

TERM OF COMMISSION: January Session of the November Adjourned Term

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

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

The meeting was called to order at 1:32 p.m.

**Subject: Purchasing Department**

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

**A. First Reading of Bid 01-14JAN03 (Grading MKT Trail)**

Marlene Ridgway stated the bid for Grading MKT Trail – Term and Supply was issued on December 18, 2002 and closed on January 14, 2003. A total of two bids were received. Purchasing and Facilities Maintenance recommend award for the lowest and best bid to Blacktop Paving Company.

This term and supply contract will be paid out of department 1610 – Parks and Recreation, account 60400 – Grounds Maintenance. The original budget was \$4,000.00.

Commissioner Miller stated there was not enough budgeted for this item. Mrs. Ridgway noted this was bid at an estimated hourly rate.

Ken Roberts, Facilities Maintenance Manager, stated this was bid as worst case scenario. He noted over the past two years, the department has not had enough funding at the \$4,000 expenditure for emergency repairs to the trail.

Commissioner Miller stated it is good for the County to have this because when there is an emergency, so Public Works employees and equipment are not pulled from other duties to work on the trail.

There was no further discussion on this item.

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

**B. First Reading of Bid 85-31DEC02 (Boom Mower and Tractor)**

Marlene Ridgway stated she and the Public Works Department have reviewed the above referenced bid. They recommend awarding to Cooke Sales and Service for having the lowest and best bid meeting the minimum specifications. The contract is for two 203 John Deere 7220 4wd tractors with Tiger TRB-50C Rotary Boom Mowers for a contract value including trade-in of \$139,956.00. This is to be paid from account 2040-92300. The budgeted amount was \$159,000.00.

They also recommend including an additional contract price of \$55.00 hourly shop rate and a 15% discount off list price for OEM parts for 5 years as supplied in the bidder's response.

They would also request at this time approval to dispose of the following equipment as trade-in for this contract:

Two (2) 1995 Ford 7740 tractors with Tiger TRB-50 Rotary Boom Mowers (Fixed Asset Tag #s 10823 and 10824)

There was no discussion on this item.

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

### **C. First Reading of Bid 86-31DEC02 (Backhoe)**

Marlene Ridgway stated she and the Public Works Department have reviewed the above referenced bid. They recommend awarding to Crown Power and Equipment for having the lowest and best bid meeting the minimum specifications. The contract is for two 2003 Case 580SM Backhoes for a contract value including trade-in of \$102,164.00. This is to be paid from account 2040-92300. The budgeted amount was \$144,000.00.

They also recommend including an additional contract price of \$65.00 hourly shop rate for 5 years as supplied in the bidder's response.

They would also request at this time approval to dispose of the following equipment as trade-in for this contract:

Two (2) 1993 Case 580 SK Backhoes (Fixed Asset Tag #s 7630 and 7631)

There was no discussion on this item.

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

appropriate order for award.

**D. First Reading of Bid 75-17DEC02 (Hoses and Fittings)**

Marlene Ridgway stated she and the Public Works Department have reviewed the above referenced bid. They recommend awarding to the low bidder for all sections to Applied Industrial Technology. A total annual expenditure for hoses and fittings is approximately \$10,000.00. This is to be paid from account 2040-60200.

This is a term and supply contract.

Sam Amick, Public Works Fleet Operation Superintendent, noted Applied Industrial Technology is a local company and this has previously been awarded to a company in St. Louis.

There was no further discussion on this item.

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

**E. First Reading of Bid 02-07JAN02 (2003 Light Duty Pickups)**

Marlene Ridgway stated she and the Public Works Department have reviewed the responses and recommend award to Albert Buick Honda GMC for having the lowest and best bid meeting the minimum specifications. Albert Buick Honda GMC responded with 2003 GMC Sierra Extended Cab pickups and all add alternates and options.

At the time the specifications were sent out, only 2 vehicles were intended for this purchase. As of the adoption of the 2003 fiscal year budget, another two vehicles have been identified from the Planning and Building Inspection Department. These specifications meet the Planning and Building Inspection Department and have been approved by the Director of that department.

They are recommending awarding 2 vehicles for the Public Works Department including trade-in for \$41,284.96. The budgeted amount for this purchase was \$47,000.00. They are also recommending award for the Planning and Building Inspection Department 2 vehicles for the purchase price of \$44,084.96. Their budgeted amount was \$49,600.00. The total contract value is \$85,369.92.

They are also requesting at this time approval of disposal through trade-in of the following:

Two (2) 1994 Ford Rangers (Fixed Asset Tag #s 8685 and 8686)

Mrs. Ridgway noted Planning and Building Inspections have two vehicles for trade-in but will be used as a trade-in for another bid at later date. The department has budgeted for two replacement vehicles and one new vehicle for 2003.

Sam Amick stated the difference in price for the vehicles is there will not be receiver hitches on the vehicles for Planning and Building Inspections.

There was no further discussion on this item.

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

**F. First Reading of Bid 90-31DEC02 (Inmate Detention Supplies)**

Marlene Ridgway stated she and the Sheriff's Department have reviewed the bids submitted and recommend awarding all items to Bob Barker Company, Inc. In evaluating the responses, if we were to award to low bid for each line item, it would require eight separate contracts and save approximately \$4,000.00 per year. They are recommending awarding to one bidder for a total cost of supplies for approximately \$36,335.75 per year.

This is a term and supply contract to be paid from 1255-23025. The County has previously had a contract with this company.

There was no discussion on this item.

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

**Subject: Public Works – Second Reading and Approval of Contract with Malicoat-Winslow Engineers, P.C.**

Commissioner Miller moved to approve the Proposal for Consultant Services with Malicoat-Winslow Engineers, P.C. for the Intercom/Communication System Replacement Project for the Boone County Correctional Facility.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 30-2003**

**Subject: Appointment to Boone County Group Homes and Family Support Board**

Commissioner Elkin moved to appoint Charles J. Dykhouse to the Boone County Group Homes Board of Directors for a three year term to expire on December 31, 2005.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 31-2003**

**Commissioner Reports**

*Commissioner Schnarre*

No reports at this time.

*Commissioner Miller*

*Tourism Council*

Commissioner Miller stated she attended the Tourism Council meeting earlier this week. There was discussion about strengthening the use of the Columbia Regional Airport. She noted that it is \$60 more to fly round trip out of the Columbia Regional Airport than from St. Louis. Since American Airlines began service out of Columbia, it is more efficient in checking in, going through security, and departure and arrival times of flights.

There will be more effort to have the local travel agents promote traveling out of Columbia Regional Airport.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 1:47 p.m.

Attest:

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Keith Schnarre  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner