

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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

Now on this day the County Commission of the County of Boone does hereby award bid 52-17AUG05 for Janitorial Suppliers Term and Supply to Clayton Paper and Distributing. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 6th day of October, 2005.

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
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394-2005

MEMORANDUM

TO: Boone County Commission
FROM: Heather Turner, CPPB
DATE: September 27, 2005
RE: 52-17AUG05 Janitorial Supplies Term & Supply

The Bid for Janitorial Supplies for the Facilities Maintenance Department closed on August 17, 2005. Fourteen (14) bids were received. The Facilities Maintenance Department tested samples received from the low bidder and determined them to be adequate to meet the needs of the Facilities Maintenance staff. Therefore, Purchasing and Facilities Maintenance recommend award to Clayton Paper & Distributing, Inc. for submitting the low bid.

This Term & Supply contract will be paid out of department 6101 Housekeeping, Account Number 23050 Other Supplies.

Please find attached a copy of the bid tabulation for your review.

ATT: Bid Tabulation

cc: Ken Roberts, Facilities Maintenance
Jody Moore, Facilities Maintenance
David Mink, Public Works
Bid File

BID T... LATION 52-17AUG05 JANITORIAL SUPPLIES

Item		Hillyard, Inc.		Moore Research, Inc.		Clayton Paper & Distributing, Inc.		Corporate Express		All American Poly	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.1	Degreaser Cleaner - 409 or Equivalent, Spray Bottle	3.93	47.16	4.12	49.44	1.98	23.76	2.97	35.64	No Bid	
	Manufacturer:	Hillyard, #101804		Clorox		Misco		RMC10243015			
	Product Size	32 oz		32 oz		32 oz		32 OZ			
	Units Per Case	12		12		12		12			
4.7.2	Degreaser Refill 409 or Equivalent	9.32	37.28	3.83	45.96	4.62	18.48	6.44	25.76	No Bid	
	Manufacturer:	Hillyard, #11906		Clorox		Misco		RMC 10243027			
	Product Size	Gallon		Gallon		Gallon		GALLON			
	Units Per Case	4		4		4		4			
4.7.3	All Purpose Cleaner: 409 or Equivalent, Spray Bottle	3.65	43.8	3.99	35.91	1.6	19.2	2.92	35.04	No Bid	
	Manufacturer:	Hillyard # 100304		Clorox		Misco		CEB 74379			
	Product Size	32 oz		32 oz		32 oz		20 OZ			
	Units Per Case	12		9		12		12			
4.7.4	All Purpose Cleaner: Refill 409 or Equivalent	7.51	30.04	9.59	38.36	4.04	16.16	No Bid		No Bid	
	Manufacturer:	Hillyard # 100306		Clorox		Misco					
	Product Size	Gallon		Gallon		Gallon					
	Units Per Case	4		4		1					
4.7.5	Disinfectant Cleaner - Pinesol or Equivalent Spray Bottle	3.66	43.92	3.55	42.6	1.49	17.88	7.51	30.04	No Bid	
	Manufacturer:	Hillyard # 101104		Clorox		Misco		RMC10539027			
	Product Size	Quart		22 oz		32		GALLON			
	Units Per Case	12		12		12		4			
4.7.6	Disinfectant Cleaner Refill - Pinesol or Equivalent	No Bid		12.39	37.17	4.1	16.4	No Bid		No Bid	
	Manufacturer:			Clorox		Misco					
	Product Size			144 oz		Gallon					
	Units Per Case			3		4					
4.7.7	Toilet Bowl Cleaner - Acid Base, Squeeze Bottle	2.15	25.8	3.44	41.28	1.16	13.92	38.21	38.21	No Bid	
	Manufacturer:	Hillyard # 11204		Clorox		Misco		RMC11819215			
	Product Size	Quart		24 oz		32 oz		QUART			
	Units Per Case	12		12		12		12			

BID T. LATION 52-17AUG05 JANITORIAL SUPPLIES

Item	Hillyard, Inc.		Moore Research, Inc.		Clayton Paper & Distributing, Inc.		Corporate Express		All American Poly	
	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.8	Bathroom Cleaner - Comet or Equivalent, Spray Bottle									
	3.7	44.4	6.4	51.2	2.29	27.48	2.69	32.28	No Bid	
	Manufacturer: Hillyard # 101904		Procter & Gamble		Misco		CEB74376			
	Product Size: Quart		32 oz trigger		32 oz		QUART			
	Units Per Case: 12		8		12		12			
4.7.9	Disinfectant Spray - Lysol or Equivalent, Various Scents									
	2.83	33.96	8.37	100.44	1.75	21	3.78	45.36	No Bid	
	Manufacturer: Hillyard # 105554		Reckitt Benckiser		midco		CEB74383			
	Product Size: 16 oz		19 oz		20 oz		16.5 OZ			
	Units Per Case: 12		12		12		12			
4.7.10	Aerosol Furniture Polish - Pledge or Equivalent									
	2.42	29.04	6.71	80.52	2	24	2.86	34.32	No Bid	
	Manufacturer: Hillyard # 105254		Johnson Diversey		midco		CEB74386			
	Product Size: 18 oz		12.5 oz		20 oz		20 OZ			
	Units Per Case: 12		12		12		12			
4.7.11	Aerosol Air Freshner - Various Scents									
	3	36	5.13	61.56	1.86	22.32	3.51	42.12	No Bid	
	Manufacturer: Hillyard # 104254		Johnson Diversey		midco		CEB74381			
	Product Size: 10 oz		14 oz		20 oz		20 OZ			
	Units Per Case: 12		12		12		12			
4.7.12	Glass Cleaner - Trigger Spray Bottle									
	2.98	35.65	3.82	45.84	1.47	17.65	2.11	25.32	No Bid	
	Manufacturer: Hillyard # 100204		Johnson Diversey		Misco		CEB74386			
	Product Size: Quart		12 oz		32. oz		QUART			
	Units Per Case: 12		12		12		12			
4.7.13	Glass Cleaner Refill									
	5.52	22.08	16.02	64.08	3.9	15.6	No Bid		No Bid	
	Manufacturer: Hillyard # 12106		Johnson Diversey		Misco					
	Product Size: Gallon		Gallon		Gallon					
	Units Per Case: 4		4		4					
4.7.14	Aerosol Stainless Steel Cleaner									
	2.95	35.4	8.86	106.32	1.86	22.32	3.42	41.04	No Bid	
	Manufacturer: Hillyard # 103454		Johnson Diversey		midco		CEB74392			
	Product Size: 15 oz		17oz		20 oz		20 OZ			
	Units Per Case: 12		12		12		12			
4.7.15	Bleach									
	1.78	7.12	No Bid		1.6	9.6	1.46	8.76	No Bid	
	Manufacturer: Quigley # Wlm06006				Clorox		CTX8711001			
	Product Size: Gallon				96 oz		GALLON			
	Units Per Case: 4				6		6			

BID T. LATION 52-17AUG05 JANITORIAL SUPPLIES

Item		Hillyard, Inc.		Moore Research, Inc.		Clayton Paper & Distributing, Inc.		Corporate Express		All American Poly	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.16	Carpet Stain Remover - Spray Bottle	4.38	52.56	3.48	41.76	1.85	22.2	3.19	38.28	No Bid	
	Manufacturer:	Hillyard # 91004		Clorox		Misco		CEB74380			
	Product Size	Quart		2 oz		32 oz		16 OZ			
	Units Per Case	12		12		12		12			
4.7.17	Carpet Shampoo for Carpet Machines	11.53	46.12	25.04	100.16	8.71	34.85	36.56	36.56	No Bid	
	Manufacturer:	Hillyard # 90206		Rubbermaid		Misco		RMC12019227			
	Product Size	Gallon		Gallon		Gallon		GALLON			
	Units Per Case	4		4		4		4			
4.7.18	Floor Wax	9.45	37.8	23.42	93.68	7.51	37.55	17.23	68.92	No Bid	
	Manufacturer:	Hillyard # 52206		Johnson Diversey		Misco		RMC11808427			
	Product Size	Gallon		Gallon		5 gallon		GALLON			
	Units Per Case	4		4		5/pl		4			
4.7.19	Floor Stripper	7.12	28.48	16.34	65.36	4.53	22.65	45.74	45.74	No Bid	
	Manufacturer:	Hillyard # 15106		Johnson Diversey		Misco		RMC11808327			
	Product Size	Gallon		Gallon		5 gallon		GALLON			
	Units Per Case	4		4		5/PL		4			
4.7.20	Gojo Foam Soap Must fit Gojo Foam Soap Dispenser	37.47	37.47	17.26	51.78	10.68	32.05	47.99	47.99	No Bid	
	Manufacturer:	GOJO Hillyard Private Lable		GoJo		GoJo		GOJ516203			
	Product Size	1250 ml		1250 ml #5161-03		1250 ml		1250ML			
	Units Per Case	3		3		3		3			
4.7.21	Liquid Hand Soap Refill - Lotion and AntiBacterial	7.67	30.68	17.98	71.92	11.32	33.96	11.76	47.04	No Bid	
	Manufacturer:	Hillyard # 388010		Colgate/Palmolive		GoJo		GOJ975504			
	Product Size	Gallon		Gallon		1250ml		GALLON			
	Units Per Case	4		4		3		4			
4.7.22	Trash Bags - Roll, clear, 7-10 Gallon, approximate size 24x24	18.12	18.12	.98 Roll	19.6	0.01349	13.49	13.97	13.97	0.0326	16.3
	Manufacturer:	Hillyard # linho4246nt		Pitt Plastic		Pitt		CEBHD24240GR		All American Poly	
	Product Size	Case		24 x 24		24 x 14		24 X 24		24 x 24	
	Units Per Case	Case (1000 bags)		20/50		500		1000		500 case	
4.7.23	Trash Bags - Roll, clear, Heavy Duty to Extra Heavy Duty 20-30 Gallon, approximate size 30x37	27.1	27.1	1.14 Roll	22.80 case	0.0387	19.35	16.61	16.61	0.07656	9.57
	Manufacturer:	Hillyard # lin3036hwh		Pitt Plastic		Pitt		CEBHD303716R		All American Poly	
	Product Size	LS		30 x 37		30 x 37		30 X 37		30 x 37	
	Units Per Case	Case (250)		20/25		500		250		125 case	

BID T. LATION 52-17AUG05 JANITORIAL SUPPLIES

Item		Hillyard, Inc.		Moore Research, Inc.		Clayton Paper & Distributing, Inc.		Corporate Express		All American Poly	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.24	Trash bags - Roll, Extra Heavy Duty, 50 Gallon or Larger size 43x48	22.15	22.15	3.02	24.16	0.1085	21.7	23.72	23.72	0.1539	15.39
	Manufacturer:	Hillyard # lin14348		Pitt Plastic		Pitt		CEBHD434816R		All American Poly	
	Product Size	Case		43 x 48		43 x 48		43 X 48		43 x 48	
	Units Per Case	Case (100)		8 (25)		200		200		100 case	
4.7.25	Mop Heads - Cut end and Loop end, all Sizes	7.53	90.36	9.8	117.6	2.74	32.88				No Bid
	Manufacturer:	Hillyard Hic24575		Bouras		Zephyr					
	Product Size	24 oz		12-32 oz		# 24					
	Units Per Case	12		12		12/case					
4.7.26	Powder Free Latex Gloves - All Sizes	4.3	43.1	8.67	86.7	3.45	34.5	37.03	37.03		No Bid
	Manufacturer:	SWK61075		Impact # 8625		Impact					
	Product Size	(100) Box		100 Box		s-xl					
	Units Per Case	10		10		Box (100)					
	Alternates										
4.7.27	Electrolux Vacuum Bags	No Bid		6.34	634	No Bid		No Bid		No Bid	
	Manufacturer:			Powr Flite # 411pb							
	Product Size			6 pk							
	Units Per Case			100							
4.7.28	Windsor Vacuum Bags	9.23	9.23	13.3	126.8	No Bid		No Bid		No Bid	
	Manufacturer:	Hillyard 71017		Powr Flite # 443pb							
	Product Size	Pkg (10)		10 pk							
	Units Per Case	1		20							
4.7.29	Filters for Windsor Back Pack Vacuum	No Bid		6.75	135	No Bid		No Bid		No Bid	
	Manufacturer:			Power Flite							
	Product Size			10 pk							
	Units Per Case			20							
4.8	Catalog Discount for Janitorial Supplies Offered but not including those items noted in the standard supply list above										
4.8.1	Catalog Discount Offered %	20%		20%				25%		1%	
4.9	Maximum Percentage increase on the Standard Supply List Only for each potential renewal period:										
	1st Renewal Period %	10%		20%		9%		10%		7%	
	2nd Renewal Period %	10%		20%		14%		10%		8%	
4.11	Coop	No		Yes		Yes		No		Yes	

BID T. LATION 52-17AUG05 JANITORIAL SUPPLIES

Item		United Distributors		Central Poly Corp.		Interboro Packaging Corp. A		Interboro Packaging Corp B		Interboro Packaging Corp C	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.1	Degreaser Cleaner - 409 or Equivalent, Spray Bottle	3.051	36.6	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Clorox									
	Product Size	32 oz									
	Units Per Case	12									
4.7.2	Degreaser Refill 409 or Equivalent	8.52	34.08	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Clorox									
	Product Size	Gallon									
	Units Per Case	4									
4.7.3	All Purpose Cleaner: 409 or Equivalent, Spray Bottle	4.16	49.92	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Johnson Fantastik									
	Product Size	32 oz									
	Units Per Case	12									
4.7.4	All Purpose Cleaner: Refill 409 or Equivalent	12.11	48.44	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Johnson Fantastik									
	Product Size	Gallon									
	Units Per Case	4									
4.7.5	Disinfectant Cleaner - Pinesol or Equivalent Spray Bottle	2.62	31.45	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Pinesol									
	Product Size	22 oz									
	Units Per Case	12									
4.7.6	Disinfectant Cleaner Refill - Pinesol or Equivalent	4.61	27.68	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Clorox									
	Product Size	60 oz									
	Units Per Case	6									
4.7.7	Toilet Bowl Cleaner - Acid Base, Squeeze Bottle	2.34	28	No Bid		No Bid		No Bid		No Bid	
	Manufacturer:	Sno Bol									
	Product Size	32 oz									
	Units Per Case	12									

BID T. LATION 52-17AUG05 JANITORIAL SUPPLIES

Item	United Distributors		Central Poly Corp.		Interboro Packaging Corp. A		Interboro Packaging Corp. B		Interboro Packaging Corp. C			
	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price		
4.7.16	Carpet Stain Remover - Spray Bottle		2.44	29.28	No Bid		No Bid		No Bid			
	Manufacturer:			409								
	Product Size		22 oz									
	Units Per Case		12									
4.7.17	Carpet Shampoo for Carpet Machines		6.48	25.92	No Bid		No Bid		No Bid			
	Manufacturer:		Misty									
	Product Size		Gallon									
	Units Per Case		4									
4.7.18	Floor Wax		15.96	63.84	No Bid		No Bid		No Bid			
	Manufacturer:		Franklin									
	Product Size		Gallon									
	Units Per Case		4									
4.7.19	Floor Stripper		14.02	56.1	No Bid		No Bid		No Bid			
	Manufacturer:		Franklin									
	Product Size		Gallon									
	Units Per Case		4									
4.7.20	Gojo Foam Soap Must fit Gojo Foam Soap Dispenser		15.3	45.89	No Bid		No Bid		No Bid			
	Manufacturer:		Gojo									
	Product Size		1250ml									
	Units Per Case		3									
4.7.21	Liquid Hand Soap Refill - Lotion and AntiBacterial		11.22	44.88	No Bid		No Bid		No Bid			
	Manufacturer:		dial									
	Product Size		Gallon									
	Units Per Case		4									
4.7.22	Trash Bags - Roll, clear, 7-10 Gallon, approximate size 24x24		0.0276	27.63	0.0118	11.8	19.34	19.34	11.74	11.74	11.74	11.74
	Manufacturer:		Lad 5800		Central Poly		INT		INT			
	Product Size		24 x 24		24 x 24		2424 Reg		2424 R			
	Units Per Case		1000		1000		1000		1000			
4.7.23	Trash Bags - Roll, clear, Heavy Duty to Extra Heavy Duty 20-30 Gallon, approximate size 30x37		0.0774	38.71	0.0296	14.8	17.98	17.98	13.84	13.84	8.84	8.84
	Manufacturer:		Lad 5815		Central Poly		INT		INT			
	Product Size		30 x 37		30 x 37		3037 x hvy		30 x 37 HVY		3037 Reg	
	Units Per Case		500		500		250		250		250	

BID TITRATION 52-17AUG05 JANITORIAL SUPPLIES

Item		United Distributors		Central Poly Corp.		Interboro Packaging Corp. A		Interboro Packaging Corp B		Interboro Packaging Corp C	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.24	Trash bags - Roll, Extra Heavy Duty, 50 Gallon or Larger size 43x48	0.0148	14.84	0.0815	16.3	14.34	14.34	11.48	11.48	9.98	9.98
	Manufacturer:	Lad 4357		Central Poly		INT		INT		INT	
	Product Size	43 x 48 Black		43 x 48		4348 X hvy		4348 HVY		4348 H	
	Units Per Case	100		200		100		100		100	
4.7.25	Mop Heads - Cut end and Loop end, all Sizes	No Bid		No Bid		No Bid		No Bid		No Bid	
	Manufacturer:										
	Product Size										
	Units Per Case										
4.7.26	Powder Free Latex Gloves - All Sizes	No Bid		No Bid		36.00	36.00	No Bid		No Bid	
	Manufacturer:					DVA/ADV					
	Product Size					SMLpfg					
	Units Per Case					1000					
	Alternates										
4.7.27	Electrolux Vacuum Bags	No Bid		No Bid		No Bid		No Bid		No Bid	
	Manufacturer:										
	Product Size										
	Units Per Case										
4.7.28	Windsor Vacuum Bags	No Bid		No Bid		No Bid		No Bid		No Bid	
	Manufacturer:										
	Product Size										
	Units Per Case										
4.7.29	Filters for Windsor Back Pack Vacuum	No Bid		No Bid		No Bid		No Bid		No Bid	
	Manufacturer:										
	Product Size										
	Units Per Case										
4.8	Catalog Discount for Janitorial Supplies Offered but not including those items noted in the standard supply list above										
4.8.1	Catalog Discount Offered %	33%		0%		0%					
4.9	Maximum Percentage increase on the Standard Supply List Only for each potential renewal period:										
	1st Renewal Period %	5%		10%							
	2nd Renewal Period %	5%		10%							
4.11	Coop	Yes		Yes		Yes					

BID T JATION 52-17AUG05 JANITORIAL SUPPLIES

Item		HP Products		ICS		AmSan		Grainger Industrial Supply	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.1	Degreaser Cleaner - 409 or Equivalent, Spray Bottle	1.96	23.52	No Bid		2.41	28.92		44.19
	Manufacturer:	Spartan Tough Duty				Clorox		Clorox 409	
	Product Size	Quart				12 Qts		22 oz	
	Units Per Case	12				12 Case		12	
4.7.2	Degreaser Refill 409 or Equivalent	6.11	24.44	No Bid		6.4	25.6		75.42
	Manufacturer:	Spartan Tough Duty				Clorox Professional		Clorox 409	
	Product Size	Gallon				Gallon		1 gal	
	Units Per Case	4				4 Gal case		4	
4.7.3	All Purpose Cleaner: 409 or Equivalent, Spray Bottle	1.73	20.76	No Bid		2.65	23.85	3.66	43.92
	Manufacturer:	Spartan ASAP				Clorox		Ball	
	Product Size	Quart				Quarts		Quart	
	Units Per Case	12				9 Gase		12	
4.7.4	All Purpose Cleaner: Refill 409 or Equivalent	5.83	23.32	No Bid		5.91	23.64	9.09	36.36
	Manufacturer:	Spartan ASAP				Clorox		Ball	
	Product Size	Gallon				Gallon		Gallon	
	Units Per Case	4				4		4	
4.7.5	Disinfectant Cleaner - Pinesol or Equivalent Spray Bottle	2	24	No Bid		1.35	16.2	No Bid	
	Manufacturer:	Spartan DMQ				Renown			
	Product Size	16 oz				Quarts			
	Units Per Case	12				12			
4.7.6	Disinfectant Cleaner Refill - Pinesol or Equivalent	6.08	24.32	No Bid		No Refill		No Bid	
	Manufacturer:	Spartan DMQ							
	Product Size	Gallon							
	Units Per Case	4							
4.7.7	Toilet Bowl Cleaner - Acid Base, Squeeze Bottle	1.11	13.26	No Bid		1.25	15	2.67	32.04
	Manufacturer:	Sparan Gemicidal				Renowa 9% HCL		Ball	
	Product Size	Quart				Quart		Quart	
	Units Per Case	12				12		12	

BID 7 JULATION 52-17AUG05 JANITORIAL SUPPLIES

Item		HP Products		ICS		AmSan		Grainger Industrial Supply	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.8	Bathroom Cleaner - Comet or Equivalent, Spray Bottle	1.32	15.82	No Bid		4.12	32.96	3.79	45.48
	Manufacturer:	Hepacide II				Procter & Gamble		Ball	
	Product Size	Quart				Quart		Quart	
	Units Per Case	12				8		12	
4.7.9	Disinfectant Spray - Lysol or Equivalent, Various Scents	5.75	68.95	No Bid		2.84	34.08		91.25
	Manufacturer:	Lysol				Renown		Lysol	
	Product Size	19 oz				16.5 oz		20 oz	
	Units Per Case	12				12		12	
4.7.10	Aerosol Furniture Polish - Pledge or Equivalent	1.98	23.75	No Bid		2.06	24.72		32.76
	Manufacturer:	HP Lemon Oil				Renown		Drackett (Pledge)	
	Product Size	19 oz				18 oz		17.7 oz	
	Units Per Case	12				12		6	
4.7.11	Aerosol Air Freshner - Various Scents	2.58	30.9	No Bid		2.41	28.92		3.04
	Manufacturer:	Airlift				Renown		Ball	
	Product Size	16 oz				16 oz		20 oz	
	Units Per Case	12				12		1	
4.7.12	Glass Cleaner - Trigger Spray Bottle	1.16	13.97	No Bid		1.25	15		51.35
	Manufacturer:	Acclaim				Renown		Drackett Windex	
	Product Size	Quart				Quart		32 oz	
	Units Per Case	12				12		12	
4.7.13	Glass Cleaner Refill	3.36	13.42	No Bid		4.4	17.6		9.2
	Manufacturer:	Acclaim				Renown		Drackett Windex	
	Product Size	Gallon				Gallon		Gallon	
	Units Per Case	4				4		1	
4.7.14	Aerosol Stainless Steel Cleaner	1.77	21.29	No Bid		2.8	33.6	8.9	106.8
	Manufacturer:	HyPower				Renown		3 M	
	Product Size	16 oz				20 oz		21 oz	
	Units Per Case	12				12		12	
4.7.15	Bleach	1.22	7.3	No Bid		1.35	8.1	11.61	69.66
	Manufacturer:	Champion				Always Save		Ball	
	Product Size	Gallon				Gallon		96 oz	
	Units Per Case	6				6		6	

BID T ILATION 52-17AUG05 JANITORIAL SUPPLIES

Item		HP Products		ICS		AmSan		Grainger Industrial Supply	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.16	Carpet Stain Remover - Spray Bottle	1.3	15.58	No Bid		4.85	58.2	4.17	50.04
	Manufacturer:	Gone				Renown Oxy Spotter		Ball	
	Product Size	Quart				Quart		Quart	
	Units Per Case	12				12		12	
4.7.17	Carpet Shampoo for Carpet Machines	5.62	22.49	No Bid		9.03	36.12	13.57	54.28
	Manufacturer:	Spartan Extraction				Renown Extraction		Ball	
	Product Size	Gallon				Gallon		Gallon	
	Units Per Case	4				4		4	
4.7.18	Floor Wax	42.73	42.73	No Bid		8.65	34.6	14.1	56.4
	Manufacturer:	Hy Power Supergloss 22				Renown High Gloss		Ball	
	Product Size	5 Gallon Pail				Gallon		Gallon	
	Units Per Case	1				4		4	
4.7.19	Floor Stripper	20.44	20.44	No Bid		34.8	34.8	10.18	40.72
	Manufacturer:	HY Power				Renown HP Stopper		Ball	
	Product Size	Quick Strip				Gallon		Gallon	
	Units Per Case	5 Gallon Pail				1		4	
4.7.20	Gojo Foam Soap Must fit Gojo Foam Soap Dispenser	10.91	32.72	No Bid		10.49	31.47		84.87
	Manufacturer:	Gojo FMX Provon				Gojo		Gojo	
	Product Size	1250ml				1250ml		2000ml	
	Units Per Case	3				3		2	
4.7.21	Liquid Hand Soap Refill - Lotion and AntiBacterial	5	20	No Bid		4.18/6.00	16.72/24.00		52.79
	Manufacturer:	HY power anti mic				Renown		Gojo	
	Product Size	Gallon				Gallon		Gallon	
	Units Per Case	4				4		4	
4.7.22	Trash Bags - Roll, clear, 7-10 Gallon, approximate size 24x24	0.01023	10.23	No Bid		14.25	14.25		21.22
	Manufacturer:	Pitt				Pitt/Renown		Tough Guy	
	Product Size	24 24 6 mic				24x24		7-10 Gal	
	Units Per Case	1000				1000			
4.7.23	Trash Bags - Roll, clear, Heavy Duty to Extra Heavy Duty 20-30 Gallon, approximate size 30x37	0.03764	18.82	No Bid		24.68	24.68		43.47
	Manufacturer:	Pitt				Pitt/Renown		Tough Guy	
	Product Size	30 x 37 13mic				30x37		20-30 Gallon 24x24	
	Units Per Case	500				500		500	

BID 7 JLATION 52-17AUG05 JANITORIAL SUPPLIES

Item		HP Products		ICS		AmSan		Grainger Industrial Supply	
		Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price	Unit Price	Case Price
4.7.24	Trash bags - Roll, Extra Heavy Duty, 50 Gallon or Larger size 43x48	0.09155	18.31	No Bid		21.36	21.36		39.92
	Manufacturer:	Pitt				Pitt/Renown		Tough Guy	
	Product Size	43 x 48 17mic				43x48		55 Gal 43	
	Units Per Case	200				200		200	
4.7.25	Mop Heads - Cut end and Loop end, all Sizes			No Bid		3.50/4.24/ 5.80	42.00/50.88/ 69.60		
	Manufacturer:					Golenstor/Renown			
	Product Size					16-24 oz			
	Units Per Case					12			
4.7.26	Powder Free Latex Gloves - All Sizes	3.22	32.2	3.84	38.4	3.7	37		
	Manufacturer:	Liberty S-XL		Cypress		Renown/Impact			
	Product Size			S-XL		S-XL			
	Units Per Case			1000 Case		10 box of 1000			
Alternates									
4.7.27	Electrolux Vacuum Bags	No Bid		No Bid		5.00	5.00	No Bid	
	Manufacturer:					Hoover Type A			
	Product Size					3 PK			
	Units Per Case					3PK			
4.7.28	Windsor Vacuum Bags	1.1	11	No Bid		12.94	12.94	No Bid	
	Manufacturer:	M & M Vacuum				Windsor			
	Product Size					Vac Bag			
	Units Per Case	10				10 PK			
4.7.29	Filters for Windsor Back Pack Vacuum	0.99	9.9	No Bid		15.18	15.18	No Bid	
	Manufacturer:	Pro Team				Windsor Micro Filter			
	Product Size					Vac Bag			
	Units Per Case	10				10 PK			
4.8	Catalog Discount for Janitorial Supplies Offered but not including those items noted in the standard supply list above								
4.8.1	Catalog Discount Offered %			5%				10%	
4.9	Maximum Percentage increase on the Standard Supply List Only for each potential renewal period:	40%				30%			
	1st Renewal Period %	5%		25%		5%		TBD	
	2nd Renewal Period %	10%		25%		5%		TBD	
4.11	Coop	Yes		Yes		Yes		Yes	

**PURCHASE AGREEMENT
FOR
JANITORIAL SUPPLIES TERM AND SUPPLY**

THIS AGREEMENT dated the 6 day of OCT 2005 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Clayton Paper & Distributing, Inc.**, herein "Contractor".

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

1. Contract Documents - This agreement shall consist of this Purchase Agreement for **Janitorial Supplies Term and Supply**, County of Boone Request for Bid, bid number **52-17AUG05**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, any applicable addenda, as well as the Contractor's bid response dated August 15, 2005 and executed by Jim Clayton, on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, and any applicable addenda shall prevail and control over the Contractor's bid response.

2. Contract Duration - This agreement shall commence on Date of Award and extend through June 30, 2006 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 subject to the pricing clauses in the Contractor's bid response 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 after exercising diligent efforts to do so or not.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County all items per the bid specifications and responded to in section 4.7.1. through 4.7.26., and in conformity with the contract documents for the prices set forth in the Contractor's bid response, as needed and as ordered by County.

4. Delivery - Contractor agrees to deliver the items as specified and as requested by the County.

5. Billing and Payment - All billing shall be invoiced to the Boone County Facilities Maintenance Department and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt; Contractor 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 Contractor, 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.

6. 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.

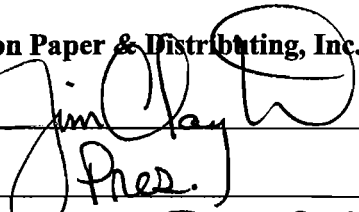
7. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality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

8. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

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

Clayton Paper & Distributing, Inc.

by 
title Pres.

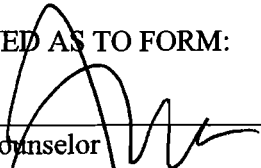
address P.O. Box 8192
St Joseph, Mo. 64508

BOONE COUNTY, MISSOURI


by: Boone County Commission

Keith Schmarre, Presiding Commissioner

APPROVED AS TO FORM:


County Counselor

ATTEST:


Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

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

6101-23050 Term/Supply

no encumbrance required 9/28/05
Signature by Date Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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

Now on this day the County Commission of the County of Boone does hereby cancel the contract with Cooke Sales and Services for bid 38-17MAY05 for a 20-Ton Trailer due to failure to meet width and ramp length specifications.

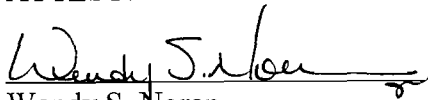
The County Commission does hereby re-award bid 38-17MAY05 for a 20-Ton Trailer to Crown Power and Equipment. It is further ordered that the Presiding Commissioner be hereby authorized to sign said contract.

Done this 6th day of October, 2005.

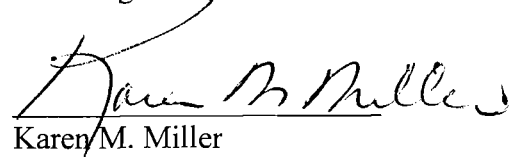


Keith Scharre
 Presiding Commissioner

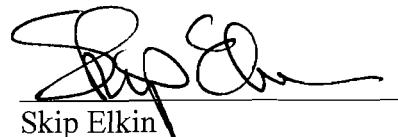
ATTEST:



Wendy S. Noren
 Clerk of the County Commission



Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

395-2005

MEMORANDUM

TO: Boone County Commission
FROM: Heather Turner, CPPB
DATE: September 26, 2005
RE: 38-17MAY05 Twenty (20) Ton Trailer Contract Cancellation

Purchasing and the Public Work's department request cancellation of contract 38-17MAY05 for the 2005 Twenty (20) Ton Trailer. This contract was given Commission Order #260-2005; the associated Purchase Order is #2005000261.

Cooke Sales & Service failed to meet the bid requirements outlined in the attached letter from Greg Edington including trailer width and ramp length. The contractor was given an opportunity to modify the trailer to meet the needs of Public Works, but the work performed was not satisfactory to the department. Therefore, we request cancellation of this contract.

cc: David Mink, Public Works
Greg Edington, Public Works
Auditor's Office
Bid File

Boone County Public Works

Gregory P. Edington
Fleet Operations Superintendent
Maintenance Operations Division



5551 Highway 63 South
Columbia, Missouri 65201-9711
(573) 449-8515 ext. 226
FAX (573) 875-1602
E-MAIL: gedington@boonecountymo.org
<http://www.Showmeboone.com>

September 13, 2005

Mr. Rob Bristow
Cooke Sales & Service
809 Westminster Ave.
P.O. Box 826
Fulton, MO 65251

Dear Rob:

The following was relayed to you via our Purchasing department:

We went over to look at the trailer that was awarded to Cooke Sales and it was severely deficient as per specifications. The following were items that were not met:

1. Section 2.2.3. - the trailer was only 8'3" wide while 8'6" was specified (this is acceptable but not to specs); I am not sure if it met the 8 degree on the beaver tail; the ramps were short by 8" and were constructed with wooden wheel paths - we specified "ladder ramps" which is 2"x2" angle welded point side up in the wheel paths and the ramps should have been longer (6') to decrease the load angle onto the trailer.
2. Section 2.2.5. - the trailer had a wood planked floor in the entire "beaver-tail" while the specifications called for "beaver tail shall have traction 2" x 2" angle 6" C/C wheel paths" the trailer was also lacking Bucket plate.
3. Section 2.2.14. - the specifications were "Dual (2) - 70,000 lb. static / 40,000 lb. lift, (heavy duty 2-speed screw type) mounted on Headboard" while the trailer had one jack mounted behind the tongue.

Also prior to ordering the trailer I was told that the manufacturer would make the ladder ramps fold flat on the "beaver tail", the trailer arrived with ramps that stood at 90 degrees to the bed. I should have got this in writing but I did not.

Our Maintenance Operations Manager stopped by your shop the other day and had several concerns about the corrective actions that have been completed to date. The work that has been

done is **NOT** satisfactory. There are some major concerns over the ramp work and other welding /cutting that had been done to the trailer. Also the dual jacks have not been completed.

It has been decided that before you incur any other expense on your trailer, the County wishes to withdraw the contract for the purchase of the trailer. It was the intent of the bid to have delivered a trailer as per specifications from the trailer manufacturer and that has not been the case.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg P. Edington". The signature is fluid and cursive, with a large initial "G" and "E".

Greg Edington
Fleet Maintenance Superintendent
Boone County Public Works

Cc: ✓ Heather Turner, Purchasing Dept.
Chip Estabrooks, Public Works Dept.
Bid File

Boone County Purchasing

Heather Turner, CPPB
Buyer



601 E. Walnut, Room 209
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

395-2005

MEMORANDUM

TO: Boone County Commission
FROM: Heather Turner, CPPB
DATE: September 28, 2005
RE: 38-17MAY05 Twenty Ton Trailer

The bid for a Twenty Ton Trailer closed on May 17, 2005. Eight bids were received. The trailer from the low bidder, Cooke Sales & Service, did not meet the required bid specifications in more than one area. Therefore, Purchasing and the Public Works Department recommend awarding to the 2nd low bidder, Crown Power & Equipment.

Total cost of the contract is \$12,501.00 to be paid out of department 2040 - PW Maintenance Operations, account number 92300 – Replacement Machinery/Equipment. The budgeted amount for this purchase is \$20,000.00.

Please find attached a copy of the bid tabulation for your review.

ATT: Bid Tabulation

cc: Greg Edington, Public Works
Bid File

BID TABULATION
38-17MAY05 - 2005 Twenty Ton Trailer

	Trail King	Utility Trailer Company	Crown Power and Equipment	The Victor L. Phillips Company	Cooke Sales & Service	Dinzler Equipment Company	Tri-State Construction Equipment Company #1	Tri-State Construction Equipment Company #2
	<u>Price</u>	<u>Price</u>	<u>Price</u>	<u>Price</u>	<u>Price</u>	<u>Price</u>	<u>Price</u>	<u>Price</u>
4.7 PRICING								
4.7.1. Trailer as per Section 2	14,538.72	16,614.00	16,201.00	19,812.00	16,900.00	16,059.00	16,125.00	17,500.00
4.8. Trade-In	(1,000.00)	(3,700.00)	(4,050.00)	(4,000.00)	(6,400.00)	0.00	(2,250.00)	(2,250.00)
4.9. Grand Total (less Trade-In: 4.7.1. - 4.8)	13,538.72	12,914.00	12,151.00	15,812.00	10,500.00	16,059.00	13,875.00	15,250.00
4.10. Warranty	See bid	1year	1year	1year	N/R	See Bid	See Bid	See Bid
4.11. Deviations	See bid	See bid	N/R	N/R	N/R	See Bid	See Bid	See Bid
4.13. Cooperative	Yes	Yes	Yes	Yes	N/R	Yes	Yes	Yes
4.14. Delivery ARO	18 weeks	7 weeks	6-8 weeks	8-10 weeks	30 days	5-7 weeks	75-90 days	75-90 days

No Bids

Sydenstricker
 Luby Equipment and Services
 GM Supply Company Inc.
 Maxwell Trailers & Pickup Acc.

Opened By: Melinda Bobbitt

Recorded By: Greg Edington

Date: May 17, 2005

Time: 10:33 a.m.

9/28/05

PURCHASE REQUISIT

BOONE COUNTY, MISSOURI

DATE

4362

Crown Power & Equipment

VENDOR NO.

VENDOR NAME

PHONE #

ADDRESS

CITY

STATE ZIP

BID DOCUMENTATION

This field **MUST** be completed to demonstrate compliance with statutory bidding requirements.
Refer to RSMo 50.660, 50.753-50.790, and the Purchasing Manual—Section 3

- Bid /RFP (enter # below)
- Sole Source (enter # below)
- Emergency Procurement (enter # below)
- Written Quotes (3) attached (<\$750 to \$4,449)
- <\$750 No Bids Required (enter bid # below if you are purchasing from a bid, even if this purchase is <\$750)
- Professional Services (see Purchasing Policy Section 3-103)

- Transaction Not Subject To Bidding For The Following Reason:**
- Utility
 - Travel
 - Dues
 - Refund
 - Cooperative Agreement
 - Other (Explain):
 - Training
 - Pub/Subscriptions
 - Required Gov Payment
 - Agency Fund Distribution

RECEIVED

SEP 30 2005

#38-17MAY05

(Enter Applicable Bid / Sole Source / Emergency Number)

BOONE COUNTY AUDIT

Ship To Department # 2040

Bill To Department # 2040

Department	Account	Item Description	Qty	Unit Price	Amount
2 0 4 0	9 2 4 0 0	Twenty Ton Trailer	1	16551.00	16551.00
		Trade In 1994 Contrail 10 Ton Trailer S/N 1P9F20D22RG162979	1		(\$4050.00)
		TOTAL			\$12501.00

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



Requesting Official

9-29-05

Auditor Approval



**PURCHASE AGREEMENT FOR
Twenty Ton Trailer**

THIS AGREEMENT dated the 16 day of OCT 2005 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Crown Power & Equipment**, herein "Contractor."

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

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for the Twenty Ton Trailer, bid number **38-17MAY05** including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form, Standard Terms & Conditions, any applicable addenda, as well as the Contractor's bid response dated May 16, 2005 executed by Robert Crane, on behalf of the Contractor. All such documents shall constitute the contract documents which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, the terms, conditions, provisions and requirements contained in the bid specifications including Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form, Standard Terms & Conditions, and any applicable addenda shall prevail and control over the Contractor's bid response.

2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with the following:

- | | |
|---|--------------|
| • Item 4.7.1. – Twenty (20) Ton Trailer | \$16,551.00 |
| • Trade-In One (1) 1994 Conrail CG-20 (Gooseneck) 10 ton trailer
Serial #1P9F20D22RG162979 | (\$4,050.00) |
| • For a total cost of | \$12,501.00 |

3. **Delivery** - Contractor agrees to deliver the equipment per the bid specifications and within 6 to 8 weeks after receipt of order.

4. **Billing and Payment** - All billing shall be invoiced to Boone County Public Work's Department and billings may only include the prices listed in the Contractor's bid response. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges in the Contractor's bid response to the specifications. The County agrees to pay all invoices within thirty days of receipt; Contractor 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 Contractor, 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.

Crown Power & Equipment

by *Shelley Chapman*
 title *General Manager*

BOONE COUNTY, MISSOURI

by *[Signature]*
 Boone County Commission
[Signature]
 Keith Schmale, Presiding Commissioner

APPROVED AS TO FORM:

[Signature]
 County Counselor

ATTEST:

Wendy S. Noren
 Wendy S. Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 55.660, 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.)

James C. Pitchford
 Signature *by se*

9/28/05
 Date

2040/92300 -
 \$12,501.00
 Appropriation Account

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

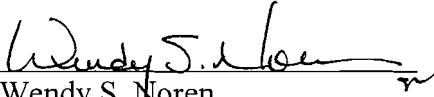
the following, among other proceedings, were had, viz:

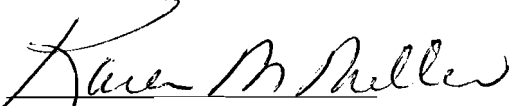
Now on this day the County Commission of the County of Boone does hereby authorize the disposal of miscellaneous equipment as listed on the September 29, 2005 memo from the Purchasing Department. It is further ordered that the Presiding Commissioner be hereby authorized to sign said disposal request forms.

Done this 6th day of October, 2005.


 Keith Schnarre
 Presiding Commissioner

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

Boone County Purchasing
 Kerry Patton
 Office Specialist



601 E. Walnut, Room 209
 Columbia, MO 65201
 Phone: (573) 886-4394

396-2005

MEMORANDUM

TO: Boone County Commission
 FROM: Kerry Patton
 RE: Misc Equipment
 DATE: September 29, 2005

The following items have been identified as surplus. The Purchasing Department is requesting approval for disposal by auction.

	Asset #	Description	Make	Model	Condition of Asset	Serial #
1.	04712	CHAIR BROWN WALNUT	WHITEHALL	500	POOR	
2.	12166	19"TELEVISIO N	BROKSONIC	C5GV5463TT	BUTTONS ON TV DON'T WORK	065490817128B
3.	13318	INTOXILYZER		S-D5	BROKEN	
4.	13351	INTOXILYZER		S-D5	BROKEN	
5.	NONE	DESK JET	HP	722C	OK	US7B11RQR
6.	10191	VIDEO CAMERA	CANNON	LZ	NON FUNCTIONAL	2700000238
7.	07389	CAMERA	RCA	VHS VIDEO	NON FUNCTIONAL	
8.	05709	CAMERA	POLAROID	CU5	FUNCTIONAL	
9.	NONE	CAMERA	NIKON	N2000	FUNCTIONAL	35402005
10.	NONE	CAMERA	PENTAX	ME35MM	FUNCTIONAL	4095131
11.	NONE	CAMERA	MINOLTA	XG1 35MM	FUNCTIONS	
12.	NONE	MICROPHONE	UNIDYNE	PE515	NONE FUNCTIONAL	
13.	NONE	MONITOR	WATCHMAN	BLACK AND WHITE	NONE FUNCTIONAL	9036261
14.	05716	SOUND PROJECTOR	B&H		NON FUNCTIONAL	5325007
15.	8575	VIDEO PRINTER	PANASONIC	AGEP80	NON FUNCTIONAL	

cc: Sue Lake, Auditor
 Surplus File

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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

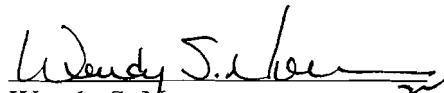
Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1251-03411: Sheriff – Federal Grant Revenue	\$96,795.00
1251-10100: Sheriff – Salary and Wages	\$17,940.00
1251-10200: Sheriff – FICA	\$1,372.00
1251-10300: Sheriff – Health Insurance	\$2,210.00
1251-10325: Sheriff – Disability Insurance	\$83.00
1251-10350: Sheriff – Life Insurance	\$20.00
1251-10375: Sheriff – Dental Insurance	\$158.00
1251-10400: Sheriff – Worker’s Comp	\$822.00
1251-10500: Sheriff – 401(A) Match	\$325.00
1251-91300: Sheriff – Machinery and Equipment	\$22,916.00
1251-91301: Sheriff – Computer Hardware	\$11,121.00
1251-91400: Sheriff – Vehicles	\$39,828.00

Said budget amendment is for the Traffic Grant award to fund two full time deputies.

Done this 6th day of October, 2005.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission


 Keith Schnarre
 Presiding Commissioner


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

REQUEST FOR BUDGET AMENDMENT BOONE COUNTY, MISSOURI

1st 4/26
2nd 10/6

9/26/05

EFFECTIVE DATE

FOR AUDITORS USE
397-2005

Department					Account					Department Name	Account Name	(Use whole \$ amounts)	
												Decrease	Increase
1	2	5	1		0	3	4	1	1	Sheriff	Fed. Grant Revenue		96795.
					1	0	1	0	0	Salary & Wages	2 FTE Detention (Oct 1 - Dec 31)		17940.
					1	0	2	0	0	FICA			1372
					1	0	3	0	0	Health			2210.
					1	0	3	2	5	Disability			83
					1	0	3	5	0	Life			20.
					1	0	3	7	5	Dental			158.
					1	0	4	0	0	Work Comp			822.
					1	0	5	0	0	401A Match			325.
					9	1	3	0	0	Mach & Eq.			22916.
					9	1	3	0	1	Computer Hdwe			11121.
					9	1	4	0	0	Vehicles			39828.

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): **To establish budget for Traffic Grant awarded by Missouri Dept. of Transportation-Highway Safety Division. This grant was approved by County Commission on May 26, and May 31, 2005. This Unit will be supervised by Scott Ewing, Position #541. This position will become a Sergeant position – with additional cost to the department of \$8,836.70. This additional cost will be covered by position savings in position 559 for year 2005.**

Capt Beverly Brown
Requesting Official

TO BE COMPLETED BY AUDITOR'S OFFICE

- A schedule of previously processed Budget Revisions/Amendments is attached.
- A fund-solvency schedule is attached. *N/A*
- Comments:

agenda

[Signature]
Auditor's Office

PRESIDING COMMISSIONER

[Signature]
DISTRICT I COMMISSIONER

[Signature]
DISTRICT II COMMISSIONER

BUDGET AMENDMENT PROCEDURES

County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.

- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

CONTRACT

Form HS-1

Cover Page

Missouri Department of Transportation
HIGHWAY SAFETY DIVISION
P.O. Box 270
Jefferson City, MO 65102

Phone : 573-751-4161
1-800-800-BELT

Fax : 573-634-5977

Name of Grantee
Boone County Sheriff's Dept.

Grantee County
Boone

Grantee Address
2121 County Dr.
Columbia, MO 65202

Telephone
(573) 875-1111

Fax
(573) 874-8953

Project Title: Full Time Traffic Unit
Project Number: 06-PT-02-24
Program Area: 02 - Police Traffic Services
Funding Code: 402

Type of Project: Initial
Started: October 01, 2005

Federal Funds Benefiting

State:	\$0.00
Local:	\$165,699.26
Total:	\$165,699.26

Source of Funds

Federal:	\$165,699.26
State:	\$0.00
Local:	\$0.00
Total:	\$165,699.26

Contract Period
Effective: October 01, 2005
Through: September 30, 2006

Posted to Obligation Control



HS USE ONLY

Prepared by
Mike Breckle

Authorizing Official

Date

Capt. Beverly Brown

9-23-05

Project Director

Date

Highway Safety Director

Effective Date

It is mutually agreed by the parties executing this contract to the following: the reimbursable costs shall not exceed the total obligated amount of \$165,699.28; the recipient of funds shall proceed with the implementation of the program as detailed in attached forms (which become part of this agreement) and shall adhere to conditions specified in attachments (which become part of this agreement); all Federal and State of Missouri laws and regulations are applicable and any addendums or conditions thereto shall be binding; any facilities and/or equipment acquired in the connection with this agreement shall be used and maintained for highway safety purposes; the recipient of funds must comply with the Title VI of the Civil Rights Act of 1964, and the Federal Funds from other sources, excluding Federal Revenue Sharing Funds, will not be used to match the Federal funds obligated to this project.

HB

9/26/2005

FY 2005
Budget Amendments/Revisions
Sheriff (1251)

Index #	Date Recd	Account	Account Name	\$Increase	\$Decrease	Reason/Justification
1	2/25/2005	23850	Minor Equipment & Tools		329	Replace broken under-counter refrigerator
		92300	Replacement Machinery & Equipment	329		
2	4/11/2005	23200	Ammunition		575	Purchase gun safe/dehumidifier
		91100	Furniture & Fixtures	575		
3	7/21/2005	60050	Equipment Service Contract		1,584	Correct budget for pawnshop system software maintenance
		70050	Software Service Contract	1,584		
4	9/26/2005	3411	Federal Grant Reimbursement	96,795		Highway Safety Full Time Traffic Unit Grant 10/1/05 - 12/31/05
		10100	Salary & Wages	17,940		
		10200	FICA	1,372		
		10300	Heath Insurance	2,210		
		10325	Disability Insurance	83		
		10350	Life Insurance	20		
		10375	Dental Insurance	158		
		10400	Workers Comp	822		
		10500	401A Match	325		
		91300	Machinery & Equipment	22,916		
		91301	Computer Hardware	11,121		
		91400	Vehicles	39,828		

Dept 1251 Sheriff
 Full-Time Traffic Unit Grant
 2005 Budget Amendment Calculations
 Prepared by Auditor's Office 10/5/2005

<u>Account</u>	<u>Hourly Rate*</u>	<u>Annual Hours</u>	<u>Annual \$ Total 1 Deputy</u>	<u>Multiplied by Oct-Dec Portion</u>	<u>Equals 1 Deputy Oct-Dec</u>	<u>Multiplied by FTE's Funded by Grant</u>	<u>Equals \$ Total</u>
10100 Salary & Wages	17.25	2,080	35,880.00	0.25	8,970.00	2.00	17,940.00
10200 FICA			2,744.82	0.25	686.21	2.00	1,372.41
10300 Health Ins			4,419.00	0.25	1,104.75	2.00	2,209.50
10325 Disability Ins			165.05	0.25	41.26	2.00	82.52
10350 Life Ins			39.00	0.25	9.75	2.00	19.50
10375 Dental Ins			315.00	0.25	78.75	2.00	157.50
10400 Workers Comp			1,643.30	0.25	410.83	2.00	821.65
10500 401A Match			650.00	0.25	162.50	2.00	325.00
			<u>45,856.17</u>		<u>11,464.04</u>		<u>22,928.09</u>

<u>Account</u>	<u>Item Description</u>	<u>\$Cost/Item</u>	<u>Multiplied by #of Items</u>	<u>Equals \$ Total</u>
91300 Machinery & Equipment	Portable Radio	894.23	2	1,788.46
	Mobile Radio	3,092.23	2	6,184.46
	Mobile Video Camera System	5,835.00	2	11,670.00
	Radar Unit	1,636.50	2	<u>3,273.00</u>
				22,915.92
91301 Computer Hardware	Mobile Data Terminal	5,560.50	2	11,121.00
91400 Vehicle	Patrol Vehicle	19,914.00	2	<u>39,828.00</u>
TOTAL				<u>96,793.01</u>

* Midpoint of Range 32

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned Term. 20 05

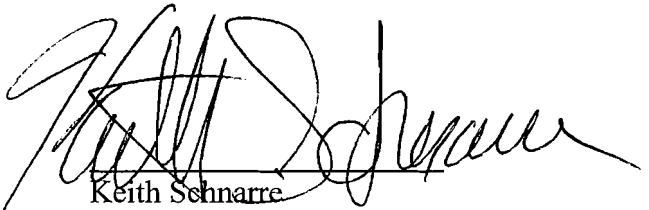
In the County Commission of said county, on the 6th day of October 20 05

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

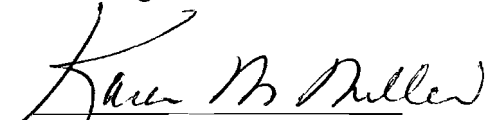
Now on this day the County Commission of the County of Boone does hereby change position 541 currently a Deputy (Range 32) to Sergeant (Range 40) effective October 1, 2005 as required by the Missouri Department of Public Safety Full-Time Traffic Unit Grant awarded to the Boone County Sheriff's Department.

Should the County choose to discontinue local funding of the traffic enforcement unit after the time period required by the grant, the classification of position 541 should be reviewed by the Commission and Sheriff's Department.

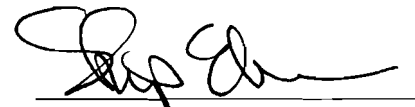
Done this 6th day of October, 2005.



Keith Schnarre
 Presiding Commissioner

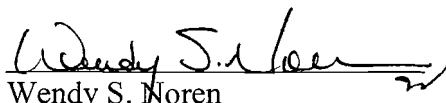


Karen M. Miller
 District I Commissioner



Skip Elkin
 District II Commissioner

ATTEST:



Wendy S. Noren
 Clerk of the County Commission

POSITION DESCRIPTION QUESTIONNAIRE BOONE COUNTY

Description of form: to review a current position for appropriate classification

Procedure:

1. Employee completes Section 1, signs and dates the form and forwards it to their immediate supervisor.
2. Immediate supervisor completes Section 2, signs and dates the form and submits it to their Administrative Authority. (If the employee reports directly to the Administrative Authority, the Administrative Authority would complete Section 2.)
3. Administrative Authority reviews the information, completes Section 3, signs the form and submits it to Human Resources.
4. Human Resources reviews the information and submits it to the Job Classification Committee.
5. Job Classification Committee reviews the request and forwards their recommendation to the Boone County Commission for a decision.

SECTION 1: TO BE COMPLETED BY THE EMPLOYEE

Name Scott M. EWING Date 10-01-2005

Job Title Traffic Enforcement Sergeant Dept. Sheriff's

Work Schedule (indicate days and hours you work – explain rotating shifts, on-call duties or other unusual schedules) typical hours are 7am-3pm for a 4 dayson, 2 days off rotation. I am on call every other week for serious injury accidents, and fatality accidents, and Drug Recognition Evaluations. I am expected to work if needed on leave days with little or no prior notice.
Immediate Supervisor Captain Gary German **Location:** Sheriff's Department.

General Responsibilities (Summarize the primary duties and responsibilities of your position.)
Primary responsibilities include supervising the Deputies assigned to the Traffic Unit. Assist as needed with regular patrol duties. Enforce the Laws of the State of Missouri and ordinances of Boone County. Planning and organizing activities (i.e. complaint area enforcement, high crash area enforcement, etc), for traffic unit personnel. Evaluate performance of Deputies assigned to Traffic Enforcement. Formulate and make available to the community various safety programs. Supervise Enforcement Patrol Deputies as the need (i.e. when both shift Sgts are off or unavailable).

Your Duties: Describe in detail your permanent duties and responsibilities. List your most important duties first. Indicate time spent on each duty (approximately what percentage of your time is spent on each task, total amount of time for this job must add up to 100%) Attach additional sheet if necessary.

<u>Duties</u>	<u>% of time</u>
* Conducting Traffic Stops	25%
* Report writing	5%
* Speaking with victims, witnesses & suspects	3%
* Issuing traffic summonses	15%
* Investigating traffic accidents	2%
* Arresting Law violators	1%
* Transporting prisoners	1%
* Processing prisoners	1%
* Testifying in court	2%
* Serving arrest and/or search warrants	2%
* Training to maintain P.O.S.T. certification	3%
* Attend meetings (i.e. M.A.D.D., LETSAC etc)	3%

Duties (Cont.)

* Patrol Vehicle Maintenance	1%
* Assist other agencies, Dept. Divisions, Fire Personnel, EMS	5%
* Prepare Traffic related statistical reports	2%
* Maintain breath alcohol instruments	2%
* Organize, & prepare paperwork and implement sobriety checkpoints	1%
* Respond to calls for service	6%
* Supervise subordinates	15%
* Identifying / collecting evidence	5%

List any special tasks you perform less frequently (example: special monthly reports, etc.)

Task	How Often
firearms training	4 x year
monthly traffic statistics	once monthly
monthly grant paperwork	"
yearly grant reports	once yearly
racial profiling statistics	monthly
Attend Training	min. 24 hrs. yearly

Contacts: Explain if an important part of your work is contact with others, describe purpose and frequency and mode of communication such as in-person, telephone, correspondence, etc.

Report to MODot Office of Highway Safety on status of grants by e-mail, telephone or in person. In person contact is essential for the roll of a traffic deputy in reference to traffic stops, accident investigation and other similar related activities.

Physical Effort: Describe physical effort required such as lifting, standing, walking

A deputy Sheriff is expected to walk, stand, run, pursue subjects on foot, restrain combative or uncooperative individuals. Deputies are required to enter and exit their patrol vehicle numerous times during a shift. Expectations include climbing, lifting subjects, remove debris from roads, all the time remain able to fire their duty weapons. Anytime day or night, any kind of weather condition or ground condition is when any activity could occur.

Travel Requirements: Indicate purpose and frequency of travel and whether day or overnight

Attend meetings out of town usually during the day
Attend training / conferences out of town usually overnight.

Patrol / Traffic Enforcement duties begin with each shift and traveling from one location to another is an essential part of those duties. Daily travel is required during both daylight and dark hours, an average 50-150 miles daily in all kinds of weather.

Supervision of Others (If none, list not applicable.)

1. Number of employees directly under your supervision

<u>Name</u>	<u>Title</u>
Mark Winchester	Traffic Enforcement Deputy
Brian Leer	Traffic Enforcement Deputy

2. Percentage of time spent on supervision and related duties: 95%

3. As a supervisor, do you:
- Make daily assignments yes no
 - Approve and disapprove leave requests yes no
 - Reassign job duties on permanent basis yes no
 - Interview and make hiring recommendations yes no
 - Recommend disciplinary actions yes no
 - Prepare and conduct performance evaluations yes no

4. Is the primary emphasis of your work the technical skill used or the supervision of other employees? technical supervisory

Materials and Equipment

What are the principal materials and products that you handle such as incoming mail, computer reports, purchase orders, applications, etc. computer reports for racial profiling, Breath Alcohol certification applications, traffic complaints, Breath Alcohol Instrument monthly certification, monthly/yearly grant reports.

List the equipment used in your work such as computer, calculator, copy machine, etc. _____

Computer	Copier
Patrol vehicle	Calculator
Mobile Data Terminal (MDT)	Accident Invest. Notebook
Doppler radar unit	PBT.
Digital in-car video system	Breath Alcohol Instrument - Datamaster
Citation book	Office telephone /voice mail
Hardware	Cellular telephone
Shotgun	Calendar
mobile & portable police radios	Patrol Veh. emergency equipment (lights & siren)
Digital camera	Fax

- Department computer system
- Bullet resistant vest
- Taser
- Handcuffs
- Collapsible baton
- Pepper spray
- Road flares
- Radar Trailer
- Bat van

Source of Instruction

Describe your source of instruction (oral, written, etc.) Verbal direction as well as directions via e-mail are received from a command staff member (Captains, Major or the Sheriff). The policy and procedure manual is the written source for Departmental instruction. The manual is used to determine if an employee has / has not complied with Department policy and / or can be used to assist with disciplinary actions that may / may not be appropriate.

Decisions

What decisions do you have to make without consulting your supervisor?

Most everyday decisions concerning traffic duties are made without supervisor contact. Whether to arrest a subject or release him/her on a traffic / criminal summons. Sometimes an immediate decision is required that could effect personal or personnel safety.

Records and Reports

What records and reports do you personally prepare? How do others use these reports?

The traffic enforcement unit / supervisor is responsible for preparing monthly and yearly statistical reports for the State Grant administrator. The reports include number and type of summonses issued, accidents (property damage only, injury and fatality), Number of hours worked by assigned personnel and enforcement locations. Racial Profiling reports are compiled monthly and yearly totals (for State purposes). Yearly Deputy evaluations are also prepared by the Shift / Unit supervisor.

What is the source of data for these reports? Most of the data comes from the Departmental database. Information can also be obtained directly from the records division in the form of copied reports, summonses and accident forms. For the employee evaluations information can come from the supervisor files, complaints for county residents and other employees.

Checking of Your Work and Training

How is your work inspected, checked, or verified? A supervisor's work is checked and verified by a member of the Division's command staff, usually the Captain.

Who inspects, checks, or verifies your work? A Captain, the Major or the Sheriff verifies the supervisor's work.

How long would it take to train a person to perform your job at an acceptable level of proficiency?

Supervisor training begins while still a Patrol Deputy. As the experience and time spent with the Sheriff's Dept increase more responsibilities are assigned. Knowledge of Policy & Procedure manual. After obtaining an excellent of competency as a deputy, the deputy would need to attend a variety of training related to traffic issues such as DRE, SFST, Type II or III on a BAC machine, checkpoint supervisor school, Accident investigation and reconstruction course completion, Doppler radar certification. In addition to keeping abreast of the constantly changing statutes and court decisions which govern how we do our job.

Working Conditions

Describe any conditions where you work that you consider unfavorable or disagreeable such as noise, dust, fumes, etc. Supervisor working conditions vary just like all Law Enforcement officers. Conditions can vary from extreme heat to bitter cold. Noise, dust, insect infestation, dirt, mud can be any conceivable condition is what a Supervisor and/or Patrol Deputy could encounter on any given call for service.

Qualifications

What qualifications do you believe are necessary to perform your job adequately (educational level, specific mental or physical abilities, experience on specific equipment, etc.) A supervisor for the Traffic Enforcement Unit should have an excellent working knowledge of State traffic statutes, Boone Co. ordinances, and Department policy. A High School Diploma and ideally a College degree is needed. Working knowledge of P.B.T's (portable breath testers), breath alcohol instruments, radar devices (speed guns) are some of the equipment needed to effectively do the work of a Traffic Deputy.

Comments

Please use the space below to make any comments or suggestions about your position. Also, note any significant problems that you experience with the position.

Employee Signature

Date

SECTION 2: TO BE COMPLETED BY IMMEDIATE SUPERVISOR

Do you believe this position is correctly classified? X yes _____ no (If no, please explain.)

Are the statements of the employee accurate and complete? (Indicate inaccuracies and incomplete items.) Yes, the traffic unit supervisor not only supervises subordinates in the unit, but also assists when the road supervisor is unable too. The traffic unit supervisor has to have a technical knowledge base that differs from a regular patrol sergeant. The knowledge base would have to have a strong background in all aspects of traffic related issues, not to mention the ability to effectively supervise employees.

Identify the essential duties and responsibilities of this position. (You may want to label all essential duties by placing an asterisk in front of the listed duties/responsibilities on the preceding pages.)

See asterisks in listed duties/responsibilities section.

All duties and responsibilities are essential to the position. If grant paperwork or racial profiling information is not collected and disseminated then funding opportunities would be lost.

Summarize the job skills and abilities necessary to perform the primary duties of this position.

Effectively & efficiently supervise employees - evaluations, personal & professional development thru assessment
Continue education to maintain license and other various certifications
Coordinate traffic enforcement operations - Grants, Statistics, racial profiling, enforcement areas
Educate public on traffic safety issues.
~~Be~~ The ability to work well w/ little or no supervision
The ability to network with all of the various agencies - MODOT, LETSAC, B.C. Public Works, Columbia Police Dept, Missouri State Highway Patrol, Prosecutors Office, Medical Examiner, media outlets.
Maintain a good working knowledge of all county ordinances, State Statutes, court cases.
Ability to make sound decisions based off of knowledge and good common sense

Supervision provided to this position close general administrative or policy directed

Additional information and comments (additional sheets may be attached.) _____

Supervisor's Signature Captain Gary Gorman #253 Date 10-6-05

SECTION 3: TO BE COMPLETED BY ADMINISTRATIVE AUTHORITY

Additional information and comments (additional sheets may be attached.) This position is required by the grant.

Dwayne Casey
Administrative Authority or Designee's Signature

10-6-05
Date

CONTACTS:

As a first line supervisor networking with others is a vital aspect of the job, even more so for a traffic unit supervisor. The majority of the contacts will be face to face and by phone with citizens, traffic stop contacts, communicating with the Prosecuting Attorney's Office and or the Medical Examiner's Office to review a case or crash investigation. The supervisor will also network with other law enforcement agencies during the course of duty or an investigation such as the Columbia Police Dept., Missouri State Highway Patrol and various other agencies. As a supervisor I will also be dealing with traffic complaint issues. At times it will be up to the supervisor to determine which complaint areas are the highest priorities and dedicate officers to address those problem areas efficiently. As a supervisor it will also require me to monitor the performance of those working in the unit and direct or redirect personnel as needed. The supervisor will also field officer complaints and address them. The traffic unit supervisor will have to report to MODOT office of Highway Safety on the status of grants by email, telephone or in person. The traffic unit supervisor will also work with the Boone County Public Works department in relation to signage, speed limits, traffic flow or other traffic related issues (anywhere from signs or trees being knocked over to the design of intersections). The supervisor of the unit will also coordinate activities such as DWI saturations and DWI checkpoints, special enforcement patrols and special events. The special events usually involve a presentation on various aspects of traffic related issues for schools, neighborhoods or other special interest groups. Sometimes these events are put on in conjunction with organizations like MADD, DARE, SADD, the railway companies, etc. The supervisor will also field media inquiries, inform media outlets of various upcoming events or public service announcements, in addition to issuing press releases related to accidents or enforcement activities.

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
 County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

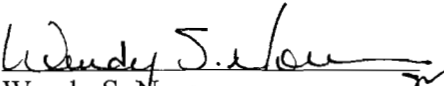
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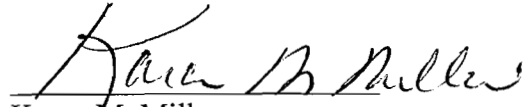
Now on this day the County Commission of the County of Boone does hereby approve the request from the Boone County Sheriff's Department to purchase one additional tactical vest for a total purchase of 13 vests. The total purchase amount will be \$26,585.00.


Done this 6th day of October, 2005.


 Keith Schnarre
 Presiding Commissioner

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission


 Karen M. Miller
 District I Commissioner


 Skip Elkin
 District II Commissioner

From: June Pitchford
To: Leasa Quick
Date: 9/28/2005 2:52:22 PM
Subject: Re: Fwd: Additional Tactical Vest

Leasa,
Sounds fine. We should be able to add it to the existing PO.

To authorize increasing the existing PO, please send Susan a copy of the current PO, providing the necessary information for the additional item(s) to be purchased and then sign and date it. Also, please include the date it is scheduled for commission approval so that we can confirm approval with Shawna and issue the revised PO as quickly as possible.

Thanks,
June

>>> Leasa Quick 9/27/2005 9:43:12 AM >>>

June, Apparently we have 12 BECERT members and one supervisor. The supervisor may be asked at times to step in for a member or (heaven forbid) be taking over for a downed officer when in a crisis. Per the attached message from Sgt. Krohn we now need an additional vest for the supervising officer. The budgeted amount was \$27,600.00 and the PO was issued for \$24,540.00, which leaves \$3,060.00 in that line. An additional vest would be \$2,045.00.

Please review this request and If approved, I will schedule a commission reading.

Thank you, Leasa

CC: Karen Frederick; Susan Robertson

From: Mike Krohn
To: Leasa Quick
Date: 9/19/2005 4:19:04 PM
Subject: Additional Tactical Vest

Leasa,

As you are aware the BCERT unit has experienced a tremendous amount of change and growth with the new BCSD administration. As the tactical vests were budgeted prior to these changes, the budgeted amount of vests is no longer adequate to provide for all members who need a vest.

As this bid process has been finalized, and cost figures are now fixed, we should have more than enough money to purchase the remaining vest, and still have a substantial amount of money left. We budgeted for \$27,600.00 for twelve vests. We can purchase thirteen vests at \$2045.00 each for a total of 26,585.00, which leaves \$1015.00 "extra."

I would request we look into this and make it happen if possible. I have asked Sheriff Carey, and he is in favor of acquiring the thirteenth vest. Let me know if I can be of any further help. Thank you for your time.

Sgt. Mike J. Krohn Jr.
Commander, Boone County Emergency Response Team
Boone County Sheriff's Department
2121 County Drive
Columbia, MO 65202
Phone 573-875-1111 x-6103
Fax 573-874-8953
mkrohn@boonecountymo.org

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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 the Boone County Sheriff's Department to hire a Registered Nurse (position 672) at \$23.08 per hour or 107% above the mid-point.

Done this 6th day of October, 2005.

Keith Schnarre
Presiding Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

From: Angela Ayers
To: Shawna Victor
Date: 10/5/2005 10:29:49 AM
Subject: RN Position

Shawna,
Sheriff Carey asked that I email you information about the RN applicant that we are requesting to hire above mid-point.

R.N. Applicant

Cynthia H. Jannaman

Employment History

Currently employed as a Registered Nurse with St. Mary's Health Center in Jefferson City since 6/02/04
Fulton State Hospital - Recreation Therapist I - 6/01/89 - 11/1/92
Fulton State Hospital - Assistant Team Leader Recreation Therapist II - 11/1/92 - 7/1/99
Fulton State Hospital - Treatment Team Leader Recreation Therapist II - 7/1/99 - 5/31/04 (Supervisory position managing a ward of 3 or 4 Recreational Therapists and the Nursing Staff on the ward.)

Education

Bachelor of Science, Therapeutic Recreation - Central Missouri State University
Associate Nursing Degree - Moberly Area Community College
Registered Nurse License 2004021678 - Issued 8/4/04 from Missouri Board of Nursing

A large percentage of the clientele Cynthia worked with during her 15 years at Fulton State Hospital was the inmate population from the prison. We were advised that she was very comfortable and respectful with the inmates, but always adhered to security and safety policies of the hospital.

Angela Ayers

Administrative Assistant

Boone County Sheriff's Department

2121 County Drive

Columbia, MO 65202

(573)875-1111 ext. 6200

aayers@boonecountymmo.org

CC: Dwayne Carey

REQUEST TO HIRE ABOVE SALARY RANGE MID-POINT BOONE COUNTY

Description of form: To request approval to hire between 101% - 120% of the salary range mid-point

Procedure:

1. The Administrative Authority or designee completes the form and prepares a schedule that demonstrates that funding is available within the salary and wage appropriation (account #10100) and calculates the amount for a budget revision, if needed. The Administrative Authority submits the form, the schedule, and the budget revision (if needed) to the Auditor for certification of funds availability.
2. The Auditor certifies funds availability and approves budget revision (if applicable) and forwards to Human Resource Director.
3. The Human Resource Director reviews the information, makes recommendation, and schedules the request on the Commission agenda for approval.
4. The County Commission will review all requests for a starting salary above the mid-point and will either approve or deny the request. After approval/denial, the County Commission will return this form to the Administrative Authority.
5. The Administrative Authority will attach a copy of this approved form to the Personnel Action Form.

Name of prospective employee Cynthia Jannaman Department Corrections

Position Title RN Position
No. 672

Proposed Starting Salary (complete one only) Annual: \$48,006.40 % of Mid-Point 107
OR Hourly: \$23.08 % of Mid-Point 107

No. of employees in this job classification within your Department? 2 others

Justification (Describe the prospective employee's education and/or work experience which supports this proposed compensation level) The applicant has 15 years of experience dealing with inmate population. We have completed an exhaustive search and Cynthia was our only choice. She has spent time observing and is excited about coming to work at BCSD. Her background check was spotless. She will be a great addition to our staff.

If proposed salary exceeds what other employees in the same job classification are paid, explain how the prospective employee's background exceeds others working in the same job classification: Again, 15 years of experience dealing with inmate population. We currently are having all of the RN positions reviewed by the Job Classification Committee and the Consultant. Our current staff is aware of this request and supports it fully.

What effect, if any, will this proposal have on salary relationships with other positions in your office and/or positions in other offices? None

Additional comments: We need a quality nurse who enjoys working in this environment!

Administrative Authority's Signature: Dwayne Carey Date: 10-5-05

Auditor's Certification:	<input type="checkbox"/> Funds are available within the existing departmental salary and wage appropriation (#10100). <input type="checkbox"/> Funds are not available within the existing departmental salary and wage appropriation (#10100); budget revision required to provide funding is attached.
Auditor's Signature:	_____
Date:	_____

Human Resource Director's Recommendations: _____

Human Resource Director's Signature: _____ **Date:** _____

County Commission _____ **Approve** _____ **Deny**
Comment(s): _____

Presiding Commissioner's Signature: _____ **Date:** _____
District I Commissioner's Signature: _____ **Date:** _____
District II Commissioner's Signature: _____ **Date:** _____

(hr/forms/Request to Hire Above Salary Range Mid-point) Revised 1/02/04

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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

Now on this day the County Commission of the County of Boone does hereby approve the South Route K/Scott Boulevard Extension Intersection project condemnation resolution.

Done this 6th day of October, 2005.

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

RESOLUTION

Now on this 6 day of OCTOBER, 2005, the Boone County Commission in and for Boone County, Missouri met in session and adopted the following resolution:

WHEREAS, the Boone County Commission has found that there is a need to make road improvements on the county road known as South Route K and Scott's Boulevard Extension Intersection Project situate in Boone County, Missouri, and;

WHEREAS, the County of Boone through the County Commission is authorized and empowered to acquire real estate interests for roadway project purposes under the laws of the State of Missouri, and;

WHEREAS, the following persons are the owners of the following described real estate for which the County of Boone, State of Missouri requires an interest in order to make road improvements in connection with the roadway improvement project known as the South Route K and Scott's Boulevard Extension Intersection Project:

Ed and Pam Palmquist, husband and wife, being the owners of land in the located in the Southwest Quarter of Section 9, Township 47 North, Range 13 West, Boone County, Missouri, being part of the tract described by the warranty deed recorded in Book 2033, Page 341 and part of Tract 17a of the Lot Line Adjustment Survey recorded in Book 2028, Page 846, records of Boone County, Missouri.

AND WHEREAS, the County of Boone is in need of acquiring the following described permanent roadway, utility, and drainage easements from the above property owners described as:

Ed and Pam Palmquist, husband and wife, permanent roadway, utility and drainage easement, being located in the Southwest Quarter of Section 9, Township 47 North, Range 13 West, Boone County, Missouri, being part of the tract described by the warranty deed recorded in Book 2033, Page 341 and part of Tract 17a of the Lot Line Adjustment Survey recorded in Book 2028, Page 846, records of Boone County, Missouri and more particularly described as follows:

Permanent Public Road Right of Way and Permanent Drainage Easement described as :

A TRACT OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI, BEING PART OF THE TRACT DESCRIBED BY THE WARRANTY DEED RECORDED IN BOOK 2033, PAGE 341 AND PART OF TRACT 17A OF THE LOT LINE ADJUSTMENT SURVEY RECORDED IN BOOK 2028, PAGE 846 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

A TRACT OF LAND BOUNDED ON THE SOUTH BY THE EXISTING RIGHT-OF-WAY OF STATE ROUTE K, ON THE WEST BY THE WEST LINE OF SAID DEERFIELD RIDGE PLAT 1 AND ON THE NORTH AND EAST BY THE FOLLOWING DESCRIBED LINE: BEGINNING AT A POINT 30.00 FEET PERPENDICULAR TO AND NORTHERLY OF CENTERLINE STATION 400+50.00 OF SAID STATE ROUTE K; THENCE NORTHERLY

TO A POINT 40.00 FEET PERPENDICULAR TO AND NORTHERLY OF SAID STATION 400+50.00; THENCE WESTERLY, PARALLEL TO SAID CENTERLINE, TO A POINT 40.00 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 401+25.00; THENCE WESTERLY TO A POINT 65.00 FEET PERPEINDICULAR TO AND NORTHERLY OF STATION 402+00.00; THENCE WESTERLY, PARALLEL TO SAID CENTERLINE, TO A POINT 65.00 FEET PERPENDICULAR AND NORTHERLY OF STATION 403+50.00; THENCE NORTHWESTERLY TO A POINT 130.00 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 404+99.30; THENCE NORTHERLY TO A POINT 150.00 FEET PERPENDICULAR TO AND NORTHERLY OF SAID STATION 404+99.30; THENCE WESTERLY TO A POINT 150.00 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 404+49.30, THE END OF THE DESCRIBED LINE AND CONTAINING 0.55 ACRES OF NORMAL RIGHT-OF-WAY.

ALSO AN OUTLET EASEMENT FOR MAINTAINING A STORMWATER FACILITY BEING FIFTY (50) FEET WIDE, THE CENTERLINE BEING DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 150.00 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 405+24.30; THENCE NORTHERLY TO A POINT 200.00 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 405+24.30 AND CONTAINING 0.04 ACRES.

THE CENTERLINE OF STATE ROUTE K IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE QUARTER SECTION CORNER COMMON TO SECTIONS 8 AND 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI; THENCE S66°25'35"E, 1575.68 FEET TO STATE ROUTE K STATION 399+00, THE POINT OF BEGINNING;

THENCE S70°40'10"W, 39.30 FEET TO P.C. STATION 399+39.30; THENCE 560.00 FEET ALONG A 1145.92-FOOT RADIUS CURVE TO THE RIGHT, SAID CURVE HAVING A CHORD, S84°40'10"W, 554.45 FEET TO P.T. STATION 404+99.30; THENCE N81°19'50"W, 660.30 FEET TO P.C. STATION 411+59.60; THENCE 400.00 FEET ALONG A 2864.79-FOOT RADIUS CURVE TO THE LEFT, SAID CURVE HAVING A CHORD, N85°19'50"W, 399.68 FEET TO P.T. STATION 415+59.60 (EQUATION STATION 415+59.60 BACK = 415+60.40 AHEAD); THENCE N89°19'50"W, 372.50 FEET TO P.C. STATION 419+32.90, THE END OF THE DESCRIBED CENTERLINE, BEING S45°31'25"W, 796.80 FEET FROM SAID QUARTER CORNER SECTION COMMON TO SECTIONS 8 AND 9.

Electric Utility Easement described as:

A STRIP OF LAND THIRTY (30) FEET WIDE LOCATED IN THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI, BEING PART OF THE TRACT DESCRIBED BY THE WARRANTY DEED RECORDED IN BOOK 2033, PAGE 341 AND PART OF TRACT 17A OF THE LOT LINE ADJUSTMENT SURVEY RECORDED IN BOOK 2028, PAGE 846 AND BEING FIFTEEN (15) FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

BEGINNING AT POINT BEING 28.3 FEET PERPENDICULAR TO AND NORTHERLY OF CENTERLINE STATION 400+58.9 OF STATE ROUTE K; THENCE N85°34'00"W, 277.15 FEET TO A POINT 79.7 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 403+45.5; THENCE N63°22'00"W, 137.5 FEET TO A POINT 131.7 FEET PERPENDICULAR TO AND NORTHERLY OF CENTERLINE STATION 404+85.9; THENCE N85°07'30"W, 210.0 FEET TO A POINT 117.85 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 406+96.95, THE END OF THE DESCRIBED CENTERLINE.

THE CENTERLINE OF STATE ROUTE K IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE QUARTER SECTION CORNER COMMON TO SECTIONS 8 AND 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI; THENCE S66°25'35"E, 1575.68 FEET TO STATE ROUTE K STATION 399+00, THE POINT OF BEGINNING;

THENCE S70°40'10"W, 39.30 FEET TO P.C. STATION 399+39.30; THENCE 560.00 FEET ALONG A 1145.92-FOOT RADIUS CURVE TO THE RIGHT, SAID CURVE HAVING A CHORD, S84°40'10"W, 554.45 FEET TO P.T. STATION 404+99.30; THENCE N81°19'50"W, 660.30 FEET TO P.C. STATION 411+59.60; THENCE 400.00 FEET ALONG A 2864.79-FOOT RADIUS CURVE TO THE LEFT, SAID CURVE HAVING A CHORD, N85°19'50"W, 399.68 FEET TO P.T. STATION 415+59.60 (EQUATION STATION 415+59.60 BACK = 415+60.40 AHEAD); THENCE N89°19'50"W, 372.50 FEET TO P.C. STATION 419+32.90, THE END OF THE DESCRIBED CENTERLINE, BEING S45°31'25"W, 796.80 FEET FROM SAID QUARTER SECTION CORNER COMMON TO SECTIONS 8 AND 9.

Waterline Utility Easement described as:

A STRIP OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI, BEING PART OF THE TRACT DESCRIBED BY THE WARRANTY DEED RECORDED IN BOOK 2033, PAGE 341 AND PART OF TRACT 17A OF THE LOT LINE ADJUSTMENT SURVEY RECORDED IN BOOK 2028, PAGE 846 AND BEING BETWEEN THE PROPOSED RIGHT-OF-WAY LINE OF STATE ROUTE K AS SHOWN ON THE "STATE ROUTE K IMPROVEMENT" PLAN AND THE FOLLOWING DESCRIBED LINE:

BEGINNING AT A POINT BEING 40.0 FEET PERPENDICULAR TO AND NORTHERLY OF CENTERLINE STATION 400+50 OF STATE ROUTE K; THENCE N13°47'45"W, 20.00 FEET TO A POINT 60.0 FEET PERPENDICULAR TO AND NORTHERLY OF SAID STATION 400+50; THENCE S77°58'50"W, 67.35 FEET TO A POINT 60.0 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 401+21.1; THENCE N78°55'15"W, 75.10 FEET TO A POINT 85.0 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 401+96.1; THENCE S87°12'40"W, 135.85 FEET TO A POINT 85.0 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 403+43.6; THENCE N51°28'50"W, 151.10 FEET TO A POINT 169.9 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 404+84.4; THENCE N81°19'50"W, 66.60 FEET TO A POINT 170.0 FEET PERPENDICULAR TO AND NORTHERLY OF STATION 405+53.25, THE END

OF THE DESCRIBED LINE.

THE CENTERLINE OF STATE ROUTE K IS DESCRIBED AS FOLLOWS:

COMMENCING AT THE QUARTER SECTION CORNER COMMON TO SECTIONS 8 AND 9, TOWNSHIP 47 NORTH, RANGE 13 WEST, BOONE COUNTY, MISSOURI; THENCE S66°25'35"E, 1575.68 FEET TO STATE ROUTE K STATION 399+00, THE POINT OF BEGINNING;

THENCE S70°40'10"W, 39.30 FEET TO P.C. STATION 399+39.30; THENCE 560.00 FEET ALONG A 1145.92-FOOT RADIUS CURVE TO THE RIGHT, SAID CURVE HAVING A CHORD, S84°40'10"W, 554.45 FEET TO P.T. STATION 404+99.30; THENCE N81°19'50"W, 660.30 FEET TO P.C. STATION 411+59.60; THENCE 400.00 FEET ALONG A 2864.79-FOOT RADIUS CURVE TO THE LEFT, SAID CURVE HAVING A CHORD, N85°19'50"W, 399.68 FEET TO P.T. STATION 415+59.60 (EQUATION STATION 415+59.60 BACK = 415+60.40 AHEAD); THENCE N89°19'50"W, 372.50 FEET TO P.C. STATION 419+32.90, THE END OF THE DESCRIBED CENTERLINE, BEING S45°31'25"W, 796.80 FEET FROM SAID QUARTER SECTION CORNER COMMON TO SECTIONS 8 AND 9.

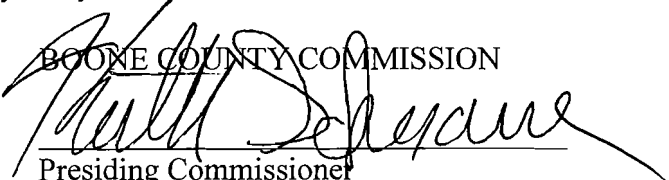
AND WHEREAS, the County of Boone through its authorized agents has offered, negotiated and attempted to purchase the said interests in said tracts of land from the above described property owners without success, and;

AND WHEREAS, the Boone County Commission has found that acquisition of said interests in the said real estate is necessary for public use in order to improve and maintain county roads for the use of the residents of Boone County, Missouri and the general public at large.

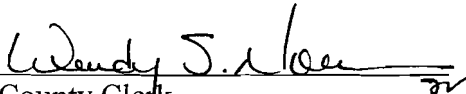
NOW THEREFORE BE IT RESOLVED AND ORDERED that the County of Boone, State of Missouri acquire above recited and described real estate interests for the public use as named above and that the County Counselor of Boone County, Missouri, is hereby authorized and directed to institute condemnation proceedings so that real estate interests may be acquired for the public purposes hereinabove provided.

SO RESOLVED AND ORDERED the day and year above written.

BOONE COUNTY COMMISSION


Presiding Commissioner

ATTEST:


County Clerk
401-2005


District 1 Commissioner


District 2 Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

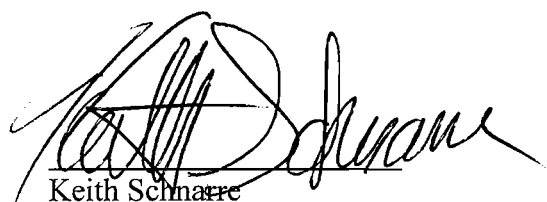
October Session of the October Adjourned Term. 20 05

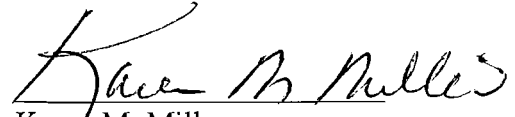
In the County Commission of said county, on the 6th day of October 20 05

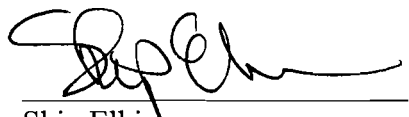
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby receive and accept Martha's Grove Final Development Plan. It is further ordered that the Presiding Commissioner be hereby authorized to sign said plan.

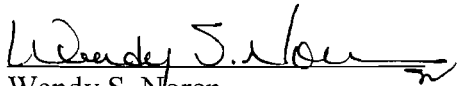
Done this 6th day of October, 2005.


Keith Schmarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

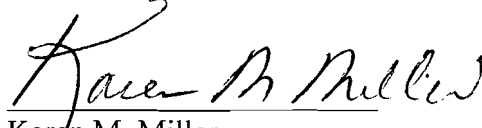
In the County Commission of said county, on the 6th day of October 20 05


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

Now on this day the County Commission of the County of Boone does hereby adopt the attached Chapter 100 Policy for Boone County, Missouri.

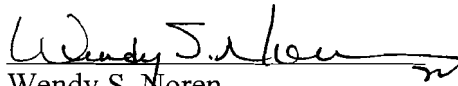
Done this 6th day of October, 2005.


Keith Schnarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

CHAPTER 100 POLICY

BOONE COUNTY, MISSOURI

STATEMENT OF PURPOSE

This policy is adopted in an effort to attract life sciences and related high tech companies, as defined by Attachment A, and retain existing employers, both of which would bring significant new capital investment and/or create high tech, high skilled, high paying employment opportunities in the County of Boone. This Chapter 100 Policy will be used as an economic development tool only when absolutely necessary due to competitive situations. Geographically, the County of Boone Chapter 100 Program described in this Chapter 100 Policy is available at any location inside the County of Boone. The actual site selection process is governed by the individual needs of the company/project. The applicant understands that the Chapter 100 Revenue Bond approval process is public in nature and that information provided by the applicant will be open material and subject to public review.

The issuance of revenue bonds under Chapter 100 of the Missouri Revised Statutes ("Chapter 100") is one tool available to the County of Boone to encourage economic development. Chapter 100 authorizes the County of Boone to issue bonds for *"the purchase, construction, extension and improvement of warehouses, distribution facilities, research and development facilities, office industries, agricultural processing industries, service facilities which provide interstate commerce, and industrial plants, including the real estate either within or without the limits of such municipalities, buildings, fixtures and machinery."* Article VI, Section 27(b) of the Missouri Constitution also allows revenue bonds to be issued for "commercial" purposes, but this policy excludes retail projects. In a Chapter 100 transaction, the assets are owned by the County of Boone and usually leased to the beneficiary company. The revenue bonds are payable solely from revenue (usually rentals) received from the project (the beneficiary company is the underlying credit on the bonds), and the revenue bonds are *not a general obligation of the County of Boone*. The County of Boone will accept no credit risk in issuing bonds for the proposed project. The revenue bonds may be secured by a mortgage on the project. Because the County of Boone holds title to the project, the project is exempt from real and personal property taxation (although the leasehold interest may be subject to taxation if it determined that there is a "bonus value" under the lease). Although a project is 100% exempt from real and personal property taxes, a negotiated "grant" payment of at least 50% from the beneficiary company shall be made to all impacted taxing jurisdictions. The term all "impacted taxing jurisdictions" may include, but is not limited to, fire protection districts, library districts, road districts, etc, in addition to city, school and county. The intent of this policy is not to exclude any impacted taxing entity. The beneficiary company will enter into an agreement with the County of

Boone pursuant to which it agrees to make “grant” payments or equivalent contributions to the County of Boone and all other impacted taxing jurisdictions as detailed in the following Eligibility Qualifications.

The Commission of the County of Boone is under no obligation to approve any requested incentive. The County of Boone must balance its goal of fostering a healthy business climate with the objective of maintaining a high quality of life.

ELIGIBILITY QUALIFICATIONS

- Applicant must meet the following minimum amount of capital investment:
 - A life sciences and related high tech business new to the municipality - \$15 million new minimum capital investment.
 - A business currently located in the County of Boone - \$7.5 million new minimum capital investment for the purchase, construction, extension and improvement of warehouses, distribution facilities, research and development facilities, office industries, agricultural processing industries, service facilities which provide interstate commerce, and industrial plants, including the real estate either within or without the limits of such municipalities, buildings, fixtures and machinery.
- Project must locate or expand in the County of Boone.
- **Percentage of grant payments shall be at least 50% of the normal tax revenues generated from real and personal property taxes, during the incentive period, which shall not exceed 10 years.**
- **At the end of the incentive period, which shall not exceed 10 years, the applicant will make grant payments equal to 100% of the normal tax revenues for real and personal property until the real and personal property returns to the tax roles.**
- Either real and/or personal property investment is eligible for the County of Boone Chapter 100 Program.
- **On personal property, the incentive period will equal the depreciable life of the asset, but cannot exceed 10 years.**
- Replacement of equipment financed under a previous Boone County Chapter 100 Bond issuance is not eligible.
- **Grant payments are due on the same date that personal and real property taxes are due in Boone County. Late payments will be dealt with using the County’s existing late fee schedule. Grant payments will be determined each year based on the levy.**

If the governing body of the County of Boone approves the application for a Chapter 100 transaction, the applicant shall agree to follow all current zoning and development regulations and processes once it is located in the County of Boone. Applicant's signature on application shall guarantee that applicant agrees to acknowledge and comply with all current zoning and development regulations and processes.

The applicant must demonstrate that the project will not occur (*e.g.*, the business will not locate in the County of Boone or an existing business will leave or will not expand or reinvest in the County of Boone) or that the project will occur only on a significantly smaller scale or the project will not be as financially stable *but for the tax relief*. The company must include documentation to justify their request for the use of Chapter 100 Revenue Bonds. For a company with locations only in Boone County, the applicant should submit evidence of competing offers from other states or localities.

COST BENEFIT ANALYSIS

All County of Boone Chapter 100 Program applications will include a Cost Benefit Analysis, which shall include, but not be limited to:

- A report prepared by the Assessor of the County of Boone and forwarded to the Collector of the County of Boone explaining the amount of expected increased property tax revenue to the County and all impacted taxing jurisdictions as a result of the project. This analysis shall include expected property tax revenue to all impacted taxing jurisdictions compared to the amount of the proposed property exemption.
- The assessor and the applicant will mutually agree to a depreciation schedule for all assets that are a part of the Chapter 100 Bond issuance.

COMMUNITY IMPACT STATEMENT AND FUNDING CONSIDERATIONS

A Community Impact Statement shall be generated by the applicant to aid the County Commission of the County of Boone in evaluating the issuance of Chapter 100 revenue bonds. A Community Impact Statement shall be performed on all Chapter 100 projects. The intent of the Community Impact Statement is to provide the County Commission of the County of Boone with a holistic picture of the project's impact. Upon receipt of a Chapter 100 bond application, the County of Boone may ask the applicant to provide additional information.

REDI staff will review issues involved with development of the project and share pertinent information with authorities of all impacted taxing jurisdictions. The Boone County Commission, in conjunction with REDI, will establish a Chapter 100 Review Panel consisting of a representative of each taxing jurisdiction

impacted by the specific Chapter 100 proposal, before any formal request is submitted to the County of Boone. The representative of the taxing jurisdiction shall be the chief elected official, chief appointed official, executive director, or **officially designated representative** of the taxing jurisdiction. After review of the preliminary project information by the review panel, a majority vote of the review panel is required before the applicant submits a formal application to the Boone County Commission. Upon completion of this review, impacted taxing entities may also submit a response form projecting the impact of the proposed project on said taxing jurisdictions during the requested abatement period. This report will be a part of the Community Impact Statement submitted to the County Commission of the County of Boone as part of the final approval process. The review and report of impacts by the taxing jurisdictions will be made in a timely fashion as determined by a mutually agreed upon timetable.

The applicant's responses relating to the following considerations will be considered in determining whether the use of Chapter 100 revenue bond financing will be pursued:

1. Employment Impact – In evaluating the employment potential of a given enterprise, the following will be taken into consideration:
 - a. Number of additional employees and number of employees retained due to the expansion.
 - b. Number of expected additional residents to the County as a result of the project.
 - c. Skill and education levels of such employees.
 - d. Range of salaries and compensation of employees. The company's average wage for the project will be measured against the average Boone County wage as published annually by the Missouri Department of Economic Development.
2. Financial strength of the beneficiary company.
3. The impact of the project on schools, existing businesses and infrastructure.
4. Anticipated revenues and tax generation as a result of the project.
5. Quality of life concerns (the impact of new business on the region).
6. Compatibility of uses/zoning issues (due deference is given to the participating municipality), including evidence of applicant's compliance with all current development processes and procedures in the County of Boone and the potential of the beneficiary company to be willing and able to comply with all land-use and zoning requirements and building codes to operate the facility.
7. Willingness of beneficiary company to accept "clawbacks," or base requirements on employment, wages and penalties for breach of agreement as determined through negotiation.

8. Extent to which new or expanded business will compete with existing business in the area, including the potential impact on other existing employers.
9. Discussion of the impact of any relocation of the applicant within the County.
10. The beneficiary company's willingness to address community impacts caused by the scope of the proposed project.
11. Potential for future expansion of the project.
12. General environmental impact on the area using current local development standards for environmental assessments.
13. The applicant must demonstrate that the project will not occur (*e.g.*, the business will not locate in the County of Boone or an existing business will leave or will not expand or reinvest in the County of Boone) or that the project will occur only on a significantly smaller scale or the project will not be as financially stable *but for the tax exemption*.
14. An Economic Impact Analysis, prepared by the Missouri Department of Economic Development, to show the total effect of the project (*i.e.*, sales tax, construction jobs, etc.). It is a Missouri Department of Economic Development practice not to offer state incentives for an intra-state relocation without a substantial company expansion.
15. The applicant must maintain a payroll account with a financial institution with a physical location in Boone County.

APPLICATION FEES AND PROCESSES

All costs and fees are borne by the beneficiary company or developer seeking to use Chapter 100 financing. A \$1,000 non-refundable pre-application fee will be collected by REDI. The beneficiary company or developer seeking to use Chapter 100 financing will be required to execute a predevelopment agreement. Such agreement shall provide for the payment of costs and attorneys' fees incurred in connection with any Chapter 100 project. If Chapter 100 Bonds are issued, the applicant will provide to REDI and Boone County employment, wage and other information needed to determine compliance with the Boone County Chapter 100 Policy on an annual basis.

CHAPTER 100 POLICY

BOONE COUNTY, MISSOURI

ATTACHMENT A

LIFE SCIENCES DEFINITION

The term “life sciences”, as it relates to this policy, is similar to the University of Missouri-Columbia’s interdisciplinary approach. Bringing together six schools and colleges (the College of Agriculture, Food and Natural Resources; the College of Arts and Sciences; the College of Engineering; the College of Human Environmental Sciences; the School of Medicine and the College of Veterinary Medicine), the University of Missouri focuses on research and education regarding:

1. the supply and quality of food
2. prevention and treatment of disease
3. protection and improvement of our environment

Other sources define “life sciences companies” as those in the fields of biotechnology, pharmaceuticals, biomedical technologies, life systems technologies, nutraceuticals, cosmeceuticals, food processing, environmental and biomedical devices.

Simply put, “life sciences” generally encompasses all sciences that have to do with organisms (plants, animals and human beings).

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

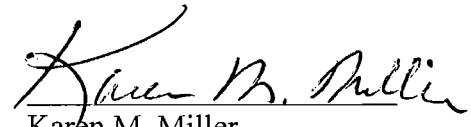
In the County Commission of said county, on the 6th day of October 20 05

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

Now on this day the County Commission of the County of Boone does hereby appoint Linda M. Dellsperger of Columbia Township to the Boone County Library Board for an interim term to expire on July 31, 2006.

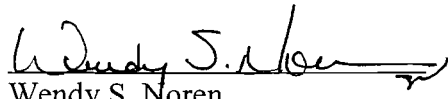
Done this 6th day of October, 2005.


Keith Schmarre
Presiding Commissioner


Karen M. Miller
District I Commissioner


Skip Elkin
District II Commissioner

ATTEST:


Wendy S. Noren
Clerk of the County Commission

404-2005

Keith Schnarre, Presiding Commissioner
Karen, M. Miller, District I Commissioner
Skip Elkin, District II Commissioner



Boone County Government Center
801 E. Walnut, Room 245
Columbia, MO 65201
573-886-4305 • FAX 573-886-4311
E-mail: commission@boonecountymmo.org

Boone County Commission

Interim Appointment Expiring 7/31/2006

*Boone County
district*

BOONE COUNTY BOARD OR COMMISSION APPLICATION FORM

Board or Commission: Library Board Term: 9/6/2005

Current Township: Columbia Today's Date: 9/6/2005

Name: Linda M. Dellsperger

Home Address: 4904 Silver Cliff Drive Zip Code: 65203

Business Address: _____ Zip Code: _____

Home Phone: 447-2309 Work Phone: 808-6730- cell
Fax: 447-2498 E-mail: LKBD@mchsi.com

Qualifications: Sat on the Iowa City Public Library Board of Trustees for 6 years

Past Community Service: ALMM member

References: Susan Craig, Director ICPL
319-356-5200
scraig@icpl.org

I have no objections to the information in this application being made public. To the best of my knowledge at this time I can serve a full term if appointed. I do hereby certify that the above information is true and accurate.

[Handwritten Signature]
Applicant Signature

Return Application To: Boone County Commission Office
Boone County Government Center
801 East Walnut, Room 245
Columbia, MO 65201
Fax: 573-886-4311

Thurs 9-15
11:00 - Kmh
11:15 - SE
11:30 - KS

CERTIFIED COPY OF ORDER



STATE OF MISSOURI }
County of Boone } ea.

October Session of the October Adjourned Term. 20 05

In the County Commission of said county, on the 6th day of October 20 05

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

Now on this day the County Commission of the County of Boone does hereby authorize the use of the Commission Chambers on October 24, 2005 from 3:00 to 7:00 p.m. for a Town Meeting for people with disabilities to meet with their legislators sponsored by the Columbia Disability Issues Forum Committee. It is further ordered that the Presiding Commissioner be hereby authorized to sign said application.

Done this 6th day of October, 2005.

Keith Schlarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

ATTEST:

Wendy S. Noren
Clerk of the County Commission

APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

The undersigned organization hereby applies for a permit to use the Boone County Courthouse Grounds and/or Roger B Wilson Government Center or Centralia Satellite Office as follows:

Description of Use: Town Meeting - People w/ Disabilities meet w/ their legislator

Date(s) of Use: October 24, 2005

Time of Use: From: 3 a.m. p.m. thru 7 a.m. p.m.

Facility requested: Courthouse Grounds - Courtyard Square - Chambers - Chambers Atrium - Rm220 - Rm208 - Rm139 Centralia Satellite Office

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

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse grounds or designated rooms.
2. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
4. To conduct its use of courthouse grounds and/or rooms in such a manner as to not unreasonably interfere with normal courthouse and/or 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 on the courthouse grounds and/or use of rooms as specified in this application.

Name of Organization/Person: Columbia Disability Issues Forum Committee

Organization Representative/Title: Mark Satterwhite

Address/Phone Number: 1209 E Walnut Columbia MO 65201 874-1995 ext 151

Date of Application: 10/3/05

PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY FACILITIES

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 J. [Signature]
County Clerk

BOONE COUNTY, MISSOURI
[Signature]
County Commissioner

DATE: 16 OCT 2005