

TERM OF COMMISSION: January Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Boone County Conference Room 301

PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Justin Aldred  
District II Commissioner Janet Thompson  
Boone County Clerk Brianna Lennon  
Chief Deputy Treasurer Christy Johnson  
Senior Buyer Liz Palazzolo  
Deputy County Clerk Jodi Vanskike

Public: Mike Murphy - Comobuz

**Conference Call Information:**

**Number: 425-585-6224 Access Code: 802-162-168**

The meeting was called to order at 9:30am.

**Boone County Clerk**

**1. First and Second Reading: 2022 Boone Hospital Board of Trustees Election**  
Boone County Clerk Brianna Lennon stated for both of her items, the Hospital Board of Trustees and the Centralia Special Road District, they ran into the situation where the number of candidates filed, matched the number of openings. Ms. Lennon stated when this happens, no election is required and what this does is certify these actions and they will not appear on the ballot.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of Hospital Trustees of Boone County. Pursuant to the provisions of 115.124.1 RSMo., No election shall be held for such office and the candidate, William "Barry" Orscheln, shall

assume the duties of their office at the same time and in the same manner as if they had been elected at the April 5, 2022 election.

It is further ordered the Boone County Commissioners are hereby authorized to sign the commission for William “Barry” Orscheln to serve as a Hospital Trustee of Boone County for a five-year term.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #30-2022**

**2. First and Second Reading: 2022 Centralia Special Road District Election**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of Commissioner of the Centralia Special Road District. Pursuant to the provisions of 115.124.1 RSMo., No election shall be held for such office and the candidate, Daniel Swiney, shall assume the duties of his office at the same time and in the same manner as if he had been elected at the April 5, 2022 election.

It is further ordered the Boone County Commissioners are hereby authorized to sign the commission for Daniel Swiney to serve as Commissioner of Centralia Special Road District for a three-year term.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #31-2022**

**Purchasing**

**3. First Reading: Request for Bid 46-07DEC21 Janitorial Supplies -Term & Supply for Boone County - Pyramid School Products**

Senior Buyer Liz Palazzolo read the following memo: Request for Bid 46-07DEC21 solicited bids for Janitorial Supplies for the Facilities Maintenance Department, the Road and Bridge Department, and the Sheriff’s Office. Five bids and two “No Bids” were received.

The contract for Janitorial Supplies will be awarded to all four responsive bidders for items bid in rank order of primary, secondary and tertiary based on lowest, next low, and third low pricing for each specific item bid. Multiple awards of contracts will give the County greater access to needed janitorial products given market constrictions still seen because of the on-going pandemic.

Awards of contract have been prepared for Smith Paper and Janitorial Supply of Eldon, Missouri; Royal Papers of St. Louis, Missouri, Interboro Packaging Corporation of Montgomery, New York; and Pyramid School Products of Tampa Florida. Specific award details follow:

**Smith Paper and Janitorial Supply:**

Primary (First Choice) Contractor for the Following Items: 4.10.1, 4.10.2, 4.10.12, 4.10.15, 4.10.16, 4.10.18, 4.10.21, 4.10.24, 4.10.25, 4.10.26, 4.10.28, 4.10.36, 4.10.37, 4.10.38, 4.10.40, 4.10.46, 4.10.47, 4.10.48, 4.0.52, 4.10.55, 4.10.56, 4.10.57 (Georgia Pacific brand only), 4.10.58, and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.3, 4.10.4, 4.10.5, 4.10.6, 4.10.7, 4.10.8, 4.10.9, 4.10.10, 4.10.11, 4.10.13, 4.10.14, 4.10.17, 4.10.19, 4.10.20, 4.10.22, 4.10.23, 4.10.27, 4.11.29, 4.10.30, 4.10.31, 4.10.32, 4.10.33, 4.10.34, 4.10.35, 4.10.39, 4.10.44, 4.10.45, 4.10.49, 4.10.51, 4.10.53, 4.10.54, and 4.10.59.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.16, 4.10.42, 4.10.43, and 4.10.50.

**Royal Papers:**

Primary (First Choice) Contractor for the Following Items: 4.10.3, 4.10.4, 4.10.5, 4.10.6, 4.10.7, 4.10.8, 4.10.9, 4.10.10, 4.10.11, 4.10.13, 4.10.14, 4.10.17, 4.10.19, 4.10.20, 4.10.22, 4.10.23, 4.10.27, 4.11.29, 4.10.30, 4.10.31, 4.10.32, 4.10.33 (both options), 4.10.34, 4.10.35 (all three options), 4.10.43, 4.10.44, 4.10.45, 4.10.50, 4.10.53, 4.10.54, 4.10.59 and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.1, 4.10.2, 4.10.12, 4.10.15, 4.10.16, 4.10.18, 4.10.21, 4.10.24, 4.10.25, 4.10.26, 4.10.28, 4.10.36, 4.10.37, 4.10.38, 4.10.40, 4.10.42, 4.10.46, 4.10.47, 4.10.55, 4.10.56, 4.10.57 and 4.10.58.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.39, 4.10.44, 4.10.45, 4.10.48, 4.10.49, 4.10.51, and 4.10.52.

**Interboro Packaging Corporation:**

Primary (First Choice) Contractor for the Following Item: 4.10.39 (INT-3037 Reg - alternate priced at \$21.34/case), and 4.10.60

Secondary (Second Choice) Contractor for the Following Items: 4.10.38 - only alternate #2 (Pitt/IBS priced at \$24.34 per case and alternate #3 Pitt/IBS priced at \$16.48 per case; and 4.10.39 (INT-3037-Med priced at \$25.34/case).

Tertiary (Third Choice) Contractor for the Following Items: 4.10.40, 4.10.46, and 4.10.47

**Pyramid School Products:**

Primary (First Choice) Contractor for the Following Items: 4.10.42, 4.10.44, 4.10.45, 4.10.49, 4.10.51, and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.43, 4.10.48, 4.10.50, and 4.10.52.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.55 and 4.10.56.

The initial contract period will run from February 01, 2022 through January 31, 2023 and includes three (3) one-year renewal options.

This is a Term and Supply contract that will be used by Facilities Maintenance, the Sheriff's Office, and the Road and Bridge Department. Payments will be made using this coding:

- 6101 – Facilities Maintenance Housekeeping & Custodial Services/23031 – Custodial Supplies
- 2705 – 911/EM Facilities Maintenance Building Maintenance /23031 – Custodial Supplies
- 2040 – Road & Bridge Road Maintenance/23036 – Safety Supplies & Equipment
- 1255 – GF Detention Operations/23025– Resident Supplies

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

**4. First Reading: Request for Bid 46-07DEC21 Janitorial Supplies -Term & Supply for Boone County – Smith Paper**

Senior Buyer Liz Palazzolo read the following memo: Request for Bid 46-07DEC21 solicited bids for Janitorial Supplies for the Facilities Maintenance Department, the Road and Bridge Department, and the Sheriff's Office. Five bids and two "No Bids" were received.

The contract for Janitorial Supplies will be awarded to all four responsive bidders for items bid in rank order of primary, secondary and tertiary based on lowest, next low, and third low pricing for each specific item bid. Multiple awards of contracts will give the County greater access to needed janitorial products given market constrictions still seen because of the on-going pandemic.

Awards of contract have been prepared for Smith Paper and Janitorial Supply of Eldon, Missouri; Royal Papers of St. Louis, Missouri, Interboro Packaging Corporation of Montgomery, New York; and Pyramid School Products of Tampa Florida. Specific award details follow:

**Smith Paper and Janitorial Supply:**

Primary (First Choice) Contractor for the Following Items: 4.10.1, 4.10.2, 4.10.12, 4.10.15, 4.10.16, 4.10.18, 4.10.21, 4.10.24, 4.10.25, 4.10.26, 4.10.28, 4.10.36, 4.10.37, 4.10.38, 4.10.40, 4.10.46, 4.10.47, 4.10.48, 4.0.52, 4.10.55, 4.10.56, 4.10.57 (Georgia Pacific brand only), 4.10.58, and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.3, 4.10.4, 4.10.5, 4.10.6, 4.10.7, 4.10.8, 4.10.9, 4.10.10, 4.10.11, 4.10.13, 4.10.14, 4.10.17, 4.10.19, 4.10.20, 4.10.22, 4.10.23, 4.10.27, 4.11.29, 4.10.30, 4.10.31, 4.10.32, 4.10.33, 4.10.34, 4.10.35, 4.10.39, 4.10.44, 4.10.45, 4.10.49, 4.10.51, 4.10.53, 4.10.54, and 4.10.59.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.16, 4.10.42, 4.10.43, and 4.10.50.

**Royal Papers:**

Primary (First Choice) Contractor for the Following Items: 4.10.3, 4.10.4, 4.10.5, 4.10.6, 4.10.7, 4.10.8, 4.10.9, 4.10.10, 4.10.11, 4.10.13, 4.10.14, 4.10.17, 4.10.19, 4.10.20, 4.10.22, 4.10.23, 4.10.27, 4.11.29, 4.10.30, 4.10.31, 4.10.32, 4.10.33 (both options), 4.10.34, 4.10.35 (all three options), 4.10.43, 4.10.44, 4.10.45, 4.10.50, 4.10.53, 4.10.54, 4.10.59 and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.1, 4.10.2, 4.10.12, 4.10.15, 4.10.16, 4.10.18, 4.10.21, 4.10.24, 4.10.25, 4.10.26, 4.10.28, 4.10.36, 4.10.37, 4.10.38, 4.10.40, 4.10.42, 4.10.46, 4.10.47, 4.10.55, 4.10.56, 4.10.57 and 4.10.58.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.39, 4.10.44, 4.10.45, 4.10.48, 4.10.49, 4.10.51, and 4.10.52.

**Interboro Packaging Corporation:**

Primary (First Choice) Contractor for the Following Item: 4.10.39 (INT-3037 Reg - alternate priced at \$21.34/case), and 4.10.60

Secondary (Second Choice) Contractor for the Following Items: 4.10.38 - only alternate #2 (Pitt/IBS priced at \$24.34 per case and alternate #3 Pitt/IBS priced at \$16.48 per case; and 4.10.39 (INT-3037-Med priced at \$25.34/case).

Tertiary (Third Choice) Contractor for the Following Items: 4.10.40, 4.10.46, and 4.10.47

**Pyramid School Products:**

Primary (First Choice) Contractor for the Following Items: 4.10.42, 4.10.44, 4.10.45, 4.10.49, 4.10.51, and 4.10.60.

Secondary (Second Choice) Contractor for the Following Items: 4.10.43, 4.10.48, 4.10.50, and 4.10.52.

Tertiary (Third Choice) Contractor for the Following Items: 4.10.55 and 4.10.56.

The initial contract period will run from February 01, 2022 through January 31, 2023 and includes three (3) one-year renewal options.

This is a Term and Supply contract that will be used by Facilities Maintenance, the Sheriff's Office, and the Road and Bridge Department. Payments will be made using this coding:

- 6101 – Facilities Maintenance Housekeeping & Custodial Services/23031 – Custodial Supplies
- 2705 – 911/EM Facilities Maintenance Building Maintenance /23031 – Custodial Supplies
- 2040 – Road & Bridge Road Maintenance/23036 – Safety Supplies & Equipment
- 1255 – GF Detention Operations/23025– Resident Supplies

Attachments: Cost Evaluation & File Memo

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

**5. First Reading: Award 32-27SEP21- Absentee Ballot Packets and Related Services for the Boone County Clerk**

Senior Buyer Liz Palazzolo read the following memo: Request for Proposal 32-27SEP21 solicited sealed proposals for Absentee Ballot Packets and Related Services for the Boone County Clerk. A total of 5 responses and 4 “No Bids” were received for Absentee Ballot Packets and Related Services. The proposals have been evaluated by an Evaluation Committee that consists of Brianna Lennon, Boone County Clerk; Art Auer, Elections Manager for the Boone County Clerk's Office, and James Barnes, Senior Programmer Analyst for the Boone County Information Technology Department. It is noted for the record that a Request for Proposal provides the County with the opportunity to negotiate with offerors. The County requested two rounds of negotiation (i.e., Best and Final Offers) from all five offerors. The Evaluation Committee determined that one offeror failed to meet RFP requirements and eliminated that offeror from further consideration. Several options were offered by the vendors for consideration, and the Evaluation Committee eliminated some from further consideration because of cost or undesirability. The four offers were fully evaluated as is documented in the

attached Evaluation Report. The Purchasing Office conducted the cost evaluation which is also documented and attached.

The lowest and best proposal based on evaluation scoring is the proposal from Modern Litho Print Company of St. Louis, Missouri for both absentee and sample ballot packets and related service.

The contract period will run from February 01, 2022 through January 31, 2023. There are four (4) one-year renewal options available past this initial contract period.

This is a Term and Supply contract.

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

**6. First Reading: Contract 49-22DEC21 - Guardrail - New Installation and Repair Services**

Senior Buyer Liz Palazzolo read the following memo: 49-22DEC21- Guardrail New Installation and Repair Services – Term & Supply opened on January 13, 2022. One (1) bid was received. Road & Bridge recommends award to James H. Drew Corporation.

This is a term and supply contract and will be paid from department 2040 – Road & Bridge – Road Maintenance, account 71100 – Outsourced Services.

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

**7. Second Reading: Cooperative Contract CC220604001 –Ammunition Term & Supply for Sheriff with Gulf States Distributors, Inc (First Read 01.20.22)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Purchasing's request to use Contract CC220604001 for Ammunition established by the State of Missouri Office of Administration with Gulf States Distributors, Inc. of Montgomery, Alabama as a Cooperative Contract. The contract is intended for purchases made by the Boone County Sheriff's Office.

The contract period runs January 20, 2022 – November 18, 2022.

Payments will be made from the following Department/Account codes:

- 1251 – GF Sheriff Operations/23200 - Ammunition: \$17,500.00
- 1255 – GF Detention Operations/23200 - Ammunition: \$750.00

- 2901-LEST Sheriff Operations/23200 - Ammunition: \$18,000.00

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #32-2022**

**8. Second Reading: Request for Bid 46-07DEC21 Janitorial Supplies Term & Supply for Boone County - Interboro Packaging (First Read 01.20.22)**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Request for Bid 46-07DEC21 for Janitorial Supplies Term & Supply for Boone County - Interboro Packaging.

The initial contract period will run from February 01, 2022 through January 31, 2023 and includes three (3) one-year renewal options.

This is a Term and Supply Contract that will be used by Facilities Maintenance, the Sheriff's Office, and the Road and Bridge Department. Payments will be made using this coding:

- 6101 – Facilities Maintenance Housekeeping & Custodial Services/23031 – Custodial Supplies
- 2705 – 911/EM Facilities Maintenance Building Maintenance /23031 – Custodial Supplies
- 2040 – Road & Bridge Road Maintenance/23036 – Safety Supplies & Equipment
- 1255 – GF Detention Operations/23025– Resident Supplies

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #33-2022**

**9. Second Reading: Request for Bid 46-07DEC21 Janitorial Supplies -Term & Supply for Boone County - Royal Lab (First Read 01.20.22)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Request for Bid 46-07DEC21 solicited bids for Janitorial Supplies - Term & Supply for Boone County - Royal Lab.

The initial contract period will run from February 01, 2022 through January 31, 2023 and includes three (3) one-year renewal options.

This is a Term and Supply contract that will be used by Facilities Maintenance, the Sheriff's Office, and the Road and Bridge Department. Payments will be made using this coding:

- 6101 – Facilities Maintenance Housekeeping & Custodial Services/23031 – Custodial Supplies

- 2705 – 911/EM Facilities Maintenance Building Maintenance /23031 – Custodial Supplies
- 2040 – Road & Bridge Road Maintenance/23036 – Safety Supplies & Equipment
- 1255 – GF Detention Operations/23025– Resident Supplies

Commissioner Aldred seconded the motion.  
 The motion carried 3 to 0. **Order #34-2022**

**10. Second Reading: Amendment #1 Contract 154-123120SS Magnet AXIOM Software for Sheriff (First Read 01.20.22)**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Amendment #1 to Contract 154-123120SS for SMS Magnet Axiom Software for the Boone County Sheriff’s Office that was awarded October 08, 2020 (Commission Order 456-2020) and is being amended to add a software product (Magnet Axiom Core Bundle), Magnet Forensics Training, and the terms of the FY2020 CESF-CAC – Boone County, Cyber Task Force Subaward Agreement.

All other terms, conditions and prices of the original agreement remain unchanged.

Payments will be paid from the following funds/accounts:

- Fund 1253 GF Sheriff Grants/Account 37200 – Registration: \$4,995.00
- Fund 1253 GF Sheriff Grants/Account 70100 – Software Subscriptions: \$3,575.00

Commissioner Thompson seconded the motion.  
 The motion carried 3 to 0. **Order #35-2022**

**11. Second Reading: Boone County Contract: 38-09DEC21 - New Vehicle Storage and Facility Improvements (First Read 01.20.22)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve Request for Bid 38-09DEC21 - New Vehicle Storage and Facility Improvements for Boone County Road & Bridge. Erik Miller with PW Architects, Inc. and the Road & Bridge Director Greg Edington recommend award to Curtiss-Manes-Schulte, Inc. of Eldon, Missouri for offering the lowest and best bid.

Invoices will be paid from Department 4110 - Road & Bridge Expansion and Improvement, Account 80000 - Other.

Total cost of contract is \$4,079,829.00 and is as follows:

Base Bid	\$3,907,119.00
Alternate Bid 1-Add	\$31,698.00

Alternate Bid 2-Add \$5,903.00  
Alternate Bid 3-Add \$97,677.00  
Alternate Bid 5-Add \$37,432.00

A 5% contingency is added to the PO in the amount of \$163,193.16.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #36-2022**

### Resource Management

**12. Second Reading: Annual Consultant Service Agreements with: A Civil Group, Anderson Engineering Inc, Bartlett & West Inc, CFS Engineers, Ross & Baruzzini and Midwest Engineering Group (First Read 01.20.22)**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Annual Consultant Service Agreements with: A Civil Group, Anderson Engineering Inc, Bartlett & West Inc, CFS Engineers, Ross & Baruzzini and Midwest Engineering Group.

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

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #37-2022**

### Commission

**13. First Reading: Agreement for Animal Shelter & Related Services: Central Missouri Humane Society**

Commissioner Atwill stated this is the standard annual renewal of the contract that the County has with Central Missouri Humane Society. Commissioner Thompson added, this is for the services that the Central Missouri Humane Society renders to the community.

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

**14. First and Second Reading: Application for use of the Courthouse Plaza - Ragtag Film Society – True/False Film Fest**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Courthouse Plaza by

Ragtag Film Society – True/False Film Fest on March 4, 2022, from 3:30PM until 6:00PM for the True/False March. This approval is contingent upon adherence to the then-applicable health order.

Commissioner Aldred seconded the motion.  
The motion carried 3 to 0. **Order #38-2022**

**15. First and Second Reading appointing Christy Johnson as Interim Boone County Treasurer effective at 5:00 p.m. on January 26, 2022**

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby appoint Christina M. Johnson (Christy Johnson) to serve as Interim County Treasurer under the provisions of RSMo §54.033. Said appointment as Interim Treasurer shall become effective upon the resignation of Boone County Treasurer Tom Darrough on January 26, 2022 at 5:00 p.m. and shall end when the successor appointed by Governor Parson is commissioned and takes the oath of office for Treasurer of the County of Boone. Pursuant to the provisions of RSMo §54.070, the Commission sets the amount of Christy Johnson's surety bond at \$750,000.00 and notes that the same has already been posted in her capacity as the Chief Deputy Treasurer of Boone County.

Commissioner Thompson seconded the motion.  
The motion carried 3 to 0. **Order #39-2022**

Commissioner Atwill stated this is a result of a letter dated January 12, 2022 from Tom Darrough who was the elected Boone County Treasurer. Commissioner Atwill stated there was an update to that letter on January 21, 2022 electing to resign his position as elected County Treasurer effective Wednesday January 26, 2022. Commissioner Thompson stated she would like to thank Christy for her service for so long in the Treasurer's office, and for taking over these additional responsibilities and duties. Commissioner Thompson stated Christy has the County of Boone at the forefront, she has served the County of Boone well and this is another example of her leadership. Christy Johnson stated she will do the very best she can, she will be here to do the job but will need the Commission's help. Ms. Johnson stated she's just going to do this for a little while until the Governor selects someone. Ms. Johnson stated she has no interest in this as a permanent position, she plans to retire before too long. Ms. Johnson thanked the Commission for their confidence in her and though she wishes it wasn't this way, it is, so they will do the best they can with what they got. Commissioner Thompson stated, "you're the best" and Commissioner Atwill added that the Commission is there to help her any way they reasonably can so Ms. Johnson shouldn't hesitate to make a request.

**16. Public Comment**

No public present in person or on the phone for comment.

**17. Commissioner Reports**

Commissioner Thompson stated she would like to reiterate the Commission's appreciation for Christy Johnson stepping into the role as Interim Treasurer. Commissioner Thompson stated Ms. Johnson has been a great servant for the people of Boone County in her role as Chief Deputy in that office, she's amazing and will do a fabulous job as the Interim Treasurer.

Attest:



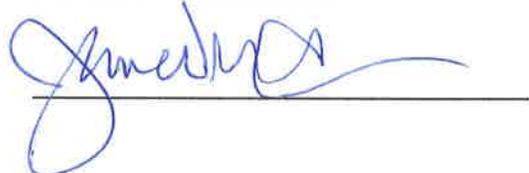
Brianna L. Lennon  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Justin Aldred  
District I Commissioner



Janet M. Thompson  
District II Commissioner