

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

December Session of the October Adjourned

Term. 20 10

In the County Commission of said county, on the 28th day of December 20 10

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 the following subdivision plats and authorize the presiding commissioner to sign them:

Eibel (replat). S25-T50N-R14W. A-2. Kevin and Lori Ellis, owners. Steven R. Proctor, surveyor.

Young Guns Ridge. S25-T50N-R14W. A-2. Advanced Drywall LLC, owner. Steven R. Proctor, surveyor.


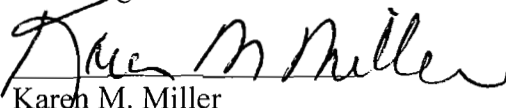
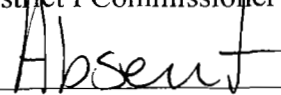
Kabler Estates. S35-T50N-R13W. A-2. Wes and Sandy Kabler, owners. J. Daniel Brush, surveyor.

Strub Estates. S32-T50N-R11W. A-R. Douglas and Patricia Strub, owners. J. Daniel Brush, surveyor.

Done this 28th day of December, 2010.

ATTEST:

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


Kenneth M. Pearson
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

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Term. 20 10

County of Boone

In the County Commission of said county, on the

28th

day of December

20 10

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

Now on this day the County Commission of the County of Boone does hereby approve the proposal to transfer above the authorized transfer salary for Christina Crane, into the position of Administrative Assistant at 104% of Mid-Point.

Done this 28th day of December, 2010.

ATTEST:

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

Kenneth M. Pearson
Kenneth M. Pearson
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Absent
Skip Elkin
District II Commissioner

REQUEST TO TRANSFER ABOVE "ATS" (Authorized Transfer Salary)

BOONE COUNTY Commission Order 146-2006

Description of form: To request approval to transfer above "ATS" (authorized transfer salary).

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, approves budget revision (if applicable), returns original form to the Administrative Authority and forwards a copy to Human Resource Director.
3. The Human Resource Director reviews the request and provides recommendation to the Administrative Authority.
4. The Administrative Authority will schedule the request for approval by the Commission and provide the Commission with the HR Director's recommendation.
5. The County Commission will review all requests for a starting salary above the "ATS" and will either approve or deny the request. If approval/denial, the County Commission will return this form to the Administrative Authority.
6. The Administrative Authority will attach a copy of this approved form to the Personnel Action Form.

RECEIVED

DEC 14 2010

BOONE COUNTY AUDITOR

Name of prospective employee Christina Crane Department Building Inspection - 1720

Position Title Administrative Assistant Position No. NEW POSITION TO BE CREATED IN 2011

Proposed Starting Salary (complete one only) Annual: _____ % of Mid-Point _____
 OR Hourly: \$16.24 % of Mid-Point 104

No. of employees in this job classification within your Department? 0 **(3)**

Justification (Describe the prospective employee's education and/or work experience which supports this proposed compensation level) Position has been changed from Range 20 Office Specialist to Range 28 Administrative Assistant. Incumbent has been employee since 2003. County-wide practice has been to provide salary increase that is equal to the difference between the base of the different position ranges. The difference between Range 20 and Range 28 will place the incumbent above the mid-point for the range.

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: _____

What effect, if any, will this proposal have on salary relationships with other positions in your office and/or positions in other offices?

There will be 3 Administrative Assistants in the Resource Management Department. One has been a county employee since 1999. This employee has been an employee since 2003. The new employee coming to Resource management is a transfer and has worked for the county since 2007. The proposed hierarchy in salaries reflects the different tenures.

Additional comments _____

Administrative Authority's Signature: [Signature] Date: 12/14/10

Auditor's Certification: Funds are available within the existing departmental salary and wage appropriation (#10100).
 Funds are not available within the existing departmental salary and wage appropriation (#10100); budget revision required to provide funding is attached.

Auditor's Signature: Additional expense above mid-point included in budget [Signature] Date: 12/20/10

Human Resource Director's Recommendations:
Recommend approval

Human Resource Director's Signature: [Signature] Date: 12/20/10

County Commission Approve Deny
 Comment(s): _____

Presiding Commissioner's Signature: [Signature] Date: 12/23/2010

District I Commissioner's Signature: [Signature] Date: 12/28/10

District II Commissioner's Signature: Absent Date: _____

604 -2010

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STATE OF MISSOURI

} ea.

December Session of the October Adjourned

Term. 20 10

County of Boone

In the County Commission of said county, on the 28th day of December 20 10

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

Now on this day the County Commission of the County of Boone does hereby approve Amendment # 1 to contract 55-26Oct10 – Telephone Business Handsets with Technology Resource Center of America. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 28th day of December, 2010.

ATTEST:

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

Kenneth M. Pearson
Kenneth M. Pearson
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Absent
Skip Elkin
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director



601 E. Walnut, Room 208
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPB
DATE: December 20, 2010
RE: Amendment Number One – 55-26OCT10 – Telephone Business Handsets

Contract 55-26OCT10 – Telephone Business Handsets was approved in commission on November 30, 2010. The attached amendment adds Meridian telephone model M5009-35 (refurbished) for \$79.00 each to the contract with Technology Resource Center of America.

This is a County-wide Term and Supply contract.

cc: Bid File

**CONTRACT AMENDMENT NUMBER ONE
PURCHASE AGREEMENT FOR
TELEPHONE BUSINESS HANDSETS – TERM AND SUPPLY**

The Agreement **55-26OCT10** dated November 30, 2010 made by and between Boone County, Missouri and Technology Resource Center of America, LLC for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. **Add** telephone M5009-35 – Meridian 5009 NT4X35-35 for a refurbished price of \$79.00 each.
2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

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

TECHNOLOGY RESOURCE CENTER OF AMERICA, LLC

by *David J. Kay*
title CFO

BOONE COUNTY, MISSOURI

by: Boone County Commission
Kenneth M. Pearson
Kenneth M. Pearson, Presiding Commissioner

APPROVED AS TO FORM:

J. Blouin
County Counselor

ATTEST:

Wendy S. Norenks
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.)

no encumbrance required
County-Wide Term and Supply

Jane E. Pritchard by *14P* *12/30/10*
Signature Date Appropriation Account

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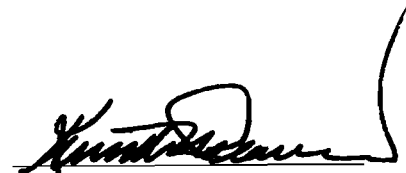
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 51-16Nov10 Carpet Cleaning Services, to Atkins Building Services. It is further ordered the Presiding Commissioner is hereby authorized to sign said Term and Supply contract.

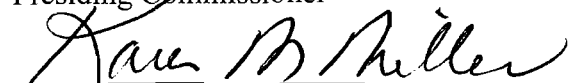
Done this 28th day of December, 2010.

ATTEST:

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



Kenneth M. Pearson
Presiding Commissioner



Karen M. Miller
District I Commissioner

Absent

Skip Elkin
District II Commissioner

Boone County Purchasing

Tyson Boldan
Buyer



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

MEMORANDUM

TO: Boone County Commission
FROM: Tyson Boldan
DATE: December 3, 2010
RE: 51-16NOV10 – Carpet Cleaning Services Term and Supply

The Bid for Carpet Cleaning Services Term and Supply closed on November 16, 2010. Three bids were received. Purchasing and the Boone County Facilities Maintenance department recommend award to Atkins Building Services for offering the lowest and best bid.

This is a term and supply contract and invoices will be paid from department 6101 – House Keeping and account 60125 – Custodial and Janitorial Services. \$30,712.00 is budgeted for service in 2011.

Attached is a copy of the bid tabulation for your review.

ATT Bid Tab

cc: Bob Davidson
Bid File

51-16NOV10 - Carpet Cleaning Services Term and Supply

BID TABULATION			Servpro of Columbia	Sappingtons Carpetcare	Atkins Building Services
4.7.1.	ITEM	DESCRIPTION	LUMP SUM PRICE	LUMP SUM PRICE	LUMP SUM PRICE
	1	Carpet Cleaning: Boone County Correctional Facility	\$1,330.00	\$1,260.00	\$875.00
	2	Carpet Cleaning: Boone County Warehouse	\$380.00	\$360.00	\$250.00
	3	Carpet Cleaning: Government Center	\$5,700.00	\$5,400.00	\$3,750.00
	4	Carpet Cleaning: Court House	\$11,590.00	\$10,980.00	\$7,625.00
	5	Carpet Cleaning: Public Works Facility	\$627.00	\$594.00	\$412.00
	6	Carpet Cleaning: 613 E. Ash	\$570.00	\$540.00	\$375.00
	7	Carpet Cleaning: 607 E. Ash	\$532.00	\$504.00	\$350.00
		TOTAL FOR ALL BOONE COUNTY LOCATIONS (4.7.1: 1 – 5)	\$20,729.00	\$19,638.00	\$13,637.00
	7	Work During Evening Hours After 5:00 p.m. or on Saturday/per square foot	\$0.17	\$0.18	\$0.13
	6	Work During Regular Business Hours: Monday – Friday, 8:00 a.m. – 5:00 p.m./per square foot	\$0.19	\$0.20	\$0.13
4.8.	Maximum % Increase 1st Renewal		5%	2%	3%
	Maximum % Increase 2nd Renewal		5%	2%	3%
	Maximum % Increase 3rd Renewal		5%	2%	3%
	Maximum % Increase 4th Renewal		5%	2%	3%

No Bids
MaxCare of Central MO
Continental Flooring Company
Atkins Building Services

Average Bid 18001.33

**PURCHASE AGREEMENT
FOR
CARPET CLEANING SERVICES TERM AND SUPPLY**

THIS AGREEMENT dated the 28 day of December 2010 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Atkins Building Services**, 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 **Carpet Cleaning Services Term and Supply**, County of Boone Request for Bid for **Carpet Cleaning Services Term and Supply**, bid number **51-16NOV10**, any applicable addenda, the unexecuted Bid Form, as well as the Contractor's bid response dated **November 15, 2010** and executed by **John H. Schulte** 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, this Purchase Agreement, the Request for Bid, the unexecuted Bid Form and applicable Addenda shall prevail and control over the Contractor's bid response.

2. Contract Duration - This agreement shall commence on **January 1, 2011 and extend through December 31, 2011** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **four (4) 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 provide carpet cleaning services to the County. Service will be provided as required in the bid specifications 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. This is a non-exclusive contract and the County reserves the right to purchase services from other vendors.

4. Delivery and Service - Contractor agrees to deliver and provide services as set forth in the bid documents.

5. Billing and Payment - All billing shall be invoiced to the Boone County Facilities Maintenance Department. The order and billings may only include the prices listed in the Contractor's bid response No additional fees 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 correct monthly statements within thirty days of receipt, all applicable invoices must be attached to each monthly statement; 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.

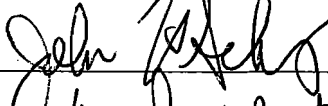
8. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- 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/services are delayed or products/services 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.

ATKINS BUILDING SERVICES

by


title Vice President


address

1001 Fay St.

Columbia Mo 65201

BOONE COUNTY, MISSOURI


by: Boone County Commission


Ken Pearson, 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.)

Signature


by cey

Date

12/20/10

6101/60125 Term and Supply

Appropriation Account