

TERM OF COMMISSION: April Session of the April Adjourned Term

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

PRESENT WERE: Presiding Commissioner Dan Atwill
District I Commissioner Fred Parry
District II Commissioner Janet Thompson
Director Purchasing Melinda Bobbitt
Director Resource Management Stan Shawver
Senior Buyer Liz Palazzolo
Deputy Clerk Michelle Thompson
Senior Administrative Assistant Diane Buchmann

The meeting was called to order at 9:31 a.m.

Conference Call Information:
Number: 701-801-1211 Access Code: 758-401-651

Resource Management

1. Plat Acceptance:

- **Sycamore Hollow Plat 2. S17-T50N-R12W. A-2. Fredrick R. Hill and Susan I. Hill Revocable Trust, owner. Kevin M. Schweikert, surveyor.**
- **Scenic View Estates. S13-T48N-R14W. A-2. Justin Hereth, owner. Kevin M. Schweikert, surveyor.**
- **R & C. S16-T50N-R13W. A-2. Deborah L. Gandy, owner. Steven R. Proctor, surveyor.**
- **New Providence Plat 1. S3-T47N-R13W. R-M/R-S. Heartland Trust A & B and William Mark Grant and Laura L Grant Revocable Trust, owners. Jay Gebhardt, surveyor.**

Stan Shawver explained that these plats would have been on the P & Z agenda this month, but due to COVID-19, P & Z did not meet. So, as with a previous plat, these come to Commission for approval.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby receive and accept the following subdivision plats and authorizes the Presiding Commissioner to sign them:

- Sycamore Hollow Plat 2. S17-T50N-R12W. A-2. Fredrick R. Hill and Susan I. Hill Revocable Trust, owner. Kevin M. Schweikert, surveyor.
- Scenic View Estates. S13-T-48N-R14W. A-2. Justin Hereth, owner. Kevin M. Schweikert, surveyor.
- R & C. S16-T50N-R13W. A-2. Deborah L. Gandy, owner. Steven R. Proctor, surveyor.
- New Providence Plat 1. S3-T47N-R13W. R-M/R-S. Heartland Trust A & B and William Mark Grant and Laura L Grant Revocable Trust, owners. Jay Gebhardt, surveyor.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #193-2020**

Commissioner Thompson noted that today is Stan Shawver's birthday and yesterday was his 39-year anniversary with Boone County.

Purchasing

2. **First Reading; Bid Award: 12-23MAR20 – Managed Print Services – Term and Supply**

Liz Palazzolo read the following memo:

Request for Bid 12-23MAR20 solicited sealed bids for Managed Print Services for the Boone County Information Technology Department. Three bids and one “No Bid” were received. The three bids were reviewed by Boone County Information Technology personnel: Aron Gish, Director of Information Technology; Ryan Irish, Systems Administrator for Information Technology; and Trudy Fisher, Office Administrator for Information Technology.

The award of contract will be made to the lowest priced acceptable bid from SumnerOne, Inc. of Columbia, Missouri.

The contract period will run from June 1, 2020 through May 31, 2021, and there are four (4) one-year renewal options available after this initial period.

Payments will be paid from the following Funds/Accounts:

- Information Technology/60050 Equipment Service Contract: \$39,050.00
- 2045 RM Design & Construction/60050 Equipment Service Contract: \$60.00
- IV-D /60050 Equipment Service Contract: \$500.00
- 2040 RB Maintenance Operations/60050 Equipment Service Contract: \$165.00
- 2703 Information Technology – BCJC/EM /60050 Equipment Service Contract: \$715.00
- Facilities Maintenance /60050 Equipment Service Contract: \$185.00
- 2010 Assessment /60050 Equipment Service Contract: \$1,375.00

There were no comment or questions from the Commission.

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; Cooperative Contract: NCPA-01-9 – Cisco Products and Maintenance

Melinda Bobbitt read the following memo:

Information Technology requests permission to utilize the NCPA (National Cooperative Purchasing Alliance) Synnex Corporation cooperative term and supply contract *NCPA-01-97* with reseller Huber & Associates, Inc. of Jefferson City, Missouri to provide Cisco Products and Maintenance on an as needed basis. This is a Term and Supply contract.

There were no comments or questions from the Commission.

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. First Reading; Cooperative Contract: R-BB-19002 Facilities Management Products and Solutions (Omnia Partners)

Liz Palazzolo read the following memo:

Purchasing requests permission to use contract R-BB-19002 for Facilities Management Products and Solutions with Cintas Corporation. The contract has been established as a cooperative contract through Omnia Partners/NJPA.

The contract has been put into place for the purchase of cleaning supplies and deep-cleaning service that County Departments may opt to conduct if a Boone County employee tests positive for Covid-19. This usage extends to the Sheriff's Department in case a detainee or new arrest tests positive.

The contract period runs May 1, 2020 through October 31, 2023. There are two subsequent two-year renewal options available.

This is a Countywide Term and Supply.

There were no comments or questions from the Commission.

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.

5. First & Second Reading; Cooperative Contract: TIPS 170803 – Medical Equipment and Supplies

Melinda Bobbitt read the following memo:

Purchasing requests permission to put in place for County-wide use (requested by Emergency Management), The Interlocal Purchasing System (TIPS) cooperative contract 170803 - Medical Equipment and Supplies with DiaMedical USA Equipment LLC of West Bloomfield, Michigan. This contract will be used for PPE supplies for the COVID-19 pandemic.

This is a county-wide Term and Supply contract in effect through October 29, 2020.

Commissioner Parry asked if this was for the N95 masks.

Bobbitt said it was for PPE supplies, but she was not sure this one includes masks or not.

There were no more comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the utilization of the TIPS Cooperative Contract 170803 – Medical Equipment and Supplies with DiaMedical USA Equipment LLC of West Bloomfield, Michigan.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #194-2020**

6. Second Reading; Contract Amendment One: CC160735003 – Law Enforcement / Public Safety Gear, Supplies, Equipment - Ed Roehr Safety Products Company (1st read 4-23-20)

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to contract CC160735003 – Law Enforcement/Public Safety Gear, Supplies, Equipment – Ed Roehr Safety Products Company.

Terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #195-2020**

7. Second Reading; Emergency Purchase Agreement: 16-30SEP20E – Coyote Hill Transitional Shelter Subsidy (1st read 4-23-20)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for Purchase of Services between Boone County and Coyote Hill Christian Children's Home for Emergency Shelter.

Terms of the agreement are stipulated in the attached 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 #196-2020**

8. Second Reading; Emergency Purchase Agreement: 16-30SEP20E – Emergency Food Purchase (1st read 4-23-20)

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for Purchase of Services between Boone County and The Food Bank for Central & Northeast Missouri, Inc. for Emergency Food Purchase in Boone County.

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #197-2020**

9. **Second Reading; Emergency Purchase Agreement: 16-30SEP20E – Provision of Basic Need Items for Infants/Toddlers with First Chance for Children (1st read 4-23-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Agreement for Purchase of Services between Boone County and First Chance for Children for Provision of Basic Needs for Infants/Toddlers.

Terms of the agreement are stipulated in the attached 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 #198-2020**

Commission

10. Public Comment

None

11. Commission Reports

Commissioner Parry wondered if some of this emergency funding for the Food Bank, etc., would be eligible for reimbursement under the CARES Act.

Commissioner Atwill said that several things could be problematic with this. Items are not eligible if they were budgeted for, but the County cannot spend any money without

budgeting for it.

Commissioner Thompson said things that were budgeted for before COVID-19 are not eligible, however, since these things are emergency approvals it might be different.

Commissioner Atwill said this could be an area that will allow the administrators of the CARES Act to question things. He doesn't know if they will, but Commission needs to be aware and alert, and needs to be clear when things are done in relation to the COVID-19 crisis.

Commissioner Parry said the Commission will be on the line to make sure the City of Columbia and Ashland are doing good record keeping for reimbursements as the County will be the fiscal administrators of these funds.

Commissioner Thompson said that goes along with what Commission has been saying about FEMA reimbursement. People need to make sure they are documenting things carefully from the get-go.

Commissioner Atwill said that right now the rules are not clear on if the Commission will just act as a funnel for the funds or if Commission will have an administrative role to make sure the funds are spent appropriately.

Commissioner Parry said he thought he read somewhere that the Commission would be responsible for disbursing the funds and that it would not be based on population.

Commissioner Thompson wondered if the funds would be reimbursable and if it was a first in, first out kind of thing. More requests for funds than funds available becomes a problem.

Commissioner Atwill said there is really nothing that can be done until guidelines are set out. Commission doesn't want to find out later on down the line that some funds were not

spent appropriately and then the County has to pay it back.

There were no more comments or questions from the Commission.

The meeting adjourned at 9:58 a.m.

Attest:



Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner