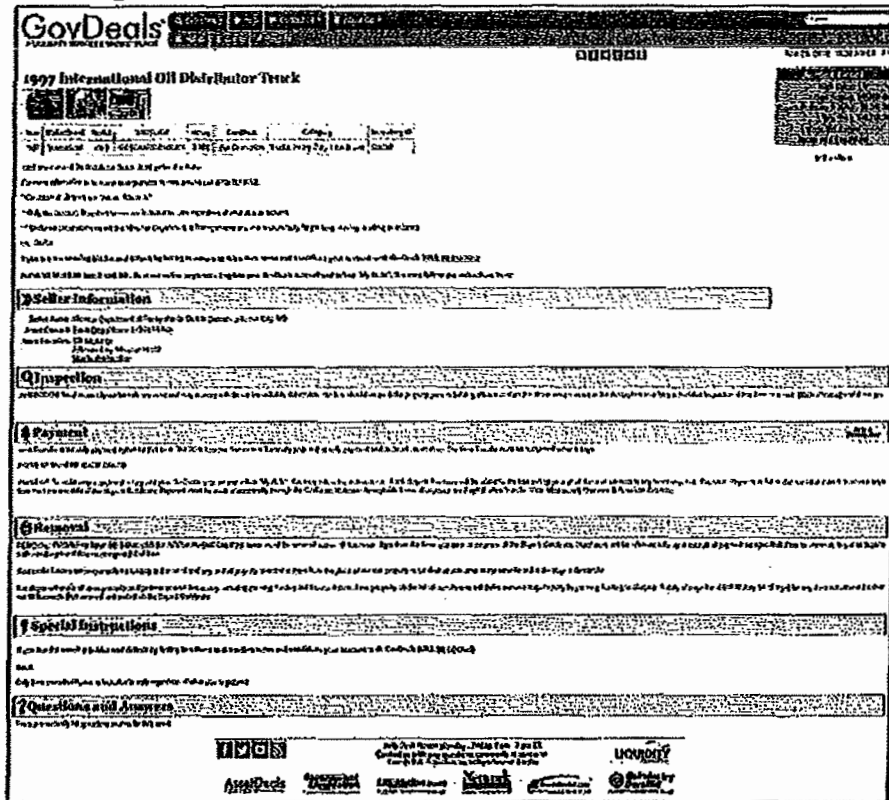
Yes, GovDeals' public auction site is viewable by the public without requirement to register or log in. However, no one may place a bid on any auction without registering with GovDeals and being in good standing.

6.2. The Offeror's system shall offer members of the general public the ability to register online. No bids shall be accepted by anyone not properly registered and in good standing with the Offeror and MoDOT.

Yes, bidder registration is conducted online. From the GovDeals.com home page, the prospective bidder should click "Register" and fill out the bidder registration form. No bids will be accepted by anyone not properly registered and in good standing with both GovDeals and MoDOT.

6.3. All public auctions will be conducted in real time by an Internet-based bid acceptance system. Public auction services shall be able to provide for a fixed auction end time to be determined by MoDOT.

Yes, all public auctions are conducted in real-time by the automated and accurate Internet-based bid acceptance system. A fixed auction end time may be determined by MoDOT for all auction listings.



7.0 Agency Access to System

- 7.1. MoDOT will have sufficient access to the system in order to make additions or subtractions of items listed, edit item details or add photos of items as desired. MoDOT reserves the right to remove items from the web page at any time. MoDOT will not offer an option for the Offeror to provide this requirement for MoDOT. MoDOT shall have access to the system, whether in a supervisory role or hands-on role, in overseeing additions, deletions, etc., to auction listings.**

Yes, the GovDeals platform's self-service functionality will allow MoDOT to have complete hands-on access and control over its auctions, including making additions and subtractions of items listed, editing item details (with limitations as described below), and adding photos of items as desired. MoDOT will have full right, authority, and access to remove any and all items from the GovDeals live auction at any time.

Please note, if substantial errors negatively affecting the property are discovered in a live auction and one or more bids have been placed, GovDeals requires that the auction be withdrawn and reposted with the corrected information. All bidders and watchers of the auction will be notified when the auction is withdrawn and reposted.

- 7.1.1 This is an essential requirement. If, for whatever reason MoDOT deems necessary, a posted item is needed for use by MoDOT, such items will be withdrawn from auction. In addition, if substantial errors are discovered in the description of the property, MoDOT will remove the property from auction and re-auction it with a corrected description.**

GovDeals not only allows this essential requirement, but this capability is the foundation of our self-service platform. MoDOT may withdraw any and all auctions at any time and for any reason. Additionally, GovDeals fully supports MoDOT's intention to remove property from auction upon the discovery of substantial errors; the ability to re-auction the item with the corrected description is a built-in function of the GovDeals platform.

- 7.2. MoDOT will have the ability to determine minimum acceptable bids, bid increment amounts, terms of sale and control all timeframes for all items in regards to disposal phases and auction particulars.**

Yes, MoDOT will have full control and authority to determine minimum acceptable bids, bid increment amounts, terms and sale, and timeframes for all items in regards to disposal phases and auction particulars.

- 7.3. MoDOT will handle all lotting and/or batching of property listed on the auction site. This option cannot be relinquished due to audit and inventory requirements.**

Yes, GovDeals concurs with MoDOT's intent to handle all lotting/batching of property. MoDOT's CSR will provide best practices recommendations upon request, if desired.

8.0 Bidder Payments

- 8.1. After electronic award has been made, the Offeror shall be responsible for receipt of all bidder payments.**

Yes, GovDeals will be responsible for receipt of all bidder payments. Details of GovDeals' payment collection and remittance program (Financial Settlement Services) are described herein.

- 8.1.1 The Offeror shall be required to collect and hold all monies, i.e. bid price, commission, and any applicable fees, from the bidder in the course of an auction held on behalf of MoDOT. The Offeror must be responsible for all monies collected, for all sale prices announced and recorded and must assume all liability for handling the same.**

Yes, GovDeals will collect and hold all monies, to include bid price, commission, and any applicable fees, from bidders through our online payment system referred to as Financial Settlement Services. In collecting payments for MoDOT, GovDeals will accept liability for fraud and chargebacks that may occur, and GovDeals will not withhold remittance of auction proceeds during the 30-day chargeback window. GovDeals' acceptance of liability means that we can guarantee that MoDOT will never lose money or assets using our auction platform and money collection services.

- 8.1.2 The Offeror shall accept credit/debit cards as full payment for property purchased. When accepting credit/debit payments, the vendor will do so at its own expense. MoDOT will not be responsible for credit/debit card fees. The only allowable charge to the bidder will be the percentage that the Offeror states in their proposal as a buyers' premium. If necessary, the Offeror may also accept other payments from bidders (i.e.: wire transfers from 3rd party), in order to complete the transaction. MoDOT will not collect payments from bidders. The Offeror will be responsible for handling all payments in whatever manner they are made.**

Yes, GovDeals will securely accept payment online from bidders by credit/debit card (Visa, MasterCard, Discover, and American Express), PayPal, and wire transfer. All payments over \$4,999 must be made by wire transfer. Other than the allowable buyer's premium indicated in this proposal, no additional payment processing fees will be levied on the bidder or MoDOT.

- 8.1.3 If sales tax collection is required for property sold by the Offeror on behalf of MoDOT, it shall be the Offeror's responsibility to collect and remit the taxes.**

MoDOT may designate sales tax percentage on some or all of its auctions. In these cases, the sales tax will be added to the winning bidder's payment amount due. GovDeals will remit the collected sales tax to MoDOT along with auction proceeds. We will provide real-time accounting reports detailing sales tax amounts for each individual auction and overall monthly/yearly data.

8.2. The customer will have minimum of five (5) calendar days, but no more than ten (10) calendar days, after the end of the auction to pay for all items that were awarded. The customer will have a maximum of ten (10) business days (as defined by MoDOT) after the end of the auction to pick up all items that were awarded. Property removal extensions must be approved by MoDOT upon request from the customer. MoDOT will notify the Offeror if such extensions are granted.

The winning bidder will be responsible for making payment within the time period determined by MoDOT. Typically, this is five business days after auction close; MoDOT may extend this timeframe to 10 days if desired. Upon the buyer's successful payment by credit/debit card (Visa, MasterCard, Discover, or American Express), PayPal, or wire transfer, MoDOT will receive notification that payment has been made.

The buyer will be required to pick up assets within 10 business days after auction close (or as defined by MoDOT). The winning bidder will be responsible for scheduling an asset removal appointment with the designated MoDOT personnel. If the buyer wishes to request a property removal extension, this must be negotiated between the buyer and MoDOT, with approval of such extensions granted by MoDOT.

8.3. The Offeror will be responsible for providing a reminder to MoDOT and the bidders that have not paid for their item(s) within the five (5) calendar day period, or picked up their items within the ten (10) day period allowed. MoDOT is to be included as a recipient of these reminders for recordkeeping purposes.

The GovDeals system includes a feature that will allow MoDOT to, with a single click, send a notification to the winning bidder reminding him or her that the payment or pick-up deadline has passed.

Paid For & Picked Up Report

MAY 2016

[Save] [Apply]


ID	ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE	PAID	STATUS	REMARKS
001	001	100 POUNDS OF CEMENT	100	1.00	100.00	100.00	PAID	
002	002	50 POUNDS OF CEMENT	50	1.00	50.00	50.00	PAID	
003	003	25 POUNDS OF CEMENT	25	1.00	25.00	25.00	PAID	
004	004	10 POUNDS OF CEMENT	10	1.00	10.00	10.00	PAID	
005	005	5 POUNDS OF CEMENT	5	1.00	5.00	5.00	PAID	
006	006	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
007	007	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
008	008	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
009	009	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
010	010	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
011	011	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
012	012	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
013	013	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
014	014	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
015	015	100 GALLON ASPHALT TACK	1	100.00	100.00	100.00	PAID	
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Remind Buyers
with a
Single Click

8.4. After the bidder has paid for the property, the Offeror shall send a bidder receipt/property release form by email to MoDOT. The design and layout of the customer receipt/property release form shall be of a style and type approved by MoDOT and must include, at a minimum, the following information:

1. Bidder name
2. Name the item is to be filled in (if applicable)
3. Valid physical mailing address
4. Telephone number
5. Facsimile number (if applicable)
6. Email address
7. MoDOT inventory control number (if provided by MoDOT during the posting process)
8. Unique document control number (issued by the Offeror)
9. Description of purchased property (must include quantity and all identifying mark(s) as supplied by MoDOT to the Offeror)
10. Price paid by the customer for the item(s)
11. Date the customer paid for the item(s)

Upon the buyer's successful payment, GovDeals will send an email notification to MoDOT confirming that payment has been made. The GovDeals system will automatically populate a Bill of Sale for the auctioned property. The Bill of Sale will include the bidder's name, title name (if applicable), valid physical mailing address, telephone number, fax number if applicable, email address, MoDOT inventory control number (if provided by MoDOT), GovDeals document number, description of the purchased property (including quantity, make/model, and other relevant details), price paid by the customer, and the date of the customer's payment.

Missouri Department of Transportation Central District - Jefferson City, MO 1811 Alford Blvd Jefferson City, MO 65119-1719			
Bill of Sale Date: 06/29/2016	Asset ID: 0113	Bill of Sale Number: 620014	Inventory ID: 701101
Original Property: SCAO WALK BEHIND LAND SIGNAGE			
Asset Information:			
	Year: 2008	Make/Model: SCAO Model: SMCV31V-3PKAE	VEN/Serial: E37C0133
	Misc: Title Restrictions:		
Bill Information:			
Actual Sold Amount:	\$199.00	Other Amount Description:	Paid On: 06/24/2016 by Credit Card
Other Amount:	\$0.00		
Buyer's Premium:	\$39.65	Tax Rate:	0%
Tax Amount:	\$0.00		
Total Amount:	\$199.00		* Taxable Item
<p>Asset is sold as is, where is and without warranty. Once the asset is removed from the seller's premises there is no refund of monies previously paid.</p>			
Auction Message: 1775 Providence Blvd. S.E. Harrisonville, MO 64304 USA Telephone: 660-268-2100 Fax: 660-268-2101	Buy or Agent Signature: _____ Print Name: _____ Date: _____		

The Bill of Sale can be emailed to the winning bidder or printed and given to the bidder when he/she arrives to pick up the item won. The Bill of Sale contains a disclaimer: "Asset is sold as is, where is, and without warranty. Once an asset is removed from the seller's premises, there is no refund of monies previously paid." All of GovDeals' clients are encouraged to obtain a signed Bill of Sale for every item picked up in order to retain a document the buyer has signed agreeing that no money will be refunded. The signed Bill of Sale may be uploaded to the closed auction for recordkeeping purposes if desired by MoDOT.

- 8.5. MoDOT will prepare all sales documents (Invoices and/or bills of sale) as the customer receipt/property release forms are received from the Offeror. These documents will be completed based on the information supplied on the customer receipt/property release form. After the property has been picked up, MoDOT will notify the Offeror stating that the property has been removed from the sales location. This notification will contain the date that the property was removed.**

GovDeals concurs with this requirement. GovDeals will provide to MoDOT the Bill of Sale described in 8.4. After the property has been picked up by the buyer, MoDOT should mark the auctioned asset as "Picked Up" in MoDOT's GovDeals account. The date of pick-up will be noted within MoDOT's account for recordkeeping purposes.

GovDeals will remit MoDOT's proceeds each week for all assets marked "Picked Up" in MoDOT's GovDeals account during the previous week. GovDeals will withhold its fees and/or Buyer's Premium as applicable, and will electronically (or by paper check if preferred) remit the balance to MoDOT.

- 8.6. If the bidder has not removed their property within the time frame set by MoDOT for the item, the Offeror shall, after approval from MoDOT, take actions to block the bidder from any future purchases of any MoDOT surplus property from all MoDOT accounts throughout the state.**

GovDeals concurs with this requirement. If payment has not been made after the payment deadline has passed; or if an item has not been removed from MoDOT's premises by the property removal deadline; MoDOT will have the capability and the authority to deem the bidder in default and lock his or her bidder account. GovDeals will assist in this process upon notification of default.

9.0 Offeror's Commission Fees

- 9.1. The Offeror's compensation shall be contingent upon the satisfactory completion of authorized auction sales as described below.**

GovDeals concurs with this statement.

- 9.2. A commission fee shall be assessed on the winning bid price for items purchased from the restricted property site and the public auction site. This commission fee shall be the only compensation for the service performed by the Offeror and will be collected at the time of bidder payment and shall be retained by the Offeror.**

GovDeals concurs with this statement. GovDeals will withhold its fees and/or Buyer's Premium (as applicable) from each bidder's payment, and we will electronically (or by paper check if preferred) remit the balance to MoDOT.

- 9.3. The Offeror's commission fees during the initial contract period shall be expressed as a percentage of only four (4) digits. For example: 01.05%.**

GovDeals concurs with this requirement. Refer to the Pricing section for fee options.

- 9.4. There shall not be any fees or commissions charged for items that are withdrawn or do not sell. MoDOT will not pay a posting fee.**

GovDeals concurs with this requirement. No fee will be charged to MoDOT for posting auctions, withdrawing auctions, or auctions that do not result in a successful sale.

10.0 Contract Transition Services

10.1. The Offeror shall provide an outline, with sufficient detail, for initial contract transition services in accordance with the terms herein. These non-reimbursable transition services will be conducted within the time frame allotted in Section 2, paragraph A, of this RFP.

A typical new client Implementation Schedule is provided on Page 52. This chart shows a timeline for training and launch of a client's account, and also indicates title/level of personnel – for both GovDeals and the Client – who typically oversee each phase.

Due to MoDOT's ongoing experience utilizing the GovDeals platform, most or all of these implementation steps will not be necessary, and MoDOT will be able to continue utilizing GovDeals the day a new contract is signed. However, GovDeals will happily provide hands-on training for as many employees as desired by MHTC.

10.2. The Offeror shall provide as part of these Services a detailed plan on how they intend to advertise that MoDOT is utilizing their Services.

GovDeals already has a large and active bidder base locally, regionally, and nationally. This includes nearly 5,000 active bidders within a mere 50 miles of Jefferson City; 22,600 within 150 miles; over 26,600 within the borders of the State of Missouri; and over 49,000 active bidders in a 300-mile radius of Jefferson City.

In order to further make local residents aware of MoDOT's auctions, GovDeals' Marketing Department will implement strategies to inform the public of MoDOT's GovDeals sales, including assisting with preparing press releases and placing ads as needed. Strategic marketing efforts, such as outdoor and TV ads, may be utilized as needed.

GovDeals can also provide outdoor banners for high-traffic areas, as well as flyers for bulletin boards and to pass out to local businesses and residents. *An example of an email flyer distributed to local bidders is shown at right. »*

Further descriptions of marketing strategies are outlined on Pages 9-10, with examples of past advertisements and auction results available on Pages 21-32.

**GREAT NEWS
UTAH!**

Utah has loads of great surplus at auction on GovDeals.com! Everything from tools to trucks to furniture, all for great prices. Take advantage of this great opportunity now.

[CLICK HERE TO VIEW AUCTIONS](#)

Register to bid by going to GovDeals.com and clicking register. Registration, membership, and bidding capabilities are all free.

GovDeals.com
Online Government Surplus Auctions

11.0 Cooperative Procurement

11.1. The Missouri Department of Transportation (MoDOT) is interested in assisting Missouri governmental entities, etc., in utilizing auctioning services that meet the MoDOT's specifications.

The Offeror should complete Attachment 3 "Notice of Cooperative Procurement" and submit it with other required documentation for this RFP.

GovDeals has completed Attachment 3 "Notice of Cooperative Procurement," and this document is provided in Appendix, Page 85.

12.0 Activity Reports and Sales Totals

12.1. The Offeror should submit a listing of the reports available to MoDOT that details the sale information for each of the items/lots sold by the Offeror. The Offeror should submit any other report offerings, i.e. ad hoc, standard, etc., to be made available to MoDOT.

GovDeals' reporting functionality and available reports are described and examples are shown on Pages 40-43.

12.2. The Offeror should provide a report outlining the total dollar amount obtained for items auctioned on your site in the last 5 years, broken out by calendar year (do not include real estate). Also provide in this report the number of lots were counted as part of this sales total.

Calendar Year	Total Dollar Amount Sold	Number of Lots Sold
2011	\$115,368,082.50	97,400
2012	\$131,055,908.60	113,561
2013	\$156,011,748.40	133,019
2014	\$171,339,878.80	138,701
2015	\$200,084,706.60	158,080
5-Year Total	\$773,860,325.00	640,761

13.0 Offeror Payments: Terms and Conditions

13.1. The Offeror must transfer to MoDOT the net proceeds of any and all auctions. MoDOT has the capability to accept electronic funds transfers from the Offeror.

GovDeals will remit MoDOT's net proceeds via direct deposit each week. Paper check payments are also available.

- a. This transfer of funds must be received within six (6) business days of notification to the Offeror that the surplus items have been picked up by the bidder.**

MoDOT's proceeds will be transferred each Wednesday for all assets paid for and picked up in the previous week. This results in a funds transfer time of between 3 and 6 business days after the auctioned item is marked "picked up" by MoDOT within its GovDeals account.

- b. The Offeror shall provide a printed copy of an activity report that shows detailed auction-related information with payment (See Attachment 1) that balances with the auction proceeds. If at all possible, this activity report should be submitted one (1) business day before MoDOT's receipt of the funds transfer.**

The activity reconciliation report (Invoicing Report) will be provided with each remittance check or via email with confirmation of ACH payment. This report will also be available within MoDOT's GovDeals account in perpetuity. GovDeals will make every effort possible to submit MoDOT's Invoicing Report one business day before MoDOT's receipt of the funds transfer.

13.2. MoDOT, at its discretion, may modify the information requirements of the activity report.

If GovDeals' Invoicing Report (activity report) does not provide MoDOT with the sales information needed, GovDeals will work with MoDOT's team to determine modifications that can be made. Additionally, the ad hoc Sold Assets Report available within MoDOT's account(s) has more than 40 data points available for specific needs, and this report may be easily exported to Microsoft Excel.

13.3. MoDOT shall confirm the auction settlement. Any discrepancy in accounting shall be announced in writing, and shall be remedied by the Offeror within five (5) business days of Offeror's receipt of such information.

GovDeals encourages MoDOT to confirm the auction settlement. Our Accounting Department will ensure discrepancies are remedied within five business days of written notification by MoDOT/MHTC.

13.4. The Offeror will retain applicable commission fees in accordance with the Offeror's submitted Fee Schedule.

GovDeals will withhold its agreed-upon fees and/or Buyer's Premium, as applicable, in accordance with the Fee Schedule submitted herein.

Leann Kottwitz, CPPB | Senior General Services Specialist
Missouri DOT | Central Office General Services
830 MoDOT Drive | Jefferson City, MO 65109

June 24, 2016

Reference: Request for Proposals for Online Surplus Auction Services

Dear Ms. Kottwitz:

GovDeals, Inc., is pleased to have this opportunity to respond to Missouri Department of Transportation's Request for Proposals for Online Surplus Auction Services. As we greatly value MoDOT's business and believe in continuously earning it, we never take it for granted and our employees work hard every day to keep it.

Much of what we have learned over the years has come from direct interactions with our various points of contact within the government entities we serve and, because we do our best to listen, we are a much better company after 16 years of hard-earned growth and commitment to selling government surplus.

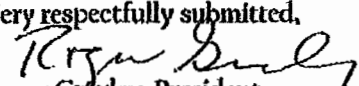
In the early years, our biggest challenge was convincing prospective clients about the benefits of selling online when compared to the traditional, live auction method or to sealed bids. Now we aim to convince your committee that GovDeals continues to be the best value in an increasingly crowded industry.

As you evaluate GovDeals as a respondent to this solicitation, you may have more than one company presenting a compelling case for consideration. It is our hope that you will find the following to be difference-making factors favoring GovDeals:

- GovDeals remains focused on one thing: providing the absolute best net sales results for all of MoDOT's surplus assets. This is our only business!
- We have a large and experienced staff in all functional areas, including an experienced, local Client Services Representative directly assigned to serve MoDOT and its participating agencies.
- GovDeals does not claim to be the best online government auction resource simply because we are the biggest; rather, we have grown to become the biggest because we continue to offer the best value and metrics. When comparing, please do demand proof of ROI, as we are prepared to back up every number and claim throughout our proposal.
- GovDeals may or may not offer the lowest fee proposal, but we will undoubtedly provide the absolute best net auction results (sales proceeds minus overhead and fees) when compared to any competitor. We continue to offer the same set fee structure so that we may maintain our high standards and continue to provide MoDOT and its cooperative partners with a dedicated team and robust technology resources to facilitate the sale of your surplus assets for years to come.

The services needed by MoDOT as described in this RFP are a wonderful reflection of the only business we are in and have been building, providing, and improving since our incorporation in 1999. As President of GovDeals, I know I speak for our entire team when I express how much we value this opportunity to continue to serve MoDOT and its cooperative entities throughout the State of Missouri. Please know that we will continue to work hard to exceed your expectations and to be individually and collectively accountable for making this happen if awarded.

Very respectfully submitted,


Roger Gravley, President

rgravley@govdeals.com | Cell: 334-467-2411 | Office: 1-800-613-0156 Ext. 4460

Tab 3

Cost Proposal

Offerors must complete Section 6: Pricing Page of this RFP as specifically directed therein.

**SECTION 6:
PRICING PAGE**

(A) FEE SCHEDULE:

The Offeror will retain applicable commission fees in accordance with his/her submitted fee schedule. Submit the required information FOR ALL FOUR (4) EXAMPLES as outlined below, sign where indicated on Pricing Page 2 of 2, and submit this with your other RFP documents. Attach additional supporting documentation as needed.

NOTICE TO OFFEROR: Your Cost Proposal MUST INCLUDE ALL COSTS associated with the posting and sale of the described example lot(s). Missing information may result in the Offeror not being awarded points for evaluating the Cost Proposal criteria listed in this RFP.

EXAMPLES: The four (4) examples listed below will be used to determine the overall cost points to be awarded to each Offeror.

Points For Buyer's Premium Fees: The total amount of Buyer's Premium Fees charged to the Buyer for each example lot will be added together to obtain a Grand Total of Buyer's Premium Fees.

Points For Seller's Fees: The total amount of Seller's Fees charged to MoDOT for each example lot will be added together to obtain a Grand Total of Seller's Fees.

Calculation of Points: The fees will be used in the following evaluation formula to obtain points for the Offeror's Cost Proposal:

Lowest Grand Total of BUYER'S PREMIUM FEES from all examples X 10 (maximum score) = SCORE
Grand Total of BUYER'S PREMIUM FEES being evaluated

Lowest Grand Total of SELLER'S FEES from all examples X 20 (maximum score) = SCORE
Grand Total of SELLER'S FEES being evaluated

TOTAL POINTS FOR COST PROPOSAL: Total points will be determined by adding Seller's Fees points plus Buyer's Premium Fees points to obtain the GRAND TOTAL OF COST PROPOSAL FEES

PLEASE NOTE: The following four (4) examples are given so that MoDOT can evaluate the Offerors fee structures. These examples are not intended to represent surplus items that MoDOT will be placing on a surplus auction site.

COST PROPOSAL EXAMPLES	
AUCTION EXAMPLE: # 1	
Items Posted: Lot of Laptop Computers, CPUs and Monitors	
Auction End Date: March 25, 2017	
Winning Bid Amount: \$1,589	
\$ 150.96	dollar amount charged to winning bidder for Buyer's Premium to pay on-line
\$ 0.00	dollar amount of Seller's fees to be charged to MoDOT. Fees must be based on your firms fee structure submitted as part of this RFP.

PRICE PAGE 2 OF 2

AUCTION EXAMPLE: # 2

Items Posted: Chair on Rollers and White Board

Auction End Date: March 25, 2017

Winning Bid Amount: \$5

\$ 0.48 dollar amount charged to winning bidder for Buyer's Premium to pay on-line

\$ 0.00 dollar amount of Seller's fees to be charged to MoDOT. Fees must be based on your firms fee structure submitted as part of this RFP.

AUCTION EXAMPLE: # 3

Item Posted: 1988 Ford L9000 12 Yd. Dump Truck

Auction End Date: March 25, 2017

Winning Bid Amount: \$11,880

\$ 1,128.60 dollar amount charged to winning bidder for Buyer's Premium to pay on-line

\$ 0.00 dollar amount of Seller's fees to be charged to MoDOT. Fees must be based on your firms fee structure submitted as part of this RFP.

AUCTION EXAMPLE: # 4

Item Posted: Lot of four (4) Aircraft Turbine Engines

Auction End Date: March 25, 2017

Winning Bid Amount: \$145,100

\$ 13,784.50 dollar amount charged to winning bidder for Buyer's Premium to pay on-line

\$ 0.00 dollar amount of Seller's fees to be charged to MoDOT. Fees must be based on your firms fee structure submitted as part of this RFP.

GRAND TOTAL OF BUYER'S PREMIUM FEES from examples 1 thru 4: \$
15,064.54

GRAND TOTAL OF SELLER'S FEES from examples 1 thru 4: \$
0.00

SIGNATURE BLOCK AND RENEWAL INFORMATION

OFFEROR NAME:	GovDeals, Inc.
SIGNATURE & DATE:	<i>Roger Deal</i> 6/28/16
NOTE: The signatory must be an individual or a company officer empowered to contractually bind the Offeror. If the Signatory is not the Offeror company president, the Offeror SHALL attach evidence showing the Signatory's authority to bind the Offeror.	
RENEWAL FEES SHOULD BE	Maximum Percent of Increase for Renewals

EXPRESSED AS A PERCENTAGE ABOVE SUBMITTED COSTS OUTLINED ON THE OFFEROR'S FEE SCHEDULE.	1 st Renewal Period	2 nd Renewal Period
		0%

Offeror Printed or Typed Name: GovDeals, Inc.

Mailing Address: 100 Capitol Commerce Blvd., Suite 110

City: Montgomery State: AL Zip: 36117

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Pricing Structure

GovDeals proposes a success-based fee structure, charged only on successful auctions – with no additional fees or charges for our services. There will be no fee if an auction does not result in a completed sale, and there will be no charges to MoDOT or participating agencies for any marketing efforts, training, software upgrades, or on-site consultation and support.

GovDeals' fee, calculated in percentage of each auction's winning bid, may be shared between MoDOT and winning bidders, or may be paid entirely withheld from MoDOT's auction proceeds or wholly incurred by buyers. Under MoDOT's current contract with GovDeals, the entire fee is passed to the winning bidder, resulting in MoDOT receiving 100% of its auction proceeds and paying no fee to GovDeals.

Under our Financial Settlement Services (FSS) program, GovDeals will collect proceeds online from buyers, and we will remit proceeds each week to MoDOT, withholding GovDeals' fee/Buyer's Premium as applicable. MoDOT may choose remittance by check or direct deposit.

- ❖ Fee structure for **MoDOT and state agencies** is based on the State Government Annual Volume-Based Fee Program explained in detail on Page 80. This pricing reflects an up-front volume discount based on MoDOT's previous GovDeals sales.
- ❖ Fee options for **participating local government agencies** cooperatively participating in MoDOT's contract are explained in detail on Page 81-82. The Annual Volume Discount Program (see Page 82) applies to these entities, in which GovDeals will remit an annual rebate to each participating entity based on the contract's aggregate sales volume (including state agency sales).

This local agency pricing offer is consistent with MoDOT contract pricing currently in place for both state and local contract participants. Upon reaching a sales threshold of \$1 million in a 12-month period, participating local government agencies may be individually eligible for the same Annual Volume-Based Fee Program offered to MoDOT and state agencies.

Evaluating Total Value vs. Fee

Although GovDeals' fee structure may appear higher than another vendor's offer, the true measurement of a successful surplus auction provider is net sales results. GovDeals' hands-on service, proactive bidder outreach/marketing, and total liability for credit card fraud will undoubtedly make a positive impact on MoDOT's total auction revenue.

For example, if a competitor is charging 2.5% less than GovDeals, this fee differential would average \$12.50 per asset/auction (based on GovDeals' sales data showing MoDOT's average auction amount of approximately \$500.00). GovDeals' proven ability to deliver higher final auction sale prices enables MHTC to easily see its net revenue increase by more than this nominal amount, when compared to a vendor whose primary selling point is a lower percentage fee. Even if GovDeals achieves equal results, our history has shown that we would more than make up the slight fee difference by successfully closing a higher percentage of auctions with a lower default rate, and shouldering all liability of fraudulent payments, chargebacks, and disputes.

MoDOT/State Agencies: Annual Volume-Based Fee Program

Established in 2015, the intent of GovDeals' State Government Annual Volume-Based Fee Program is to establish pricing/fee based on one or more of the most recent years of surplus property sales for state agencies in order to forecast potential future utilization of GovDeals.

A state government client's fee is based upon the documented aggregate sales of their state-level surplus program(s) for the previous year or on an average of multiple years, as well as FSS participation (whether collecting their own auction proceeds [Non-FSS] or having GovDeals collect and remit proceeds [FSS]).

Fee Basis Table

Annual Volume	FSS Fee	Non-FSS Fee
< \$2 Million (MM)	10.0%	7.0%
\$2 MM to < \$3 MM	9.5%	6.5%
\$3 MM to < \$4 MM	9.0%	6.0%
\$4 MM to < \$5 MM	8.5%	5.5%
\$5 MM or more	8.0%	5.0%

- ❖ MoDOT's past and forecast sales qualify Missouri state agencies for a reduced fee of 9.5% with FSS. This reflects a fee reduction of 3 percentage points under GovDeals' standard pricing.
- ❖ GovDeals agrees to waive our standard \$5 minimum fee per auction for the duration of this contract.
- ❖ Local cooperative state contract users are at GovDeals' standard pricing (refer to Pages 81-82) and qualify for the applicable AVDP program with the aggregated sales volume basis inclusive of all contract participants' sales (state and local)

Aggregation Calculation Details:

- The timeframe for the prior and future sales accumulation calculation is determined by state. This timeframe can be based on each state's contract term, fiscal year, a calendar year, etc.
- All state agencies qualify and aggregate for volume-based pricing
- State-level clients using the Annual Volume-Based Fee Program pricing are not eligible for the Tiered Fee Reduction Schedule or for participation in Annual Volume Discount Programs (AVDP). Details provided on Page 82.
- Higher Education entities (Public and Private) remain at GovDeals' standard pricing.
- Special Pricing for single high-value assets does not count towards the basis for AVDP Programs or the basis for determining the Annual Volume-Based Fee.
- Year over year (YOY), if the qualifying sales volume increases, then the new rate is based on the higher annual sales volume.
- YOY, if the qualifying sales volume decreases and would, therefore, indicate an increase in the GovDeals' fee, then an average of the previous two year's sales volume will be considered when establish next year's fee if it benefits the client.
- When a state-level client's sales do not reach the sales volume used to establish their Annual Volume-Based Fee, GovDeals may take the initial sales volume used, add it to their first year of actual sales volume, and use a two-year average to establish their fee. Example- prospect indicates they will do \$6MM and does \$3MM in year one. $6+3=9$; $9/2=\$4.5\text{MM}$ basis for their year two fee.
- As an alternative, their year two fee may be based on their commitment to transition after a trial period to exclusive use of GovDeals or to reaching an obtainable sales volume. GovDeals will establish a new Annual Volume-Based Fee start date when this state-level client has completed their transition to GovDeals.

Local Government Entities: Flexible Pricing Options

GovDeals' fee, calculated in percentage of each auction's winning bid, may be shared between each local government entity and winning bidders, or may be paid entirely from the agency's auction proceeds or wholly incurred by buyers. Each participating local government agency may select its desired fee distribution option, as detailed below.

Each participating local government entity may choose to utilize GovDeals' system and service with our payment collection and remittance services included (**Option A**), or may elect to collect its own payments (**Option B**). Examples of available fee structures are provided below, illustrating how this fee may be divided under each option.

**Option A: Online auction services with payment collection
Fee: 12.5%**

GovDeals collects auction payments online from winning bidders
Proceeds remitted to local entity weekly

Example A1: No Fee to Entity; 12.5% fee to buyer
 Winning bid.....\$ 1,000
 Buyer's Premium.....\$ 125
 Buyer pays online.....\$ 1,125
 GovDeals withholds.....\$ 125
 Net Results to Entity \$ 1,000 *100% of proceeds to Entity*

Example A2: No Buyer's Premium; 12.5% fee to Entity
 Winning bid\$ 1,000
 Buyer's Premium\$ 0
 Buyer pays online.....\$ 1,000
 GovDeals withholds.....\$ 125
 Entity's Net Results \$ 875 *87.5% of proceeds to Entity*

Example A3: Shared Fee – 7.5% fee to Entity; 5% fee to buyer
 Winning bid\$ 1,000
 Buyer's Premium\$ 50
 Buyer pays online.....\$ 1,050
 GovDeals withholds.....\$ 125
 Net results to Entity..... \$ 925 *92.5% of proceeds to Entity*

Example A4: Shared Fee – 5% fee to City; 7.5% fee to buyer
 Winning bid\$ 1,000
 Buyer's Premium\$ 75
 Buyer pays online.....\$ 1,075
 GovDeals withholds.....\$ 125
 Net results to Entity..... \$ 950 *95% of proceeds to Entity*

**Option B: Online auction services without payment collection
Fee: 7.5%**

Entity collects auction payments
GovDeals invoices Entity monthly for fee amount (net 30 days)

Example B1: No Fee to Entity; 7.5% fee to buyer

Winning bid	\$ 1,000	
Buyer's Premium	\$ 75	
Buyer pays Entity	\$ 1,075	
Entity invoiced for	\$ 75	
Net results to Entity	\$ 1,000	100% of proceeds to Entity

Example B2: No Buyer's Premium; 7.5% fee to Entity

Winning bid	\$ 1,000	
Buyer's Premium	\$ 0	
Buyer pays Entity	\$ 1,000	
Entity invoiced for	\$ 75	
Net results to Entity	\$ 925	92.5% of proceeds to Entity

- ❖ This pricing offer for participating local government entities is consistent with MoDOT contract pricing currently in place for both state and local contract participants. Upon reaching a sales threshold of \$1 million in a 12-month period, participating local government agencies may be individually eligible for the same Annual Volume-Based Fee Program offered to MoDOT and state agencies.

Annual Volume Discount Program

(Available under Option A only)

Aggregating all cooperative contract sales over a 12-month period, a cash rebate will be remitted to each local Entity provided the contract sales reach a minimum threshold of \$1 million during the 12-month period. The volume discount is based on annual volume sold and ranges from one-quarter percent (0.25%) of sales at \$1M, to a cap of one and one-quarter percent (1.25%) once annual sales exceed \$5M.

Tiered Fee Reduction Schedule

GovDeals' Tiered Fee Reduction Schedule results in a lower GovDeals fee for assets that sell for more than \$100,000. For example, when a single auction item/lot sells for between \$100,000 and \$500,000, the GovDeals fee is the standard 7.5% for the first \$100,000 of the sale, and 5.5% for the remainder up to \$500,000. The GovDeals fee continues to decrease at the \$500,000 mark and the \$1,000,000 mark.

- Tiered Fee Reduction Schedule is applicable under any fee option in which the participating local Entity pays a fee of at least 7.5%. Tiered Fee Reduction is not applicable to Buyer's Premiums.

PROPOSAL SUBMITTAL CERTIFICATION BY OFFEROR

- (1) The Offeror shall provide a fee proposal to MHTC in accordance with the terms of this RFP.
- (2) The Offeror agrees to provide the services at the fees quoted, under the terms of this RFP.
- (3) By submission of this proposal, each Offeror and each person signing on behalf of any Offeror, and in the case of a joint proposal, each party thereto as to its own organization, under penalty of perjury, certifies to the best of its knowledge and belief:
 - (A) The prices in this proposal have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or any competitor; and
 - (B) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Offeror prior to the opening, directly or indirectly, to any other Offeror or to any competitor; and
 - (C) No attempt has been made or will be made by the Offeror to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.
 - (D) The Offeror certifies that this proposal is made without any connection with any other person/firm/organization/business entity making a proposal for the same purpose, and is in all respects fair and without collusion or fraud, and that no elected official or other member, officer or employee or person whose salary is payable in whole or in part from the MHTC/MoDOT is directly or indirectly interested therein, or in any portion of the profits thereof.

Authorized Signature of Offeror: 

Date of Proposal: June 28, 2016

Printed or Typed Name: GovDeals, Inc. Roger Gravley, President

Mailing Address: 100 Capitol Commerce Blvd., Suite 110

City: Montgomery State: AL Zip: 36117

Telephone: 1-800-613-0156 Ext. 4460 Fax: 334-387-0519

Electronic Mail Address: rgravley@govdeals.com; vendor@govdeals.com

ATTACHMENT 3

NOTICE OF COOPERATIVE PROCUREMENT

The Missouri Department Of Transportation (MoDOT) is interested in assisting Missouri governmental entities, etc. in utilizing auctioning services that meet the MoDOT's specifications.

Each Offeror is asked to indicate below whether they would be willing to offer the same services listed in the attached Request for Proposal to these local political entities at the same pricing offered to the MoDOT.

It is understood the MoDOT will not issue purchase orders, nor make payment for these services utilized by any of these agencies. It is further understood the price is based on the services meeting the MoDOT specifications. Any added options, deletions, or extra costs would be negotiated between the local agency and the successful vendor.

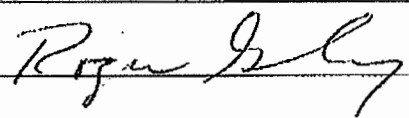
Indicate below whether the Offeror is willing to offer such cooperative purchasing for Missouri counties, cities or other political entities.

YES X NO

OFFEROR NAME GovDeals, Inc.

ADDRESS 100 Capitol Commerce Blvd., Suite 110, Montgomery, AL 36117

PHONE NUMBER 1-800-613-0156 Ext. 4460

NAME & SIGNATURE Roger Gravley 

TITLE President

DATE 6/28/16

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 16

County of Boone

In the County Commission of said county, on the

22nd

day of

November

20

16

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

Now on this day the County Commission of the County of Boone does hereby approve the request by Joint Communications to dispose of the attached surplus metal shed used as a radio equipment shelter at the DEM tower site.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal form.

Done this 22nd day of November, 2016

ATTEST:

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



Daniel K. Atwill
Presiding Commissioner

Absent

Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

Boone County Purchasing
David Eagle
Office Specialist



613 E. Ash Street
Columbia, MO 65201
Phone: (573) 886-4394

MEMORANDUM

TO: Boone County Commission
FROM: David Eagle
RE: Surplus Disposal – Bilt-Rite metal shed
DATE: November 15, 2016

Boone County Joint Communications requests permission to dispose of a metal shed used as a radio equipment shelter at the DEM tower site. This shed has reached end of life with black mold in the walls. They will be replacing it with a larger shelter relocated from the Prathersville site. Contractor that relocates the replacement shed will dispose of the surplus shed.

	Asset #	Description	Make & Model	Department	Condition of Asset	Serial #
1.	None	metal shed	Bilt-Rite	Joint Communications	End of Life – black mold in walls	5486

cc: Heather Acton, Auditor Dept.
Hilary Matney, HR
Chad Martin, Joint Communications
Surplus File

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 11-14-16

Fixed Asset Tag Number: None

Description of Asset: Small metal shed used as radio equipment shelter at DEM tower site

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

Other Information (Serial number, etc.): Bilt-Rite shelter Serial Number 5486

RECEIVED

Condition of Asset: Used Up/Unserviceable/End of Life - has black mold in walls

NOV 15 2016

Reason for Disposition: Replacing with larger shelter relocated from Prathersville site

BOONE COUNTY AUDITOR

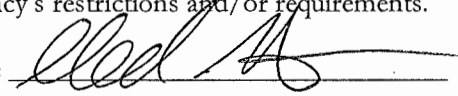
Location of Asset and Desired Date for Removal to Storage: BCJC will removing from site at 22801 S. Demarco Road by contractor for demolition/disposal

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: 2704 - Joint Comm Radio

Signature 

To be Completed by: AUDITOR

Original Acquisition Date NO DATA

G/L Account for Proceeds 2704-3835 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

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 532-2016

Date Approved 11-22-16

Signature 

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

November Session of the October Adjourned

Term. 20 16

County of Boone

In the County Commission of said county, on the

22nd

day of

November

20

16

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

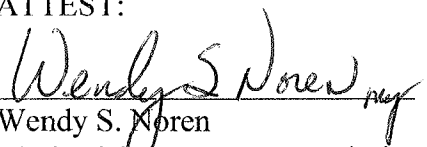
Now on this day the County Commission of the County of Boone does hereby approve the following invoices, paid to the City of Columbia, for Joint Communications Quarterly Operating costs:

<u>Invoice</u>	<u>Quarter</u>	<u>Amount</u>
278851	April – June 2016	\$73,392.66
470	July – September 2016	\$80,415.68

The Boone County Commission further approves and applies a reduction of \$101,539.53 to the above listed invoices, due to over-charging for annual maintenance of the police RMS system, which will leave a payable amount to the City of Columbia of \$52,268.81.

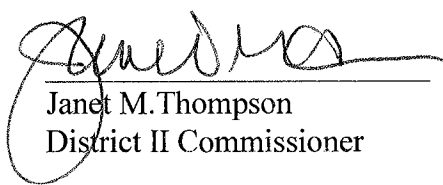
Done this 22nd day of November, 2016

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission


 Daniel K. Atwill
 Presiding Commissioner

Absent
 Karen M. Miller
 District I Commissioner


 Janet M. Thompson
 District II Commissioner



17 N. 7th Street, Suite A
Columbia, MO 65201

Phone (573) 886-7202
Fax (573) 875-1072

MEMORANDUM

TO: Boone County Commission
FROM: Chad Martin, Director *CM*
DATE: November 22, 2016
RE: City of Columbia Joint Communication Invoices, April – Sept 2016

Attached are invoices from the City of Columbia pertaining to operating costs of the Joint Communications Center (911 call/dispatch center) for the period April 2016 through Sept 2016, and information concerning a credit to be applied to these invoices, for a net amount due of \$52,268.81.

The County's FY 2016 budget includes an appropriation to reimburse the City of Columbia for operating costs of the 911 call center with such reimbursement to be made from the proceeds of the 3/8-cent sales tax dedicated to 911 and emergency management purposes.

The Boone County Auditor's Office and the Finance Department/Account Division of the City have agreed that the City will invoice the County on a quarterly basis for actual expenses incurred for the operation of the 911 call/dispatch center until such time that all operations, and associated costs, are transferred to the County. Documentation supporting the amounts invoiced has been provided by the City which have been reviewed. The documentation supports the invoiced amount and the invoiced expenses appear to be reasonable and directly related to the operations of the 911 Joint Communications call center.

June Pitchford - Re: Follow-up: RMS over-billing and outstanding County Reimbursement to City of Columbia

From: Michele Nix <michele.nix@como.gov>
To: June Pitchford <jpitchford@boonecountymo.org>
Date: 11/16/2016 10:55 AM
Subject: Re: Follow-up: RMS over-billing and outstanding County Reimbursement to City of Columbia
CC: Aron Gish <AGish@boonecountymo.org>

June,

We have looked at the options to get this settled and believe that it would work to net the amounts.

The City will net the \$101,539.53 against the \$ 153,808.34 owed to the City from the County for April through September. This would leave a payable to the City in the amount of \$52,268.81.

Please confirm that you agree with that amount and I will adjust the AR billings in our system to reflect the lower amounts.

In addition, the City will continue to bill the County quarterly until PSJC moves out completely.

Please feel free to give me a call if you want to discuss further. I do have one favor to ask if you agree to the amount above...would the County be able to pay it before November 30? I am asking to help with our year-end. If we receive this before that time, I will have a revenue source to offset the amounts we will need to pay to the vendor that are not budgeted. I realize, this isn't really your crisis but any assistance you could give me would be much appreciated.

Thanks! -m

On Thu, Nov 10, 2016 at 10:49 AM, June Pitchford <jpitchford@boonecountymo.org> wrote:

Michele,

Thanks for meeting with Aron and me last Friday. We appreciated the opportunity to give you a run-down on the situation.

Just to re-cap our discussion:

In working through transition activities pertaining to joint communication's CAD system, the County discovered that the City had inadvertently been charging the Joint Communications cost center for annual maintenance of the police RMS system. This in turn resulted in the County being invoiced for these RMS-related costs and reimbursing such from the proceeds of the dedicated 911/emergency management sales tax. However, reimbursement of police RMS-related costs is not a legally permissible use of the dedicated 911/emergency management sales tax.

The County assumed complete financial responsibility for joint communications and emergency management as of January 1, 2014; therefore, any RMS-related costs paid by the County from that point forward would have been in error and in need of correction. The total amount of RMS-related costs erroneously reimbursed by the County from the dedicated sales tax revenues during 2014-2015 totals \$101,539.53 (see attached). The County has not yet reimbursed the City for April-May-June and July-August-Sept quarterly invoices. As such, we would be able to deduct the \$101,539.53 overpayment from these two outstanding invoices. You were going to follow-up and determine if this is an acceptable approach or if you prefer to issue a credit memo or handle it in some other manner.

Also during our discussion, we noted that the City anticipated that the County would vacate the premises on or about January 2017 and because of this, the City had not allocated IT-related costs to the Joint Communications cost center after December 31, 2016. We discussed that it would be appropriate for the City to continue allocating these costs and for the County to continue reimbursing such costs until such time that the County vacates the premises.

Please let me know if you have a preference in how we resolve the over-payment situation so that we can process the two outstanding invoices from the City.

Thanks, Michele. I appreciate your assistance!

June

June E. Pitchford, CPA | Boone County Auditor | 801 E. Walnut, Rm 304 | Columbia, MO 65201 | [573.886.4275](tel:573.886.4275) Office | [573.886.4280](tel:573.886.4280) Fax | email: jpitchford@boonecountymo.org

--
Michele Nix
Finance Director
[573-874-7368](tel:573-874-7368)

INVOICE

RECEIVED AUG 01 2016

CITY OF COLUMBIA
FINANCE DEPARTMENT/CASHIERS
P O BOX 6912
COLUMBIA, MO 65205

(573) 874-7373

TO: BOONE COUNTY-DIR JOINT COMMUN
17 NORTH 7TH STREET, SUITE A
COLUMBIA, MO 65201

INVOICE NO: 278851
DATE: 7/27/16

CUSTOMER NO: 1608/23977

TYPE: JC - JC JOINT COMMUNICATIONS

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	JOINT COMMUNICATIONS QTRLY OPERATING COSTS	73,392.66	73,392.66

TOTAL DUE: \$73,392.66

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 7/27/16 DUE DATE: 8/10/16
CUSTOMER NO: 1608/23977

NAME: BOONE COUNTY-DIR JOINT COMMUN
TYPE: JC - JC JOINT COMMUNICATIONS

REMIT AND MAKE CHECK PAYABLE TO:
CITY OF COLUMBIA
FINANCE DEPARTMENT/CASHIERS
P O BOX 6912
COLUMBIA MO 65205

Please note:
When you provide a check as payment, you authorize us to either use the information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check transaction. For inquiries, please call Customer Service at 874-7373.

INVOICE NO: 278851
TERMS: NET 14 DAYS

AMOUNT: \$73,392.66

FY 2016 BCJC Budget

	Adopted FY 2016	Amount Due January - March 2016	Amount Due April - June 2016	Amount Due July - September 2016	Amount Due October - December 2016
Operating Budget:					
Personnel Services	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Supplies & Materials	\$14,460	\$391.41	\$36.00	\$0.00	\$0.00
Travel & Training	\$16,500	\$720.00	\$285.00	\$0.00	\$0.00
Intragovernmental Charges	\$210,690	\$53,249.46	\$52,672.47	\$0.00	\$0.00
Util. Serv & Other Misc.	\$862,799	\$41,080.02	\$20,656.95	\$0.00	\$0.00
Capital Outlay	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$1,104,449	\$95,440.89	\$73,650.42	\$0.00	\$0.00
Offsets:					
Traffic Enforcement	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Southern Boone County Fire Protection 2014 and 2015 Dispatch funds		\$34,884.19			
911 Records Request	\$0	\$90.00	\$257.76	\$0.00	\$0.00
Total Offsets	\$0	\$34,974.19	\$257.76	\$0.00	\$0.00
Total Expenditures Less Offsets	\$1,104,449	\$60,466.70	\$73,392.66	\$0.00	\$0.00

The FY 2016 budget covers the timeframe of October 1, 2015 - September 30, 2016. This budget assumes all city personnel transition over to be County employees on January 1, 2015.

**BCJC Expenses - Detail by Account Number
April - June 2016**

Account Number	Account Name	Total
110-3510-517.30-44	IT Support and Maint	\$46,044.00
110-3510-517.30-49	GIS Fee	\$4,639.74
110-3510-517.30-50	Fiber Optics	\$576.99
110-3510-517.30-87	Bldg. Maintenance	\$1,411.74
Intragovernmental Charges Total		\$52,672.47
110-3510-517.12-30	Postage	\$36.00
Materials & Supplies Total		\$36.00
110-3510-517.35-32	Electric	\$891.40
110-3510-517.35-33	Telephone	\$7,259.64
110-3510-517.35-38	Wireless Communications	\$92.59
110-3510-517.45-90	Rentals	\$9,874.36
110-3510-517.45-92	Equipment Rentals	\$42.90
110-3510-517.48-01	Maintenance Agreements	\$387.45
110-3510-517.49-90	Miscellaneous Contractual	\$2,108.61
Utilities, Services, & Miscellaneous Total		\$20,656.95
110-3510-517.20-30	Education & Training Mats	\$285.00
Travel & Training Total		\$285.00
Total Quarterly Expenses		\$73,650.42

Actual Expenses for BCJC

April - June, 2016

From Frank Bohat system <https://bcjcserv.com/ldss/default.asp>

As of 07/18/2016

Account Number	Account Name	Transaction Date	Transaction Number	Transaction Description	Total Expenses
110-3510-517.12-30	Postage	05/31/16		POSTAGE	29.00
110-3510-517.12-30	Postage	04/30/16		POSTAGE	7.00
Total Materials & Supplies					\$36.00
110-3510-517.20-30	Education & Training Mats	04/01/16	498877	NATIONAL ACADEM	50.00
110-3510-517.20-30	Education & Training Mats	04/11/16	499507	NATIONAL ACADEM	135.00
110-3510-517.20-30	Education & Training Mats	04/21/16	500194	NATIONAL ACADEM	100.00
Total Travel & Training					\$285.00
110-3510-517.30-44	IT Support and Maint	05/01/16		IT SUPPORT & MA	15,348.00
110-3510-517.30-44	IT Support and Maint	06/01/16		IT SUPPORT & MA	15,348.00
110-3510-517.30-44	IT Support and Maint	04/01/16		IT SUPPORT & MA	15,348.00
110-3510-517.30-49	GIS Fee	06/01/16		GIS FEE	1,546.58
110-3510-517.30-49	GIS Fee	05/01/16		GIS FEE	1,546.58
110-3510-517.30-49	GIS Fee	04/01/16		GIS FEE	1,546.58
110-3510-517.30-50	Fiber Optics	04/01/16		FIBER OPTICS	192.33
110-3510-517.30-50	Fiber Optics	05/01/16		FIBER OPTICS	192.33
110-3510-517.30-50	Fiber Optics	06/01/16		FIBER OPTICS	192.33
110-3510-517.30-87	Bldg. Maintenance	04/01/16		BLDG. MAINTENAN	470.58
110-3510-517.30-87	Bldg. Maintenance	06/01/16		BLDG. MAINTENAN	470.58
110-3510-517.30-87	Bldg. Maintenance	05/01/16		BLDG. MAINTENAN	470.58
Total Intragovernmental Charges					\$52,672.47
110-3510-517.35-32	Electric	05/09/16	499594	CITY OF COLUMBI	287.11
110-3510-517.35-32	Electric	04/08/16	497917	CITY OF COLUMBI	275.10
110-3510-517.35-32	Electric	06/08/16	501581	CITY OF COLUMBI	329.19
110-3510-517.35-33	Telephone	05/06/16	500089	CENTURYLINK	718.32
110-3510-517.35-33	Telephone	04/30/16		TELEPHONE 04/20	617.50
110-3510-517.35-33	Telephone	06/30/16		0 LANGUAGE LINE S	253.87
110-3510-517.35-33	Telephone	04/30/16	500657	LANGUAGE LINE S	138.12
110-3510-517.35-33	Telephone	04/06/16	498447	CENTURYLINK	720.15
110-3510-517.35-33	Telephone	04/23/16	499431	CENTURYLINK	1,695.67
110-3510-517.35-33	Telephone	05/31/16	502985	LANGUAGE LINE S	81.73
110-3510-517.35-33	Telephone	05/23/16	501576	CENTURYLINK	1,698.46
110-3510-517.35-33	Telephone	05/31/16		TELEPHONE 05/20	617.50
110-3510-517.35-33	Telephone	06/06/16	502455	CENTURYLINK	718.32
110-3510-517.35-38	Wireless Communications	04/26/16	499570	AT&T MOBILITY	92.59
110-3510-517.45-90	Rentals	04/27/16	499304	SPECTRASITE COM	515.00
110-3510-517.45-90	Rentals	06/24/16	503229	USCOC OF GREATE	231.85
110-3510-517.45-90	Rentals	05/01/16	499732	UMC/CURATORS -	315.00
110-3510-517.45-90	Rentals	04/06/16	497680	CONTEMPORARY BR	1,259.19
110-3510-517.45-90	Rentals	06/15/16	503104	CONTEMPORARY BR	1,259.19
110-3510-517.45-90	Rentals	04/25/16	499541	USCOC OF GREATE	225.10
110-3510-517.45-90	Rentals	04/25/16	499541	USCOC OF GREATE	225.10
110-3510-517.45-90	Rentals	06/28/16	503923	AMERICAN TOWERS	600.00
110-3510-517.45-90	Rentals	04/25/16	498824	CONTEMPORARY BR	1,259.19
110-3510-517.45-90	Rentals	05/24/16	501161	USCOC OF GREATE	231.85
110-3510-517.45-90	Rentals	05/24/16	501161	USCOC OF GREATE	231.85
110-3510-517.45-90	Rentals	05/26/16	501516	SPECTRASITE COM	515.00
110-3510-517.45-90	Rentals	05/20/16	500611	CONTEMPORARY BR	1,259.19
110-3510-517.45-90	Rentals	04/01/16	498016	UMC/CURATORS -	315.00
110-3510-517.45-90	Rentals	05/26/16	501001	AMERICAN TOWERS	600.00
110-3510-517.45-90	Rentals	06/24/16	503229	USCOC OF GREATE	231.85
110-3510-517.45-90	Rentals	04/27/16	499169	AMERICAN TOWERS	600.00
110-3510-517.45-92	Equipment Rentals	05/01/16	499675	MIDWEST PAGING	21.45
110-3510-517.45-92	Equipment Rentals	04/01/16	498146	MIDWEST PAGING	21.45
110-3510-517.48-01	Maintenance Agreements	04/01/16	501488	MSHP CJ TECH FU	387.45
110-3510-517.49-90	Miscellaneous Contractual	05/01/16	500658	LISA ARNOLD CLE	610.00
110-3510-517.49-90	Miscellaneous Contractual	04/01/16	498859	LISA ARNOLD CLE	610.00
110-3510-517.49-90	Miscellaneous Contractual	06/01/16	503168	LISA ARNOLD CLE	797.37
110-3510-517.49-90	Miscellaneous Contractual	06/28/16		Joint Communica	48.00
110-3510-517.49-90	Miscellaneous Contractual	04/25/16	1217	BANK OF AMERICA	8.24
110-3510-517.49-90	Miscellaneous Contractual	04/22/16	500218	ROTTLER PEST &	35.00
Total Utilities, Services, & Miscellaneous					\$20,656.95
Total Quarterly Expenses					\$73,650.42



CITY OF COLUMBIA
 FINANCE DEPARTMENT / CASHIERS
 PO BOX 6912
 COLUMBIA, MO 65205
 FOR QUESTIONS CALL: 573-874-7626

RECEIVED NOV 01 2016

INVOICE

Page 1 of 1

Invoice Date	Invoice No.
10/26/2016	470
Customer Number	
18185	
Invoice Total Due	
\$80,415.68	
Due Date	
11/09/2016	

BOONE COUNTY-JOINT COMMUNICATI
 17 N 7TH STREET, STE A
 ATTN: MARY PAT MURPHY
 COLUMBIA, MO 65201

City of Columbia

Description	Quantity	Price	Original Bill	Adjustment	Paid	Amount Due
JOINT COMMUNICATIONS BOONE COUNTY JULY-SEPT 2016	1.00	\$80,415.68	\$80,415.68	\$0.00	\$0.00	\$80,415.68
This account is due and payable to: City of Columbia. Any remaining unpaid balance will be turned over to collections after 90 days.					Invoice Total:	\$80,415.68

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

Date: 10/26/2016
 Customer No: 18185

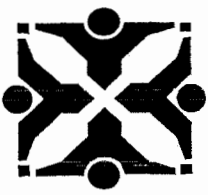
Name: BOONE COUNTY-JOINT COMMUNICAT
 Type: JOINT COMMUNICATIONS
 Invoice Total: \$80,415.68
 Amount Paid:

REMIT AND MAKE CHECK PAYABLE TO:
 CITY OF COLUMBIA
 FINANCE DEPARTMENT / CASHIERS
 PO BOX 6912
 COLUMBIA, MO 65205
 FOR QUESTIONS CALL: 573-874-7626

When you provide a check as payment, you authorize us to either use the information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check transaction. For inquiries, please call customer service at 874-7373.

Invoice No: 470
 Due Date: 11/09/2016





TO: Chad Martin, Director Boone County Joint Communications
FROM: Michele Nix, Finance Director
DATE: October 21, 2016
SUBJECT: BCJC 3rd Quarter Billing 2016

Attached are the expenditures for Boone County Joint Communications for the period July - September, 2016. Please invoice as indicated for \$80,415.68.

If questions arise, feel free to contact Laura Peveler at 874-7541.

Thank you.

FY 2016 BCJC Budget

	Adopted FY 2016	Amount Due January - March 2016	Amount Due April - June 2016	Amount Due July - September 2016	Amount Due October - December 2016
Operating Budget:					
Personnel Services	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Supplies & Materials	\$14,460	\$391.41	\$36.00	\$318.59	\$0.00
Travel & Training	\$16,500	\$720.00	\$285.00	\$0.00	\$0.00
Intragovernmental Charges	\$210,690	\$53,249.46	\$52,672.47	\$52,672.47	\$0.00
Util. Serv & Other Misc.	\$862,799	\$41,080.02	\$20,656.95	\$27,441.04	\$0.00
Capital Outlay	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$1,104,449	\$95,440.89	\$73,650.42	\$80,432.10	\$0.00
Offsets:					
Traffic Enforcement	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Southern Boone County Fire Protection 2014 and 2015 Dispatch funds		\$34,884.19			
911 Records Request	\$0	\$90.00	\$257.76	\$16.42	\$0.00
Total Offsets	\$0	\$34,974.19	\$257.76	\$16.42	\$0.00
Total Expenditures Less Offsets	\$1,104,449	\$60,466.70	\$73,392.66	\$80,415.68	\$0.00

The FY 2016 budget covers the timeframe of October 1, 2015 - September 30, 2016. This budget assumes all city personnel transition over to be County employees on January 1, 2015.

**BCJC Expenses - Detail by Account Number
July - September 2016**

Account Number	Account Name	Total
110-3510-517.12-30	Postage	\$52.09
110-3510-517.12-20	Printing	\$7.50
110-3510-517.14-20	Equipment Parts	\$259.00
Materials & Supplies Total		\$318.59
110-3510-517.30-44	IT Support and Maint	\$46,044.00
110-3510-517.30-49	GIS Fee	\$4,639.74
110-3510-517.30-50	Fiber Optics	\$576.99
110-3510-517.30-87	Bldg. Maintenance	\$1,411.74
Intragovernmental Charges Total		\$52,672.47
110-3510-517.35-32	Electric	\$1,226.98
110-3510-517.35-33	Telephone	\$9,332.17
110-3510-517.45-90	Rentals	\$4,045.78
110-3510-517.48-01	Maintenance Agreements	\$10,214.55
110-3510-517.49-90	Miscellaneous Contractual	\$2,621.56
Utilities, Services, & Miscellaneous Total		\$27,441.04
Total Quarterly Expenses		\$80,432.10

Actual Expenses for BJJ

July - September, 2016

From Frank Bohac system <https://bcronserv.com/dfs/default.asp>

As of 10/21/2016

Account Number	Account Name	Transaction Date	Transaction Number	Transaction Description	Expenses
110-3510-517.12-30	Postage	7/31/2016		POSTAGE	\$3.18
110-3510-517.12-30	Postage	8/31/2016		POSTAGE	\$35.77
110-3510-517.12-30	Postage	8/31/2016		UPS	\$13.14
110-3510-517.14-20	Equipment Parts	8/1/2016	506695	LASER PROS INTE	\$259.00
Total Materials & Supplies					\$318.59
110-3510-517.30-44	IT Support and Maint	7/1/2016		IT SUPPORT & MA	\$15,348.00
110-3510-517.30-44	IT Support and Maint	8/1/2016		IT SUPPORT & MA	\$15,348.00
110-3510-517.30-44	IT Support and Maint	9/1/2016		IT SUPPORT & MA	\$15,348.00
110-3510-517.30-49	GIS Fee	8/1/2016		GIS FEE	\$1,546.58
110-3510-517.30-49	GIS Fee	7/1/2016		GIS FEE	\$1,546.58
110-3510-517.30-49	GIS Fee	9/1/2016		GIS FEE	\$1,546.58
110-3510-517.30-50	Fiber Optics	7/1/2016		FIBER OPTICS	\$192.33
110-3510-517.30-50	Fiber Optics	8/1/2016		FIBER OPTICS	\$192.33
110-3510-517.30-50	Fiber Optics	9/1/2016		FIBER OPTICS	\$192.33
110-3510-517.30-87	Bldg. Maintenance	7/1/2016		BLDG. MAINTENAN	\$470.58
110-3510-517.30-87	Bldg. Maintenance	9/1/2016		BLDG. MAINTENAN	\$470.58
110-3510-517.30-87	Bldg. Maintenance	8/1/2016		BLDG. MAINTENAN	\$470.58
Total Intragovernmental Charges					\$52,672.47
110-3510-517.35-32	Electric	8/11/2016	507024	CITY OF COLUMBI	\$357.11
110-3510-517.35-32	Electric	7/13/2016	504433	CITY OF COLUMBI	\$78.97
110-3510-517.35-32	Electric	7/6/2016	503486	CITY OF COLUMBI	\$376.14
110-3510-517.35-32	Electric	9/8/2016	508842	CITY OF COLUMBI	\$414.76
110-3510-517.35-33	Telephone	8/6/2016	507552	CENTURYLINK	\$718.32
110-3510-517.35-33	Telephone	8/23/2016	508328	CENTURYLINK	\$1,518.91
110-3510-517.35-33	Telephone	7/23/2016	505965	CENTURYLINK	\$1,542.10
110-3510-517.35-33	Telephone	7/30/2016		TELEPHONE 07/20	\$617.50
110-3510-517.35-33	Telephone	7/6/2016	504429	CENTURYLINK	\$718.32
110-3510-517.35-33	Telephone	9/23/2016	509660	CENTURYLINK	\$1,542.59
110-3510-517.35-33	Telephone	9/6/2016	509156	CENTURYLINK	\$718.32
110-3510-517.35-33	Telephone	6/23/2016	503480	CENTURYLINK	\$1,338.61
110-3510-517.35-33	Telephone	8/30/2016		TELEPHONE 08/20	\$617.50
110-3510-517.45-90	Rentals	8/25/2016	508289	USCOC OF GREATE	\$231.85
110-3510-517.45-90	Rentals	7/27/2016	505951	AMERICAN TOWERS	\$600.00
110-3510-517.45-90	Rentals	8/1/2016	507939	CONTEMPORARY BR	1 \$1,259.19
110-3510-517.45-90	Rentals	7/25/2016	505929	USCOC OF GREATE	\$231.85
110-3510-517.45-90	Rentals	7/25/2016	505929	USCOC OF GREATE	\$231.85
110-3510-517.45-90	Rentals	8/1/2016	505835	CONTEMPORARY BR	1 \$1,259.19
110-3510-517.45-90	Rentals	8/25/2016	508289	USCOC OF GREATE	\$231.85
110-3510-517.48-01	Maintenance Agreements	8/1/2016	506019	INFORMER SYSTEM	9 \$9,720.00
110-3510-517.48-01	Maintenance Agreements	7/8/2016	505237	MSHP CJ TECH FU	\$494.55
110-3510-517.49-90	Miscellaneous Contractual	8/18/2016	508751	ROTTLER PEST &	\$35.00
110-3510-517.49-90	Miscellaneous Contractual	6/8/2016	506757	ROTTLER PEST &	\$30.00
110-3510-517.49-90	Miscellaneous Contractual	7/1/2016	505209	LISA ARNOLD CLE	\$610.00
110-3510-517.49-90	Miscellaneous Contractual	8/1/2016	507994	LISA ARNOLD CLE	\$610.00
110-3510-517.49-90	Miscellaneous Contractual	10/1/2016	0	LISA ARNOLD CLE	\$696.56
110-3510-517.49-90	Miscellaneous Contractual	9/1/2016	509406	LISA ARNOLD CLE	\$610.00
110-3510-517.49-90	Miscellaneous Contractual	8/18/2016	508751	ROTTLER PEST &	\$30.00
Total Utilities, Services, & Miscellaneous					\$27,441.04
Total Quarterly Expenses					\$80,432.10

BOONE COUNTY AUDITOR
MEMORANDUM

Boone County Government Center
801 E. Walnut Room 304
Columbia, MO 65201

Phone (573) 886-4275
Fax Phone (573) 886-4280

TO: Chad Martin and Patricia Schreiner

FROM: June Pitchford

DATE: November 18, 2016

RE: Credit from City of Columbia to be applied against outstanding 2016 quarterly reimbursement invoices for the second and third quarters

In working through transition activities pertaining to joint communication's CAD system, the County discovered that the City had inadvertently been charging the Joint Communications cost center for annual maintenance of the police RMS system. This occurred because the annual maintenance invoice contained costs for *both* the Joint Communications CAD system and the police RMS system, but the amounts associated with each were not clearly labeled on the invoice. As a result, the entire invoice was charged to the Joint Communications cost center. This in turn resulted in the County being invoiced for these RMS-related costs and reimbursing such from the proceeds of the dedicated 911/emergency management sales tax.

Reimbursement of police RMS-related costs is not a legally permissible use of the dedicated 911/emergency management sales tax and should not have been included on the invoices to the County. The County assumed financial responsibility for joint communications and emergency management as of January 1, 2014; therefore, any RMS-related costs reimbursed by the County from that point forward would have been in error and in need of correction. The total amount of RMS-related costs erroneously reimbursed by the County from the dedicated sales tax revenues during 2014-2015 totals \$101,539.53 (see attached).

I communicated the foregoing to Michele Nix, Finance Director for the City of Columbia, and she has instructed the County to deduct the overpayment amount from the two outstanding quarterly invoices due to the City of Columbia. She will adjust the Accounts Receivable billings on their end.

Please let me know if you have any questions. Thank you.



Invoice	Invoice Date	Due Date
P - 2525-US06A	06/27/2014	09/30/2014

2014

Invoice

Bill to: City of Columbia
 17 North 7th Street
 Columbia, MO 65201-4423
 USA
 Attn: Mary Murphy

Deliver To: The City of Columbia
 17 North. 7th Street, Ste. A
 Columbia, MO 65201
 USA
 Attn: Captain Zim Schwartze

Mary Pat 10/3/14

Customer No.	Tax Reg. No.	Customer PO No.	Currency	Maintenance Renewal
153		150411	USD	Maintenance Renewal

Description	Location	QTY	Users	Maintenance Begin Date	Maintenance End Date	Amount
Investigative Builder (IB)	Columbia, City of	1	1	10/01/2014	09/30/2015	3,881.92
Police Information & Investigation (II)	Columbia, City of	1	1	10/01/2014	09/30/2015	5,434.68
GeoLynx Mapping	Columbia, City of	1	1	10/01/2014	09/30/2015	8,429.29
Hydrant Testing & Inventory	Columbia, City of	1	1	10/01/2014	09/30/2015	1,397.49
Base MDT	Columbia, City of	1	1	10/01/2014	09/30/2015	4,769.21
Law Overlay	Columbia, City of	1	1	10/01/2014	09/30/2015	2,772.80
Fire/EMS Overlay	Columbia, City of	1	1	10/01/2014	09/30/2015	2,772.80
E911/911	Columbia, City of	1	1	10/01/2014	09/30/2015	2,661.88
Redundancy	Columbia, City of	1	1	10/01/2014	09/30/2015	4,880.12
NCIC	Columbia, City of	1	1	10/01/2014	09/30/2015	3,992.83
Encoder - Orbacom	Columbia, City of	1	1	10/01/2014	09/30/2015	2,550.98
Message Switch Package	Columbia, City of	1	1	10/01/2014	09/30/2015	6,987.45

Carry Forward 50,531.45



Invoice	Invoice Date	Due Date
P - 2525-US06A	06/27/2014	09/30/2014

Invoice

Carry Forward 50,531.45

Description	Location	QTY	Users	Maintenance Begin Date	Maintenance End Date	Amount
Tally Box/UCR (Summary)	Columbia, City of	1	1	10/01/2014	09/30/2015	2,440.06
ProQA Interface	Columbia, City of	1	1	10/01/2014	09/30/2015	3,881.92
UniData-EP-Primary SN10052550	Columbia, City of	1	122	10/01/2014	09/30/2015	18,670.34
UniData-EP-Backup SN10052551	Columbia, City of	1	32	10/01/2014	09/30/2015	1,214.49
NFA-Enterprise-Primary	Columbia, City of	1	1	10/01/2014	09/30/2015	1,164.57
NFA-EP-Backup SN10052551	Columbia, City of	1	1	10/01/2014	09/30/2015	291.70
wIntegrate SN90001197	Columbia, City of	1	138	10/01/2014	09/30/2015	5,663.08
PictureLink Capture Software	Columbia, City of	1	1	10/01/2014	09/30/2015	2,678.52
PictureLink Display/Print - 2 Concurrent Users	Columbia, City of	1	2	10/01/2014	09/30/2015	2,911.44
wIntegrate - For JCIC SN90001197	Columbia, City of	1	3	10/01/2014	09/30/2015	123.11
wIntegrate - For CPD SN90001197	Columbia, City of	1	25	10/01/2014	09/30/2015	1,025.92
wIntegrate - For Prosecutors Office SN90001197	Columbia, City of	1	3	10/01/2014	09/30/2015	123.11
wIntegrate - For Municipal Court SN90001197	Columbia, City of	1	6	10/01/2014	09/30/2015	246.22
wIntegrate - For Boone County SN90001197	Columbia, City of	1	4	10/01/2014	09/30/2015	164.15
NFA-Server-Primary for Message Switch SN12358196	Columbia, City of	1	1	10/01/2014	09/30/2015	611.12
UniData-SVR-Primary For Message Switch SN12358196	Columbia, City of	1	3	10/01/2014	09/30/2015	329.41
Parameterized Paging	Columbia, City of	1	1	10/01/2014	09/30/2015	3,660.09

Carry Forward 95,730.70



Invoice	Invoice Date	Due Date
P - 2525-US06A	06/27/2014	09/30/2014

Invoice

Description	Location	QTY	Users	Carry Forward		Amount
				Maintenance Begin Date	Maintenance End Date	
I-Status for Fire/EMS	Columbia, City of	1	1	10/01/2014	09/30/2015	3,549.17
I-Status for Police	Columbia, City of	1	1	10/01/2014	09/30/2015	3,549.17
Sagem Morpho Livescan	Columbia, City of	1	1	10/01/2014	09/30/2015	1,996.41
FireHouse Interface	Columbia, City of	1	1	10/01/2014	09/30/2015	2,550.98
MapInfo Professional	Columbia, City of	1	1	10/01/2014	09/30/2015	554.35
MapEdit Toolkit	Columbia, City of	1	1	10/01/2014	09/30/2015	586.81
ICW GeoBuilder	Columbia, City of	1	1	10/01/2014	09/30/2015	1,236.35
Data Transformation for GeoBuilder	Columbia, City of	1	1	10/01/2014	09/30/2015	1,646.23
Redundancy per Server over 2	Columbia, City of	1	1	10/01/2014	09/30/2015	1,885.51
EnRoute Law (LE) CAD	Columbia, City of	1	1	10/01/2014	09/30/2015	17,468.61
EnRoute Law CAD Positions	Columbia, City of	1	2	10/01/2014	09/30/2015	1,863.32
EnRoute Fire/EMS CAD	Columbia, City of	1	1	10/01/2014	09/30/2015	17,468.61
EnRoute Fire/EMS CAD Positions	Columbia, City of	1	2	10/01/2014	09/30/2015	1,863.32
UniData-EP-Primary SN10059162	Columbia, City of	1	5	10/01/2014	09/30/2015	798.56
Law ProQA	Columbia, City of	1	1	10/01/2014	09/30/2015	582.30
Fire ProQA	Columbia, City of	1	1	10/01/2014	09/30/2015	582.30
NFA-EP-Primary SN10052550	Columbia, City of	1	1	10/01/2014	09/30/2015	1,164.57
Carry Forward						155,077.27



Invoice	Invoice Date	Due Date
P - 2525-US06A	06/27/2014	09/30/2014

Invoice

Description	Location	QTY	Users	Carry Forward		Amount
				Maintenance Begin Date	Maintenance End Date	
UniData-EP-Primary SN12398921	Columbia, City of	1	4	10/01/2014	09/30/2015	638.86
WinIntegrate - For Columbia Fire SN90001197	Columbia, City of	1	14	10/01/2014	09/30/2015	574.51
Informer Report Writer	Columbia, City of	1	2	10/01/2014	09/30/2015	5,320.98
TAX(Type RP - MO)						
TAX(Type RE - MO)						
TAX(Type RP - MO)						
						50,019.47

2014
CITY TOTAL \$ 50,019.47

For renewal questions, please contact Shawwna Wagner, Maintenance Business Manager
 Phone: +1 (916) 474-5041
 Email: Shawwna.Wagner@infor.com

Remit to:

Infor Public Sector, Inc.
 4213 Solutions Center
 Lockbox 774213
 Chicago, IL 60677-4002
 USA
 Cash.Applications@infor.com
 EFT: Wells Fargo Bank
 ABA #: 121000248
 Account #: 4121484505

Please pay invoice by due date to avoid interruptions in support.

Net	Tax	Total:
161,611.62	0.00	161,611.62

Payment Terms:

See Due Date.

Special Instructions:

For questions, please contact at 678-319-8000 or email Infor.Collections@Infor.com

Invoice Total: USD 161,611.62

13560 Morris Rd - Ste 4100 Alpharetta, GA 30004 USA
 678-319-8000 Federal Tax ID. # 94-2913642



Invoice	Invoice Date	Due Date
P - 3164-US06A	05/14/2015	08/31/2015

2015

Invoice

Bill to: City of Columbia
 17 North 7th Street
 Columbia, MO 65201-4423
 USA
 Attn: Mary Murphy

Deliver To: The City of Columbia
 17 North, 7th Street, Ste. A
 Columbia, MO 65201
 USA
 Attn: License Site

Customer No.	Tax Reg. No.	Customer PO No.	Currency	
153		160400	USD	Maintenance Renewal
		<i>- Mary Pat 10/5/15</i>		

Description	Location	QTY	Users	Maintenance Begin Date	Maintenance End Date	Amount
Investigative Bullder (IB)	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	3,998.38
Police Information & Investigation (II)	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	5,597.72
GeoLynx Mapping	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	8,682.17
Hydrant Testing & Inventory	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,439.41
Base MDT	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	4,912.29
Law Overlay	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,855.98
Fire/EMS Overlay	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,855.98
E911/911	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,741.74
Redundancy	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	5,026.52
NCIC	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	4,112.61
Encoder - Orbacom	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,627.51
Message Switch Package	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	7,197.07

Carry Forward 52,047.38



Invoice	Invoice Date	Due Date
P - 3164-US06A	05/14/2015	08/31/2015

Invoice

Description	Location	QTY	Users	Carry Forward		Amount
				Maintenance Begin Date	Maintenance End Date	
Tally Box/UCR (Summary)	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,513.26
ProQA Interface	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	3,998.38
UniData-EP-Primary SN10052550	L1- Columbia, City of	1	122	10/01/2015	09/30/2016	19,230.45
UniData-EP-Backup SN10052551	L1- Columbia, City of	1	32	10/01/2015	09/30/2016	1,250.92
NFA-Enterprise-Primary	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,199.51
NFA-EP-Backup SN10052551	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	300.45
wIntegrate SN90001197	L1- Columbia, City of	1	138	10/01/2015	09/30/2016	5,832.97
PictureLink Capture Software	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,758.88
PictureLink Display/Print - 2 Concurrent Users	L1- Columbia, City of	1	2	10/01/2015	09/30/2016	2,998.78
wIntegrate - For JCIC SN90001197	L1- Columbia, City of	1	3	10/01/2015	09/30/2016	126.80
wIntegrate - For CPD SN90001197	L1- Columbia, City of	1	25	10/01/2015	09/30/2016	1,056.70
wIntegrate - For Prosecutors Office SN90001197	L1- Columbia, City of	1	3	10/01/2015	09/30/2016	126.80
wIntegrate - For Municipal Court SN90001197	L1- Columbia, City of	1	6	10/01/2015	09/30/2016	253.61
wIntegrate - For Boone County SN90001197	L1- Columbia, City of	1	4	10/01/2015	09/30/2016	169.07
NFA-Server-Primary for Message Switch SN12358196	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	629.45
UniData-SVR-Primary For Message Switch SN12358196	L1- Columbia, City of	1	3	10/01/2015	09/30/2016	339.29
Parameterized Paging	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	3,769.89
				Carry Forward		98,602.59



Invoice	Invoice Date	Due Date
P - 3164-US06A	05/14/2015	08/31/2015

Invoice

Description	Location	QTY	Users	Carry Forward		Amount
				Maintenance Begin Date	Maintenance End Date	
I-Status for Fire/EMS	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	3,655.65
I-Status for Police	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	3,655.65
Sagem Morpho Livescan	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,056.30
FireHouse Interface	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	2,627.51
MapInfo Professional	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	570.98
MapEdit Toolkit	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	604.41
ICW GeoBuilder	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,273.44
Data Transformation for GeoBuilder	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,695.62
Redundancy per Server over 2	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,942.08
EnRoute Law (LE) CAD	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	17,992.67
EnRoute Law CAD Positions	L1- Columbia, City of	1	2	10/01/2015	09/30/2016	1,919.22
EnRoute Fire/EMS CAD	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	17,992.67
EnRoute Fire/EMS CAD Positions	L1- Columbia, City of	1	2	10/01/2015	09/30/2016	1,919.22
UniData-EP-Primary SN10059162	L1- Columbia, City of	1	5	10/01/2015	09/30/2016	822.52
Law ProQA	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	599.77
Fire ProQA	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	599.77
NFA-EP-Primary SN10052550	L1- Columbia, City of	1	1	10/01/2015	09/30/2016	1,199.51
Carry Forward						98,602.59
Carry Forward						159,729.58



Invoice	Invoice Date	Due Date
P - 3164-US06A	05/14/2015	08/31/2015

Invoice

Description	Location	QTY	Users	Maintenance Begin Date	Maintenance End Date	Carry Forward	Amount
						159,729.58	
UniData-EP-Primary SN12398921	L1- Columbia, City of	1	4	10/01/2015	09/30/2016		658.03
WIntegrate - For Columbia Fire SN90001197	L3- Columbia, City of	1	14	10/01/2015	09/30/2016		591.75
Informer Report Writer	L4- Columbia, City of	1	2	10/01/2015	09/30/2016		5,480.61
TAX(Type RE - MO)							
TAX(Type RP - MO)							

51,520.06

2015
CITY TOTAL \$ 51,520.06

TOTAL 2014 + 2015 = \$ 101,539.53

For renewal questions, please contact Shawwna Wagner, Maintenance Business Manager
 Phone: +1 (916) 474-5041
 Email: Shawwna.Wagner@infor.com

Remit to:

Infor Public Sector, Inc.
 4213 Solutions Center
 Lockbox 774213
 Chicago, IL 60677-4002
 USA
 Cash.Applications@infor.com
 EFT: Wells Fargo Bank
 ABA #: 121000248
 Account #: 4121484505

Please pay invoice by due date to avoid interruptions in support.

Net	Tax	Total:
166,459.97	0.00	166,459.97

Payment Terms:

See Due Date.

Special Instructions:

For questions, please contact at 678-319-8000 or email Infor.Collections@Infor.com

Invoice Total: USD 166,459.97

13560 Morris Rd - Ste 4100 Alpharetta, GA 30004 USA
 678-319-8000 Federal Tax ID. # 94-2913642

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

November Session of the October Adjourned

Term. 20 16

County of Boone

} ea.

In the County Commission of said county, on the

22nd

day of November

20 16

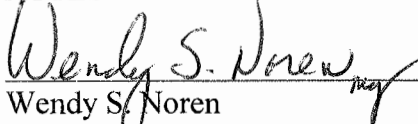
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Sheriff's Department for the replacement of copy machines.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1251	71101	Sheriff	Professional Services	5,400	
1251	85400	Sheriff	Criminal Investigations	1,643	
1251	92300	Sheriff	Replace Machine & Equip		7,043
				7,043	7,043

Done this 22nd day of November, 2016.

ATTEST:


Wendy S. Noren
Clerk of the County Commission

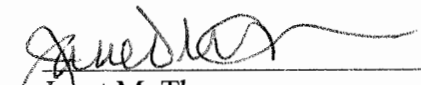

Daniel K. Atwill

Presiding Commissioner


Absent

Karen M. Miller

District I Commissioner



Janet M. Thompson

District II Commissioner

Leasa Quick - NEW COPIER PRINTER SCANNER FAX

From: Robert Odneal <ROdneal@image techno.com>
To: Gary German <ggerman@boonecountymo.org>, "lquick@boonecountymo.org" <lqu...>
Date: 11/7/2016 12:37 PM
Subject: NEW COPIER PRINTER SCANNER FAX
CC: Melinda Bobbitt <mbobbitt@boonecountymo.org>

Gary and Lisa,
 After the discussions and demonstration from this morning we have come to the following configurations and cost:

Item Number	Item Description	UNIT List Price	Discount	Purchase Price
A41E2E1	Minolta 454e - Includes PS, PCL & XPS Controller, 2 GB Standard Memory, Dual Scan Document Feeder, Duplex Unit, 250 GB HDD, USB Interfaces for Scan-to-USB Thumb Drive/Print from USB Thumb Drive, USB Local Printing, Electrical Requirements: 120V 16A (60 Hz)	\$12,804.00	40%	\$7,682.40
PCPL1120NM	110V Capable Power Filter 1.00A/15A	\$275.00	30%	\$192.50
PC1010000	DR 100 Copy Deck	\$222.00	42%	\$128.76
TOTAL CONFIGURATION		\$13,401.00	40%	\$8,103.66

A2XM013	PC-410 Large Capacity Cassette	\$1,402.00	30%	\$981.40
A2YUWY1	FS-533 Inner Finisher	\$1,553.00	30%	\$1,087.10
A4MF012	FK-511 Fax Kit	\$1,070.00	30%	\$749.00

TOTAL: \$

7,042.49

★ I would also like to offer a used Konica Minolta 283 at no cost as a part of this pricing. This will cover the need for the department that is currently getting the Canon "hand me down". It continues with the Konica line and we both will be in a better service and supply position. The device will actually be the one the 911 Center was using for a loaner until the new printers were delivered.

Thank you,

Robert Odneal
Area Manager
6701 Stephens Station Rd
Columbia MO 65202
P. 573.499.5336
C. 573.338.2288
F. 573.875.6104
www.image techno.com

Image II Technologies



1251-71101 ☐ 5400
 1251-85400 ☐ 1643

Leasa Quick - Fwd: Re: copier maintenance not renewing

From: Melinda Bobbitt
To: Leasa Quick
Date: 10/26/2016 4:06 PM
Subject: Fwd: Re: copier maintenance not renewing

Leasa,

See below. You are probably going to need to put new copiers in the budget to replace those two since you cannot get maintenance any more.

Are those just backups with low usage? We are replacing the copier in Purchasing this year and I could see if Data Comm could provide a quote to move it to the Sheriff Department and see how much maintenance would be next year. It was purchased in 2011.

But if those copiers get a lot of usage, you probably need new ones.

Thanks
Melinda

>>> "Paul, Andrea" <APaul@gfidigital.com> 10/25/2016 11:59 AM >>>
Melinda

I apologize, but due to the age of the machines and inability to get parts we will not be renewing this maintenance agreement.

Let me know if you have any additional questions.

Andrea

Andrea Paul
Account Manager
GFI Digital, Inc.
573-424-1864

On Oct 20, 2016, at 10:13 AM, Melinda Bobbitt
<mbobbitt@boonecountymo.org<mbobbitt@boonecountymo.org>> wrote:

Andrea,

Could you please provide a quote for 2017 on the following copiers for maintenance for January 1, 2017 through December 31, 2017?

Sharp ARM237
Serial # 45035076
County Fixed Asset Tag: 14672

Sharp ARM237
Serial # 45031086
County Fixed Asset Tag: 14671

These were purchased from contract GNCSC.

Thanks
Melinda

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing
Boone County Purchasing
Annex Building
613 E. Ash St., Room 110
Columbia, MO 65201
Telephone: (573) 886-4391
Fax: (573) 886-4390
Email: mbobbitt@boonecountymo.org <mbobbitt@boonecountymo.org>

For all the latest news from Boone County Government, subscribe to the Boone County News Listserv at [WWW.SHOWMEBOONE.COM](http://www.showmeboone.com) <<http://www.showmeboone.com/>>!

SUBLSCR BOONE SUBSIDIARY LEDGER INQUIRY MAIN SCREEN 11/09/16 14:39:47

Year	<u>2016</u>		Original Appropriation	<u>20,000.00</u>
Dept.	<u>1251</u>	SHERIFF	Revisions	
Acct.	<u>85400</u>	CRIMINAL INVESTIGATION	Original + Revisions	<u>20,000.00</u>
Fund	<u>100</u>	GENERAL FUND	Expenditures	<u>1,985.75</u>
			Encumbrances	
Class/Account	<u>A</u>	ACCOUNT	Actual To Date	<u>1,985.75</u>
Account Type	<u>E</u>	EXPENSE	Remaining Balance	<u>18,014.25</u>
Normal Balance	<u>D</u>	DEBIT	Shadow Balance	<u>18,014.25</u>

Expenditures by Period

January	<u>35.00</u>	July	<u>110.00</u>
February	<u>235.00</u>	August	<u>110.00</u>
March	<u>35.00</u>	September	<u>110.00</u>
April	<u>35.00</u>	October	<u>250.25</u>
May	<u>677.50</u>	November	<u>35.00</u>
June	<u>353.00</u>	December	

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

Year	<u>2016</u>	Original Appropriation	<u>5,400.00</u>
Dept	<u>1251 SHERIFF</u>	Revisions	<u> </u>
Acct	<u>71101 PROFESSIONAL SERVICES</u>	Original + Revisions	<u>5,400.00</u>
Fund	<u>100 GENERAL FUND</u>	Expenditures	<u> </u>
		Encumbrances	<u> </u>
Class/Account	<u>A ACCOUNT</u>	Actual To Date	<u> </u>
Account Type	<u>E EXPENSE</u>	Remaining Balance	<u>5,400.00</u>
Normal Balance	<u>D DEBIT</u>	Shadow Balance	<u>5,400.00</u>

Expenditures by Period

January	_____	July	_____
February	_____	August	_____
March	_____	September	_____
April	_____	October	_____
May	_____	November	_____
June	_____	December	_____

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

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

November Session of the October Adjourned

Term. 20 16

County of Boone

} ea.

In the County Commission of said county, on the

22nd

day of November

20 16

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 Center Chambers by Mid-Missouri Peaceworks for November 30, 2016 from 6:00 p.m. to 9:30 p.m.

Done this 22nd day of November, 2016.

ATTEST:

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

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Absent

Karen M. Miller
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner



Boone County Commission

APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY CONFERENCE ROOMS

The undersigned organization hereby applies for a use permit to use the Roger B. Wilson Boone County Government Center conference rooms or Centralia Satellite Office as follows:

Organization: Mid-Missouri Peaceworks

Address: 804-C E. Broadway

City: Columbia State: MO ZIP Code: 65201

Phone: 573-875-0539 Website: www.midmopeaceworks.org

Individual Requesting Use: Mark Haim Position in Organization: Director

Facility requested: Chambers Room 301 Room 311 Room 332 Centralia Clinic

Event: Progressive Coalition meeting

Description of Use (ex. Speaker, meeting, reception): Meeting

Date(s) of Use: 11-30-16

Start Time of Setup: 6 p.m. AM/PM Start Time of Event: 6:30 p.m. AM/PM

End Time of Event: 9:15 p.m. AM/PM End Time of Cleanup: 9:30 p.m. AM/PM

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

1. To abide by all applicable laws, ordinances and county policies in using Boone County Government conference rooms.
2. To remove all trash or other debris that may be deposited (by participants) in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including carpet and furnishings in rooms.
4. To conduct its use in such a manner as to not unreasonably interfere with Boone County Government building functions.
5. 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 of rooms as specified in this application.

Organization Representative/Title: Mark Haim/Director

Phone Number: 573-875-0539 Date of Application: 11-14-16

Email Address: mail@midmopeaceworks.org

PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY GOVERNMENT CONFERENCE ROOMS

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. Norey
County Clerk

BOONE COUNTY, MISSOURI

Roger B. Wilson
County Commissioner

DATE: 11-22-16

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

November Session of the October Adjourned

Term. 20 16

County of Boone

} ea.

In the County Commission of said county, on the

22nd

day of

November

20

16

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

Now on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, November 22, 2016, at 2:00 p.m. The meeting will be held in the Conference Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(1), to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Done this 22nd day of November, 2016.

ATTEST:

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

Daniel K. Atwill
Presiding Commissioner

Absent

Karen M. Miller
District I Commissioner

Janet M. Thompson
District II Commissioner