

TERM OF COMMISSION: February Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Fred Parry  
District II Commissioner Janet Thompson  
Senior Buyer Liz Palazzolo  
County Counselor C. J. Dykhouse  
Director Public Works Greg Edington  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:30 p.m.

**Purchasing**

- 1. First reading; Cooperative Contract IFB605CO18000580 – Purchase one (1) 2018 Chevrolet Colorado Crew Cab and dispose of one (1) 2005 Ford Explorer**

Liz Palazzolo read the following memo:

Purchasing requests permission to use contract IFB605CO18000580 for Model Year 2018 Light Duty Vehicles established by the State of Missouri Department of Transportation with Roberts Chevrolet Buick of Platte City, Missouri as a cooperative contract. The Resource Management Department wishes to purchase one (1) 2018 Chevrolet Colorado 4X4 Crew Cab work truck:

	<u>Unit Price</u>	
<b>2018 Chevrolet Colorado Crew Cab 4X2 Truck</b>	\$ 22,743.00	
• 4X4 Upgrade	\$ 4,871.00	
• Standard Equipment including federal emissions control		Std
• 3.6L Engine DI DOHC V6 VVT		Std
• Automatic Transmission 8-speed		Std
• Limited Slip Rear Axle		Std
• Two (2) sets of keys		Std
• Back-up camera		Std
• Short-bed		Std
• White Exterior		N/C
• Black Cloth Interior		N/C
• Power Windows, Doors, Remote Locks/Cruise Control		Included N/C

**Include the Following Options:**

• Front and Rear Rubber Floor Liners (Factory installed)		Std
• WT Appearance Package: Power-adjustable folding mirrors		\$
391.50		
• Towing Package	\$ 225.00	
• Full-size Spare Tire		Std
• Automatic Locking Rear Differential	\$ 292.50	
• Bluetooth Connectivity		Std
• Delivery to 5551 Tom Bass Road in Columbia, Missouri	\$ 70.00	

**Total**

**\$ 28,593.00**

The contract runs through Model Year 2018 with two (2) renewal options available.

This is a one-time purchase that includes a 3-year or 36,000-miles bumper-to-bumper warranty, and 5 years or 100,000-miles on the power train. The total purchase price of \$28,593.00 is budgeted, and it will be paid from Fund 2045 RM – Design and Construction, Account 92400 Replacement Autos and Trucks.

The Purchasing Department requests permission to dispose of the following surplus: 2005 Ford Explorer SUV, fixed asset tag 15112. Attached is the Disposal Form for signature.

There were no comments or questions.

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

**2. First reading; Bid Award 46-06DEC17 – Computer Output to Microfilm Service**

Liz Palazzolo read the following memo:

Request for Proposal 46-06DEC17 solicited proposals for Computer Output to Microfilm Service along with Microfilm Storage and Scanning Service for multiple Boone County offices. Two proposals were received and reviewed by the Boone County Evaluation Committee. The bid tabulation and evaluation documentation follow this memo.

The Evaluation Committee recommends an award to US Imaging, Inc. of Saginaw, Michigan for only Computer Output to Microfilm Service. No awards have been recommended for Microfilm Storage or Scanning Services.

The contract will run from Date of Award through 12/31/18 with four (4) one-year renewal options.

Payments for services will be paid from Fund 2800 for Storage & Preservation, Account 71100 for Outside Service; and from Fund 2110 for Collector Tax Maintenance Activity, Account 71100 for Outside Service.

There were no comments or questions.

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

**3. First reading; Bid Award 40-16OCT17 – Detainee Telephone System**

Liz Palazzolo read the following memo:

Request for Proposal 40-16OCT17 solicited proposals for a Detainee Telephone System for the Boone County Detention Center. Seven proposals were received and reviewed by the Boone County Evaluation Committee. The evaluation summary, scores, and evaluation narrative prepared by the Evaluation Committee follow this memo.

The Evaluation Committee recommends an award to CenturyLink for their Offer #2 as the lowest and best offer for Boone County. This offer significantly lowers the costs to the users of the system while ensuring an adequate administrative cost recovery for the Boone County Sheriff's Department. The CenturyLink product also represents a significant upgrade in the overall detainee phone system product from the current provider's product.

The award to CenturyLink will result in a basic cost per minute for Prepaid calls, Debit card calls, and Collect calls of \$0.10 per minute. The cost of a 15-minute phone call under the CenturyLink system will therefore be \$1.50 for each of those types of calls. This compares to our current provider's 15-minute call cost of \$8.25 for Prepaid calls and Debit card calls, and \$6.75 for Collect calls. In other words, the move to CenturyLink will result in a 78%-82% savings to the users of the system over the current provider.

The contract will have an initial five-year contract period with two additional one-year renewal options. There is no cost to the County for the detainee telephone system.

Attachments: Bid Tabulation, Scoring Sheets, Evaluation Summary, Factors Reviewed Sheet, and Evaluation Report

C. J. Dykhouse said he served on the evaluation committee and we worked hard in evaluating the different proposals with an emphasis on the low and overall cost to the users of the system as was practicable. The option that we are recommending to Commission, CenturyLink, will result in a basic 10-cent per minute rate which is for the detainees and the families that use the system. This 10-cent per minute rate is the same rate we charge ourselves when county issued cell phones are used for personal use.

So, for example, when we have county issued cell phones at Facilities Maintenance or the Sheriff's Department, and they use the phone for personal use, they reimburse the county at that rate. What we are asking the detainees and their families, in using the phone system, is the same thing we ask of ourselves.

Commissioner Thompson noted, as stated in the memo, this is significantly less than what the detainees have been paying under the current system.

Mr. Dykhouse said that is correct.

Commissioner Thompson said this covers our administrative costs, so we are not asking the people of Boone County to cover these costs and could you describe those costs.

Mr. Dykhouse said we performed an estimate on the administrative costs of the Sheriff's staff, making queries of the system and responding to requests from the system and the routine use of it, we estimate the range between \$7,500 and \$12,500 and we settled on a \$10,000 goal on administrative costs with the agreement from the Sheriff.

Based on historical usage numbers, the only numbers not subject to being altered, this proposal will achieve a level of reimbursement getting us to that \$10,000 figure.

It may be that usage statistics change, but the only way we can measure, and make sure we are comparing apples to apples, is to use the historical numbers, not the numbers from vendors that are trying to sell their product. As a practical matter in the operation of the jail, I learned there are certain times when the phones are available for use, they are not available all the time. There is an outer limit on what the usage could be based upon the needs of the institution and the maintenance of the security of the institution.

The way we are measuring this is a historical, confirmed number, from our provider and applying that to the matrix given to us by all the vendors. This proposal hits that administrative cost recovery target using that methodology.

Commissioner Thompson said that when you say research done at the jail, this typically, if my understanding is correct, are requests coming from outside counsel.

Mr. Dykhouse said absolutely. There are requests from outside counsel and both the Public Defender and Prosecuting Attorney offices. It's all of the users of private counsel, all of the users who have an interest in saying we would like calls for these times and what it takes to accomplish that and on average, how many hours jail staff is using to respond to these requests per month. That is how we did our methodology to get to the \$7,500/\$12,500 low/high estimate.

Commissioner Thompson said she would also note that the numbers that are indicated in the memo are, in some respects, less than what is being charged to folks held in the Missouri Department of Corrections and they have a significantly larger pool of people and many more institutions. It is amazing to me that you were able to find and negotiate an agreement that puts us in line with the figures the Department of Corrections has.

Mr. Dykhouse said he would also add, the emphasis we had, when we went out with the RFP, the goal was to lower the overall cost to the users and that was one of our primary purposes. That goal puts us in a distinct minority of correctional facilities in the country, certainly in Missouri at the county jail level. Most often, well more than 50% of the time, the jails and correctional institutions look at this as a source of revenue. I found one example where their policy was similar to ours where we are trying to lower the cost to the users of the system.

There were no further comments or questions.

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

**4. Second reading; Cooperative Contract C215080010 – Purchase Photocopier and Maintenance for Prosecuting Attorney and dispose of one (1) Canon copier (1<sup>st</sup> read 2-13-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract C215080010 to purchase one (1) photocopier with maintenance from Image Technologies of Columbia, MO and dispose of one (1) existing Canon iRC3030 copier, asset tag 16587.

The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and request for disposal form.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #82-2018**

**5. Second reading; Cooperative Contract 3-160622TV – Purchase one (1) Motor Grader and dispose of one (1) John Deere 672 Motor Grader (1<sup>st</sup> read 2-15-18)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the utilization of the MoDOT Cooperative Contract 3-160622TV to purchase one (1) John Deere 672G Motor Grader from Martin Equipment of Illinois, Inc. and dispose of one (1) 2013 John Deere 672G Motor Grader, asset tag 18384.

The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and request for disposal form.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #83-2018**

**6. Second reading; Professional Services Contract 07-31MAR18C – Consulting Services for Radio Tower Project for Pole Barn with Crockett Geotechnical (1<sup>st</sup> read 2-13-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached Consultant Services Agreement with Crockett Geotechnical – Testing Lab, LLC of Columbia, MO for the radio tower project for the Hallsville Maintenance Building and Pole Barn., utilizing Professional Services Contract 07-31MAR18C

The terms of the Services are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Consultant Services Agreement.



Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #84-2018**

## **Public Works**

### **7. First reading; Replacement of an Overhead Crane Hoist**

Greg Edington said the Department utilizes an overhead crane/hoist that is located near the Salt Storage Facility as an aid to remove/install and store dump truck tailgates. The unit ceased to function several weeks ago and a recent inspection from one of our vendors revealed that the existing crane/hoist cannot be repaired therefore necessitates a replacement.

We are seeking Commission approval to purchase a replacement crane/hoist out of anticipated cost savings in account 2040-92300 (replacement equipment). The cost for a new crane/hoist (see attached estimate) is \$3,699.60. Thank you for your consideration of the purchase.

Commissioner Parry asked about the cost savings.

Mr. Edington said that will come from other purchases.

There were no further comments or questions.

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

**Resource Management**

**8. Second reading; Stormwater Security Agreement with Schlacks Rentals, Inc. (1<sup>st</sup> read 2-13-18)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Erosion and Sediment Control Security Agreement and Cash Deposit between the County of Boone and Schlacks Rentals, Inc.

The terms of the agreement are stipulated in the attached security agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #85-2018**

**9. Second reading; Abell Acres Subdivision Plat 1 Development Agreement – receive and accept the plat of Abell Acres (1<sup>st</sup> read 2-13-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision along with the development agreement and letter of credit in the amount of \$21,378.25 for sewer improvements and authorize the presiding commissioner to sign the plat and development agreement:

1. Abell Acres, S23-T50N-R12W. A-R. Abell Label, LLC, owner. Steven R. Proctor, surveyor.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #86-2018**

**10. Second reading; Waterline Replacement Contract with Consolidated #1 (1<sup>st</sup> read 2-15-18)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Waterline Replacement Contract between Boone County and Consolidated Public Water Supply District No. 1 of Boone County.

The terms of the Contract are stipulated in the attached Contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said Waterline Replacement Contract.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #87-2018**

**Joint Communications**

**11. Second reading; City of Columbia Joint Communications Invoice, October – December, 2017 (1<sup>st</sup> read 2-13-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached City of Columbia Joint Communications Invoice for the period of October – December, 2017 in the amount of \$25,694.86.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #88-2018**

Commission

12. Public Comment

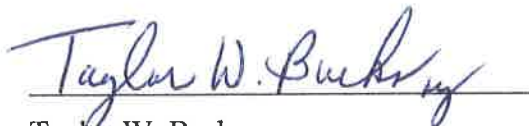
None

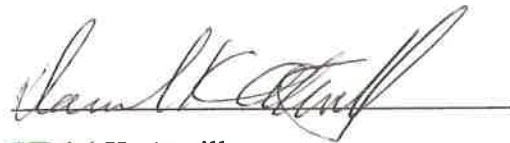
13. Commissioner Reports

None

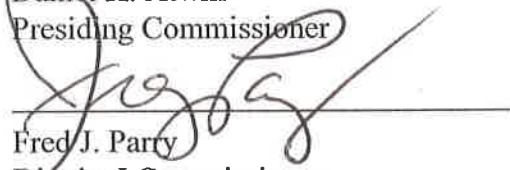
The meeting adjourned at 1:49 p.m.

Attest:

  
Taylor W. Burks  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Fred J. Parry  
District I Commissioner



Janet M. Thompson  
District II Commissioner