

TERM OF COMMISSION: July Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commissioner Kip Kendrick
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Senior Buyer Liz Palazzolo
Buyer Amy Gerskin
Deputy Director of IT Julia Lutz
Boone County Deputy County Clerk Jodi Vanskike

Conference Call Information:

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

The meeting was called to order at 1:30pm and roll call was taken.

Purchasing

- 1. First Reading: Award of Contract C000645 from RFP 28-26JUN23 for On-the-Lot or In-Transit New Truck(s) or SUV for the Resource Management Department to Joe Machens Ford Lincoln**

Senior Buyer Liz Palazzolo read the following memo:

Request for Proposal 28-26JUN23 solicited proposals for On-the-Lot or In-Transit New Truck(s) or SUV for the Boone County Resource Management Department. Three proposals and three “No Bids” were received in response to this RFP. The proposals were from (1) Joe Machens Ford Lincoln of Columbia, Mo.; (2) Bob McCosh of Columbia, Mo.; and (3) Don Brown Chevrolet of St. Louis, Mo.

An Evaluation Team reviewed the three proposals. Evaluators were Kelle Westcott, Budget Administrator for Resource Management; Thaddeus Yonke, Senior Planner for Resource Management; and Jeff McCann, Senior Engineer for Resource Management. Director Bill Florea was also kept updated about the progress and outcome of the evaluation. The proposals were evaluated subjectively by the Evaluation Team; subjective criteria included “Experience, Expertise and Contractor Support” weighted 15 points maximum; and “Specifications Match” weighted 35 points maximum. The Evaluation Team’s scoring forms and evaluation report follow this memo. It is noted for the record that subjective scoring regarding “Specification Match” has been used in order to give the County as much flexibility evaluating proposals for vehicles. Because the vehicles market is still impacted by supply shortages and manufacturing delays, getting an exact match for on-the-lot or in-transit new vehicles is not possible the same as a made-to-order vehicle. The vehicles market has still not recovered to its pre-pandemic status. The RFP says in paragraph 4.5.6 and subparagraph “a” this: “4.5.6 Evaluation of the Vehicles Features: Proposals will be subjectively evaluated based on the offeror’s ability to meet all or as many desired features described for each vehicle...”

The Purchasing Department conducted the cost evaluation. The cost evaluation spreadsheet also follows this memo. Cost points use an objective formula that pro-rates cost points worth a total of 50 points based on the lowest price. It is noted for the record that all three offerors provided trade pricing, and the cost evaluation and cost points have been computed based on the result of subtracting the trade-in price from the fully-equipped vehicle bid price. Each vehicle’s cost has been evaluated separately.

Cost point scores have been added to final subjective scores and the results are as follows:

Road Inspections Truck, Line Item 5.1.1:

Offeror	Experience/Reliability/Contractor Support – 15 Points Maximum	Specifications Match – Desired Features – 35 Points Maximum	Cost Points – 50 Points Maximum	Total Evaluation Points
Joe Machens Ford Lincoln – Red Ford Ranger	15	33	45.91	93.91
Joe Machens Ford Lincoln – Silver Ford Ranger	15	34	46.31	95.31
Bob McCosh	14	30	36.50	80.50
Don Brown Chevrolet	14	30	50.00	94.00

Building Codes Inspection Truck or SUV, Line Item 5.1.2:

Offeror	Experience/Reliability/Contractor Support – 15 Points Maximum	Specifications Match – Desired Features – 35 Points Maximum	Cost Points – 50 Points Maximum	Total Evaluation Points
Joe Machens Ford Lincoln – Cactus Gray Bronco	15	33	47.01	95.01
Joe Machens Ford Lincoln – Shadow Black Bronco	15	33	50.00	98.00
Bob McCosh	14	30	35.71	79.71
Don Brown Chevrolet	14	30	45.04	87.04

The proposal from Joe Machens Ford Lincoln offers the “lowest and best” proposal for each vehicle for Resource Management. The award is presented for award as follows:

Road Inspections Truck – Vehicle 1, Quantity: 1

Line Item	Description	Firm Price
5.1.1 Base Price	2023 Supercrew 4X4 Ford Ranger – VIN: PLE34435 5’ Box, XL 126” Wheelbase, 2.3L EcoBoost Engine, Elec 10-Speed Automatic Transmission	\$39,619.00
	Towing Package	Included in Base Price
	Spray-On Bed Liner	\$600.00
	Delivery Price	No Charge
	Trade-In Deduction	(-\$5,500.00)
5.1.1	Total Final Price	\$34,719.00

Building Inspectors SUV – Vehicle 2, Quantity: 1

Line Item	Description	Firm Price
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5.1.2 Base Price	2023 Bronco Sport Big Bend 4X4 VIN: PRD60681 5-Passenger 1.5L EcoBoost Engine, 8-Speed Automatic Transmission	\$33,514.00
	Delivery Price	No Charge
	Trade-In Deduction	(-\$6,500.00)
5.1.2	Total Final Price	\$27,014.00

The following vehicles will be traded. The disposal forms are attached for Commission approval.

Description	VIN	Asset Tag Number
2011 Ford F-150 4X4 Truck	1FTEX1EMXBFB71972	17736
2014 Ford F-150 4X4 Truck	1FTFX1EF0EKD83197	19168

The initial contract period will run from July 15, 2023, through September 30, 2023.

Payment will reference this coding:

- 1720 – General Fund Resource Management Building Inspection/92400 – Replacement Auto/Trucks: \$27,014.00.
- 2045 – Road & Bridge Resource Management Road Inspection/92400 – Replacement Auto/Trucks: \$34,719.00.

Commissioner Kendrick 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.

2. First Reading: Contract: C000651 (00318) - Public Safety Communications Products - Concrete Shelter for RNN

Buyer Amy Gerskin read the following memo:

The Boone County Joint Communications Department requests permission to utilize the NASPO cooperative contract 00318 -Public Safety Communications Products, Services, and Solutions to acquire a replacement Concrete Shelter from Sabre Industries for Route NN in Sturgeon, Mo. The Boone County contract number for this purchase is C000651.

The cost of this purchase is \$136,104.00 and will be paid from department 2704 -BOCO Joint Communications Radio Operations, account 92300 -Replacement Machinery and Equipment. This is a replacement purchase. The 2023 budgeted amount is \$150,000.

Commissioner Kendrick 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.

3. First Reading: Award of Amendment #4 to Contract C000012 (02-25MAY16) for Detainee Commissary Goods & Services with Summit Foodservice LLC for the Boone County Sheriff's Office

Senior Buyer Liz Palazzolo read the following memo:

Amendment #4 to contract C000012, from RFP #02-25MAY16 for Detainee Commissary Goods and Services – Term & Supply- for the Boone County Sheriff's Office that was awarded August 17, 2017 (Commission Order 363-2017), updates pricing for commissary items and the fee for cash deposits. The contract allows for a price increase for items sold in the commissary so long as pricing does not exceed the "Comparable Retail Value" or general prices at which similar products are sold in convenience stores in the surrounding local community. The Sheriff's Office has conducted a survey and has found new pricing acceptable within the terms of the contract. The fee for cash deposits to the commissary account is being increased from \$3.50 to \$4.00.

All other terms and conditions, including the commission amount of the original agreement as previously amended, remain unchanged.

This is a Revenue-Generating contract. Coding associated with revenues produced from the contract reference 1255, General Fund Detention Operations/3550 – Commissions.

Commissioner Kendrick 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. Second Reading: Amendment One to Boone County Contract C000363, using cooperative contract CT211966001 for Idemia Livescan Application Maintenance & Support for the Boone County Sheriff's Office – First Read 07.11.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Amendment #1 to County Contract C000363 awarded from co-operative contract CT211966003 with Idemia Identity & Security USA, LLC of Bedford, Mass., for the purchase of two Idemia Ident V2.0 devices with protective screens for the Boone County Sheriff's Office. The updates to the contract are set out in the attached amendment and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #306-2023**

IT

5. First Reading: Budget Revision - Dept 1172 - GASB-96

Deputy Director of IT Julia Lutz stated this is the same budget revision she went over last week, but this one is for the Government Center VMware cluster replacement, which is required because of the new auditing standard.

Commissioner Kendrick 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.

13th Judicial Circuit Court

6. Second Reading: Transfer of Shelves to Callaway County – First Read 07.11.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Asset Transfer Cooperative Agreement, transferring shelving units from Boone County, Mo., to Callaway County, Mo.

The terms of the Agreement are set out in the attached and the Presiding Commissioner is authorized to sign the same.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #307-2023**

Boone County Counselor

7. Second Reading: Consultant Agreement with June Pitchford, CPA – First Read 07.11.23

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to the Consultant Agreement between Boone County and June Pitchford, CPA.

The terms of the Agreement are set out in the attached and the Presiding Commissioner is authorized to sign said Agreement.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #308-2023**

Commission

8. First and Second Reading: Organizational Use of the Boone County Courthouse Plaza – Mid-Missouri Peace works

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the application for the organizational use of the Boone County Courthouse Plaza by Mid-Missouri Peaceworks on September 10, 2023, from 11:30 am to 4:30 pm for the Walk for the Climate Kickoff.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #309-2023**

9. First and Second Reading: Board Appointment – Library Board

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby appoint the following:

Shannon Alvis	Library Board	New Appointment	Term 4 Years	6/30/23 thru 6/30/27
Dorothy Carner	Library Board	Re-Appointment	Term 4 Years	6/30/23 thru 6/30/27

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #310-2023**

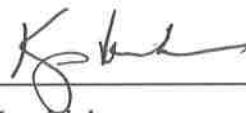
10. Public Comment

None

11. Commissioner Reports

None

Attest:



 Kip Kendrick
 Presiding Commissioner



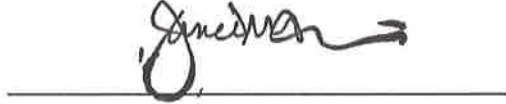
Brianna L. Lennon

Clerk of the County Commission



Justin Aldred

District I Commissioner



Janet M. Thompson

District II Commissioner