

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by Purchasing to dispose of the attached list of surplus equipment by auction on GovDeals, or by destruction for whatever is not suitable for auction.

Done this 7<sup>th</sup> day of August, 2012

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

**Boone County Purchasing**  
**David Eagle**  
Office Specialist



613 E. Ash Street  
Columbia, MO 65201  
Phone: (573) 886-4394

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**MEMORANDUM**

TO: Boone County Commission  
FROM: David Eagle  
RE: Surplus Disposal  
DATE: July 26, 2012

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

	<b>Asset #</b>	<b>Description</b>	<b>Make &amp; Model</b>	<b>Department</b>	<b>Condition of Asset</b>	<b>Serial #</b>
1.	NO TAG	MICROPHONE	PHILIPS	PLANNING & ZONING	GOOD	
2.	15415	DIGITAL CAMERA	KODAK P850	SHERIFF	POOR	KCYEV5408734
3.	NO TAG	INSTANT CAMERA KIT	POLAROID	SHERIFF	FAIR	
4.	NO TAG	INSTANT CAMERA KIT	POLAROID	SHERIFF	FAIR	
5.	NO TAG	GREY HANGING CABINET	MABL6016/36 90	SHERIFF	USED	
6.	NO TAG	GREY HANGING CABINET	MABL6016/36 1830	SHERIFF	USED	
7.	NO TAG	GREY HANGING CABINET	MABL6016/36 90	SHERIFF	USED	
8.	NO TAG	BEIGE PRINTER TABLE, 4 SLOT		SHERIFF	USED	
9.	NO TAG	TWO 2-DRAWER TAN FILE CABINET		SHERIFF	USED	
10.	NO TAG	SEVEN 2-DRAWER TAN FILE CABINET		SHERIFF	USED	
11.	9249	TWO DRAWER FILE CABINET		SHERIFF	USED	

12.	9252	TWO DRAWER FILE CABINET		SHERIFF	USED	
13.	9251	TWO DRAWER FILE CABINET		SHERIFF	USED	
14.	NO TAG	2 DRAWER BROWN WOODEN DESK		SHERIFF	USED	
15.	2399	4 DRAWER BROWN FILE CABINET		SHERIFF	VERY USED	
16.	12098	2 DRAWER GREY FILING CABINET		SHERIFF	VERY USED	
17.	11858	PINK CHAIR		SHERIFF	BROKEN	REMOVE FROM INVENTORY
18.	11872	BLUE CHAIR		SHERIFF	BROKEN	REMOVE FROM INVENTORY
19.	11688	CELL PHONE WITH CAR MOUNTING BRACKET	MOTOROLA AMERITECH MODEL SCN2500A	JJC	GOOD	9A2M96415.028
20.	NO TAG	CELL PHONE WITH CAR MOUNTING BRACKET	MOTOROLA SOUTHWEST ERN BELL SCN2801AA JC01-5299	JJC	GOOD	
21.	5664	PRINTER STAND		NON- DEPARTMENTAL	FAIR	
22.	7377	METAL DESK		SHERIFF	FAIR	
23.	3548	WOODEN TABLE WITH ONE SHELF		JUVENILE OFFICE	FAIR	
24.	5610	PRINTER STAND		CIRCUIT COURT	FAIR	
25.	NO TAG	BLACK PHONE	STARPLUS II	CIRCUIT COURT	POOR	
26.	14342	CAMERA	SONY MAVICA SMART ZOOM MVC- CD350	CIRCUIT COURT	POOR	

27.	5492	FOLDING TABLE		CIRCUIT CLERK	POOR	
28.	3654	DESK		JJC	FAIR	
29.	NO TAG	PROJECTION DISPLAY	OPTOMA PRO250X	SHERIFF	POOR	Q8EZ933AAAAAC0463
30.	353	5 DRAWER FILING CABINET	ART METAL	COLLECTOR	GOOD	
31.	350	5 DRAWER FILING CABINET	ART METAL	COLLECTOR	GOOD	
32.	344	3 DRAWER FILE CABINET	SHAW WALKER	COLLECTOR	GOOD	
33.	343	3 DRAWER FILE CABINET	SHAW WALKER	COLLECTOR	GOOD	
34.	NO TAG	THREE COMPUTER GLARE SCREENS		AUDITOR	FAIR	
35.	9250	2 DRAWER FILE CABINET		SHERIFF	VERY POOR	
36.	NO TAG	EIGHT BUSINESS PHONES	MERIDIAN	ASSESSOR	GOOD	
37.	4146	DICTAPHONE	SONY	CIRCUIT COURT	POOR	
38.	5836	DICTAPHONE	IBM-20	CIRCUIT COURT	POOR	
39.	NO TAG	ANSWERING MACHINE	8500 PHONEMATE	CIRCUIT COURT	UNKNOWN	
40.	NO TAG	2 WALL CLOCKS	ATOMIC	CIRCUIT COURT	POOR	
41.	NO TAG	ADDING MACHINE	CANON	COMMISSION	GOOD	
42.	NO TAG	WOODEN FLOOR EASEL		COMMISSION	FAIR	

43.	NO TAG	DEPUTY COURT MARSHAL SHIRTS (53) AND PANTS (90)			POOR	
44.	NO TAG	CAR PHONE KIT			NEW	
45.	NO TAG	CHILDREN'S TABLE AND FOUR CHAIRS			GOOD	
46.	14919	BLUE HIGH-BACK MANAGEMENT CHAIR			BROKEN	REMOVE FROM INVENTORY
47.	NO TAG	OLD IVORY COLORED LEATHER CHAIR			GOOD	
48.	NO TAG	SIX PHONE TO WALL CORDS			FAIR	
49.	NO TAG	THREE HANDSET TO CRADLE CORDS			FAIR	
50.	NO TAG	TWO BROTHER PRINT TRAYS			FAIR	
51.	NO TAG	TWO AC ADAPTERS			FAIR	
52.	NO TAG	ONE PHONE HANDSET			FAIR	
53.	NO TAG	TWO TRANSCRIPTION PADDLES			FAIR	
54.	NO TAG	US CELLULAR CELL PHONE			FAIR	
55.	NO TAG	PHONE SET			FAIR	
56.	NO TAG	TONER CARTRIDGE	CANON	NPG-7	NEW	
57.	NO TAG	TYPEWRITER	IBM	WHEELWRITER 3	GOOD	
58.	NO TAG	DIGITAL RECORDER			POOR	

59.	NO TAG	WALL CLOCK			POOR	
60.	NO TAG	FOUR ENCLOSED DIRECTORY BOARDS			FAIR	
61.	16495	CLOTHES DRYER	WHIRLPOOL		USED FOR PARTS THEN SCRAPED	REMOVE FROM INVENTORY
62.	262	SMALL WOODEN TABLE			BROKEN	REMOVE FROM INVENTORY
63.	NO TAG	SEVEN PAPER ROLL DISPENSERS			USED	
64.	11853	PORTABLE AIR COMPRESSOR	COLEMAN	POWERMATE 4 HP, 11 GALLON	BROKEN	
65.	NO TAG	MICROWAVE			BROKEN	
66.	NO TAG	TWO WIRELESS GPS MODEMS	SIETTA	MP875	BROKEN	
67.	NO TAG	PHONE	NORSTAR	M7310	BROKEN	
68.	NO TAG	WOOFER	SAMSUNG		ONE PIECE OUT OF A SURROUND SOUND SET	

cc: Caryn Ginter, Auditor  
Surplus File

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 3/7/2012

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Philips Magnavox Microphone

MAR 13 2012

REQUESTED MEANS OF DISPOSAL: Transfer/Sale

BOONE COUNTY AUDITOR

OTHER INFORMATION: Philips Magnavox Universal Microphone, For portable use with karaoke, camcorders, portable stereos, and most recording devices. (not wireless)

CONDITION OF ASSET: Good

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT:  DOES  DOES NOT WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 03/16/2012

DEPARTMENT: 1710

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ 7

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

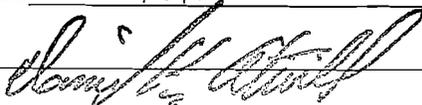
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE      \_\_\_\_ AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-6-12

FIXED ASSET TAG NUMBER: 15415

RECEIVED

DESCRIPTION: Kodak P850 Digital Camera (s/n: KCYEV5408734)

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: Destroy or throw away

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: Poor/completely unserviceable

REASON FOR DISPOSITION: This item no longer functions in any capacity and cannot be repaired.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

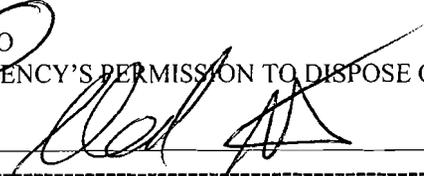
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 4/19/2006

RECEIPT INTO 2901-3835

ORIGINAL COST 495.48

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2787

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

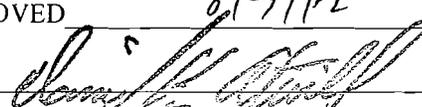
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: None

DESCRIPTION: Polaroid Instant Camera kit

RECEIVED

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: Sell, transfer or donate to department of public safety

BOONE COUNTY AUDITOR

OTHER INFORMATION: S/N FEA06416PCSD

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: only using digital now.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

?

RECEIPT INTO \_\_\_\_\_

1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N)

GRANT NAME \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

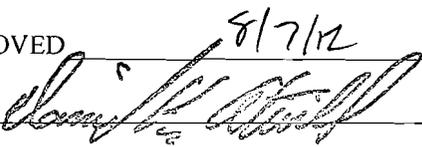
\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: None

DESCRIPTION: Polaroid Instant Camera kit

RECEIVED

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: Sell, transfer or donate to department of public safety

BOONE COUNTY AUDITOR

OTHER INFORMATION: S/N E3P58679NCDA

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: only using digital now.

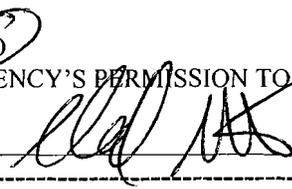
COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ ? RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

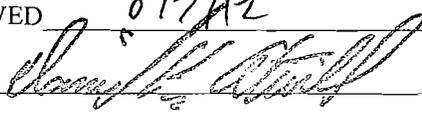
### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Hanging cabinet, grey, no key, Model MBBL6016/3690

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_  GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
% FUNDING \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 2/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Hanging cabinet, grey, with key, Model MBL6016/361830

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

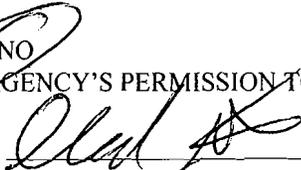
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_  GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

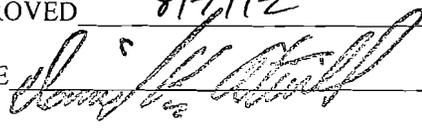
INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Hanging cabinet, grey, with key, Model MBBL6016/3690

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

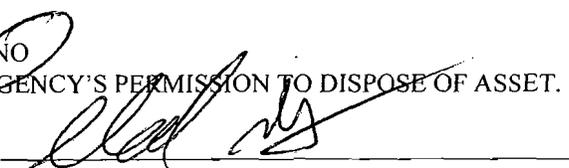
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

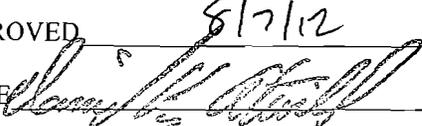
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Beige printer table, 4 slot

FEB - 6 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

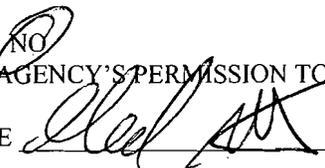
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

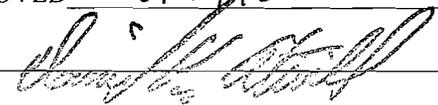
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: 2 drawer tan file cabinet, quantity 2

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

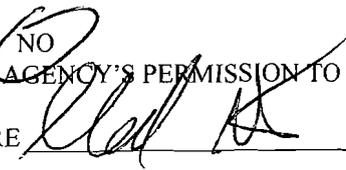
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE ? GRANT NAME \_\_\_\_\_  
% FUNDING \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

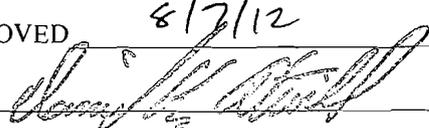
### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE : 2-6-12

FIXED ASSET TAG NUMBER: none

FEB - 6 2012

DESCRIPTION: 2 drawer grey file cabinet, quantity 7

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

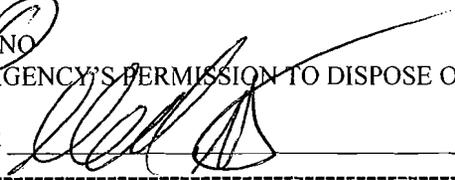
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE _____	RECEIPT INTO <u>1190-3835</u>
ORIGINAL COST _____	GRANT FUNDED (Y/N) <u>N</u>
ORIGINAL FUNDING SOURCE _____	GRANT NAME _____
	% FUNDING _____
	AGENCY _____
ASSET GROUP _____	DOCUMENTATION ATTACHED (Y/N) _____
	TRANSFER CONFIRMED _____

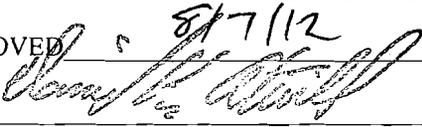
**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
 LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
 INDIVIDUAL \_\_\_\_\_  
 TRADE       AUCTION       SEALED BIDS  
 OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE: 2-6-12

FIXED ASSET TAG NUMBER: 09249

FEB - 6 2012

DESCRIPTION: 2 drawer grey file cabinet

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 4/18/1995

RECEIPT INTO 1190-3835

ORIGINAL COST 73.60

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

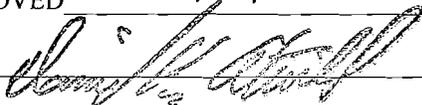
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: 09252

RECEIVED

DESCRIPTION: 2 drawer grey file cabinet

FEB - 6 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 4/18/1995

RECEIPT INTO 1190-3835

ORIGINAL COST 73.60

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED

8/7/12

SIGNATURE



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-6-12

FIXED ASSET TAG NUMBER: 09251

RECEIVED

DESCRIPTION: 2 drawer grey file cabinet

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 4/18/1995

RECEIPT INTO 1190-3835

ORIGINAL COST 73.60

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

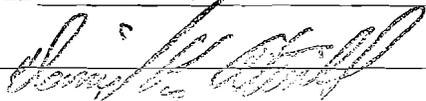
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: 2 drawer brown wooden desk

FEB - 6 2012

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: used

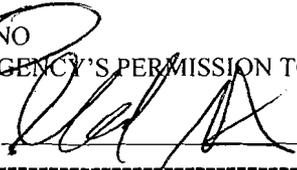
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ 7 GRANT NAME \_\_\_\_\_  
% FUNDING \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: 2399

RECEIVED

DESCRIPTION: 4 drawer brown file cabinet

FEB - 6 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: very used

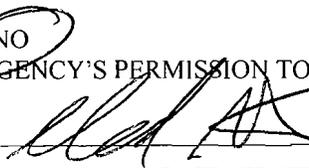
REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 10/6/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) N

*Removed from inventory 11/1/93*

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

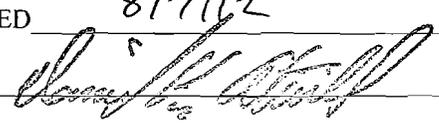
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-6-12

FIXED ASSET TAG NUMBER: 12098

RECEIVED

DESCRIPTION: 2 drawer grey filing cabinet

FEB - 6 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: sell or transfer to other department

OTHER INFORMATION: n/a

CONDITION OF ASSET: very used

REASON FOR DISPOSITION: rearranged office space and don't need any longer

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 2-6-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 11/18/1999

RECEIPT INTO 1190-3835

ORIGINAL COST 105.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

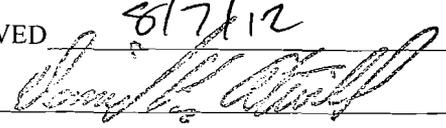
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-14-12

FIXED ASSET TAG NUMBER: 11858

DESCRIPTION: Pink chair

RECEIVED

REQUESTED MEANS OF DISPOSAL: any

FEB 14 2012

OTHER INFORMATION: *MLK*

BOONE COUNTY AUDITOR

CONDITION OF ASSET: broken height adjustment

REASON FOR DISPOSITION: broken

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

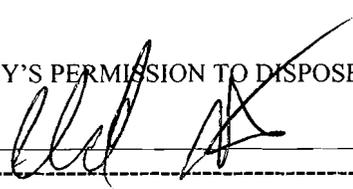
DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

1251

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 6/10/1999

RECEIPT INTO 2500-3835

ORIGINAL COST 419.86

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2757

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

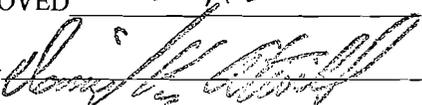
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 2-14-12

FIXED ASSET TAG NUMBER: 11872

DESCRIPTION: Blue chair

RECEIVED

FEB 14 2012

REQUESTED MEANS OF DISPOSAL: any

BOONE COUNTY AUDITOR

OTHER INFORMATION: N/A

CONDITION OF ASSET: broken back

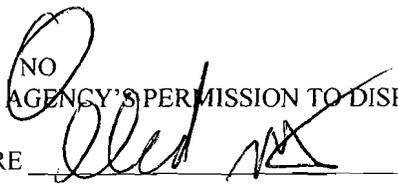
REASON FOR DISPOSITION: broken

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff 1251

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 6/10/1999

RECEIPT INTO 2500-3835

ORIGINAL COST 522.23

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2752

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 3/15/12

FIXED ASSET TAG NUMBER: ~~11658~~ <sup>11658</sup>

DESCRIPTION: installed cell phone, Motorola Ameritech Model SCN2500A SS# 9A2.M96415.028 *w/ car*

*Mounting bracket*

REQUESTED MEANS OF DISPOSAL: sell

RECEIVED

MAR 15 2012

OTHER INFORMATION: working condition

CONDITION OF ASSET: *good*

BOONE COUNTY AUDITOR

REASON FOR DISPOSITION: no longer need

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: *drop*

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: *JJC* 1242 SIGNATURE *Aun Schull*

### AUDITOR

ORIGINAL PURCHASE DATE 7/23/1998 RECEIPT INTO 1190-3835

ORIGINAL COST 266.95 GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731 GRANT NAME \_\_\_\_\_

ASSET GROUP 1604 % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 3/15/12

FIXED ASSET TAG NUMBER: N/A

DESCRIPTION: installed cell phone, Motorola Southwestern Bell Model # SCN2801AA JC01-5299 with car mounting bracket

REQUESTED MEANS OF DISPOSAL: sell

OTHER INFORMATION: working condition

CONDITION OF ASSET: good

REASON FOR DISPOSITION: no longer need

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: JJC

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO

1190-3835

ORIGINAL COST \_\_\_\_\_

7

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

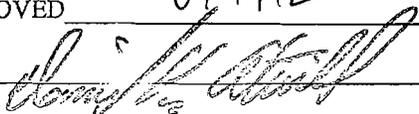
COMMISSION ORDER NUMBER

380-2012

DATE APPROVED

6/7/12

SIGNATURE



RECEIVED

MAR 15 2012

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12 FIXED ASSET TAG NUMBER: 5664

DESCRIPTION: PRINTER STAND

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

OTHER INFORMATION:

RECEIVED

CONDITION OF ASSET:

MAR - 7 2012

REASON FOR DISPOSITION:

BOONE COUNTY AUDITOR

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1190 SIGNATURE David A. Ely

**AUDITOR**

ORIGINAL PURCHASE DATE 9/25/1987

RECEIPT INTO 1190-3835

ORIGINAL COST 90.00

GRANT FUNDED (Y/N) N *Previously removed from inventory 8/21/11*

ORIGINAL FUNDING SOURCE 2731

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE David A. Ely

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12

FIXED ASSET TAG NUMBER: 7377

DESCRIPTION: METAL DESK

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1251 SHERIFF SIGNATURE \_\_\_\_\_

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO \_\_\_\_\_  
ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ % FUNDING \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
TRANSFER CONFIRMED \_\_\_\_\_

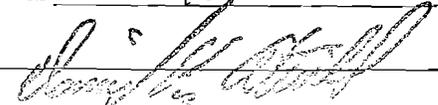
**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 390-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12

FIXED ASSET TAG NUMBER: 3548

RECEIVED

DESCRIPTION: WOODEN TABLE WITH ONE SHELF

FEB 23 2012

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1241 JUVENILE OFFICE

SIGNATURE

Cindy Daniels

### AUDITOR

ORIGINAL PURCHASE DATE 11/8/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 25.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME

% FUNDING

AGENCY

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

Removed from inventory  
10/12/1993

ASSET GROUP 1602

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER

DEPARTMENT NAME

NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE

AUCTION

SEALED BIDS

OTHER

EXPLAIN

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE

*[Handwritten Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12 FIXED ASSET TAG NUMBER: 5610

RECEIVED

DESCRIPTION: PRINTER STAND

FEB 23 2012

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1210 CIRCUIT COURT SIGNATURE Kathy J...

**AUDITOR**

ORIGINAL PURCHASE DATE 9/23/1987 RECEIPT INTO 1190-3835

ORIGINAL COST 110.00 GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731 GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602 DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

FEB 22 2012

BOONE COUNTY AUDITOR

DATE: 2/16/12

FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: STARPLUS 11 (OLD BLACK PHONE)

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Poor

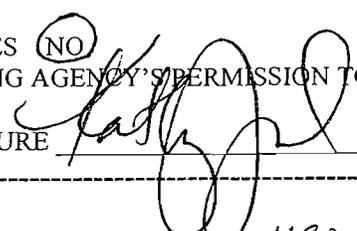
REASON FOR DISPOSITION: Non functional

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE: 2/16/12

FIXED ASSET TAG NUMBER: 14342

FEB 22 2012

DESCRIPTION: Sony Mavica Smart Zoom MVC - CD350

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Poor

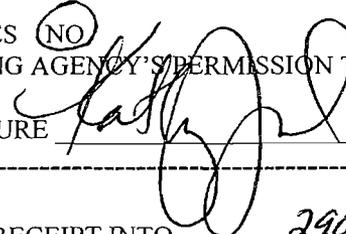
REASON FOR DISPOSITION: Non functional

COUNTY / COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 4/6/2004

RECEIPT INTO 2901-3835

ORIGINAL COST 486.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2787

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

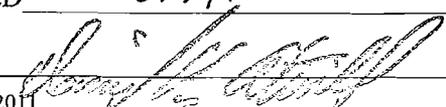
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12

FIXED ASSET TAG NUMBER: 5492

RECEIVED

DESCRIPTION: 30 X 60 FOLDING TABLE

FEB 15 2012

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR IT'S OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1220 CIRCUIT CLERK SIGNATURE Christy Blaremore

**AUDITOR**  
 ORIGINAL PURCHASE DATE 12/31/1986 RECEIPT INTO 1190-3835  
 ORIGINAL COST 44.00 GRANT FUNDED (Y/N) N  
 ORIGINAL FUNDING SOURCE 2731 GRANT NAME \_\_\_\_\_  
 ASSET GROUP 1602 % FUNDING \_\_\_\_\_  
 AGENCY \_\_\_\_\_  
 DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
 TRANSFER CONFIRMED \_\_\_\_\_

*Removed from inventory 10/12/1993*

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
 LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
 INDIVIDUAL \_\_\_\_\_  
 \_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS  
 \_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 300-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 2-3-12

FIXED ASSET TAG NUMBER: 3654

DESCRIPTION: DESK

RECEIVED

FEB 15 2012

REQUESTED MEANS OF DISPOSAL: TRANSFER OR SELL

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: fair

REASON FOR DISPOSITION: no longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1242 JJC

SIGNATURE

*[Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE 11/21/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 400.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME

% FUNDING

AGENCY

DOCUMENTATION ATTACHED (Y/N)

TRANSFER CONFIRMED

*Removed from inventory 12/31/2000*

ASSET GROUP 1602

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME NUMBER

LOCATION WITHIN DEPARTMENT

INDIVIDUAL

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-22-11

FIXED ASSET TAG NUMBER: ~~0349, 0350, 0351, 0352, 0353, 0354~~

DESCRIPTION: Art Metal, 5 drawer file cabinet

RECEIVED

JUL 25 2011

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Good/Fair

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

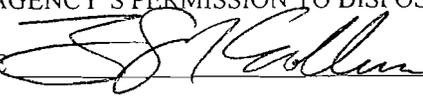
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1150 - Collector

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 10/11/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

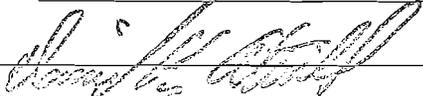
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-22-11

FIXED ASSET TAG NUMBER: ~~0549~~, 0350, ~~0351~~, ~~0352~~, ~~0353~~, ~~0354~~

DESCRIPTION: Art Metal, 5 drawer file cabinet

RECEIVED

JUL 25 2011

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Good/Fair

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

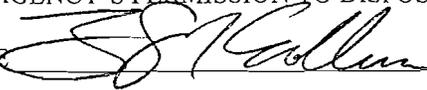
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1150 - Collector

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE 10/11/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP 1602

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-22-11

FIXED ASSET TAG NUMBER: ~~0343, 0344, 0345, 0346~~

DESCRIPTION: Shaw Walker, 3 drawer file cabinet

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: Surplus

**JUL 25 2011**

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: Good/Fair

REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

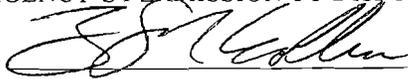
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1150 - Collector

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE 10/11/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-22-11

FIXED ASSET TAG NUMBER: 0343, ~~0344~~, ~~0345~~, ~~0346~~

DESCRIPTION: Shaw Walker, 3 drawer file cabinet

**RECEIVED**

REQUESTED MEANS OF DISPOSAL: Surplus

**JUL 25 2011**

OTHER INFORMATION:

**BOONE COUNTY AUDITOR**

CONDITION OF ASSET: Good/Fair

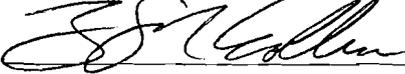
REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1150 - Collector

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 10/11/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 100.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1602

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

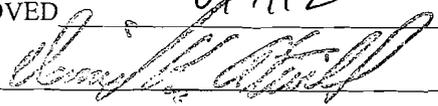
INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 12/30/10

FIXED ASSET TAG NUMBER: None

DESCRIPTION: Computer glare screens (3)

REQUESTED MEANS OF DISPOSAL: sell

OTHER INFORMATION:

CONDITION OF ASSET: Fair

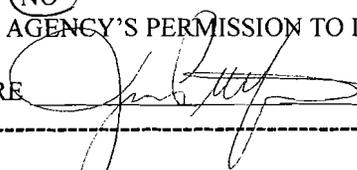
REASON FOR DISPOSITION: No longer needed

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP – Before move next week

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Auditor (1110)

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

7 GRANT NAME \_\_\_\_\_

' % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

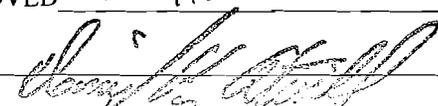
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 08/31/2011

FIXED ASSET TAG NUMBER: 09250

**RECEIVED**

DESCRIPTION: 2 Drawer File Cabinet

SEP - 1 2011

REQUESTED MEANS OF DISPOSAL: Surplus or Trash

BOONE COUNTY AUDITOR

OTHER INFORMATION: white/cream color file cabinet

CONDITION OF ASSET: Damaged - Bent Drawers - VERY poor condition

REASON FOR DISPOSITION: Damaged and worn to the point it is not useful

COUNTY / COURT IT DEPT:  DOES  DOES NOT WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 08/31/2011

DEPARTMENT: Sheriff

(1251)

SIGNATURE

*[Signature]* #5629

*[Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE 4/18/1995

RECEIPT INTO 1190-3835

ORIGINAL COST 73.60

ORIGINAL FUNDING SOURCE 2731

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP 1602

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 4-7-11

FIXED ASSET TAG NUMBER: None

DESCRIPTION: 8 - Meridian business phones

RECEIVED

REQUESTED MEANS OF DISPOSAL: Sell

APR - 7 2011

OTHER INFORMATION:

BOONE COUNTY AUDITOR

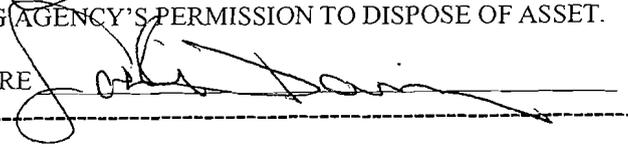
CONDITION OF ASSET: Good condition

REASON FOR DISPOSITION: Upgraded for caller id.

COUNTY COURT IT DEPT. (circle one) DOES DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Now

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 2010 Assessors SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_ 7 % FUNDING \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED  8/7/12

SIGNATURE \_\_\_\_\_

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 1/20/12

FIXED ASSET TAG NUMBER: 04146

RECEIVED

DESCRIPTION: Sony Dictaphone

JAN 23 2012

REQUESTED MEANS OF DISPOSAL: Surplus

BOONE COUNTY AUDITOR

OTHER INFORMATION: No cassette tapes available with Dictaphone.

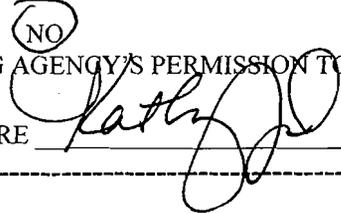
CONDITION OF ASSET: Poor (Estimated repair notice dated 8/31/93 indicates \$91.00 to repair)

REASON FOR DISPOSITION: No longer use

COUNTY / COURT IT DEPT. (circle one) DOES / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court 1210 SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 3/21/1984 RECEIPT INTO 1190-3835

ORIGINAL COST 551.00 GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731 GRANT NAME

ASSET GROUP 1601 AGENCY

DOCUMENTATION ATTACHED (Y/N)  
TRANSFER CONFIRMED  
Previously removed from inventory 8/21/1997

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME NUMBER

LOCATION WITHIN DEPARTMENT

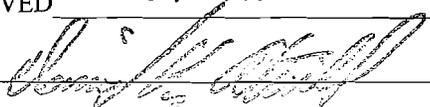
INDIVIDUAL

TRADE AUCTION SEALED BIDS

OTHER EXPLAIN

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 1/20/12

FIXED ASSET TAG NUMBER: 5836

RECEIVED

DESCRIPTION: **BM-20 Dictaphone**

JAN 23 2012

REQUESTED MEANS OF DISPOSAL: **Surplus**

BOONE COUNTY AUDITOR

OTHER INFORMATION: **No cassette tapes available with dictaphone**

CONDITION OF ASSET: **Poor**

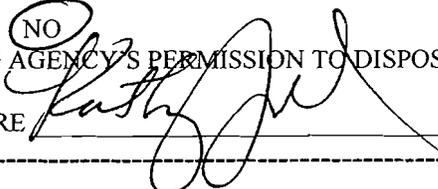
REASON FOR DISPOSITION: **No longer use**

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court 1210

SIGNATURE 

**AUDITOR**

ORIGINAL PURCHASE DATE 6/6/1988

RECEIPT INTO 1190-3835

ORIGINAL COST 535.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1601

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

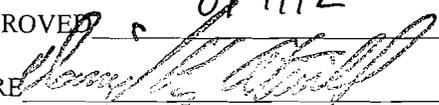
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 1/20/12

FIXED ASSET TAG NUMBER: No ID Tag

RECEIVED

DESCRIPTION: 8500 Phonemate Answering Machine

JAN 23 2012

REQUESTED MEANS OF DISPOSAL: Surplus

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: Unsure

REASON FOR DISPOSITION: No longer use

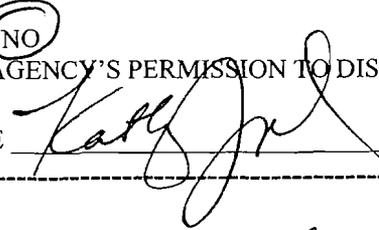
COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: Immediately

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Circuit Court 1210

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

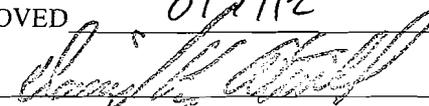
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 390-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 1/23/12      FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: (2) ATOMIC WALL CLOCKS

RECEIVED

JAN 24 2012

REQUESTED MEANS OF DISPOSAL:

BOONE COUNTY AUDITOR

OTHER INFORMATION:

CONDITION OF ASSET: THEY DON'T WORK

REASON FOR DISPOSITION: QUIT WORKING

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ANY TIME

WAS ASSET PURCHASED WITH GRANT FUNDING? YES (NO)  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1230 (3 SE COURTROOM - 2 E CTRM) SIGNATURE: *Miana Vaughan*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ ? GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
% FUNDING \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
TRADE AUCTION SEALED BIDS  
OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

RECEIVED

NOV 17 2011

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

BOONE COUNTY 210005

DATE: 11/17/11

FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: Canon MP210 adding machine

REQUESTED MEANS OF DISPOSAL: Purchasing

OTHER INFORMATION:

CONDITION OF ASSET: in working order

REASON FOR DISPOSITION: Do not need

COUNTY / COURT IT DEPT:  DOES  DOES NOT WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 11/17/11

DEPARTMENT: Commission

SIGNATURE: 

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ?

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

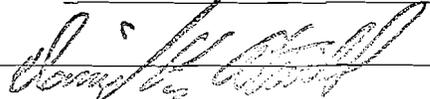
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 390-2012

DATE APPROVED 8/7/12

SIGNATURE: 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 4/24/12      FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: Wooden floor easel

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: fair

REASON FOR DISPOSITION: no longer need

RECEIVED

APR 24 2012

BOONE COUNTY AUDITOR

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission      SIGNATURE: *[Signature]*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ 7 GRANT NAME \_\_\_\_\_  
AGENCY \_\_\_\_\_  
% FUNDING \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE      \_\_\_\_ AUCTION      \_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: **03/02/12**

FIXED ASSET TAG NUMBER: **No ID Tag Numbers**

DESCRIPTION: **Deputy Court Marshal Shirts (Gray & Light Blue) and Pants (Navy w/stripes)**

REQUESTED MEANS OF DISPOSAL: **Surplus**

**RECEIVED**

OTHER INFORMATION: **90 pairs of pants & 53 shirts - Various Sizes**

**MAR - 5 2012**

CONDITION OF ASSET: **Poor**

**BOONE COUNTY AUDITOR**

REASON FOR DISPOSITION: **Poor shape**

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **Immediately**

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: **Circuit Court**

SIGNATURE

*Kathy [Signature]* 3/5/12

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ 7 GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 3/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 1-31-12 FIXED ASSET TAG NUMBER: None

DESCRIPTION: Car phone kit

REQUESTED MEANS OF DISPOSAL: Gov deals

OTHER INFORMATION: N/A

CONDITION OF ASSET: New in box

REASON FOR DISPOSITION: old technology

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 1-31-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

#### APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

RECEIVED

JAN 31 2012

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 6/11/12

FIXED ASSET TAG NUMBER: **NO TAG**

**RECEIVED**

DESCRIPTION: **Children's Table and 4 chairs**

JUN 11 2012

REQUESTED MEANS OF DISPOSAL: **Sell**

BOONE COUNTY AUDITOR

OTHER INFORMATION: **This table and chairs is currently located in the back hallway by the big conference room in the PA Office.**

CONDITION OF ASSET: **Good - one of the chairs is a little wobbly.**

REASON FOR DISPOSITION: **There isn't enough room in our interview rooms and we no longer use the table and chairs. It is in our way.**

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **As soon as possible.**

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: **1261 Prosecuting Attorney**

SIGNATURE

*Bonnie Adkins*

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/11/12

FIXED ASSET TAG NUMBER: 14919

DESCRIPTION: Blue – High Back Management Chair

RECEIVED

REQUESTED MEANS OF DISPOSAL: Junk

JUN 11 2012

OTHER INFORMATION: Was purchased 2/28/95

BOONE COUNTY AUDITOR

CONDITION OF ASSET: Broken

REASON FOR DISPOSITION: Chair is broken and can not be fixed.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: When convenient – The chair is now located in the basement of the courthouse. Gary tried to repair it and kept it downstairs.

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  X  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1261 Prosecuting Attorney

SIGNATURE

*Bonnie Atkins*

### AUDITOR

ORIGINAL PURCHASE DATE 2/28/2005

RECEIPT INTO 1190-3835

ORIGINAL COST 458.99

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *Donna H. Atwell*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 6/11/12

FIXED ASSET TAG NUMBER: **NO TAG**

RECEIVED

DESCRIPTION: **Ivory Colored Leather Chair – Very old**

JUN 12 2012

REQUESTED MEANS OF DISPOSAL: **Sell**

BOONE COUNTY AUDITOR

OTHER INFORMATION: **This is a very old chair that was found during construction. Bill Haws had it in his area and it's now an extra chair.**

CONDITION OF ASSET: **Good**

REASON FOR DISPOSITION: **No Longer Needed**

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: **When convenient**

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: **1261 Prosecuting Attorney**

SIGNATURE

*Bonnie Adams*

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO \_\_\_\_\_

*1190-3835*

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER

*380-2012*

DATE APPROVED

*8/7/12*

SIGNATURE

*[Signature]*

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: None

DESCRIPTION: 6 phone-to-wall cords 2 Brother Print Trays  
3 handset-to cradle cords 2 AC Adapters  
1 Phone handset  
2 Transcription Paddles  
1 US Cellular Cell Phone  
1 Phone Set

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Extrn

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_  
 ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
 % FUNDING \_\_\_\_\_  
 AGENCY \_\_\_\_\_  
 ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
 TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



RECEIVED

JUN 12 2012

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: None

DESCRIPTION: 6 phone to wall cords 2 Brother Print Trays  
3 handset to cradle cords 2 AC Adapters  
1 Phone handset  
2 Transcription Paddles  
1 US Cellular Cell Phone  
1 Phone Set

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Extrn

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ? GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



RECEIVED

JUN 12 2012

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: ~~1 phone to wall cords~~ 2 Brother Print Trays  
~~3 handset to cradle cords~~ ~~2 AC Adapters~~  
 REQUESTED MEANS OF DISPOSAL: Surplus 1 Phone handset  
 OTHER INFORMATION: 2 Transcription Paddles  
 CONDITION OF ASSET: Fair 1 US Cellular Cell Phone  
 REASON FOR DISPOSITION: Extra 1 Phone Set

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ ? GRANT FUNDED (Y/N) \_\_\_\_\_  
 ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
 \_\_\_\_\_ % FUNDING \_\_\_\_\_  
 \_\_\_\_\_ AGENCY \_\_\_\_\_  
 ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
 \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
 LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
 INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS \_\_\_\_\_  
 \_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012  
 DATE APPROVED 8/7/12  
 SIGNATURE [Signature]



JUN 12 2012

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: None

DESCRIPTION: ~~6 phone to wall cords~~ 2 Brother Print Trays  
~~3 handset to cradle cords~~ 2 AC Adapters  
1 Phone handset  
2 Transcription Paddles  
1 HS Cellular Cell Phone  
1 Phone Set

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Extrn

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO \_\_\_\_\_

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

\_\_\_\_\_ % FUNDING \_\_\_\_\_

\_\_\_\_\_ AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

\_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



RECEIVED

JUN 12 2012

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: None  
 DESCRIPTION: 1 phone to wall cords 2 Brother Print Trays  
3 handset to cradle cords 2 AC Adapters  
 REQUESTED MEANS OF DISPOSAL: Surplus 1 Phone handset  
 OTHER INFORMATION: 2 Transcription Paddles  
 CONDITION OF ASSET: Fair 1 US Cellular Cell Phone  
 REASON FOR DISPOSITION: Extrn 1 Phone Set

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
 ORIGINAL COST \_\_\_\_\_ ? GRANT FUNDED (Y/N) \_\_\_\_\_  
 ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_  
 \_\_\_\_\_ % FUNDING \_\_\_\_\_  
 \_\_\_\_\_ AGENCY \_\_\_\_\_  
 ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
 \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



JUN 12 2012

BOONE COUNTY

BOONE COUNTY AUDITOR

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: 6 phone-to-wall cords 3 handset-to-crate cords 2 Brother Print Trays  
2 AC Adapters  
1 Phone handset  
2 Transcription Paddles  
1 US Cellular Cell Phone  
1 Phone Set

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Extrn

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_  GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



JUN 12 2012

BOONE COUNTY

BOONE COUNTY AUDITOR

REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12      FIXED ASSET TAG NUMBER: None

DESCRIPTION: ~~10 phone to wall cords~~      ~~2 Brother Print Trays~~  
~~3 handset to cradle cords~~      ~~2 AC Adapters~~  
 REQUESTED MEANS OF DISPOSAL: Surplus      ~~1 Phone handset~~  
 OTHER INFORMATION:      ~~2 Transcription Paddles~~  
 CONDITION OF ASSET: Fair      ~~1 US Cellular Cell Phone~~  
 REASON FOR DISPOSITION: Extra      1 Phone Set

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission      SIGNATURE: [Signature]

AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE      \_\_\_\_ AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]



RECEIVED

JUN 12 2012

# BOONE COUNTY

BOONE COUNTY AUDITOR

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 6/12/12 FIXED ASSET TAG NUMBER: NONE

DESCRIPTION: 6 phone-to-wall cords 2 Brother Print Trays  
3 handset-to-cradle cords 2 AC Adapters  
1 Phone handset  
2 Transcription Paddles  
1 US Cellular Cell Phone  
1 Phone Set

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION:

CONDITION OF ASSET: Fair

REASON FOR DISPOSITION: Extra

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
 IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission SIGNATURE: [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_  GRANT FUNDED (Y/N) \_\_\_\_\_  
 GRANT NAME \_\_\_\_\_  
 ORIGINAL FUNDING SOURCE \_\_\_\_\_ % FUNDING \_\_\_\_\_  
 AGENCY \_\_\_\_\_  
 DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
 ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
 LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
 INDIVIDUAL \_\_\_\_\_

TRADE  AUCTION  SEALED BIDS

OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 6/7/12

SIGNATURE [Signature]



RECEIVED

JUN 15 2012

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY BOONE COUNTY AUDITOR

DATE: 6/15/12 FIXED ASSET TAG NUMBER: \_\_\_\_\_

DESCRIPTION: Canon NPG-7 Toner Cartridge

REQUESTED MEANS OF DISPOSAL: Surplus

OTHER INFORMATION: \_\_\_\_\_

CONDITION OF ASSET: unknown (believed to be unused)

REASON FOR DISPOSITION: No longer have model to use with

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: \_\_\_\_\_

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT Commission SIGNATURE [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) 7

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

MAY 24 2012

DATE : 5/24/12

FIXED ASSET TAG NUMBER: No Tag

DESCRIPTION: IBM Wheelwriter 3 typewriter

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: SURPLUS

OTHER INFORMATION: LOCATION FOR PICK-UP- First Floor Circuit Clerk's Office/Family Court, Attn: Carolyn Reddin

CONDITION OF ASSET: GOOD

REASON FOR DISPOSITION: NO LONGER USED

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: ASAP

DEPARTMENT: Circuit Clerk's Office

SIGNATURE

*Christy Blakemore*

**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE *[Signature]*

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 5/24/2012

FIXED ASSET TAG NUMBER: None

RECEIVED

DESCRIPTION: Digital Recorder

MAY 24 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: Any

OTHER INFORMATION: Includes USB extension.

CONDITION OF ASSET: poor

REASON FOR DISPOSITION: No longer records properly

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

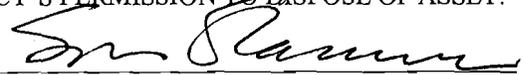
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 5/31/2012

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1710

SIGNATURE



-----  
**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

-----  
**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE      \_\_\_\_ AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 5/24/2012

FIXED ASSET TAG NUMBER: None

RECEIVED

DESCRIPTION: Wall Clock

MAY 24 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: Any

OTHER INFORMATION: Weather station included; shows temperature and humidity level

CONDITION OF ASSET: poor

REASON FOR DISPOSITION: does not work

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

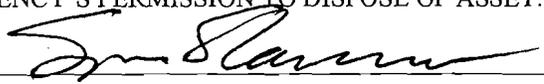
DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 5/31/2012

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: 1710

SIGNATURE



AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO \_\_\_\_\_

1190-3835

ORIGINAL COST \_\_\_\_\_

7

GRANT FUNDED (Y/N) \_\_\_\_\_

N

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER

DEPARTMENT NAME \_\_\_\_\_

NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE

\_\_\_\_ AUCTION

\_\_\_\_ SEALED BIDS

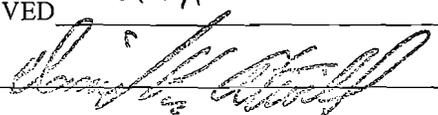
\_\_\_\_ OTHER

EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 5/17/12

SIGNATURE



# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

RECEIVED

DATE: 5/25/12

FIXED ASSET TAG NUMBER:

MAY 25 2012

DESCRIPTION: 4 enclosed directory boards

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: surplus

OTHER INFORMATION:

CONDITION OF ASSET:

REASON FOR DISPOSITION:

COUNTY / COURT IT DEPT. (check one)  DOES /  DOES NOT (check one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING?  YES  NO

IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Commission

SIGNATURE



### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

? GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

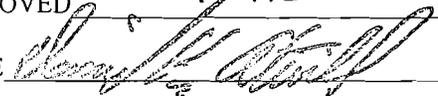
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 5/14/12

FIXED ASSET TAG NUMBER: 16495

DESCRIPTION: Whirlpool Clothes Dryer, WED92005Q0, SS# MW0204342

REQUESTED MEANS OF DISPOSAL: keep for parts

OTHER INFORMATION:

CONDITION OF ASSET: does not work. Control board out

REASON FOR DISPOSITION: does not work. Control board out

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: N/A

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: JJC 1242

SIGNATURE Ann Schell

### AUDITOR

ORIGINAL PURCHASE DATE 2/6/2008

RECEIPT INTO 1190-3835

ORIGINAL COST 735.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

RECEIVED

MAY 14 2012

BOONE COUNTY AUDITOR

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 4-27-2012

FIXED ASSET TAG NUMBER: 262

RECEIVED

DESCRIPTION: small wooden table

APR 27 2012

REQUESTED MEANS OF DISPOSAL: trash

BOONE COUNTY AUDITOR

OTHER INFORMATION: broken

CONDITION OF ASSET: broken

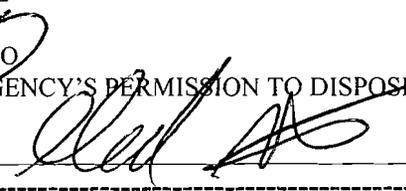
REASON FOR DISPOSITION: broken

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 4-27-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 12/1/1983

RECEIPT INTO 1190-3835

ORIGINAL COST 50.00

GRANT FUNDED (Y/N) N

*Removed from inventory 11/30/95*

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1602

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

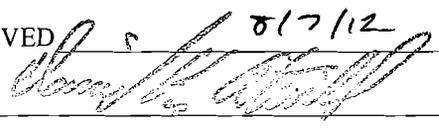
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 4-27-2012

FIXED ASSET TAG NUMBER: none

DESCRIPTION: 7 paper roll dispensers, 6 multi-fold dispensers, 2 soap dispensers

RECEIVED

APR 27 2012

REQUESTED MEANS OF DISPOSAL: any

OTHER INFORMATION: N/A

BOONE COUNTY AUDITOR

CONDITION OF ASSET: used but working

REASON FOR DISPOSITION: using different vendor

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 4-27-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

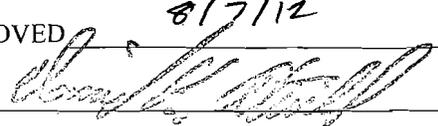
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 4-18-12

FIXED ASSET TAG NUMBER: 11853

RECEIVED

DESCRIPTION: Coleman powermate 4 HP, 11 Gallon portable air compressor

APR 18 2012

BOONE COUNTY AUDITOR

REQUESTED MEANS OF DISPOSAL: any

OTHER INFORMATION: pump quit working

CONDITION OF ASSET: pump quit working

REASON FOR DISPOSITION: does not work

COUNTY / COURT IT DEPT. (circle one) DOES / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 4-18-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: FM (From Sheriff's Dept) 6100 SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 6/1/1999

RECEIPT INTO 6100-3835

ORIGINAL COST 328.75

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2784

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP 1604

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

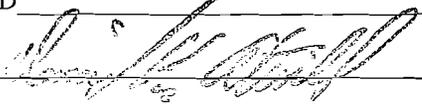
INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 04-18-12

FIXED ASSET TAG NUMBER: none

RECEIVED

DESCRIPTION: Microwave

APR 18 2012

REQUESTED MEANS OF DISPOSAL:

BOONE COUNTY AUDITOR

OTHER INFORMATION: Microwave does not work

CONDITION OF ASSET: Not working

REASON FOR DISPOSITION: Will cost more than a new machine to repair

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 04-18-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff's

SIGNATURE [Signature]

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835  
ORIGINAL COST \_\_\_\_\_ 7 GRANT FUNDED (Y/N) N  
ORIGINAL FUNDING SOURCE \_\_\_\_\_ \* GRANT NAME \_\_\_\_\_  
AGENCY \_\_\_\_\_  
DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_  
ASSET GROUP \_\_\_\_\_ TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_  
LOCATION WITHIN DEPARTMENT \_\_\_\_\_  
INDIVIDUAL \_\_\_\_\_  
\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS  
\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 3-8-12

FIXED ASSET TAG NUMBER: None

RECEIVED

DESCRIPTION: Sierra Wireless MP875 GPS modem (quantity 2)

MAR - 8 2012

REQUESTED MEANS OF DISPOSAL: sell or trash

BOONE COUNTY AUDITOR

OTHER INFORMATION: n/a

CONDITION OF ASSET: Non-functioning and not in one piece

REASON FOR DISPOSITION: Quit working, company will not repair, unable to fix.

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 3-8-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE



**AUDITOR**

ORIGINAL PURCHASE DATE \_\_\_\_\_ RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_ GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_ GRANT NAME \_\_\_\_\_

ASSET GROUP \_\_\_\_\_ % FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

**COUNTY COMMISSION / COUNTY CLERK**

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

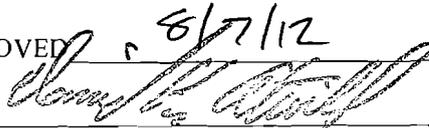
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 3/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE: 3-2-12

FIXED ASSET TAG NUMBER: None

DESCRIPTION:

Norstar M7310 Phone

RECEIVED

MAR - 2 2012

REQUESTED MEANS OF DISPOSAL: Junk

OTHER INFORMATION:

BOONE COUNTY AUDITOR

CONDITION OF ASSET: Doesn't work

REASON FOR DISPOSITION: Broken

COUNTY / COURT IT DEPT. (circle one) DOES / DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE:

WAS ASSET PURCHASED WITH GRANT FUNDING? YES NO  
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE

Kari Bailey

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) \_\_\_\_\_

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER      DEPARTMENT NAME \_\_\_\_\_      NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE      \_\_\_\_ AUCTION      \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER      EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE [Signature]

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-3-12

FIXED ASSET TAG NUMBER: none

DESCRIPTION: Samsung woofer (1 piece out of a surround sound set)

RECEIVED

JUL - 3 2012

REQUESTED MEANS OF DISPOSAL: any

BOONE COUNTY AUDITOR

OTHER INFORMATION: new

CONDITION OF ASSET: new

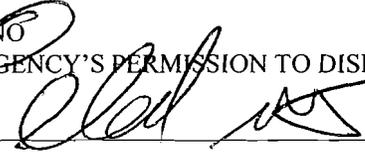
REASON FOR DISPOSITION: Don't need

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7-3-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE \_\_\_\_\_

RECEIPT INTO 1190-3835

ORIGINAL COST \_\_\_\_\_

GRANT FUNDED (Y/N) n

ORIGINAL FUNDING SOURCE \_\_\_\_\_

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

ASSET GROUP \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

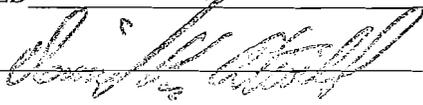
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_ AUCTION \_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 380-2012

DATE APPROVED 8/7/12

SIGNATURE 

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by Purchasing to dispose of the attached list of surplus radios by auction on GovDeals, or by destruction for whatever is not suitable for auction.

Done this 7<sup>th</sup> day of August, 2012

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

**Boone County Purchasing**  
**David Eagle**  
Office Specialist



613 E. Ash Street  
Columbia, MO 65201  
Phone: (573) 886-4394

---

**MEMORANDUM**

TO: Boone County Commission  
FROM: David Eagle  
RE: Surplus Disposal  
DATE: August 1, 2012

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

	<b>Asset #</b>	<b>Description</b>	<b>Make &amp; Model</b>	<b>Department</b>	<b>Condition of Asset</b>	<b>Serial #</b>
1.	11319	RADIO	MOTOROLA	SPECTRA	GOOD	
2.	11774	RADIO	MOTOROLA	SPECTRA	GOOD	

cc: Caryn Ginter, Auditor  
Surplus File

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-9-12

FIXED ASSET TAG NUMBER: 11319

DESCRIPTION: Motorola Spectra radio

RECEIVED

REQUESTED MEANS OF DISPOSAL: any

JUL - 9 2012

OTHER INFORMATION: n/a

BOONE COUNTY AUDITOR

CONDITION OF ASSET: ok

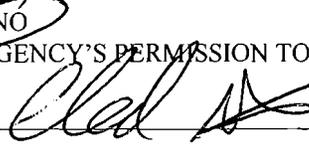
REASON FOR DISPOSITION: no longer using/need

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7-9-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff 1251

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 4/9/1998

RECEIPT INTO 1190-3835

ORIGINAL COST 2,791.50

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

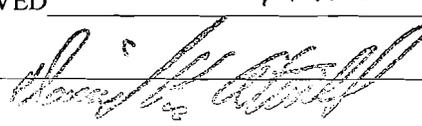
INDIVIDUAL \_\_\_\_\_

\_\_\_\_ TRADE \_\_\_\_\_ AUCTION \_\_\_\_\_ SEALED BIDS

\_\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 381-2012

DATE APPROVED 8/7/12

SIGNATURE 

# BOONE COUNTY

## REQUEST FOR DISPOSAL/TRANSFER OF COUNTY PROPERTY

DATE : 7-9-12

FIXED ASSET TAG NUMBER: 11774

DESCRIPTION: Motorola Spectra radio

RECEIVED

REQUESTED MEANS OF DISPOSAL: any

2012 - 9 2012

OTHER INFORMATION: n/a

BOONE COUNTY AUDITOR

CONDITION OF ASSET: ok

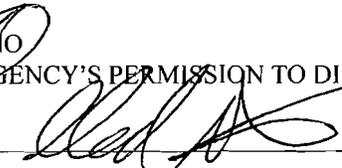
REASON FOR DISPOSITION: no longer using/need

COUNTY / COURT IT DEPT. (circle one) DOES /DOES NOT (circle one) WISH TO TRANSFER THIS ITEM FOR ITS OWN USE (this item is applicable to computer equipment only)

DESIRED DATE FOR ASSET REMOVAL TO STORAGE: 7-9-12

WAS ASSET PURCHASED WITH GRANT FUNDING? YES  NO   
IF YES, ATTACH DOCUMENTATION SHOWING FUNDING AGENCY'S PERMISSION TO DISPOSE OF ASSET.

DEPARTMENT: Sheriff 1251

SIGNATURE 

### AUDITOR

ORIGINAL PURCHASE DATE 4/1/1999

RECEIPT INTO 1190-3835

ORIGINAL COST 3,015.00

GRANT FUNDED (Y/N) N

ORIGINAL FUNDING SOURCE 2731

GRANT NAME \_\_\_\_\_

% FUNDING \_\_\_\_\_

AGENCY \_\_\_\_\_

ASSET GROUP 1604

DOCUMENTATION ATTACHED (Y/N) \_\_\_\_\_

TRANSFER CONFIRMED \_\_\_\_\_

### COUNTY COMMISSION / COUNTY CLERK

APPROVED DISPOSAL METHOD:

\_\_\_ TRANSFER DEPARTMENT NAME \_\_\_\_\_ NUMBER \_\_\_\_\_

LOCATION WITHIN DEPARTMENT \_\_\_\_\_

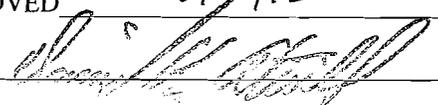
INDIVIDUAL \_\_\_\_\_

\_\_\_ TRADE \_\_\_ AUCTION \_\_\_ SEALED BIDS

\_\_\_ OTHER EXPLAIN \_\_\_\_\_

COMMISSION ORDER NUMBER 381-2012

DATE APPROVED 8/7/12

SIGNATURE 

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 30-06JUL12 – Inmate Uniforms Term and Supply to Bob Barker and Robinson Textiles. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 7<sup>th</sup> day of August 2012.

ATTEST:

Wendy S. Noren cc  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

# Boone County Purchasing

**Melinda Bobbitt, CPPB**  
Director



613 E. Ash Street, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

MEMORANDUM

COPY

TO: Boone County Commission  
FROM: Melinda Bobbitt, CPPB  
DATE: July 12, 2012  
RE: 30-06JUL12 – Inmate Uniforms Term and Supply

The Bid for Inmate Uniforms – Term and Supply closed on July 6, 2012. Six bids were received. Purchasing and the Sheriff's department recommend award as follows:

Bob Barker was low bid on all sections combined – award all sections to Bob Barker except section for Inmate Jumpsuits.

- Institutional Trousers (4.8.12. – 4.8.21.);
- Institutional V-Neck Black & White (4.8.23. – 4.8.32.);
- Institutional Trousers White(4.8.35. – 4.8.44.);
- Institutional V-Neck White (4.8.46. – 4.8.55.);
- Institutional Trousers Green (4.8.58 – 4.8.67.);
- Institutional V-Neck Green (4.8.69. – 4.8.78.).

Award section Inmate Jumpsuits (4.8.1. – 4.8.10.) to Robinson Textiles, the second low bidder for offering the best quality.

Term and Supply contract invoices will be paid from department 1255 – Corrections, account 23025 – Resident Supplies.

Attached is a copy of the bid tabulation for your review.

ATT: Bid Tabulation

cc: Leasa Quick, Sheriff Dept.  
Bid File

**30-06JUL12 - INMATE UNIFORMS - TERM & SUPPLY**

**BID TABULATION**

<b>INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)</b>		<b>Charm-Tex</b>		<b>OD Taragin</b>		<b>Robinson Textiles, Inc.</b>		<b>ICS</b>		<b>Bob Barker Company, Inc.</b>		<b>Uniforms MFG, Inc.</b>		
	<b>Size</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>
4.8.1.	Medium	50	\$12.90	\$645.00	\$15.75	\$787.50	\$11.00	\$550.00	\$12.90	\$645.00	\$11.42	\$571.00	\$12.85	\$642.50
4.8.2.	Large	50	\$12.90	\$645.00	\$15.75	\$787.50	\$13.29	\$664.50	\$12.90	\$645.00	\$11.42	\$571.00	\$12.85	\$642.50
4.8.3.	X-Large	50	\$12.90	\$645.00	\$15.75	\$787.50	\$13.29	\$664.50	\$12.90	\$645.00	\$11.42	\$571.00	\$12.85	\$642.50
4.8.4.	2X	30	\$13.90	\$417.00	\$16.00	\$480.00	\$13.29	\$398.70	\$14.00	\$420.00	\$12.18	\$365.40	\$12.85	\$385.50
4.8.5.	3X	20	\$14.90	\$298.00	\$17.15	\$343.00	\$13.29	\$265.80	\$14.00	\$280.00	\$12.18	\$243.60	\$14.15	\$283.00
4.8.6.	4X	5	\$14.90	\$74.50	\$17.30	\$86.50	\$13.75	\$68.75	\$14.00	\$70.00	\$12.87	\$64.35	\$14.15	\$70.75
4.8.7.	6X	5	\$15.90	\$79.50	\$18.60	\$93.00	\$14.75	\$73.75	\$18.00	\$90.00	\$14.12	\$70.60	\$15.55	\$77.75
4.8.8.	8X	5	\$16.90	\$84.50	\$21.10	\$105.50	\$15.75	\$78.75	\$18.00	\$90.00	\$14.12	\$70.60	\$15.55	\$77.75
4.8.9.	9X	5	\$16.90	\$84.50	\$22.50	\$112.50	\$16.00	\$80.00	\$18.00	\$90.00	\$14.50	\$72.50	\$17.10	\$85.50
4.8.10.	10X	5	\$18.90	\$94.50	\$22.80	\$114.00	\$16.00	\$80.00	\$18.00	\$90.00	\$15.50	\$77.50	\$17.10	\$85.50
4.8.11.	<b>BLACK AND WHITE INMATE JUMPSUIT TOTAL</b>			\$3,067.50		\$3,697.00		\$2,924.75		\$3,065.00		\$2,677.55		\$2,993.25
<b>INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)</b>		<b>Charm-Tex</b>		<b>OD Taragin</b>		<b>Robinson Textiles, Inc.</b>		<b>ICS</b>		<b>Bob Barker Company, Inc.</b>		<b>Uniforms MFG, Inc.</b>		
	<b>Size</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>
4.8.12.	Medium	20	\$5.90	\$118.00	\$8.10	\$162.00	\$5.50	\$110.00	\$7.00	\$140.00	\$5.88	\$117.60	\$6.99	\$139.80
4.8.13.	Large	20	\$5.90	\$118.00	\$8.10	\$162.00	\$6.25	\$125.00	\$7.00	\$140.00	\$5.88	\$117.60	\$6.99	\$139.80
4.8.14.	X-Large	40	\$6.18	\$247.20	\$8.10	\$324.00	\$6.25	\$250.00	\$7.00	\$280.00	\$5.88	\$235.20	\$6.99	\$279.60
4.8.15.	2X	20	\$6.18	\$123.60	\$8.10	\$162.00	\$6.25	\$125.00	\$8.50	\$170.00	\$5.99	\$119.80	\$6.99	\$139.80
4.8.16.	3X	10	\$6.54	\$65.40	\$9.20	\$92.00	\$6.25	\$62.50	\$8.50	\$85.00	\$5.99	\$59.90	\$7.69	\$76.90
4.8.17.	4X	5	\$6.90	\$34.50	\$9.75	\$48.75	\$7.90	\$39.50	\$10.50	\$52.50	\$6.42	\$32.10	\$7.69	\$38.45
4.8.18.	6X	5	\$7.18	\$35.90	\$10.30	\$51.50	\$7.90	\$39.50	\$10.50	\$52.50	\$7.34	\$36.70	\$8.45	\$42.25
4.8.19.	8X	5	\$7.54	\$37.70	\$11.50	\$57.50	\$8.90	\$44.50	\$13.00	\$65.00	\$7.70	\$38.50	\$8.45	\$42.25
4.8.20.	9X	5	\$7.90	\$39.50	\$12.10	\$60.50	\$8.90	\$44.50	\$15.00	\$75.00	\$7.70	\$38.50	\$9.30	\$46.50
4.8.21.	10X	5	\$7.90	\$39.50	\$12.50	\$62.50	\$8.90	\$44.50	\$18.00	\$90.00	\$7.70	\$38.50	\$9.30	\$46.50
4.8.22.	<b>BLACK AND WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$859.30		\$1,182.75		\$885.00		\$1,150.00		\$834.40		\$991.85
<b>INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)</b>		<b>Charm-Tex</b>		<b>OD Taragin</b>		<b>Robinson Textiles, Inc.</b>		<b>ICS</b>		<b>Bob Barker Company, Inc.</b>		<b>Uniforms MFG, Inc.</b>		
	<b>Size</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>	<b>Unit Price</b>	<b>Extended Price</b>
4.8.23.	Medium	20	\$5.90	\$118.00	\$7.60	\$152.00	\$4.40	\$88.00	\$7.00	\$140.00	\$4.68	\$93.60	\$5.55	\$111.00
4.8.24.	Large	20	\$5.90	\$118.00	\$7.60	\$152.00	\$5.25	\$105.00	\$7.00	\$140.00	\$4.68	\$93.60	\$5.55	\$111.00

4.8.25.	X-Large	40	\$5.90	236	\$7.60	\$304.00	\$5.25	\$210.00	\$7.00	\$280.00	\$4.68	\$187.20	\$5.55	\$222.00	
4.8.26.	2X	20	\$5.90	118	\$7.60	\$152.00	\$5.25	\$105.00	\$8.50	\$170.00	\$5.42	\$108.40	\$5.55	\$111.00	
4.8.27.	3X	10	\$6.18	61.8	\$8.05	\$80.50	\$5.25	\$52.50	\$8.50	\$85.00	\$5.42	\$54.20	\$6.10	\$61.00	
4.8.28.	4X	5	\$6.54	32.7	\$8.40	\$42.00	\$6.00	\$30.00	\$10.50	\$52.50	\$5.82	\$29.10	\$6.10	\$30.50	
4.8.29.	6X	5	\$6.90	34.5	\$9.50	\$47.50	\$6.00	\$30.00	\$10.50	\$52.50	\$6.44	\$32.20	\$6.70	\$33.50	
4.8.30.	8X	5	\$7.54	37.7	\$10.25	\$51.25	\$7.00	\$35.00	\$13.00	\$65.00	\$6.92	\$34.60	\$6.70	\$33.50	
4.8.31.	9X	5	\$7.90	39.5	\$11.11	\$55.55	\$7.00	\$35.00	\$15.00	\$75.00	\$6.92	\$34.60	\$7.35	\$36.75	
4.8.32.	10X	5	\$7.90	39.5	\$11.35	\$56.75	\$7.00	\$35.00	\$18.00	\$90.00	\$6.92	\$34.60	\$7.35	\$36.75	
4.8.33.	<b>BLACK AND WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$835.70		\$1,093.55		\$725.50		\$1,150.00		\$702.10		\$787.00	
<b>INSTITUTIONAL TROUSERS (White)</b>															
			Charm-Tex		OD Taragin		Robinson Textiles, Inc.		ICS		Bob Barker Company, Inc.		Uniforms MFG, Inc.		
	Size	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
4.8.35.	Medium	10	\$5.90	\$59.00	\$7.30	\$73.00	\$4.40	\$44.00	\$6.50	\$65.00	\$5.88	\$58.80	\$5.45	\$54.50	
4.8.36.	Large	10	\$5.90	\$59.00	\$7.30	\$73.00	\$5.75	\$57.50	\$6.50	\$65.00	\$5.88	\$58.80	\$5.45	\$54.50	
4.8.37.	X-Large	10	\$6.18	\$61.80	\$7.30	\$73.00	\$5.75	\$57.50	\$6.50	\$65.00	\$5.88	\$58.80	\$5.45	\$54.50	
4.8.38.	2X	10	\$6.18	\$61.80	\$7.40	\$74.00	\$5.75	\$57.50	\$8.00	\$80.00	\$5.99	\$59.90	\$5.45	\$54.50	
4.8.39.	3X	10	\$6.54	\$65.40	\$8.30	\$83.00	\$5.75	\$57.50	\$8.00	\$80.00	\$5.99	\$59.90	\$5.99	\$59.90	
4.8.40.	4X	10	\$6.90	\$69.00	\$8.80	\$88.00	\$5.75	\$57.50	\$10.00	\$100.00	\$6.42	\$64.20	\$5.99	\$59.90	
4.8.41.	6X	10	\$7.18	\$71.80	\$9.30	\$93.00	\$5.75	\$57.50	\$10.00	\$100.00	\$7.34	\$73.40	\$6.59	\$65.90	
4.8.42.	8X	10	\$7.54	\$75.40	\$10.40	\$104.00	\$7.90	\$79.00	\$13.00	\$130.00	\$7.70	\$77.00	\$6.59	\$65.90	
4.8.43.	9X	10	\$7.90	\$79.00	\$10.90	\$109.00	\$7.90	\$79.00	\$15.00	\$150.00	\$7.70	\$77.00	\$7.25	\$72.50	
4.8.44.	10X	10	\$7.90	\$79.00	\$11.30	\$113.00	\$7.90	\$79.00	\$18.00	\$180.00	\$7.70	\$77.00	\$7.25	\$72.50	
4.8.45.	<b>WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$681.20		\$883.00		\$626.00		\$1,015.00		\$664.80		\$614.60	
<b>INSTITUTIONAL V-NECK SHIRTS (White)</b>															
			Charm-Tex		OD Taragin		Robinson Textiles, Inc.		ICS		Bob Barker Company, Inc.		Uniforms MFG, Inc.		
	Size	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
4.8.46.	Medium	10	\$5.90	\$59.00	\$6.85	\$68.50	\$3.90	\$39.00	\$6.50	\$65.00	\$4.68	\$46.80	\$4.40	\$44.00	
4.8.47.	Large	10	\$5.90	\$59.00	\$6.85	\$68.50	\$4.75	\$47.50	\$6.50	\$65.00	\$4.68	\$46.80	\$4.40	\$44.00	
4.8.48.	X-Large	10	\$5.90	\$59.00	\$6.85	\$68.50	\$4.75	\$47.50	\$6.50	\$65.00	\$4.68	\$46.80	\$4.40	\$44.00	
4.8.49.	2X	10	\$5.90	\$59.00	\$7.00	\$70.00	\$4.75	\$47.50	\$8.00	\$80.00	\$5.42	\$54.20	\$4.40	\$44.00	
4.8.50.	3X	10	\$6.18	\$61.80	\$7.30	\$73.00	\$4.75	\$47.50	\$8.00	\$80.00	\$5.42	\$54.20	\$4.80	\$48.00	
4.8.51.	4X	10	\$6.54	\$65.40	\$7.80	\$78.00	\$4.75	\$47.50	\$10.00	\$100.00	\$5.82	\$58.20	\$4.80	\$48.00	
4.8.52.	6X	10	\$6.90	\$69.00	\$8.80	\$88.00	\$4.75	\$47.50	\$10.00	\$100.00	\$6.44	\$64.40	\$5.30	\$53.00	
4.8.53.	8X	10	\$7.54	\$75.40	\$9.25	\$92.50	\$6.50	\$65.00	\$13.00	\$130.00	\$6.92	\$69.20	\$5.30	\$53.00	
4.8.54.	9X	10	\$7.90	\$79.00	\$10.10	\$101.00	\$6.50	\$65.00	\$15.00	\$150.00	\$6.92	\$69.20	\$5.85	\$58.50	
4.8.55.	10X	10	\$7.90	\$79.00	\$10.25	\$102.50	\$6.50	\$65.00	\$18.00	\$180.00	\$6.92	\$69.20	\$5.85	\$58.50	
4.8.56.	<b>WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$665.60		\$806.50		\$519.00		\$1,015.00		\$579.00		\$495.00	

INSTITUTIONAL TROUSERS (Green w/No Lettering)			Charm-Tex		OD Taragin		Robinson Textiles, Inc.		ICS		Bob Barker Company, Inc.		Uniforms MFG, Inc.	
	Size	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
4.8.58.	Medium	10	\$5.90	\$59.00	\$6.25	\$62.50	\$4.50	\$45.00	\$5.50	\$55.00	\$5.55	\$55.50	\$5.05	\$50.50
4.8.59.	Large	10	\$5.90	\$59.00	\$6.25	\$62.50	\$5.55	\$55.50	\$5.50	\$55.00	\$5.55	\$55.50	\$5.05	\$50.50
4.8.60.	X-Large	10	\$6.18	\$61.80	\$6.25	\$62.50	\$5.55	\$55.50	\$5.50	\$55.00	\$5.55	\$55.50	\$5.05	\$50.50
4.8.61.	2X	10	\$6.18	\$61.80	\$6.40	\$64.00	\$5.55	\$55.50	\$7.00	\$70.00	\$5.99	\$59.90	\$5.05	\$50.50
4.8.62.	3X	10	\$6.54	\$65.40	\$7.25	\$72.50	\$5.55	\$55.50	\$7.00	\$70.00	\$5.99	\$59.90	\$5.55	\$55.50
4.8.63.	4X	10	\$6.90	\$69.00	\$7.75	\$77.50	\$5.55	\$55.50	\$9.00	\$90.00	\$6.32	\$63.20	\$5.55	\$55.50
4.8.64.	6X	10	\$7.18	\$71.80	\$8.25	\$82.50	\$5.55	\$55.50	\$9.00	\$90.00	\$7.24	\$72.40	\$6.15	\$61.50
4.8.65.	8X	10	\$7.54	\$75.40	\$9.40	\$94.00	\$7.25	\$72.50	\$12.00	\$120.00	\$7.58	\$75.80	\$6.15	\$61.50
4.8.66.	9X	10	\$7.90	\$79.00	\$9.85	\$98.50	\$7.25	\$72.50	\$14.00	\$140.00	\$7.58	\$75.80	\$6.75	\$67.50
4.8.67.	10X	10	\$7.90	\$79.00	\$10.30	\$103.00	\$7.25	\$72.50	\$17.00	\$170.00	\$7.58	\$75.80	\$6.75	\$67.50
4.8.68.	<b>GREEN INSTITUTIONAL TROUSERS TOTAL</b>			\$681.20		\$779.50		\$595.50		\$915.00		\$649.30		\$571.00
INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)			Charm-Tex		OD Taragin		Robinson Textiles, Inc.		ICS		Bob Barker Company, Inc.		Uniforms MFG, Inc.	
	Size	Quantity	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
4.8.69.	Medium	10	\$5.90	\$59.00	\$5.80	\$58.00	\$3.90	\$39.00	\$5.50	\$55.00	\$4.33	\$43.30	\$4.00	\$40.00
4.8.70.	Large	10	\$5.90	\$59.00	\$5.80	\$58.00	\$4.45	\$44.50	\$5.50	\$55.00	\$4.33	\$43.30	\$4.00	\$40.00
4.8.71.	X-Large	10	\$5.90	\$59.00	\$5.80	\$58.00	\$4.45	\$44.50	\$5.50	\$55.00	\$4.33	\$43.30	\$4.00	\$40.00
4.8.72.	2X	10	\$5.90	\$59.00	\$5.95	\$59.50	\$4.45	\$44.50	\$7.00	\$70.00	\$4.99	\$49.90	\$4.00	\$40.00
4.8.73.	3X	10	\$6.18	\$61.80	\$6.30	\$63.00	\$4.45	\$44.50	\$7.00	\$70.00	\$4.99	\$49.90	\$4.40	\$44.00
4.8.74.	4X	10	\$6.54	\$65.40	\$6.55	\$65.50	\$4.45	\$44.50	\$9.00	\$90.00	\$5.38	\$53.80	\$4.40	\$44.00
4.8.75.	6X	10	\$6.90	\$69.00	\$7.60	\$76.00	\$4.45	\$44.50	\$9.00	\$90.00	\$5.99	\$59.90	\$4.80	\$48.00
4.8.76.	8X	10	\$7.54	\$75.40	\$8.20	\$82.00	\$6.50	\$65.00	\$12.00	\$120.00	\$6.48	\$64.80	\$4.80	\$48.00
4.8.77.	9X	10	\$7.90	\$79.00	\$9.10	\$91.00	\$6.50	\$65.00	\$14.00	\$140.00	\$6.48	\$64.80	\$5.30	\$53.00
4.8.78.	10X	10	\$7.90	\$79.00	\$9.25	\$92.50	\$6.50	\$65.00	\$17.00	\$170.00	\$6.48	\$64.80	\$5.30	\$53.00
4.8.79.	<b>GREEN INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$665.60		\$703.50		\$501.00		\$915.00		\$537.80		\$450.00
	<b>Total for all sections: 4.8.11 + 4.8.22. + 4.8.33. + 4.8.45. + 4.8.57. + 4.8.68. + 4.8.79.</b>			\$7,456.10		\$9,145.80		\$6,776.75		\$9,225.00		\$6,644.95		\$6,902.70
4.9.	<b>Maximum % Increase 1st Renewal</b>			10		4		3		8		0		5
4.10.	<b>Maximum % Increase 2nd Renewal</b>			10		4		3		15		3		5
4.11.	<b>Maximum % Increase 3rd Renewal</b>			10		4		3		20		3		5
4.10.	<b>Delivery ARO</b>			7-50		30-45		7-45		30-90		5-60		30-45



**PURCHASE AGREEMENT  
FOR  
INMATE UNIFORMS – TERM & SUPPLY**

**THIS AGREEMENT** dated the 7 day of August 2012 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein “County” and **Robinson Textiles**, herein “Contractor.”

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement for **Inmate Uniforms Term & Supply**, County of Boone Request for Bid for **Inmate Uniforms Term & Supply**, bid number **30-06JUL12**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, any applicable addenda, the unexecuted Response Form, Standard Terms and Conditions, as well as the Contractor’s bid response dated **July 3, 2012** and executed by **Jennifer L. Kutsch** on behalf of the Contractor. All such documents shall constitute the contract documents which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form, the Standard Terms and Conditions, and all applicable Addenda shall prevail and control over the Contractor’s bid response.

**2. Contract Duration** - This agreement shall commence on **August 1, 2012** and extend through **July 30, 2012** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **three (3) additional one-year periods** subject to the pricing clauses in the Contractor’s bid response and thereafter on a month to month basis for a maximum of six (6) months in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

**3. Basic Services** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with **inmate uniforms** for the following sections of the Request for Bid:

Inmate Jumpsuits, institutional black and white with horizontal stripes (4.8.1. through 4.8.10).

Items/service shall be provided as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor’s bid response, as needed and as ordered by County.

**4. Delivery** - Contractor agrees to provide the items and service as specified and as agreed to in the bid specifications, and within 7 – 45 days after receipt of order.

**5. Billing and Payment** - All billing shall be invoiced to Boone County Sheriff Department, 2121 County Dr. Columbia, MO 65202. Billings may only include the prices listed in the Contractor’s bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor’s bid response to the specifications. The County agrees to pay all correct monthly statements within thirty days of receipt, all monthly statements must also have copies of applicable invoices; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In

the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

**6. Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

**7. Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

**8. Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**ROBINSON TEXTILES**

by *Jennifer L. Lutts*  
 title Vice President  
 address ROBINSON TEXTILES, INC.  
152 W. WALNUT ST., STE. 250  
GARDENA, CA. 90248  
TEL: (800) 421-5582  
FAX: (800) 370-7019

**BOONE COUNTY, MISSOURI**

by: Boone County Commission  
*Daniel K. Atwill*  
 Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

*J. Reese*  
 County Counselor

ATTEST:

*Wendy S. Noren*  
 Wendy S. Noren, County Clerk

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

*Jane Pitchford by jg* 07/31/12 1255 / 23025 Term and Supply  
 Signature Date Appropriation Account

**30-06JUL12 - INMATE UNIFORMS -  
TERM & SUPPLY**

**Pricing - Robinson Textiles**

INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)		Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price
4.8.1.	Medium	50	\$11.00
4.8.2.	Large	50	\$13.29
4.8.3.	X-Large	50	\$13.29
4.8.4.	2X	30	\$13.29
4.8.5.	3X	20	\$13.29
4.8.6.	4X	5	\$13.75
4.8.7.	6X	5	\$14.75
4.8.8.	8X	5	\$15.75
4.8.9.	9X	5	\$16.00
4.8.10.	10X	5	\$16.00
4.9.	Maximum % increase 1st Renewal		3
4.10.	Maximum % increase 2nd Renewal		3
4.11.	Maximum % increase 3rd Renewal		3
4.10.	Delivery ARO		7 - 45 days
4.11.	COOP? (Yes or No)		Yes

4. Revised Response Form

- 4.1. Company Name: Robinson Textiles  
 4.2. Address: 152 W. Walnut St. Ste 250  
 4.3. City/Zip: Gardena CA 90248  
 4.4. Phone Number: 8004215582  
 4.5. Fax Number: 800 370 7019  
 4.6. E-Mail Address: rdotexemail@AOL.com  
 4.7. Federal Tax ID: 95-3447044  
 4.7.1.  Corporation  
 Partnership - Name \_\_\_\_\_  
 Individual/Proprietorship - Individual Name \_\_\_\_\_  
 Other (Specify) \_\_\_\_\_

4.8. PRICING

INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)				
	Size	Unit Price	Quantity	Extended Price
4.8.1.	Medium	\$ 11.00	50	550.00
4.8.2.	Large	\$ 13.29	50	\$ 664.50
4.8.3.	X-Large	\$ 13.29	50	\$ 664.50
4.8.4.	2X	\$ 13.29	30	\$ 398.70
4.8.5.	3X	\$ 13.29	20	\$ 265.80
4.8.6.	4X	\$ 13.75	5	\$ 68.75
4.8.7.	6X	\$ 14.75	5	\$ 73.75
4.8.8.	8X	\$ 15.75	5	\$ 78.75
4.8.9.	9X	\$ 16.00	5	\$ 80.00
4.8.10.	10X	\$ 16.00	5	\$ 80.00
4.8.11.	BLACK AND WHITE INMATE JUMPSUIT TOTAL			\$ 2924.75

**INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.12.	Medium	\$ 5.50	20	\$ 110.00
4.8.13.	Large	\$ 6.25	20	\$ 125.00
4.8.14.	X-Large	\$ 6.25	40	\$ 250.00
4.8.15.	2X	\$ 6.25	20	\$ 125.00
4.8.16.	3X	\$ 6.25	10	\$ 62.50
4.8.17.	4X	\$ 7.90	5	\$ 39.50
4.8.18.	6X	\$ 7.90	5	\$ 39.50
4.8.19.	8X	\$ 8.90	5	\$ 44.50
4.8.20.	9X	\$ 8.90	5	\$ 44.50
4.8.21.	10X	\$ 8.90	5	\$ 44.50
4.8.22.	<b>BLACK AND WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$ 885.00

**INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.23.	Medium	\$ 4.40	20	\$ 88.00
4.8.24.	Large	\$ 5.25	20	\$ 105.00
4.8.25.	X-Large	\$ 5.25	40	\$ 210.00
4.8.26.	2X	\$ 5.25	20	\$ 105.00
4.8.27.	3X	\$ 5.25	10	\$ 52.50
4.8.28.	4X	\$ 6.00	5	\$ 30.00
4.8.29.	6X	\$ 6.00	5	\$ 30.00
4.8.30.	8X	\$ 7.00	5	\$ 35.00
4.8.31.	9X	\$ 7.00	5	\$ 35.00
4.8.32.	10X	\$ 7.00	5	\$ 35.00

4.8.33.	<b>BLACK AND WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>	\$	725.50
4.8.34.	<b>TOTAL FOR ALL BLACK &amp; WHITE ITEMS REQUESTED (4.8.11. + 4.8.22. + 4.8.33.)</b>	\$	4535.25

**INSTITUTIONAL TROUSERS (White)**

	Size	Unit Price	Quantity	Extended Price
4.8.35.	Medium	\$ 4.40	10	\$ 44.00
4.8.36.	Large	\$ 5.75	10	\$ 57.50
4.8.37.	X-Large	\$ 5.75	10	\$ 57.50
4.8.38.	2X	\$ 5.75	10	\$ 57.50
4.8.39.	3X	\$ 5.75	10	\$ 57.50
4.8.40.	4X	\$ 5.75	10	\$ 57.50
4.8.41.	6X	\$ 5.75	10	\$ 57.50
4.8.42.	8X	\$ 7.90	10	\$ 79.00
4.8.43.	9X	\$ 7.90	10	\$ 79.00
4.8.44.	10X	\$ 7.90	10	\$ 79.00

4.8.45.	<b>WHITE INSTITUTIONAL TROUSERS TOTAL</b>	\$	626.00
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**INSTITUTIONAL V-NECK SHIRTS (White)**

	Size	Unit Price	Quantity	Extended Price
4.8.46.	Medium	\$ 3.90	10	\$ 39.00
4.8.47.	Large	\$ 4.75	10	\$ 47.50
4.8.48.	X-Large	\$ 4.75	10	\$ 47.50
4.8.49.	2X	\$ 4.75	10	\$ 47.50
4.8.50.	3X	\$ 4.75	10	\$ 47.50
4.8.51.	4X	\$ 4.75	10	\$ 47.50
4.8.52.	6X	\$ 4.75	10	\$ 47.50
4.8.53.	8X	\$ 6.50	10	\$ 65.00

4.8.54.	9X	\$ 6.50	10	\$ 65.00
4.8.55.	10X	\$ 6.50	10	\$ 65.00
4.8.56.	<b>WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$ 519.00
4.8.57.	<b>TOTAL FOR ALL WHITE ITEMS REQUESTED (4.8.45. + 4.8.56)</b>			1145.00

**INSTITUTIONAL TROUSERS (Green w/No Lettering)**

	Size	Unit Price	Quantity	Extended Price
4.8.58.	Medium	\$ 4.50	10	\$ 45.00
4.8.59.	Large	\$ 5.55	10	\$ 55.50
4.8.60.	X-Large	\$ 5.55	10	\$ 55.50
4.8.61.	2X	\$ 5.55	10	\$ 55.50
4.8.62.	3X	\$ 5.55	10	\$ 55.50
4.8.63.	4X	\$ 5.55	10	\$ 55.50
4.8.64.	6X	\$ 5.55	10	\$ 55.50
4.8.65.	8X	\$ 7.25	10	\$ 72.50
4.8.66.	9X	\$ 7.25	10	\$ 72.50
4.8.67.	10X	\$ 7.25	10	\$ 72.50
4.8.68.	<b>GREEN INSTITUTIONAL TROUSERS TOTAL</b>			\$ 595.50

**INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)**

	Size	Unit Price	Quantity	Extended Price
4.8.69.	Medium	\$ 3.90	10	\$ 39.00
4.8.70.	Large	\$ 4.45	10	\$ 44.50
4.8.71.	X-Large	\$ 4.45	10	\$ 44.50
4.8.72.	2X	\$ 4.45	10	\$ 44.50
4.8.73.	3X	\$ 4.45	10	\$ 44.50
4.8.74.	4X	\$ 4.45	10	\$ 44.50

4.8.75.	6X	\$ 4.45	10	\$ 44.50
4.8.76.	8X	\$ 6.50	10	\$ 65.00
4.8.77.	9X	\$ 6.50	10	\$ 65.00
4.8.78.	10X	\$ 6.50	10	\$ 65.00
4.8.79.	<b>GREEN INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$ 501.00
4.8.80.	<b>TOTAL FOR ALL GREEN ITEMS REQUESTED (4.8.68. + 4.8.79)</b>			1096.50

Maximum Percentage Increase for 3 % 1<sup>st</sup> Renewal 3 % 2<sup>nd</sup> Renewal

4.9. 3 % 3<sup>rd</sup> Renewal

4.10. Delivery after Receipt of Order: 7-45 Days

4.11. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri? \_\_\_\_\_ Yes  No

**VENDORS ARE REMINDED THAT THEY ARE TO PROVIDE A SAMPLE OF EACH PRODUCT PROPOSED IN THE REQUIRED COLOR AND FABRIC, WITH THEIR BID RESPONSE.**

**PLEASE SUBMIT THREE (3) COPIES OF THE RESPONSE**

4.12. **The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Invitation for Bid which have been read and understood, and all of which are made part of this order.** By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.1. Authorized Representative (Sign By Hand):

Jennifer L Kutsch Date: 7-3-12

4.12.2. Print Name and Title of Authorized Representative

Jennifer L Kutsch, Vice President Date: 7-3-12

We bid All/None

# Boone County Purchasing

David A. Eagle  
Office Specialist



613 E. Ash St., Room 113  
Columbia, MO 65201  
Phone: (573) 886-4394  
Fax: (573) 886-4390  
deagle@boonecountymmo.org

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June 15, 2012

Dear Sir/Madam:

Please register to receive bids, proposals and addendums for Boone County. Please complete the *Vendor Registration Form* on our web page. This site may be accessed at the following address:  
<http://www.showmeboone.com>

Along the left of the page under *County Offices*, select *Purchasing*. Then select *Vendor Registration*. At the **Welcome to Boone County Vendor Information System page**, read the statement on that page, then select *Apply for a Boone County Vendor ID*. Complete information (including e-mail address) and select *submit*.

Commodities and services can now be selected. There are multiple ways to search for your commodities. For example, if you sell furniture, you can enter "furniture" in the box next to **Enter Keyword for all Products/Services**. Then scroll to the bottom of the page and select the different choices of "furniture" that you can provide. When finished at that screen, select *Add Codes*. Continue to select commodities in this manner until finished. The codes you need for this bid are **200, 652.84, (and any others that you can provide)**. When finished, select *Submit*. *When the next screen comes up select Confirm*.

In the future, we will be notifying your firm by e-mail of bid notices and addendums. Vendor selection will be based upon the NIGP code identifying the commodity and/or service. **If you do not register, you will be absent from our database.**

**Please have multiple people from your entity register so you do not miss bid opportunities from someone being on vacation, leaving your employment, etc. Please also register your company e-mail if you have one. It is your responsibility to keep your registration up-to-date and current. You will need to know your vendor number and e-mail address to be able to access your registration for updating. Your vendor number will be provided to you at registration.**

We will continue to keep our web site updated with bids, bid addendums, bid tabulations and bid awards. If you have additional questions, please contact our department.

Sincerely,  
David A. Eagle  
Office Specialist



JUN 18 RECD

Boone County Purchasing  
613 E. Ash, Room 109  
Columbia, MO 65201

***Request for Bid (RFB)***

**Tyson Boldan, Buyer**  
(573) 886-4392 – Fax: (573) 886-4390  
Email: [tboldan@boonecountymo.org](mailto:tboldan@boonecountymo.org)

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***Bid Data***

Bid Number: **30-06JUL12**  
Commodity Title: **Inmate Uniforms Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

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***Bid Submission Address and Deadline***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M.** (Bids received after this time will be returned unopened)  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109  
Columbia, MO 65201**  
Directions: The Johnson Building is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South Side. Wheel chair accessible entrance is available.

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***Bid Opening***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M.** (Bids received after this time will be returned unopened)  
Location / Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109**

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***Bid Contents***

- 1.0: **Introduction and General Conditions of Bidding**
  - 2.0: **Primary Specifications**
  - 3.0: **Response Presentation and Review**
  - 4.0: **Response Form**
- Attachment A**  
**Work Authorization Certification**  
**Debarment**  
**Standard Terms and Conditions**  
**No-Bid Response Form**

# Request for Bid (Bid)

County of Boone

Purchasing Department

## 1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
  - 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:

*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department/s or Office/s* - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.  
*Designee* - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
  - 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.

*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business/s entities which may provide the subject goods and/or services.
  - 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
  - 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
  - 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
  - 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental contracts under more favorable terms. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis,

whichever is in the best interest of the County.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract period resulting from this Bid will have an initial term from Date of Award through July 30, 2013, and may be automatically renewed for an additional three (3) years unless canceled by Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

## 2. Primary Specifications

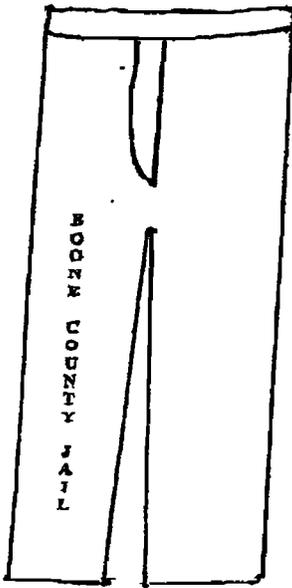
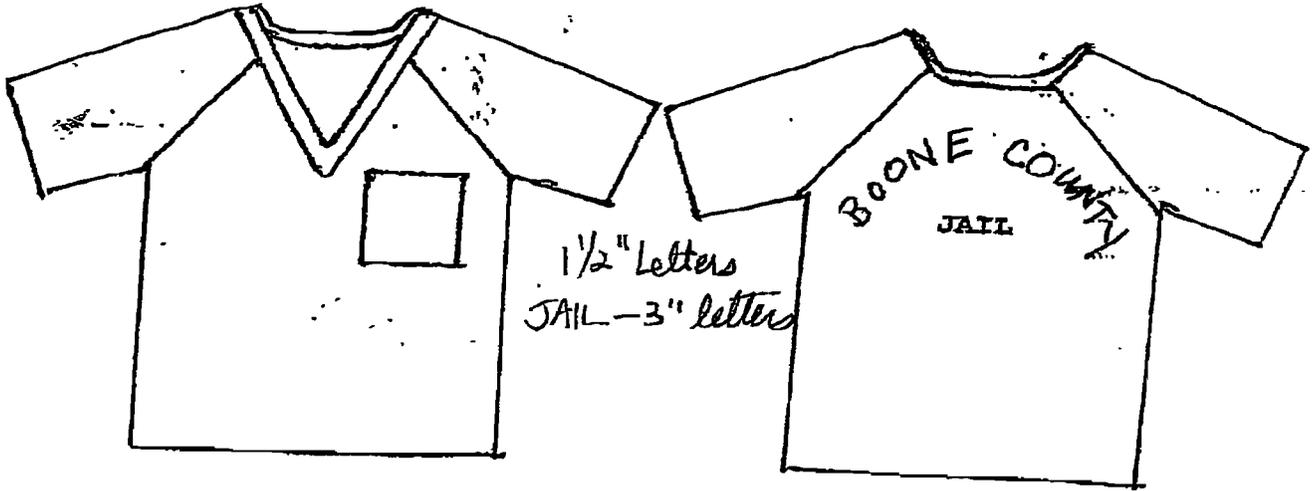
- 2.1. **ITEMS TO BE PROVIDED** – Boone County, hereafter referred to as “County”, proposes to contract with an individual(s) or organization(s), hereinafter referred to as “Contractor” for a Term and Supply contract for the furnishing and delivery of Inmate Jumpsuits, Institutional Trousers, and Institutional V-Neck Shirts to the Boone County Jail on an as needed basis as detailed in the following specifications.
  - 2.1.1. **Quantity** – The quantities indicated on the Response Form are estimates only and are based on past usage and anticipated future requirements, and as such, do not constitute a guarantee on the part of the County. The County reserves the right to increase or decrease the quantities outlined on the Response Form as needed.
  - 2.2. The unit prices for the items identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
    - 2.2.1. If renewal percentages are not provided for the items listed on the Response Form, then prices during any renewal period shall be the same as during the original contract period.
  - 2.3. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
  - 2.4. **CONTRACT EXTENSION** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
  - 2.5. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
    - 2.5.1. All prices shall be FOB Destination, freight prepaid and allowed. This shall mean that the contractor bears all insurance costs and responsibilities for transporting the items, and the cost of freight, delivery, shipping, etc. must be built into the unit cost of the item. The County shall not pay freight, etc. in addition to the price of the item.
  - 2.6. **CONSTRUCTION REQUIREMENTS**
    - 2.6.1. All items shall be construction from a 7 ½ ounce twill, 65% polyester/35% cotton industrial laundry finish quality fabric.
    - 2.6.2. All seams shall be triple stitched, with a reinforced crotch and points of strain with dual duty thread.
    - 2.6.3. **Inmate Jumpsuit** – Construction of jumpsuit shall have heavy-duty laundry proof snap closure. Style shall have elastic back with woven heat resistant elastic.
    - 2.6.4. **Institutional Trousers** – Construction of trousers shall also include heat resistant elastic lock stitched. Style is pull on with mock fly.
    - 2.6.5. **Institutional V-Neck Shirt** – Shirt style is slip on with raglan sleeves, no buttons.
  - 2.7. **COLOR REQUIREMENTS**
    - 2.7.1. Inmate Jumpsuits – All jumpsuits shall be institutional black and white with horizontal stripes.
    - 2.7.2. Institutional Trousers – All bidders must provide pricing for white trousers, green trousers, and trousers in institutional black and white with horizontal stripes.
    - 2.7.3. Institutional V-Neck Shirts – All bidders must provide pricing for white v-neck shirts, green v-neck shirts, and v-neck shirts in institutional black and white with horizontal stripes.
  - 2.8. **LETTERING REQUIREMENTS** – All lettering shall be uppercase and stenciled in red. Bidders must include the cost of the lettering in the unit prices for the clothing items listed on the

Response Form.

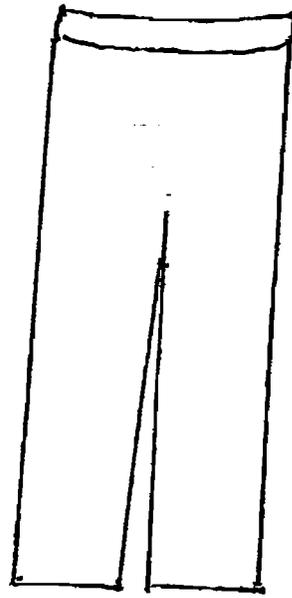
- 2.8.1. Inmate Jumpsuits and Institutional V-Neck Shirts shall have the words "BOONE COUNTY" in letters 1 ½" high forming an arch running from the left shoulder to right shoulder area on the back of the shirt. The word "JAIL" shall be in letters 3" high centered below the arch formed by the words Boone County. All lettering on the white shirts shall have the word "SERVICE" in letters 1 ½" high forming an arch running from the left shoulder area to right shoulder area on the back of the shirt. The word "OVER" shall be 3" high centered below the arch formed by the word "Service". The word "SENTENCE" shall be in letters 1 ½" high forming a "U" running from the left shoulder area to the right shoulder area centered under the word "Over". See Attachment A for a sample of the lettering required.
- 2.8.2. Institutional Trousers shall have the words "BOONE COUNTY JAIL" in letters 1 ½" high running down one leg. The lettering on the white trousers shall have the letters "S.O.S." in letters 4" high running down one leg.
- 2.8.3. There shall be NO LETTERING on the green institutional trousers and v-neck shirts.
- 2.9. **ADDITIONAL INSTRUCTIONS**
- 2.9.1. **Samples:** Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder's expense. A request for the return of samples must be made within ten days following sample submittal. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.
- 2.9.2. **Product Substitution:** All product substitutions offered must be pre-approved by the Boone County Purchasing Department in writing and no later than June 30, 2012. The County reserves the right to request samples of any substitutes. These samples will be free of charge. Interpretation of "equal or better" is to be determined at the sole discretion of the county staff.
- 2.10. **DELIVERY** – Delivery shall be made FOB Destination, inside delivery, with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.10.1. **Delivery Address** – All requested items shall be delivered to the Boone County Sheriff's Department, 2121 County Road, Columbia, MO 65202.
- 2.10.2. **Delivery Time:** All deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., local time Monday through Friday, excluding county holidays.
- 2.11. **BILLING AND PAYMENTS** – Invoices shall be submitted to the Sheriff's Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. Payment will be made within 30 days from receipt of an accurate **monthly statement**.
- 2.12. **NON-EXCLUSIVITY** - The County reserves the right to obtain "like or similar" products of this or other manufacturers, exclusive of this contract, when use of such products is deemed to be in the best interest of the County.
- 2.13. **DESIGNEE** – Boone County Sheriff's Department
- 2.13.1. **Bid Clarification** – Tyson Boldan, Buyer, 613 E. Ash, Room 109, Columbia, MO 65201. Telephone: (573) 886-4392; Facsimile (573) 886-4390 or email: [tboldan@boonecountymo.org](mailto:tboldan@boonecountymo.org).

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
  - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
  - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, Bid Tabulations are posted on our website <http://showmeboone.com/PURCHASING/>.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
  - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
  - 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
  - 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
  - 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
  - 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

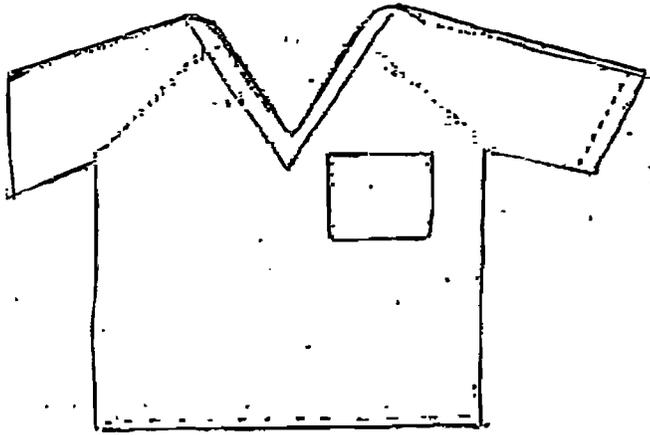


1/2" letters

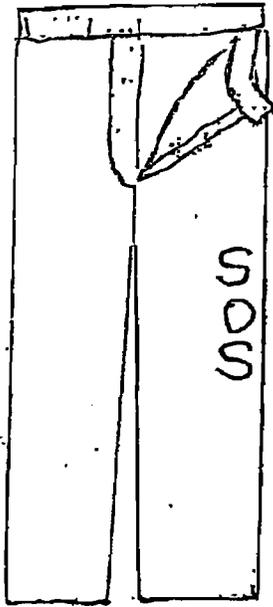


Red ink - black + white

Attachment A



*white uniforms*



Attachment A

## INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

[http://www.dhs.gov/xprevprot/programs/gc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm)

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that you completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.

WORK AUTHORIZATION CERTIFICATION  
PURSUANT TO 285.530 RSMo  
(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)

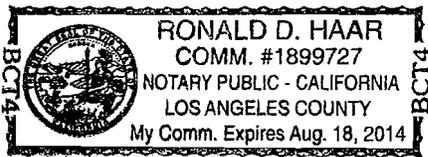
County of Los Angeles  
State of California )ss  
)

My name is Jennifer L Kutsch I am an authorized agent of Robinson Textiles (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Jennifer L Kutsch 7/3/12  
Affiant Date  
Jennifer L Kutsch  
Printed Name

Subscribed and sworn to before me this 3<sup>rd</sup> day of July, 20 12.



Ronald D Haar  
Notary Public



**AFFIDAVIT**  
**(Only Required for Individual Bidder Certification Option #2)**

State of ~~Missouri~~ )  
          California )SS.  
County of Los Angeles )

NA

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

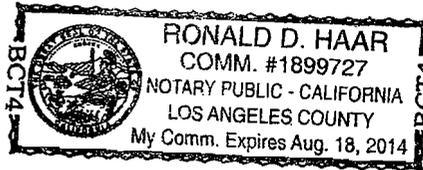
7/3/12  
Date 95-3447044  
542 870254  
Social Security Number  
or Other Federal I.D. Number

Jennifer L Kutsch  
Signature  
Jennifer L Kutsch  
Printed Name

On the date above written Jennifer L Kutsch appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

Ronald P Haar  
Notary Public

My Commission Expires: Aug 18, 2014



(Please complete and return with Contract)

Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Jennifer L Kutsch - Vice President

Name and Title of Authorized Representative

Jennifer L Kutsch

Signature

Date

7-3-12



Boone County Purchasing  
613 E. Ash, Room 109  
Columbia, MO 65201

### *Standard Terms and Conditions*

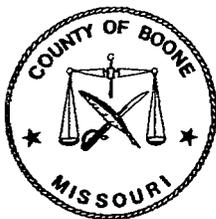
**Tyson Boldan, Buyer**  
**(573) 886-4392 - FAX (573) 886-4390**

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1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or e-mail will be accepted. **U.S. mail only.**
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and

regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
  
16. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***"No Bid" Response Form***

Tyson Boldan, Buyer  
(573) 886-4392 – Fax: (573) 886-4390

**"NO BID RESPONSE FORM"**

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO  
SUBMIT A BID**

NA

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this "No Bid" Response Form to our office, the FAX number is (573) 886-4390.

**Bid: 30-06JUL12 - Inmate Uniforms Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

## ***Request for Bid (RFB)***

**Tyson Boldan, Buyer**  
(573) 886-4392 – Fax: (573) 886-4390  
Email: [tboldan@boonecountymo.org](mailto:tboldan@boonecountymo.org)

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### ***Bid Data***

Bid Number: **30-06JUL12**  
Commodity Title:  
**Inmate Uniforms Term & Supply**

### **DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

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### ***Bid Submission Address and Deadline***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109  
Columbia, MO 65201**  
Directions: The Johnson Building is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South Side. Wheel chair accessible entrance is available.

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### ***Bid Opening***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109**

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### ***Bid Contents***

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form**  
**Attachment A**  
**Work Authorization Certification**  
**Debarment**  
**Standard Terms and Conditions**  
**No-Bid Response Form**

# Request for Bid (Bid)

County of Boone

Purchasing Department

## 1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
  - 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
    - Purchasing* - The Purchasing Department, including its Purchasing Director and staff.
    - Department/s or Office/s* - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
    - Designee* - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
  - 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
    - Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
    - Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
    - Supplier* - All business/s entities which may provide the subject goods and/or services.
  - 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
  - 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
  - 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
    - 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
    - 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
  - 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental contracts under more favorable terms. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis,

whichever is in the best interest of the County.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract period resulting from this Bid will have an initial term from Date of Award through July 30, 2013, and may be automatically renewed for an additional three (3) years unless canceled by Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

## 2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** – Boone County, hereafter referred to as “County”, proposes to contract with an individual(s) or organization(s), hereinafter referred to as “Contractor” for a Term and Supply contract for the furnishing and delivery of Inmate Jumpsuits, Institutional Trousers, and Institutional V-Neck Shirts to the Boone County Jail on an as needed basis as detailed in the following specifications.
  - 2.1.1. **Quantity** – The quantities indicated on the Response Form are estimates only and are based on past usage and anticipated future requirements, and as such, do not constitute a guarantee on the part of the County. The County reserves the right to increase or decrease the quantities outlined on the Response Form as needed.
  - 2.2. The unit prices for the items identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
    - 2.2.1. If renewal percentages are not provided for the items listed on the Response Form, then prices during any renewal period shall be the same as during the original contract period.
  - 2.3. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
  - 2.4. **CONTRACT EXTENSION** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
  - 2.5. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
    - 2.5.1. All prices shall be FOB Destination, freight prepaid and allowed. This shall mean that the contractor bears all insurance costs and responsibilities for transporting the items, and the cost of freight, delivery, shipping, etc. must be built into the unit cost of the item. The County shall not pay freight, etc. in addition to the price of the item.
  - 2.6. **CONSTRUCTION REQUIREMENTS**
    - 2.6.1. All items shall be construction from a 7 ½ ounce twill, 65% polyester/35% cotton industrial laundry finish quality fabric.
    - 2.6.2. All seams shall be triple stitched, with a reinforced crotch and points of strain with dual duty thread.
    - 2.6.3. **Inmate Jumpsuit** – Construction of jumpsuit shall have heavy-duty laundry proof snap closure. Style shall have elastic back with woven heat resistant elastic.
    - 2.6.4. **Institutional Trousers** – Construction of trousers shall also include heat resistant elastic lock stitched. Style is pull on with mock fly.
    - 2.6.5. **Institutional V-Neck Shirt** – Shirt style is slip on with raglan sleeves, no buttons.
  - 2.7. **COLOR REQUIREMENTS**
    - 2.7.1. Inmate Jumpsuits – All jumpsuits shall be institutional black and white with horizontal stripes.
    - 2.7.2. Institutional Trousers – All bidders must provide pricing for white trousers, green trousers, and trousers in institutional black and white with horizontal stripes.
    - 2.7.3. Institutional V-Neck Shirts – All bidders must provide pricing for white v-neck shirts, green v-neck shirts, and v-neck shirts in institutional black and white with horizontal stripes.
  - 2.8. **LETTERING REQUIREMENTS** – All lettering shall be uppercase and stenciled in red. Bidders must include the cost of the lettering in the unit prices for the clothing items listed on the

Response Form.

- 2.8.1. Inmate Jumpsuits and Institutional V-Neck Shirts shall have the words "BOONE COUNTY" in letters 1 ½" high forming an arch running from the left shoulder to right shoulder area on the back of the shirt. The word "JAIL" shall be in letters 3" high centered below the arch formed by the words Boone County. All lettering on the white shirts shall have the word "SERVICE" in letters 1 ½" high forming an arch running from the left shoulder area to right shoulder area on the back of the shirt. The word "OVER" shall be 3" high centered below the arch formed by the word "Service". The word "SENTENCE" shall be in letters 1 ½" high forming a "U" running from the left shoulder area to the right shoulder area centered under the word "Over". See Attachment A for a sample of the lettering required.
- 2.8.2. Institutional Trousers shall have the words "BOONE COUNTY JAIL" in letters 1 ½" high running down one leg. The lettering on the white trousers shall have the letters "S.O.S." in letters 4" high running down one leg.
- 2.8.3. There shall be NO LETTERING on the green institutional trousers and v-neck shirts.
- 2.9. **ADDITIONAL INSTRUCTIONS**
- 2.9.1. **Samples:** Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder's expense. A request for the return of samples must be made within ten days following sample submittal. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.
- 2.9.2. **Product Substitution:** All product substitutions offered must be pre-approved by the Boone County Purchasing Department in writing and no later than June 30, 2012. The County reserves the right to request samples of any substitutes. These samples will be free of charge. Interpretation of "equal or better" is to be determined at the sole discretion of the county staff.
- 2.10. **DELIVERY** – Delivery shall be made FOB Destination, inside delivery, with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.10.1. **Delivery Address** – All requested items shall be delivered to the Boone County Sheriff's Department, 2121 County Road, Columbia, MO 65202.
- 2.10.2. **Delivery Time:** All deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., local time Monday through Friday, excluding county holidays.
- 2.11. **BILLING AND PAYMENTS** – Invoices shall be submitted to the Sheriff's Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. Payment will be made within 30 days from receipt of an accurate **monthly statement**.
- 2.12. **NON-EXCLUSIVITY** - The County reserves the right to obtain "like or similar" products of this or other manufacturers, exclusive of this contract, when use of such products is deemed to be in the best interest of the County.
- 2.13. **DESIGNEE** – Boone County Sheriff's Department
- 2.13.1. **Bid Clarification** – Tyson Boldan, Buyer, 613 E. Ash, Room 109, Columbia, MO 65201. Telephone: (573) 886-4392; Facsimile (573) 886-4390 or email: [tboldan@boonecountymmo.org](mailto:tboldan@boonecountymmo.org).

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
  - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
  - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, Bid Tabulations are posted on our website <http://showmeboone.com/PURCHASING/>.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
  - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
  - 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
  - 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
  - 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
  - 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

**4. Revised Response Form**

- 4.1. Company Name: \_\_\_\_\_
- 4.2. Address: \_\_\_\_\_
- 4.3. City/Zip: \_\_\_\_\_
- 4.4. Phone Number: \_\_\_\_\_
- 4.5. Fax Number: \_\_\_\_\_
- 4.6. E-Mail Address: \_\_\_\_\_
- 4.7. Federal Tax ID: \_\_\_\_\_
- 4.7.1. ( ) Corporation  
 ( ) Partnership - Name \_\_\_\_\_  
 ( ) Individual/Proprietorship - Individual Name \_\_\_\_\_  
 ( ) Other (Specify) \_\_\_\_\_

**4.8. PRICING**

<b>INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.1.	Medium	\$	50	
4.8.2.	Large	\$	50	\$
4.8.3.	X-Large	\$	50	\$
4.8.4.	2X	\$	30	\$
4.8.5.	3X	\$	20	\$
4.8.6.	4X	\$	5	\$
4.8.7.	6X	\$	5	\$
4.8.8.	8X	\$	5	\$
4.8.9.	9X	\$	5	\$
4.8.10.	10X	\$	5	\$
4.8.11.	<b>BLACK AND WHITE INMATE JUMPSUIT TOTAL</b>			\$

**INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.12.	Medium	\$	20	\$
4.8.13.	Large	\$	20	\$
4.8.14.	X-Large	\$	40	\$
4.8.15.	2X	\$	20	\$
4.8.16.	3X	\$	10	\$
4.8.17.	4X	\$	5	\$
4.8.18.	6X	\$	5	\$
4.8.19.	8X	\$	5	\$
4.8.20.	9X	\$	5	\$
4.8.21.	10X	\$	5	\$
4.8.22.	<b>BLACK AND WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$

**INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.23.	Medium	\$	20	\$
4.8.24.	Large	\$	20	\$
4.8.25.	X-Large	\$	40	\$
4.8.26.	2X	\$	20	\$
4.8.27.	3X	\$	10	\$
4.8.28.	4X	\$	5	\$
4.8.29.	6X	\$	5	\$
4.8.30.	8X	\$	5	\$
4.8.31.	9X	\$	5	\$
4.8.32.	10X	\$	5	\$

4.8.33.	<b>BLACK AND WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$
4.8.34.	<b>TOTAL FOR ALL BLACK &amp; WHITE ITEMS REQUESTED (4.8.11. + 4.8.22. + 4.8.33.)</b>			\$
<b>INSTITUTIONAL TROUSERS (White)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.35.	Medium	\$	10	\$
4.8.36.	Large	\$	10	\$
4.8.37.	X-Large	\$	10	\$
4.8.38.	2X	\$	10	\$
4.8.39.	3X	\$	10	\$
4.8.40.	4X	\$	10	\$
4.8.41.	6X	\$	10	\$
4.8.42.	8X	\$	10	\$
4.8.43.	9X	\$	10	\$
4.8.44.	10X	\$	10	\$
4.8.45.	<b>WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$
<b>INSTITUTIONAL V-NECK SHIRTS (White)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.46.	Medium	\$	10	\$
4.8.47.	Large	\$	10	\$
4.8.48.	X-Large	\$	10	\$
4.8.49.	2X	\$	10	\$
4.8.50.	3X	\$	10	\$
4.8.51.	4X	\$	10	\$
4.8.52.	6X	\$	10	\$
4.8.53.	8X	\$	10	\$

4.8.54.	9X	\$	10	\$
4.8.55.	10X	\$	10	\$
4.8.56.	<b>WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$
4.8.57.	<b>TOTAL FOR ALL WHITE ITEMS REQUESTED (4.8.45. + 4.8.56)</b>			
<b>INSTITUTIONAL TROUSERS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.58.	Medium	\$	10	\$
4.8.59.	Large	\$	10	\$
4.8.60.	X-Large	\$	10	\$
4.8.61.	2X	\$	10	\$
4.8.62.	3X	\$	10	\$
4.8.63.	4X	\$	10	\$
4.8.64.	6X	\$	10	\$
4.8.65.	8X	\$	10	\$
4.8.66.	9X	\$	10	\$
4.8.67.	10X	\$	10	\$
4.8.68.	<b>GREEN INSTITUTIONAL TROUSERS TOTAL</b>			\$
<b>INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.69.	Medium	\$	10	\$
4.8.70.	Large	\$	10	\$
4.8.71.	X-Large	\$	10	\$
4.8.72.	2X	\$	10	\$
4.8.73.	3X	\$	10	\$
4.8.74.	4X	\$	10	\$

4.8.75.	6X	\$	10	\$
4.8.76.	8X	\$	10	\$
4.8.77.	9X	\$	10	\$
4.8.78.	10X	\$	10	\$
4.8.79.	<b>GREEN INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$
4.8.80.	<b>TOTAL FOR ALL GREEN ITEMS REQUESTED (4.8.68. + 4.8.79)</b>			

Maximum Percentage Increase for \_\_\_\_\_ % 1<sup>st</sup> Renewal \_\_\_\_\_ % 2<sup>nd</sup> Renewal

4.9. \_\_\_\_\_ % 3<sup>rd</sup> Renewal

4.10. Delivery after Receipt of Order: \_\_\_\_\_ Days

4.11. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri? \_\_\_\_\_ Yes \_\_\_\_\_ No

**VENDORS ARE REMINDED THAT THEY ARE TO PROVIDE A SAMPLE OF EACH PRODUCT PROPOSED IN THE REQUIRED COLOR AND FABRIC, WITH THEIR BID RESPONSE.**

**PLEASE SUBMIT THREE (3) COPIES OF THE RESPONSE**

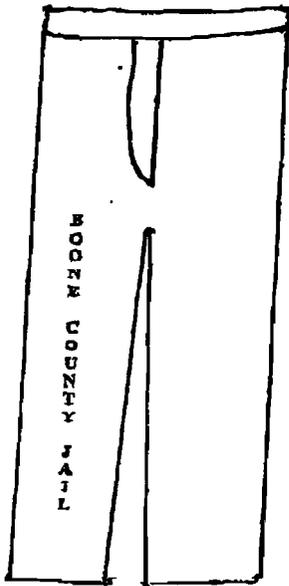
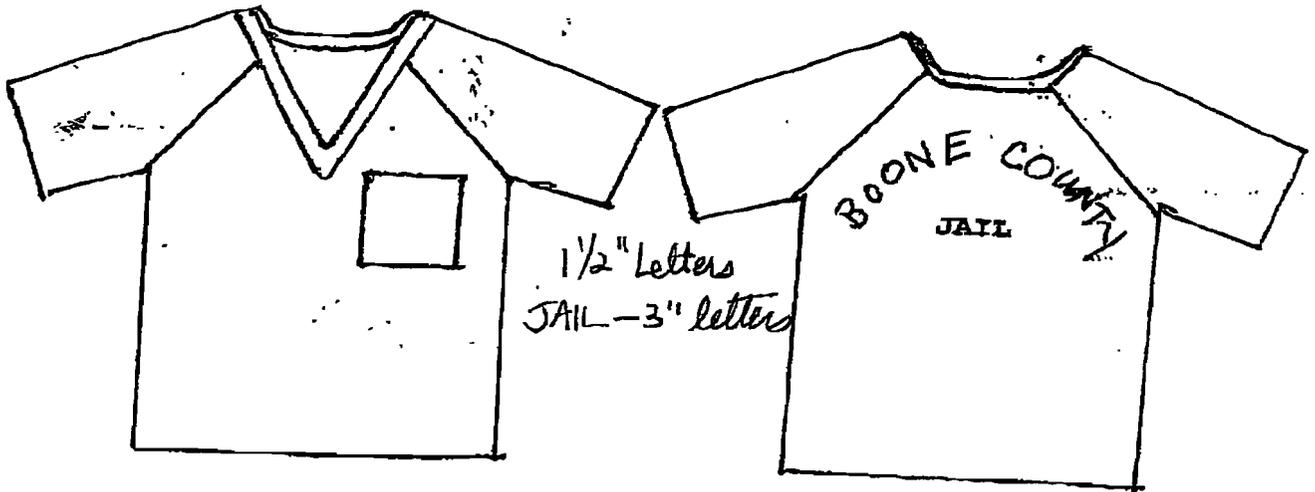
4.12. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Invitation for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.1. Authorized Representative (Sign By Hand):

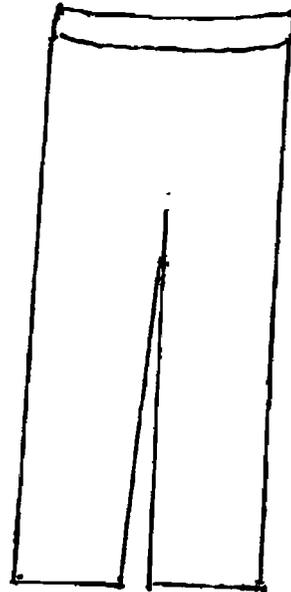
\_\_\_\_\_ Date: \_\_\_\_\_

4.12.2. Print Name and Title of Authorized Representative

\_\_\_\_\_ Date: \_\_\_\_\_

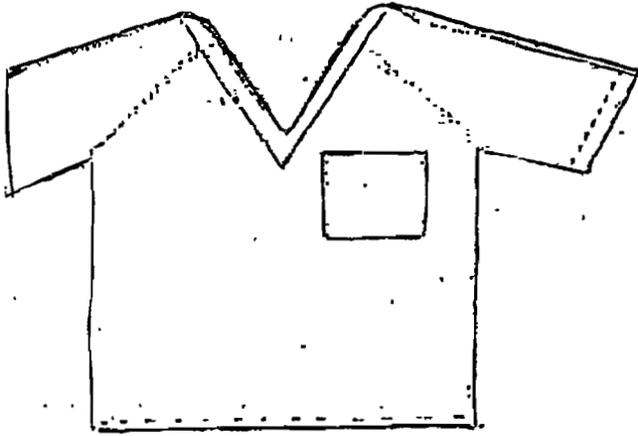


1 1/2" letters

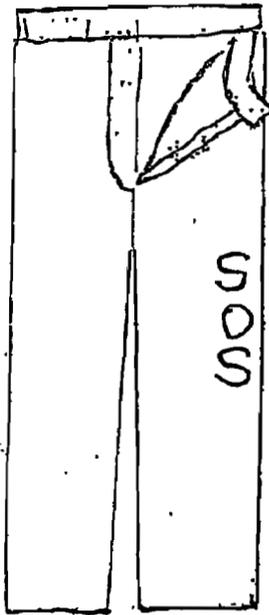


Red ink - black + white

Attachment A



*white uniforms*



Attachment A

## INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

[http://www.dhs.gov/xprevprot/programs/gc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm)

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that you completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.



**CERTIFICATION OF INDIVIDUAL BIDDER**

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- \_\_\_\_\_ 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
  
- \_\_\_\_\_ 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
  
- \_\_\_\_\_ 3. I have provided a completed application for a birth certificate pending in the State of \_\_\_\_\_ . Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**AFFIDAVIT**  
**(Only Required for Individual Bidder Certification Option #2)**

State of Missouri                    )  
  )SS.  
County of \_\_\_\_\_ )

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number  
or Other Federal I.D. Number

\_\_\_\_\_  
Printed Name

On the date above written \_\_\_\_\_ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

\_\_\_\_\_  
Notary Public

My Commission Expires:

**(Please complete and return with Contract)**

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)**

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

---

Name and Title of Authorized Representative

---

Signature

---

Date



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***Standard Terms and Conditions***

**Tyson Boldan, Buyer**  
**(573) 886-4392 - FAX (573) 886-4390**

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or **e-mail** will be accepted. **U.S. mail only.**
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and

regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
16. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***“No Bid” Response Form***

Tyson Boldan, Buyer  
(573) 886-4392 – Fax: (573) 886-4390

**“NO BID RESPONSE FORM”**

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO  
SUBMIT A BID**

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

**Bid: 30-06JUL12 - Inmate Uniforms Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# EPLS

## Excluded Parties List System



### Search - Current Exclusions

- > Advanced Search
- > Multiple Names
- > Exact Name and SSN/TIN
- > MyEPLS
- > Recent Updates
- > Browse All Records

### View Cause and Treatment Code Descriptions

- > Reciprocal Codes
- > Procurement Codes
- > Nonprocurement Codes

### Agency & Acronym Information

- > Agency Contacts
- > Agency Descriptions
- > State/Country Code Descriptions

### OFFICIAL GOVERNMENT USE ONLY

- > Debar Maintenance
- > Administration
- > Upload Login

### EPLS Search Results

#### Search Results for Parties Excluded by

Firm, Entity, or Vessel : Robinson Textiles  
State : MISSOURI

As of 13-Jul-2012 11:23 AM EDT

Save to MyEPLS

Your search returned no results.

[Back](#) [New Search](#) [Printer-Friendly](#)

### Resources

- > Search Help
- > Advanced Search Tips
- > Public User's Manual
- > FAQ
- > Acronyms
- > Privacy Act Provisions
- > News
- > System for Award Management (SAM)

### Reports

- > Advanced Reports
- > Recent Updates
- > Dashboard

### Archive Search - Past Exclusions

- > Advanced Archive Search
- > Multiple Names
- > Recent Updates
- > Browse All Records

### Contact Information

- > For Help: Federal Service Desk

**PURCHASE AGREEMENT  
FOR  
INMATE UNIFORMS – TERM & SUPPLY**

**THIS AGREEMENT** dated the 7 day of August 2012 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein “County” and **Bob Barker Company**, herein “Contractor.”

**IN CONSIDERATION** of the parties performance of the respective obligations contained herein, the parties agree as follows:

**1. Contract Documents** - This agreement shall consist of this Purchase Agreement for **Inmate Uniforms Term & Supply**, County of Boone Request for Bid for **Inmate Uniforms Term & Supply**, bid number **30-06JUL12**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, any applicable addenda, the unexecuted Response Form, Standard Terms and Conditions, as well as the Contractor’s bid response dated **June 29, 2012** and executed by **Connie Kincade** on behalf of the Contractor. All such documents shall constitute the contract documents which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the unexecuted Response Form, the Standard Terms and Conditions, and all applicable Addenda shall prevail and control over the Contractor’s bid response.

**2. Contract Duration** - This agreement shall commence on **August 1, 2012** and extend through **July 30, 2012** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County for **three (3) additional one-year periods** subject to the pricing clauses in the Contractor’s bid response and thereafter on a month to month basis for a maximum of six (6) months in the event the County is unable to re-bid and/or award a new contract prior to the expiration date.

**3. Basic Services** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with **inmate uniforms** for the following sections of the Request for Bid:  
Institutional Trousers, black and white with horizontal stripes (4.8.12. through 4.8.21.)  
Institutional V-Neck Shirts, black and white with horizontal stripes (4.8.23. through 4.8.32.)  
Institutional Trousers, white (4.8.35. through 4.8.44.)  
Institutional V-Neck Shirts, white (4.8.46. through 4.8.55.)  
Institutional Trousers, green with no lettering (4.8.58. through 4.8.67.)  
Institutional V-Neck Shirts, green with no lettering (4.8.69. through 4.8.78.)

Items/service shall be provided as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor’s bid response, as needed and as ordered by County.

**4. Delivery** - Contractor agrees to provide the items and service as specified and as agreed to in the bid specifications, and within 5 – 60 days after receipt of order.

**5. Billing and Payment** - All billing shall be invoiced to Boone County Sheriff Department, 2121 County Dr. Columbia, MO 65202. Billings may only include the prices listed in the Contractor’s bid response. No additional fees for delivery or extra services not included in the bid response or taxes shall be included as additional charges in excess of the charges in the Contractor’s bid response to the

specifications. The County agrees to pay all correct monthly statements within thirty days of receipt, all monthly statements must also have copies of applicable invoices; Contractor agrees to honor any cash or prompt payment discounts offered in its bid response if county makes payment as provided therein. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Contractor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

**6. Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

**7. Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

**8. Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

**IN WITNESS WHEREOF** the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**BOB BARKER COMPANY**

by *Bob Barker*  
title Pricing Specialist  
address 134 N. Main St  
Rugby Virginia, Nc 27526

**BOONE COUNTY, MISSOURI**

by: Boone County Commission  
*Daniel K. Atwill*  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

*[Signature]*  
County Counselor

ATTEST:

*Wendy S. Noren*  
Wendy S. Noren, County Clerk

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

*June Pitchford* by *jj* 07/31/12 1255 / 23025 Term and Supply  
Signature Date Appropriation Account

**30-06JUL12 - INMATE UNIFORMS - TERM & SUPPLY**

**Pricing - Bob Barker**

INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)			Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price	Unit Price
4.8.12.	Medium	20	\$5.88	
4.8.13.	Large	20	\$5.88	
4.8.14.	X-Large	40	\$5.88	
4.8.15.	2X	20	\$5.99	
4.8.16.	3X	10	\$5.99	
4.8.17.	4X	5	\$6.42	
4.8.18.	6X	5	\$7.34	
4.8.19.	8X	5	\$7.70	
4.8.20.	9X	5	\$7.70	
4.8.21.	10X	5	\$7.70	
INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)			Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price	Unit Price
4.8.23.	Medium	20	\$4.68	
4.8.24.	Large	20	\$4.68	
4.8.25.	X-Large	40	\$4.68	
4.8.26.	2X	20	\$5.42	
4.8.27.	3X	10	\$5.42	
4.8.28.	4X	5	\$5.82	
4.8.29.	6X	5	\$6.44	
4.8.30.	8X	5	\$6.92	
4.8.31.	9X	5	\$6.92	
4.8.32.	10X	5	\$6.92	
INSTITUTIONAL TROUSERS (White)			Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price	Unit Price
4.8.35.	Medium	10	\$5.88	
4.8.36.	Large	10	\$5.88	
4.8.37.	X-Large	10	\$5.88	
4.8.38.	2X	10	\$5.99	
4.8.39.	3X	10	\$5.99	
4.8.40.	4X	10	\$6.42	
4.8.41.	6X	10	\$7.34	
4.8.42.	8X	10	\$7.70	
4.8.43.	9X	10	\$7.70	
4.8.44.	10X	10	\$7.70	
INSTITUTIONAL V-NECK SHIRTS (White)			Original Contract Period: 8/1/12 - 7/30/13	
			Uniforms MFG, Inc.	

	Size	Quantity	Unit Price	Unit Price
4.8.46	Medium	10	\$4.68	\$4.68
4.8.47	Large	10	\$4.68	\$4.68
4.8.48	X-Large	10	\$4.68	\$4.68
4.8.49	2X	10	\$5.42	\$5.42
4.8.50	3X	10	\$5.42	\$5.42
4.8.51	4X	10	\$5.82	\$5.82
4.8.52	6X	10	\$6.44	\$6.44
4.8.53	8X	10	\$6.92	\$6.92
4.8.54	9X	10	\$6.92	\$6.92
4.8.55	10X	10	\$6.92	\$6.92
<b>INSTITUTIONAL TROUSERS (Green w/No Lettering)</b>				
			Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price	Unit Price
4.8.58	Medium	10	\$5.55	\$5.55
4.8.59	Large	10	\$5.55	\$5.55
4.8.60	X-Large	10	\$5.55	\$5.55
4.8.61	2X	10	\$5.99	\$5.99
4.8.62	3X	10	\$5.99	\$5.99
4.8.63	4X	10	\$6.32	\$6.32
4.8.64	6X	10	\$7.24	\$7.24
4.8.65	8X	10	\$7.58	\$7.58
4.8.66	9X	10	\$7.58	\$7.58
4.8.67	10X	10	\$7.58	\$7.58
<b>INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)</b>				
			Original Contract Period: 8/1/12 - 7/30/13	
	Size	Quantity	Unit Price	Unit Price
4.8.69	Medium	10	\$4.33	\$4.33
4.8.70	Large	10	\$4.33	\$4.33
4.8.71	X-Large	10	\$4.33	\$4.33
4.8.72	2X	10	\$4.99	\$4.99
4.8.73	3X	10	\$4.99	\$4.99
4.8.74	4X	10	\$5.38	\$5.38
4.8.75	6X	10	\$5.99	\$5.99
4.8.76	8X	10	\$6.48	\$6.48
4.8.77	9X	10	\$6.48	\$6.48
4.8.78	10X	10	\$6.48	\$6.48
4.9.	Maximum % Increase 1st Renewal		0	
4.10.	Maximum % Increase 2nd Renewal		3	
4.11.	Maximum % Increase 3rd Renewal		3	
4.10.	Delivery ARO		5-60	
4.11.	COOP? (Yes or No)		Yes	

**4. Revised Response Form**

- 4.1. Company Name: **Bob Barker Company**
- 4.2. Address: **134 N Main St, PO Box 429**
- 4.3. City/Zip: **Fuquay Varina, NC 27526**
- 4.4. Phone Number: **800-334-9880**
- 4.5. Fax Number: **800-322-7537**
- 4.6. E-Mail Address: **conniekincade@bobbarker.com**
- 4.7. Federal Tax ID: **56-1558062**

- 4.7.1.  Corporation
- Partnership - Name \_\_\_\_\_
- Individual/Proprietorship - Individual Name \_\_\_\_\_
- Other (Specify) \_\_\_\_\_

**4.8. PRICING**

**Bob Barker #BWJ**

**\*Jumpsuits, Black & White:**  
**Sizes 6XL, 8XL, 9XL, 10XL are non-stock sizes, please order a**  
**minimum of 6 each per color/size & allow 8 weeks ARO for**  
**delivery**

INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)				
	Size	Unit Price	Quantity	Extended Price
4.8.1.	Medium	\$ 11.42	50	\$ 571.00
4.8.2.	Large	\$ 11.42	50	\$ 571.00
4.8.3.	X-Large	\$ 11.42	50	\$ 571.00
4.8.4.	2X	\$ 12.18	30	\$ 365.40
4.8.5.	3X	\$ 12.18	20	\$ 243.60
4.8.6.	4X	\$ 12.87	5	\$ 64.35
4.8.7.	6X *	\$ 14.12	5	\$ 70.60
4.8.8.	8X *	\$ 14.12	5	\$ 70.60
4.8.9.	9X *	\$ 14.50	5	\$ 72.50
4.8.10.	10X *	\$ 15.50	5	\$ 77.50
4.8.11.	<b>BLACK AND WHITE INMATE JUMPSUIT TOTAL</b>			<b>\$ 2,677.55</b>

Bob Barker #TBWT, #TBWS \*Trousers and Shirts Black and White :  
 Sizes 8XL, 9XL, 10XL are non-stock sizes, please order a minimum of  
 6 each per color/size & allow 8 weeks ARO for delivery

Bob Barker Company

<b>INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.12.	Medium	\$ 5.88	20	\$ 117.60
4.8.13.	Large	\$ 5.88	20	\$ 117.60
4.8.14.	X-Large	\$ 5.88	40	\$ 235.20
4.8.15.	2X	\$ 5.99	20	\$ 119.80
4.8.16.	3X	\$ 5.99	10	\$ 59.90
4.8.17.	4X	\$ 6.42	5	\$ 32.10
4.8.18.	6X	\$ 7.34	5	\$ 36.70
4.8.19.	8X *	\$ 7.70	5	\$ 38.50
4.8.20.	9X *	\$ 7.70	5	\$ 38.50
4.8.21.	10X *	\$ 7.70	5	\$ 38.50
4.8.22.	<b>BLACK AND WHITE INSTITUTIONAL TROUSERS TOTAL</b>			<b>\$ 834.40</b>
<b>INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.23.	Medium	\$ 4.68	20	\$ 93.60
4.8.24.	Large	\$ 4.68	20	\$ 93.60
4.8.25.	X-Large	\$ 4.68	40	\$ 187.20
4.8.26.	2X	\$ 5.42	20	\$ 108.40
4.8.27.	3X	\$ 5.42	10	\$ 54.20
4.8.28.	4X	\$ 5.82	5	\$ 29.10
4.8.29.	6X	\$ 6.44	5	\$ 32.20
4.8.30.	8X *	\$ 6.92	5	\$ 34.60
4.8.31.	9X *	\$ 6.92	5	\$ 34.60
4.8.32.	10X *	\$ 6.92	5	\$ 34.60

4.8.33.	<b>BLACK AND WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>	\$	<b>702.10</b>
4.8.34.	<b>TOTAL FOR ALL BLACK &amp; WHITE ITEMS REQUESTED (4.8.11. + 4.8.22. + 4.8.33.)</b>	\$	<b>4,214.05</b>

**#TWT, #TWS \*Trousers and Shirts White : Sizes 9XL, 10XL are non-stock sizes, please order a minimum of 6 each per color/size & allow 8 weeks ARO for delivery**

	Size	Unit Price	Quantity	Extended Price
4.8.35.	Medium	\$ 5.88	10	\$ 58.80
4.8.36.	Large	\$ 5.88	10	\$ 58.80
4.8.37.	X-Large	\$ 5.88	10	\$ 58.80
4.8.38.	2X	\$ 5.99	10	\$ 59.90
4.8.39.	3X	\$ 5.99	10	\$ 59.90
4.8.40.	4X	\$ 6.42	10	\$ 64.20
4.8.41.	6X	\$ 7.34	10	\$ 73.40
4.8.42.	8X	\$ 7.70	10	\$ 77.00
4.8.43.	9X *	\$ 7.70	10	\$ 77.00
4.8.44.	10X	\$ 7.70	10	\$ 77.00
4.8.45.	<b>WHITE INSTITUTIONAL TROUSERS TOTAL</b>			<b>\$ 664.80</b>

<b>INSTITUTIONAL V-NECK SHIRTS (White)</b>				
	Size	Unit Price	Quantity	Extended Price
4.8.46.	Medium	\$ 4.68	10	\$ 46.80
4.8.47.	Large	\$ 4.68	10	\$ 46.80
4.8.48.	X-Large	\$ 4.68	10	\$ 46.80
4.8.49.	2X	\$ 5.42	10	\$ 54.20
4.8.50.	3X	\$ 5.42	10	\$ 54.20
4.8.51.	4X	\$ 5.82	10	\$ 58.20
4.8.52.	6X	\$ 6.44	10	\$ 64.40
4.8.53.	8X	\$ 6.92	10	\$ 69.20

4.8.54.	9X *	\$ 6.92	10	\$ 69.20
4.8.55.	10X *	\$ 6.92	10	\$ 69.20
4.8.56.	<b>WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$ 579.00
4.8.57.	<b>TOTAL FOR ALL WHITE ITEMS REQUESTED (4.8.45. + 4.8.56)</b>			<b>1,243.80</b>
#TGT, TGS *Trousers and Shirts Green: Sizes 9XL is non-stock size, please order a minimum of 6 each per color/size & allow 8 weeks ARO for delivery				
<b>INSTITUTIONAL TROUSERS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.58.	Medium	\$ 5.55	10	\$ 55.50
4.8.59.	Large	\$ 5.55	10	\$ 55.50
4.8.60.	X-Large	\$ 5.55	10	\$ 55.50
4.8.61.	2X	\$ 5.99	10	\$ 59.90
4.8.62.	3X	\$ 5.99	10	\$ 59.90
4.8.63.	4X	\$ 6.32	10	\$ 63.20
4.8.64.	6X	\$ 7.24	10	\$ 72.40
4.8.65.	8X	\$ 7.58	10	\$ 75.80
4.8.66.	9X *	\$ 7.58	10	\$ 75.80
4.8.67.	10X	\$ 7.58	10	\$ 75.80
4.8.68.	<b>GREEN INSTITUTIONAL TROUSERS TOTAL</b>			\$ 649.30
<b>INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.69.	Medium	\$ 4.33	10	\$ 43.30
4.8.70.	Large	\$ 4.33	10	\$ 43.30
4.8.71.	X-Large	\$ 4.33	10	\$ 43.30
4.8.72.	2X	\$ 4.99	10	\$ 49.90
4.8.73.	3X	\$ 4.99	10	\$ 49.90
4.8.74.	4X	\$ 5.38	10	\$ 53.80

4.8.75.	6X	\$ 5.99	10	\$ 59.90
4.8.76.	8X	\$ 6.48	10	\$ 64.80
4.8.77.	9X *	\$ 6.48	10	\$ 64.80
4.8.78.	10X	\$ 6.48	10	\$ 64.80
4.8.79.	<b>GREEN INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$ 537.80
4.8.80.	<b>TOTAL FOR ALL GREEN ITEMS REQUESTED (4.8.68. + 4.8.79)</b>			\$ 1,187.10

Maximum Percentage Increase for 0 % 1<sup>st</sup> Renewal 3 % 2<sup>nd</sup> Renewal  
 4.9. 3 % 3<sup>rd</sup> Renewal

4.10. Delivery after Receipt of Order: 5-60 Days

4.11. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?  Yes  No

**VENDORS ARE REMINDED THAT THEY ARE TO PROVIDE A SAMPLE OF EACH PRODUCT PROPOSED IN THE REQUIRED COLOR AND FABRIC, WITH THEIR BID RESPONSE.**

**PLEASE SUBMIT THREE (3) COPIES OF THE RESPONSE**

4.12. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Invitation for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.1. Authorized Representative (Sign By Hand):

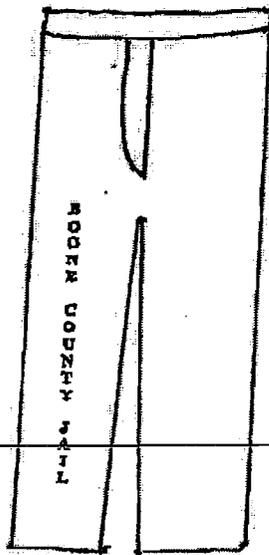
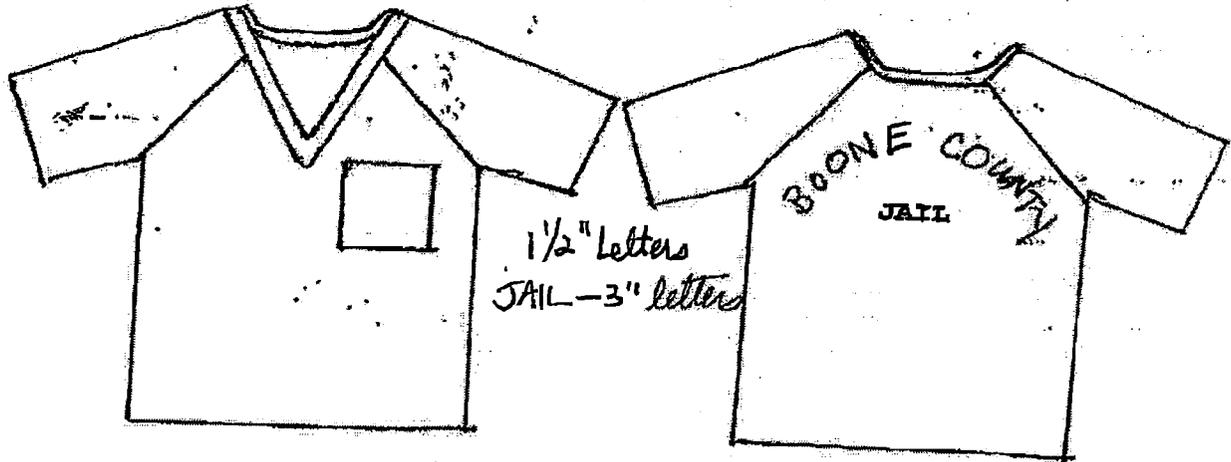
Connie Kincade

Date: 06/29/2012

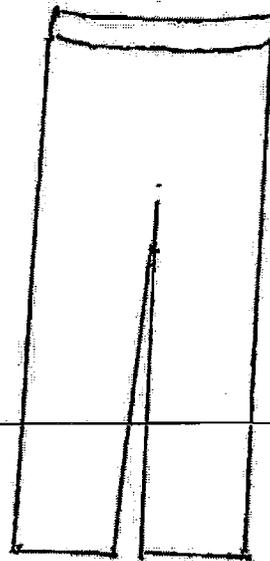
4.12.2. Print Name and Title of Authorized Representative

Connie Kincade, Pricing Specialist

Date: 06/29/2012



1 1/2" letters



Red ink - black + white

Attachment A

Copy



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***Request for Bid (RFB)***

**Tyson Boldan, Buyer**  
(573) 886-4392 – Fax: (573) 886-4390  
Email: [tboldan@boonecountymo.org](mailto:tboldan@boonecountymo.org)

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***Bid Data***

Bid Number: **30-06JUL12**  
Commodity Title: **Inmate Uniforms Term & Supply**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

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***Bid Submission Address and Deadline***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109  
Columbia, MO 65201**  
Directions: **The Johnson Building is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South Side. Wheel chair accessible entrance is available.**

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***Bid Opening***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109**

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***Bid Contents***

- 1.0: Introduction and General Conditions of Bidding**
- 2.0: Primary Specifications**
- 3.0: Response Presentation and Review**
- 4.0: Response Form**
- Attachment A**
- Work Authorization Certification**
- Debarment**
- Standard Terms and Conditions**
- No-Bid Response Form**

**Request for Bid (Bid)**

County of Boone

Purchasing Department

**1. Introduction and General Conditions of Bidding**

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
  - 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
    - Purchasing* - The Purchasing Department, including its Purchasing Director and staff.
    - Department/s or Office/s* - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.
    - Designee* - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
  - 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
    - Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
    - Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
    - Supplier* - All business/s entities which may provide the subject goods and/or services.
  - 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
  - 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: ~~Written requirements in the Bid or its Amendments are binding, but any oral communications between~~ County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental contracts under more favorable terms. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis,

whichever is in the best interest of the County.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract period resulting from this Bid will have an initial term from Date of Award through July 30, 2013, and may be automatically renewed for an additional three (3) years unless canceled by Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

**2. Primary Specifications**

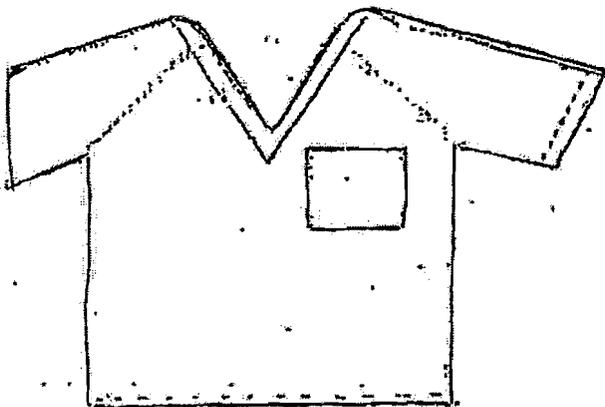
- 2.1. **ITEMS TO BE PROVIDED** – Boone County, hereafter referred to as “County”, proposes to contract with an individual(s) or organization(s), hereinafter referred to as “Contractor” for a Term and Supply contract for the furnishing and delivery of Inmate Jumpsuits, Institutional Trousers, and Institutional V-Neck Shirts to the Boone County Jail on an as needed basis as detailed in the following specifications.
  - 2.1.1. **Quantity** – The quantities indicated on the Response Form are estimates only and are based on past usage and anticipated future requirements, and as such, do not constitute a guarantee on the part of the County. The County reserves the right to increase or decrease the quantities outlined on the Response Form as needed.
  - 2.2. The unit prices for the items identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
    - 2.2.1. If renewal percentages are not provided for the items listed on the Response Form, then prices during any renewal period shall be the same as during the original contract period.
  - 2.3. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
  - 2.4. **CONTRACT EXTENSION** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
  - 2.5. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
    - 2.5.1. All prices shall be FOB Destination, freight prepaid and allowed. This shall mean that the contractor bears all insurance costs and responsibilities for transporting the items, and the cost of freight, delivery, shipping, etc. must be built into the unit cost of the item. The County shall not pay freight, etc. in addition to the price of the item.
- 2.6. **CONSTRUCTION REQUIREMENTS**
  - 2.6.1. All items shall be construction from a 7 ½ ounce twill, 65% polyester/35% cotton industrial laundry finish quality fabric.
  - 2.6.2. All seams shall be triple stitched, with a reinforced crotch and points of strain with dual duty thread.
  - 2.6.3. **Inmate Jumpsuit** – Construction of jumpsuit shall have heavy-duty laundry proof snap closure. Style shall have elastic back with woven heat resistant elastic.
  - 2.6.4. **Institutional Trousers** – Construction of trousers shall also include heat resistant elastic lock stitched. Style is pull on with mock fly.
  - 2.6.5. **Institutional V-Neck Shirt** – Shirt style is slip on with raglan sleeves, no buttons.
- 2.7. **COLOR REQUIREMENTS**
  - 2.7.1. Inmate Jumpsuits – All jumpsuits shall be institutional black and white with horizontal stripes.
  - 2.7.2. Institutional Trousers – All bidders must provide pricing for white trousers, green trousers, and trousers in institutional black and white with horizontal stripes.
  - 2.7.3. Institutional V-Neck Shirts – All bidders must provide pricing for white v-neck shirts, green v-neck shirts, and v-neck shirts in institutional black and white with horizontal stripes.
- 2.8. **LETTERING REQUIREMENTS** – All lettering shall be uppercase and stenciled in red. Bidders must include the cost of the lettering in the unit prices for the clothing items listed on the

Response Form.

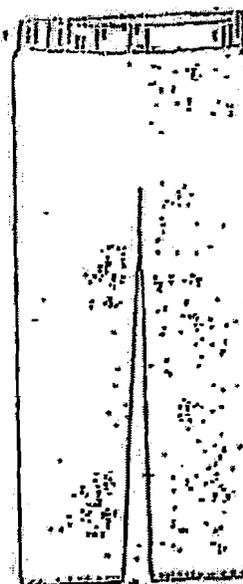
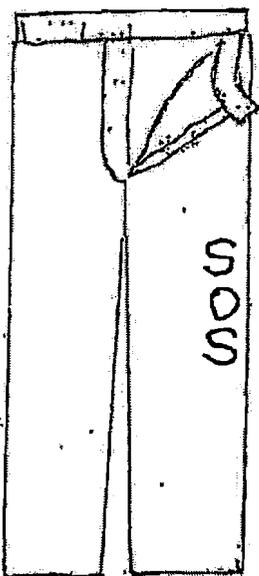
- 2.8.1. Inmate Jumpsuits and Institutional V-Neck Shirts shall have the words "BOONE COUNTY" in letters 1 ½" high forming an arch running from the left shoulder to right shoulder area on the back of the shirt. The word "JAIL" shall be in letters 3" high centered below the arch formed by the words Boone County. All lettering on the white shirts shall have the word "SERVICE" in letters 1 ½" high forming an arch running from the left shoulder area to right shoulder area on the back of the shirt. The word "OVER" shall be 3" high centered below the arch formed by the word "Service". The word "SENTENCE" shall be in letters 1 ½" high forming a "U" running from the left shoulder area to the right shoulder area centered under the word "Over". See Attachment A for a sample of the lettering required.
- 2.8.2. Institutional Trousers shall have the words "BOONE COUNTY JAIL" in letters 1 ½" high running down one leg. The lettering on the white trousers shall have the letters "S.O.S." in letters 4" high running down one leg.
- 2.8.3. There shall be NO LETTERING on the green institutional trousers and v-neck shirts.
- 2.9. **ADDITIONAL INSTRUCTIONS**
- 2.9.1. **Samples:** Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder's expense. A request for the return of samples must be made within ten days following sample submittal. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.
- 2.9.2. **Product Substitution:** All product substitutions offered must be pre-approved by the Boone County Purchasing Department in writing and no later than June 30, 2012. The County reserves the right to request samples of any substitutes. These samples will be free of charge. Interpretation of "equal or better" is to be determined at the sole discretion of the county staff.
- 2.10. **DELIVERY** – Delivery shall be made FOB Destination, inside delivery, with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.10.1. **Delivery Address** – All requested items shall be delivered to the Boone County Sheriff's Department, 2121 County Road, Columbia, MO 65202.
- 2.10.2. **Delivery Time:** All deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., local time Monday through Friday, excluding county holidays.
- 2.11. **BILLING AND PAYMENTS** – Invoices shall be submitted to the Sheriff's Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. Payment will be made within 30 days from receipt of an accurate **monthly statement**.
- 2.12. **NON-EXCLUSIVITY** - The County reserves the right to obtain "like or similar" products of this or other manufacturers, exclusive of this contract, when use of such products is deemed to be in the best interest of the County.
- 2.13. **DESIGNEE** – Boone County Sheriff's Department
- 2.13.1. **Bid Clarification** – Tyson Boldan, Buyer, 613 E. Ash, Room 109, Columbia, MO 65201. Telephone: (573) 886-4392; Facsimile (573) 886-4390 or email: [tboldan@boonecountymmo.org](mailto:tboldan@boonecountymmo.org).

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
  - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
  - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, Bid Tabulations are posted on our website <http://showmeboone.com/PURCHASING/>.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
  - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** - The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
  - 3.4.1. **Rejection or Correction of Responses** - The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** - The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
  - 3.5.1. **Method of Evaluation** - The County will evaluate submitted Responses in relation to all aspects of this Bid.
  - 3.5.2. **Acceptability** - The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
  - 3.5.3. **Endurance of Pricing** - Bidder's pricing must be held until contract execution or 60 days, whichever comes first.



*white uniforms*



Attachment A

**INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549**

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

[http://www.dhs.gov/xprevprot/programs/pc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/pc_1185221678150.shtm)

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that you completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.

**WORK AUTHORIZATION CERTIFICATION  
PURSUANT TO 285.530 RSMo  
(FOR ALL AGREEMENTS IN EXCESS OF \$5,000.00)**

County of Johnston )  
 )ss  
State of North Carolina )

My name is Connie Kincade. I am an authorized agent of Bob Barker Company  
\_\_\_\_\_ (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the County. This business does not knowingly employ any person that is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached hereto.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1, shall not thereafter be in violation and submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

CK 06/29/2012  
Affiant Date

**Connie Kincade**  
Printed Name

Subscribed and sworn to before me this th day of June, 2012.

Ally G. Wil  
Notary Public

My Commission Expires 11-5-2012.

**CERTIFICATION OF INDIVIDUAL BIDDER**

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
  
- 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
  
- 3. I have provided a completed application for a birth certificate pending in the State of \_\_\_\_\_ . Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**AFFIDAVIT  
(Only Required for Individual Bidder Certification Option #2)**

State of Missouri            )  
                                      )SS.  
County of \_\_\_\_\_        )

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number  
or Other Federal I.D. Number

\_\_\_\_\_  
Printed Name

On the date above written \_\_\_\_\_ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

\_\_\_\_\_  
Notary Public

My Commission Expires:

(Please complete and return with Contract)

Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Connie Kincade, Pricing Specialist**

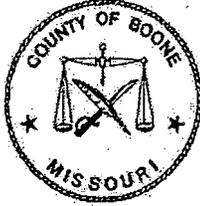
Name and Title of Authorized Representative



Signature



Date



**Bob Barker Company**

**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***Standard Terms and Conditions***

**Tyson Boldan, Buyer**  
**(573) 886-4392 - FAX (573) 886-4390**

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1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or e-mail will be accepted. **U.S. mail only.**
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and

regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
16. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.



Bob Barker Company, Inc.  
Exceptions Page

**Boone County Purchasing**  
613 E Ash, RM 109  
Columbia, MO 65201

**Exceptions:**

Bob Barker Company, Inc is unable to meet the Boone County requested quantity for select sizes on the bid. Unfortunately not all of the sizes are stock sizes and therefore have a minimum order requirement of 6 each per color/size per order. We regret that we are unable to provide these sizes in quantities under 6 each. **We respectfully request that the County please consider these bid items.**

Please see the minimum order requirements below for these no n-stock items.

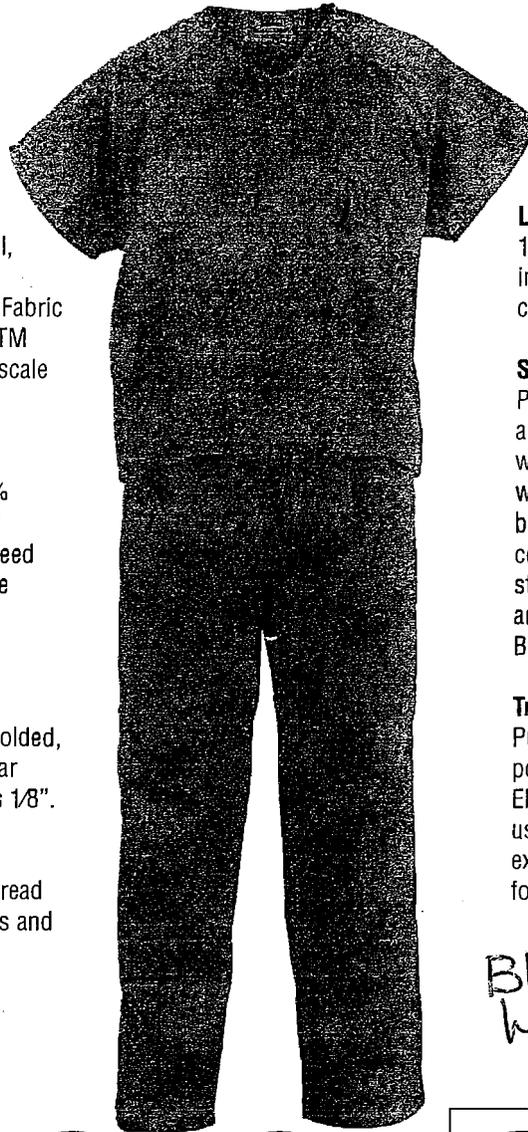
Item	Exception
<b>Inmate Jumpsuits</b>	<b>(Institutional Black and White with Horizontal Stripes)</b>
Size 6XL	Please order a minimum of 6 each
Size 8XL	Please order a minimum of 6 each
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate Trousers</b>	<b>(Institutional Black and White with Horizontal Stripes)</b>
Size 8XL	Please order a minimum of 6 each
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate V-Neck Shirts</b>	<b>(Institutional Black and White with Horizontal Stripes)</b>
Size 8XL	Please order a minimum of 6 each
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate Trousers</b>	<b>(White)</b>
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate V-Neck Shirts</b>	<b>(White)</b>
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate Trousers</b>	<b>(Green)</b>
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each
<b>Inmate V-Neck Shirts</b>	<b>(Green)</b>
Size 9XL	Please order a minimum of 6 each
Size 10XL	Please order a minimum of 6 each

**Striped Jumpsuits, Black and White #BWJ**

- 7 ½ oz Twill 65% Polyester, 35% Cotton, Industrial laundry grade fabric.
  - Fabric dye is chlorine resistant and meets ASTM Wash Fastness Standard of 4 on a 0-5 scale for shade and stain.
  - 26 gauge, heavy duty elastic with 140% stretch. Withstands temperature of 260 degrees F for four hours and is guaranteed to maintain serviceable for the life of the garment. Elastic back with spun yarn woven 1 ¼" 26 gauge elastic
  - All parts are joined with 3-needle felled seams. All hems are 1/2" wide, double folded and are finished with overlapping circular stitching to a tolerance of plus or minus 1/8".
  - Labels are 1 5/8" x 2 1/2" woven fabric and indicate care instructions, fabric content and are color coded for size for easy distribution and inspection.
  - One breast pocket double needle stitched and bartacked,
  - Solid brass, nickel-plated snaps
  - Hemmed sleeves and bottoms
  - Raglan Short Sleeves,
  - Stripes may not align.
  - Sizes 6XL, 8XL, 9XL, 10XL are custom Sizes:
  - Minimum order quantities on custom sizes are 6 each same size & color; please allow up to 8 weeks for delivery.
-



# Two-Piece Uniform Specifications



**Fabric:**

65% polyester/35% cotton, 7.5 oz. twill, industrial laundry grade fabric with IronClad™ CRF crease-resistant finish. Fabric dye is chlorine-resistant and meets ASTM Wash Fastness Standard of 4 on a 0-5 scale for shade and stain.

**Elastic:**

26-gauge, heavy-duty elastic with 140% stretch. Withstands temperature of 260 degrees F for four hours and is guaranteed to maintain serviceable for the life of the trousers.

**Stitching:**

All parts are joined with 3-needle felled seams. All hems are 1/2" wide, double folded, and are finished with overlapping circular stitching to a tolerance of plus or minus 1/8".

**Thread:**

Tex Size T-40, D-Core™ or equivalent thread is used on all interior and exterior seams and is color matched to the garment.

**\*Special order sizes 9XL and 10XL: Please order a minimum of 6 each per color/size and allow up to 8-weeks for delivery**

**Labels:**

15/8" x 2 1/2" woven fabric labels indicate care instructions, fabric content and are color-coded to size.

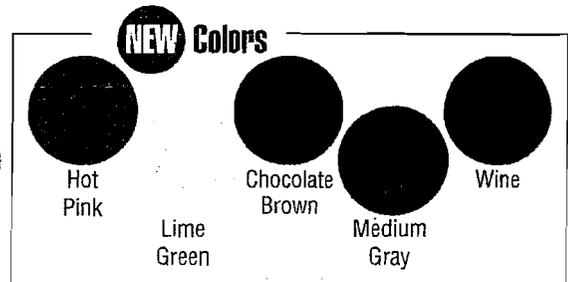
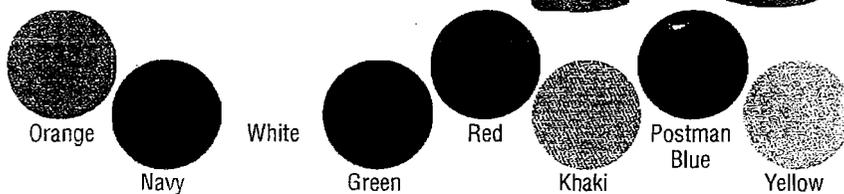
**Shirt Construction:**

Pull-over shirt with V-neck, one breast pocket and raglan sleeves. Square pocket is set with single-needle lock stitching and reinforced with Bar Tacking at corners. V-neck is bound with double fold bias tape in matching color and is attached with single-needle lock stitching. Clean-finished ends on bias binding are invisible in the back of the neck. Binding is reinforced with Bar Tacking.

**Trouser Construction:**

Pull-on trousers with unisex styling and no pockets. Inseam length is scaled to size. Elastic is attached with overedge stitching using not less than 10 stitches per inch, expanded. Waistband is circular stitched with four rows of expansion stitching.

*Black & white horizontal stripes*



**TriStitch Sizing**

Shirts	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL	8XL	9XL	10XL	12XL	14XL
Chest	43	47	51	55	59	63	67	71	75	79	83	87	91	95	99

If in doubt, order next size larger.

Trousers	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	7XL	8XL	9XL	10XL	12XL	14XL
Waist	30-34	34-38	38-42	42-46	46-50	50-54	54-58	58-62	62-66	66-70	70-74	74-78	78-82	82-86	86-90

If in doubt, order next size larger.

Call: 1-800-334-9880

Fax: 1-800-322-7537

www.bobbarker.com



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**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

## ***Request for Bid (RFB)***

**Tyson Boldan, Buyer**  
(573) 886-4392 – Fax: (573) 886-4390  
Email: [tboldan@boonecountymo.org](mailto:tboldan@boonecountymo.org)

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### ***Bid Data***

Bid Number: **30-06JUL12**  
Commodity Title:  
**Inmate Uniforms Term & Supply**

### **DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

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### ***Bid Submission Address and Deadline***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109  
Columbia, MO 65201**  
Directions: The Johnson Building is located on the Southeast corner at 7<sup>th</sup> Street and Ash Street. Enter the building from the South Side. Wheel chair accessible entrance is available.

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### ***Bid Opening***

Day / Date: **FRIDAY, JULY 06, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Address: **Boone County Purchasing Department  
Boone County Johnson Building  
613 E. Ash, Room 109**

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### ***Bid Contents***

- 1.0: **Introduction and General Conditions of Bidding**
  - 2.0: **Primary Specifications**
  - 3.0: **Response Presentation and Review**
  - 4.0: **Response Form**
- Attachment A**  
**Work Authorization Certification**  
**Debarment**  
**Standard Terms and Conditions**  
**No-Bid Response Form**

# Request for Bid (Bid)

County of Boone

Purchasing Department

## 1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
  - 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department/s or Office/s* - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.  
*Designee* - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
  - 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business/s entities which may provide the subject goods and/or services.
  - 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
  - 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, by e-mail or fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
  - 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
  - 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County also reserves the right to not award any item or group of items if the services can be obtained from cooperative MMPPC or other governmental contracts under more favorable terms. Boone County reserves the right to award this bid on an item by item basis, or an "all or none" basis,

whichever is in the best interest of the County.

- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
  - 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract period resulting from this Bid will have an initial term from Date of Award through July 30, 2013, and may be automatically renewed for an additional three (3) years unless canceled by Purchasing Director in writing prior to a renewal term.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

## 2. **Primary Specifications**

- 2.1. **ITEMS TO BE PROVIDED** – Boone County, hereafter referred to as “County”, proposes to contract with an individual(s) or organization(s), hereinafter referred to as “Contractor” for a Term and Supply contract for the furnishing and delivery of Inmate Jumpsuits, Institutional Trousers, and Institutional V-Neck Shirts to the Boone County Jail on an as needed basis as detailed in the following specifications.
  - 2.1.1. **Quantity** – The quantities indicated on the Response Form are estimates only and are based on past usage and anticipated future requirements, and as such, do not constitute a guarantee on the part of the County. The County reserves the right to increase or decrease the quantities outlined on the Response Form as needed.
  - 2.2. The unit prices for the items identified on the Response Form shall remain fixed for the identified original contract period. If the County exercises the option for renewal, the contractor shall agree that the prices for the items listed on the Response Form shall not increase by more than the maximum percent proposed on the Response Form.
    - 2.2.1. If renewal percentages are not provided for the items listed on the Response Form, then prices during any renewal period shall be the same as during the original contract period.
  - 2.3. **CONTRACT DOCUMENTS** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
  - 2.4. **CONTRACT EXTENSION** - The County Purchasing Director may exercise the option to extend the contract on a month-to-month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
  - 2.5. **PRICING** – All prices shall be as indicated on the Response Form. The County shall not pay nor be liable for any other additional costs including but not limited to: taxes, packing, handling, shipping and freight, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc. Additionally, the County shall not be subject to any minimum order quantities or total prices.
    - 2.5.1. All prices shall be FOB Destination, freight prepaid and allowed. This shall mean that the contractor bears all insurance costs and responsibilities for transporting the items, and the cost of freight, delivery, shipping, etc. must be built into the unit cost of the item. The County shall not pay freight, etc. in addition to the price of the item.
- 2.6. **CONSTRUCTION REQUIREMENTS**
  - 2.6.1. All items shall be construction from a 7 ½ ounce twill, 65% polyester/35% cotton industrial laundry finish quality fabric.
  - 2.6.2. All seams shall be triple stitched, with a reinforced crotch and points of strain with dual duty thread.
  - 2.6.3. **Inmate Jumpsuit** – Construction of jumpsuit shall have heavy-duty laundry proof snap closure. Style shall have elastic back with woven heat resistant elastic.
  - 2.6.4. **Institutional Trousers** – Construction of trousers shall also include heat resistant elastic lock stitched. Style is pull on with mock fly.
  - 2.6.5. **Institutional V-Neck Shirt** – Shirt style is slip on with raglan sleeves, no buttons.
- 2.7. **COLOR REQUIREMENTS**
  - 2.7.1. Inmate Jumpsuits – All jumpsuits shall be institutional black and white with horizontal stripes.
  - 2.7.2. Institutional Trousers – All bidders must provide pricing for white trousers, green trousers, and trousers in institutional black and white with horizontal stripes.
  - 2.7.3. Institutional V-Neck Shirts – All bidders must provide pricing for white v-neck shirts, green v-neck shirts, and v-neck shirts in institutional black and white with horizontal stripes.
- 2.8. **LETTERING REQUIREMENTS** – All lettering shall be uppercase and stenciled in red. Bidders must include the cost of the lettering in the unit prices for the clothing items listed on the

Response Form.

- 2.8.1. Inmate Jumpsuits and Institutional V-Neck Shirts shall have the words "BOONE COUNTY" in letters 1 ½" high forming an arch running from the left shoulder to right shoulder area on the back of the shirt. The word "JAIL" shall be in letters 3" high centered below the arch formed by the words Boone County. All lettering on the white shirts shall have the word "SERVICE" in letters 1 ½" high forming an arch running from the left shoulder area to right shoulder area on the back of the shirt. The word "OVER" shall be 3" high centered below the arch formed by the word "Service". The word "SENTENCE" shall be in letters 1 ½" high forming a "U" running from the left shoulder area to the right shoulder area centered under the word "Over". See Attachment A for a sample of the lettering required.
- 2.8.2. Institutional Trousers shall have the words "BOONE COUNTY JAIL" in letters 1 ½" high running down one leg. The lettering on the white trousers shall have the letters "S.O.S." in letters 4" high running down one leg.
- 2.8.3. There shall be NO LETTERING on the green institutional trousers and v-neck shirts.
- 2.9. **ADDITIONAL INSTRUCTIONS**
- 2.9.1. **Samples:** Boone County reserves the right to request samples after bids are opened and before the award is made. When samples are called for, they must be furnished free of expense and if not destroyed in testing will, upon request, be returned at the bidder's expense. A request for the return of samples must be made within ten days following sample submittal. Each individual sample must be labeled with the bidder's name and manufacturer's brand name and number.
- 2.9.2. **Product Substitution:** All product substitutions offered must be pre-approved by the Boone County Purchasing Department in writing and no later than June 30, 2012. The County reserves the right to request samples of any substitutes. These samples will be free of charge. Interpretation of "equal or better" is to be determined at the sole discretion of the county staff.
- 2.10. **DELIVERY** – Delivery shall be made FOB Destination, inside delivery, with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.10.1. **Delivery Address** – All requested items shall be delivered to the Boone County Sheriff's Department, 2121 County Road, Columbia, MO 65202.
- 2.10.2. **Delivery Time:** All deliveries shall be made between the hours of 8:00 a.m. and 3:00 p.m., local time Monday through Friday, excluding county holidays.
- 2.11. **BILLING AND PAYMENTS** – Invoices shall be submitted to the Sheriff's Department, Attn: Leasa Quick, 2121 County Drive, Columbia, MO 65202. Payment will be made within 30 days from receipt of an accurate **monthly statement**.
- 2.12. **NON-EXCLUSIVITY** - The County reserves the right to obtain "like or similar" products of this or other manufacturers, exclusive of this contract, when use of such products is deemed to be in the best interest of the County.
- 2.13. **DESIGNEE** – Boone County Sheriff's Department
- 2.13.1. **Bid Clarification** – Tyson Boldan, Buyer, 613 E. Ash, Room 109, Columbia, MO 65201. Telephone: (573) 886-4392; Facsimile (573) 886-4390 or email: [tboldan@boonecountymmo.org](mailto:tboldan@boonecountymmo.org).

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
  - 3.2.1. **Submittal Package** - Submit, to the location specified on the title page, three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside with your company name and return address, the proposal number and the due date and time.
  - 3.2.2. **Advice of Award** - If you wish to be advised of the outcome of this Bid, Bid Tabulations are posted on our website <http://showmeboone.com/PURCHASING/>.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page under "Bid Opening", all Responses will be opened in public. Brief summary information from each will be read aloud.
  - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
  - 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
  - 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
  - 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
  - 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

**4. Revised Response Form**

- 4.1. Company Name: \_\_\_\_\_
- 4.2. Address: \_\_\_\_\_
- 4.3. City/Zip: \_\_\_\_\_
- 4.4. Phone Number: \_\_\_\_\_
- 4.5. Fax Number: \_\_\_\_\_
- 4.6. E-Mail Address: \_\_\_\_\_
- 4.7. Federal Tax ID: \_\_\_\_\_
- 4.7.1. ( ) Corporation  
 ( ) Partnership - Name \_\_\_\_\_  
 ( ) Individual/Proprietorship - Individual Name \_\_\_\_\_  
 ( ) Other (Specify) \_\_\_\_\_

**4.8. PRICING**

<b>INMATE JUMPSUITS (Institutional Black and White with Horizontal Stripes)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.1.	Medium	\$	50	
4.8.2.	Large	\$	50	\$
4.8.3.	X-Large	\$	50	\$
4.8.4.	2X	\$	30	\$
4.8.5.	3X	\$	20	\$
4.8.6.	4X	\$	5	\$
4.8.7.	6X	\$	5	\$
4.8.8.	8X	\$	5	\$
4.8.9.	9X	\$	5	\$
4.8.10.	10X	\$	5	\$
4.8.11.	<b>BLACK AND WHITE INMATE JUMPSUIT TOTAL</b>			\$

**INSTITUTIONAL TROUSERS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.12.	Medium	\$	20	\$
4.8.13.	Large	\$	20	\$
4.8.14.	X-Large	\$	40	\$
4.8.15.	2X	\$	20	\$
4.8.16.	3X	\$	10	\$
4.8.17.	4X	\$	5	\$
4.8.18.	6X	\$	5	\$
4.8.19.	8X	\$	5	\$
4.8.20.	9X	\$	5	\$
4.8.21.	10X	\$	5	\$
4.8.22.	<b>BLACK AND WHITE INSTITUTIONAL TROUSERS TOTAL</b>			\$

**INSTITUTIONAL V-NECK SHIRTS (Institutional Black and White with Horizontal Stripes)**

	Size	Unit Price	Quantity	Extended Price
4.8.23.	Medium	\$	20	\$
4.8.24.	Large	\$	20	\$
4.8.25.	X-Large	\$	40	\$
4.8.26.	2X	\$	20	\$
4.8.27.	3X	\$	10	\$
4.8.28.	4X	\$	5	\$
4.8.29.	6X	\$	5	\$
4.8.30.	8X	\$	5	\$
4.8.31.	9X	\$	5	\$
4.8.32.	10X	\$	5	\$

4.8.33.	<b>BLACK AND WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>	\$
4.8.34.	<b>TOTAL FOR ALL BLACK &amp; WHITE ITEMS REQUESTED (4.8.11. + 4.8.22. + 4.8.33.)</b>	\$

<b>INSTITUTIONAL TROUSERS (White)</b>			
---------------------------------------	--	--	--

	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.35.	Medium	\$	10	\$
4.8.36.	Large	\$	10	\$
4.8.37.	X-Large	\$	10	\$
4.8.38.	2X	\$	10	\$
4.8.39.	3X	\$	10	\$
4.8.40.	4X	\$	10	\$
4.8.41.	6X	\$	10	\$
4.8.42.	8X	\$	10	\$
4.8.43.	9X	\$	10	\$
4.8.44.	10X	\$	10	\$

4.8.45.	<b>WHITE INSTITUTIONAL TROUSERS TOTAL</b>	\$
---------	---	----

<b>INSTITUTIONAL V-NECK SHIRTS (White)</b>			
--	--	--	--

	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.46.	Medium	\$	10	\$
4.8.47.	Large	\$	10	\$
4.8.48.	X-Large	\$	10	\$
4.8.49.	2X	\$	10	\$
4.8.50.	3X	\$	10	\$
4.8.51.	4X	\$	10	\$
4.8.52.	6X	\$	10	\$
4.8.53.	8X	\$	10	\$

4.8.54.	9X	\$	10	\$
4.8.55.	10X	\$	10	\$
4.8.56.	<b>WHITE INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$
4.8.57.	<b>TOTAL FOR ALL WHITE ITEMS REQUESTED (4.8.45. + 4.8.56)</b>			
<b>INSTITUTIONAL TROUSERS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.58.	Medium	\$	10	\$
4.8.59.	Large	\$	10	\$
4.8.60.	X-Large	\$	10	\$
4.8.61.	2X	\$	10	\$
4.8.62.	3X	\$	10	\$
4.8.63.	4X	\$	10	\$
4.8.64.	6X	\$	10	\$
4.8.65.	8X	\$	10	\$
4.8.66.	9X	\$	10	\$
4.8.67.	10X	\$	10	\$
4.8.68.	<b>GREEN INSTITUTIONAL TROUSERS TOTAL</b>			\$
<b>INSTITUTIONAL V-NECK SHIRTS (Green w/No Lettering)</b>				
	<b>Size</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Extended Price</b>
4.8.69.	Medium	\$	10	\$
4.8.70.	Large	\$	10	\$
4.8.71.	X-Large	\$	10	\$
4.8.72.	2X	\$	10	\$
4.8.73.	3X	\$	10	\$
4.8.74.	4X	\$	10	\$

4.8.75.	6X	\$	10	\$
4.8.76.	8X	\$	10	\$
4.8.77.	9X	\$	10	\$
4.8.78.	10X	\$	10	\$
4.8.79.	<b>GREEN INSTITUTIONAL V-NECK SHIRTS TOTAL</b>			\$
4.8.80.	<b>TOTAL FOR ALL GREEN ITEMS REQUESTED (4.8.68. + 4.8.79)</b>			

Maximum Percentage Increase for \_\_\_\_\_ % 1<sup>st</sup> Renewal \_\_\_\_\_ % 2<sup>nd</sup> Renewal

4.9. \_\_\_\_\_ % 3<sup>rd</sup> Renewal

4.10. Delivery after Receipt of Order: \_\_\_\_\_ Days

4.11. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri? \_\_\_\_\_ Yes \_\_\_\_\_ No

**VENDORS ARE REMINDED THAT THEY ARE TO PROVIDE A SAMPLE OF EACH PRODUCT PROPOSED IN THE REQUIRED COLOR AND FABRIC, WITH THEIR BID RESPONSE.**

**PLEASE SUBMIT THREE (3) COPIES OF THE RESPONSE**

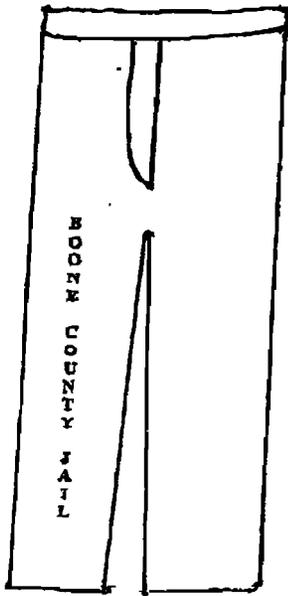
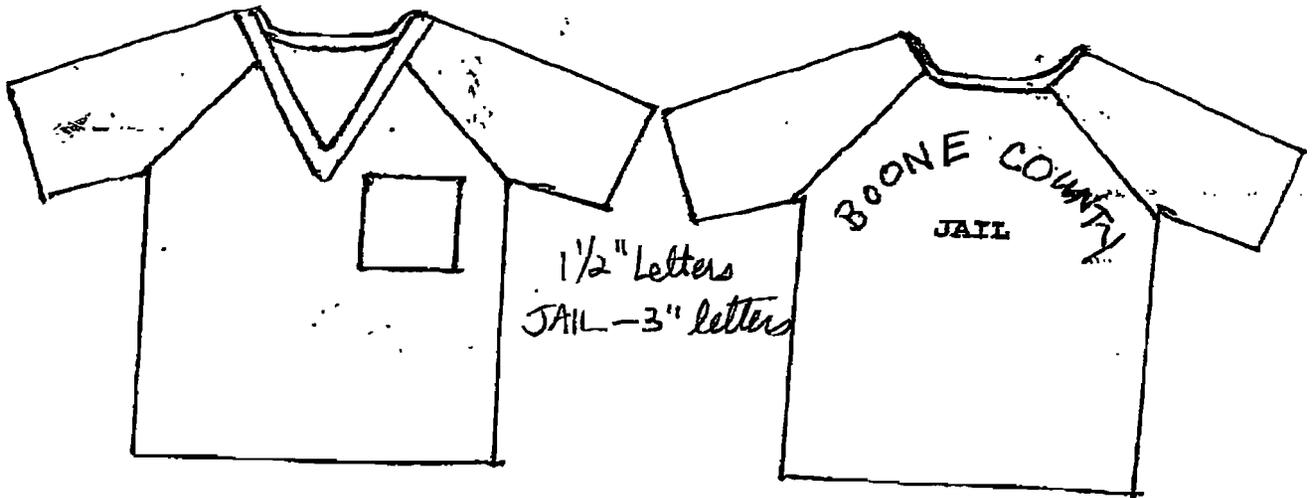
4.12. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Invitation for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.12.1. Authorized Representative (Sign By Hand):

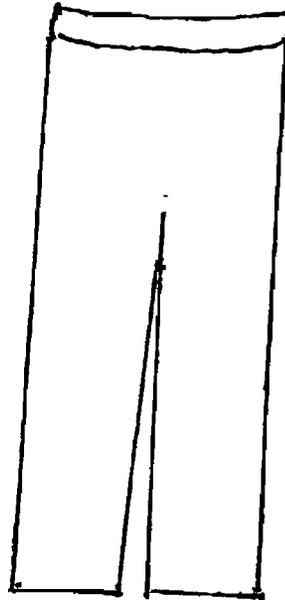
\_\_\_\_\_ Date: \_\_\_\_\_

4.12.2. Print Name and Title of Authorized Representative

\_\_\_\_\_ Date: \_\_\_\_\_

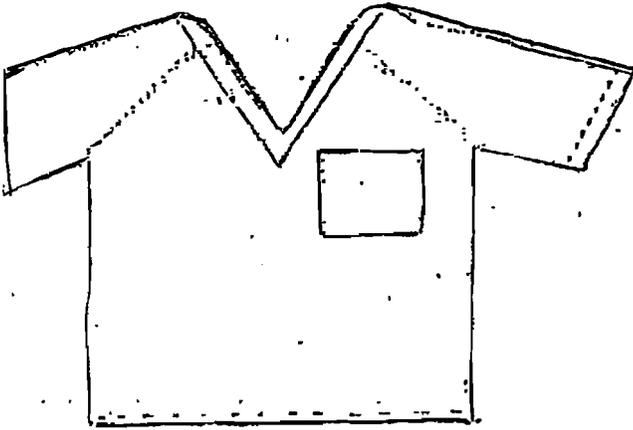


1/2" letters

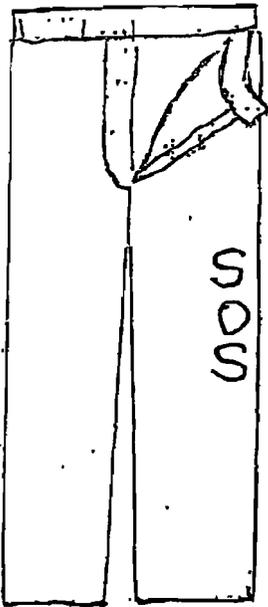


Red ink - black + white

Attachment A



*white uniforms*



**Attachment A**

## INSTRUCTIONS FOR COMPLIANCE WITH HOUSE BILL 1549

House Bill 1549 addresses the Department of Homeland Security's and the Social Security Administration's E-Verify Program (Employment Eligibility Verification Program) that requires the County to verify "lawful presence" of individuals when we contract for work/service; verify that contractor has programs to verify lawful presence of their employees when contracts exceed \$5,000; and a requirement for OSHA safety training for public works projects.

The County is required to obtain certification that the bidder awarded the attached contract participates in a federal work authorization program. To obtain additional information on the Department of Homeland Security's E-Verify program, go to:

[http://www.dhs.gov/xprevprot/programs/gc\\_1185221678150.shtm](http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm)

Please complete and return form *Work Authorization Certification Pursuant to 285.530 RSMo* if your contract amount is in excess of \$5,000. Attach to this form the *E-Verify Memorandum of Understanding* that you completed when enrolling. The link for that form is:

<http://www.uscis.gov/files/nativedocuments/save-mou.pdf>

Additional information may be obtained from:

<http://www.uscis.gov/files/nativedocuments/MOU.pdf>

If you are an Individual/Proprietorship, then you must return the attached *Certification of Individual Bidder*. On that form, you may do one of the three options listed. Be sure to attach any required information for those options as detailed on the *Certification of Individual Bidder*. If you choose option number two, then you will also need to complete and return the attached form *Affidavit*.



**CERTIFICATION OF INDIVIDUAL BIDDER**

Pursuant to Section 208.009 RSMo, any person applying for or receiving any grant, contract, loan, retirement, welfare, health benefit, post secondary education, scholarship, disability benefit, housing benefit or food assistance who is over 18 must verify their lawful presence in the United States. Please indicate compliance below. Note: A parent or guardian applying for a public benefit on behalf of a child who is citizen or permanent resident need not comply.

- \_\_\_\_ 1. I have provided a copy of documents showing citizenship or lawful presence in the United States. (Such proof may be a Missouri driver's license, U.S. passport, birth certificate, or immigration documents). Note: If the applicant is an alien, verification of lawful presence must occur prior to receiving a public benefit.
  
- \_\_\_\_ 2. I do not have the above documents, but provide an affidavit (copy attached) which may allow for temporary 90 day qualification.
  
- \_\_\_\_ 3. I have provided a completed application for a birth certificate pending in the State of \_\_\_\_\_. Qualification shall terminate upon receipt of the birth certificate or determination that a birth certificate does not exist because I am not a United States citizen.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**AFFIDAVIT**  
**(Only Required for Individual Bidder Certification Option #2)**

State of Missouri                    )  
  )SS.  
County of \_\_\_\_\_            )

I, the undersigned, being at least eighteen years of age, swear upon my oath that I am either a United States citizen or am classified by the United States government as being lawfully admitted for permanent residence.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Social Security Number  
or Other Federal I.D. Number

\_\_\_\_\_  
Printed Name

On the date above written \_\_\_\_\_ appeared before me and swore that the facts contained in the foregoing affidavit are true according to his/her best knowledge, information and belief.

\_\_\_\_\_  
Notary Public

My Commission Expires:

**(Please complete and return with Contract)**

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)**

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

---

Name and Title of Authorized Representative

---

Signature

---

Date



Boone County Purchasing  
613 E. Ash, Room 109  
Columbia, MO 65201

### *Standard Terms and Conditions*

**Tyson Boldan, Buyer**  
**(573) 886-4392 - FAX (573) 886-4390**

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine or **e-mail** will be accepted. **U.S. mail only.**
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
13. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
14. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and

regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

15. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
16. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.



**Boone County Purchasing**  
613 E. Ash, Room 109  
Columbia, MO 65201

***“No Bid” Response Form***

Tyson Boldan, Buyer  
(573) 886-4392 – Fax: (573) 886-4390

**“NO BID RESPONSE FORM”**

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO  
SUBMIT A BID**

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list for this service/commodity, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

**Bid: 30-06JUL12 - Inmate Uniforms Term and Supply**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# EPLS

## Excluded Parties List System



### Search - Current Exclusions

- > Advanced Search
- > Multiple Names
- > Exact Name and SSN/TIN
- > MyEPLS
- > Recent Updates
- > Browse All Records

### View Cause and Treatment Code Descriptions

- > Reciprocal Codes
- > Procurement Codes
- > Nonprocurement Codes

### Agency & Acronym Information

- > Agency Contacts
- > Agency Descriptions
- > State/Country Code Descriptions

### OFFICIAL GOVERNMENT USE ONLY

- > Debar Maintenance
- > Administration
- > Upload Login

### EPLS Search Results

#### Search Results for Parties Excluded by

Firm, Entity, or Vessel : **Bob Barker**  
 State : **NORTH CAROLINA**  
 As of 13-Jul-2012 11:06 AM EDT  
 Save to MyEPLS

Your search returned no results.

[Back](#) [New Search](#) [Printer-Friendly](#)

### Resources

- > Search Help
- > Advanced Search Tips
- > Public User's Manual
- > FAQ
- > Acronyms
- > Privacy Act Provisions
- > News
- > System for Award Management (SAM)

### Reports

- > Advanced Reports
- > Recent Updates
- > Dashboard

### Archive Search - Past Exclusions

- > Advanced Archive Search
- > Multiple Names
- > Recent Updates
- > Browse All Records

### Contact Information

- > For Help: Federal Service Desk

# EPLS

## Excluded Parties List System



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- > Agency Contacts
- > Agency Descriptions
- > State/Country Code Descriptions

### OFFICIAL GOVERNMENT USE ONLY

- > Debar Maintenance
- > Administration
- > Upload Login

### EPLS Search Results

#### Search Results for Parties Excluded by

Firm, Entity, or Vessel : Bob Barker  
State : MISSOURI

As of 13-Jul-2012 11:06 AM EDT

Save to MyEPLS

Your search returned no results.

[Back](#) [New Search](#) [Printer-Friendly](#)

### Resources

- > Search Help
- > Advanced Search Tips
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### Archive Search - Past Exclusions

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- > Multiple Names
- > Recent Updates
- > Browse All Records

### Contact Information

- > For Help: Federal Service Desk

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby award bid 36-10JUL12 – Knapheide PVMT Series Platform Bed to Knapheide Truck Equipment Company. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Done this 7<sup>th</sup> day of August 2012.

ATTEST:

Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission

Daniel K. Atwill  
Daniel K. Atwill  
Presiding Commissioner

Karen M. Miller  
Karen M. Miller  
District I Commissioner

Skip Elkin  
Skip Elkin  
District II Commissioner

# Boone County Purchasing

**Melinda Bobbitt**  
Director of Purchasing



613 E. Ash Street, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

TO: Boone County Commission  
FROM: Melinda Bobbitt, Director of Purchasing  
DATE: July 24, 2012  
RE: 36-10JUL12 Knapheide PVMT Series Platform Bed

Bid 36-10JUL12 Knapheide PVMT Series Platform Bed opened on July 10, 2012. One bid was received. Public Work's recommendation for award is Knapheide Truck Equipment Company for offering the lowest and best bid for Boone County.

Cost of bed is \$16,330.00 and will be paid from department 2040 – PW Maintenance Operations, account 92400 – Replacement Auto / Trucks. \$28,264.00 remains in the account.

cc: Greg Edington, Public Works  
Bid File

**COPY**

## PURCHASE AGREEMENT FOR Knapheide PVMXT Series Platform Bed

THIS AGREEMENT dated the 7 day of August 2012 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Knapheide Truck Equipment Company**, herein "Vendor."

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

IN CONSIDERATION of the parties performance of the respective obligations contained herein, the parties agree as follows:

1. **Contract Documents** - This agreement shall consist of this Purchase Agreement for a **Knapheide PVMXT 12'3" Series Platform Bed**, County of Boone Request for Bid number **36-10JUL12**, Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, any applicable addenda, as well as the Contractor's bid response dated **July 9, 2012** and executed by **Ronald L. Lehman**, on behalf of the Contractor. All such documents shall constitute the contract documents, which are attached hereto and incorporated herein by reference. Service or product data, specification and literature submitted with bid response may be permanently maintained in the County Purchasing Office bid file for this bid if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the Introduction and General Conditions of Bidding, Primary Specifications, Response Presentation and Review, the un-executed Response Form, Standard Terms and Conditions, and any applicable addenda shall prevail and control over the Contractor's bid response.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to furnish, deliver and install the County with one (1) Knapheide PVMXT 12'3" Series Platform Bed for a total cost of Sixteen Thousand Three Hundred and Thirty Dollars and Zero Cents (\$16,330.00).

Items/service shall be provided as required in the bid specifications and in conformity with the contract documents for the prices set forth in the Contractor's bid response.

3. **Delivery** - Vendor agrees to deliver vehicle within 5-7 weeks after receipt of purchase order to Boone County Public Works, 5551 Highway 63 South, Columbia, MO 65201.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Public Works Department and billings may only include the prices listed in the vendor's bid response. No additional fees for paper work processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's bid response to the specifications. The County agrees to pay all correct monthly invoices within thirty days of receipt. In the event of a billing dispute, the County reserves the right to withhold payment on the disputed amount; in the event the billing dispute is resolved in favor of the Vendor, the County agrees to pay interest at a rate of 9% per annum on disputed amounts withheld commencing from the last date that payment was due.

5. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

6. **Binding Effect** - This agreement shall be binding upon the parties hereto and their successors and assigns for so long as this agreement remains in full force and effect.

7. **Entire Agreement** - This agreement constitutes the entire agreement between the parties and supersedes any prior negotiations, written or verbal, and any other bid or bid specification or contractual agreement. This agreement may only be amended by a signed writing executed with the same formality as this agreement.

8. **Termination** - This agreement may be terminated by the County upon thirty days advance written notice for any of the following reasons or under any of the following circumstances:

- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**KNAPHEIDE TRUCK EQUIPMENT COMPANY      BOONE COUNTY, MISSOURI**

by Ronald J Sales

title Sales

address 6603 Bus 50 Unit

So. FERRIS City Mo 65109

by: Boone County Commission

Daniel K. Atwill  
Daniel K. Atwill, Presiding Commissioner

APPROVED AS TO FORM:

C.J. Dykhouse  
C.J. Dykhouse, County Counselor

ATTEST:

Wendy S. Noren  
Wendy S. Noren, County Clerk

**AUDITOR CERTIFICATION**

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

Jane E. Pitchford  
Signature by agj

8/2/12  
Date

2040 / 92400 - \$116,330.00

Appropriation Account

4. Response Form

- 4.1. Company Name: Knapheide Truck Equipment Co
- 4.2. Address: 6603 Nw 50 West
- 4.3. City/Zip: Jefferson City Mo 65109
- 4.4. Phone Number: 573-893-5200
- 4.5. E-mail: rllehman@knapheide.com
- 4.6. Fax Number: 573-893-5344
- 4.7. Federal Tax ID: 43-1067085
- 4.7.1.  Corporation  
 Partnership - Name \_\_\_\_\_  
 Individual/Proprietorship - Individual Name \_\_\_\_\_  
 Other (Specify) \_\_\_\_\_

4.8. PRICING

Unit Price

4.8.1.	Knapheide PXT Series platform bed or equal	\$ 16,330.00
4.8.2.	List brand / model: <u>Knapheide PVMXT 12'3"</u>	
4.8.3.	Warranty: provide documentation and any additional offered with price structure <u>1 year parts &amp; labor</u>	
4.8.4.	List any deviations from minimum specifications under section 2.2: <u>PVMXT In Lieu of PXT <del>94"</del> 96" wide in lieu of 94"</u>	
4.8.5.	Color: <u>Black</u>	

4.9. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

Yes  No

4.10. Delivery After Receipt of Order: 5-7 weeks

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

Authorized Representative (Sign By Hand):

Ronald L Lehman

Date: 7-9-12

Print Name and Title of Authorized Representative

Ronald L Lehman Sales

**(Please complete and return with Bid)**

Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Ronald L Lehman Sales  
Name and Title of Authorized Representative

Ronald L Lehman  
Signature

7-9-12  
Date

# KNAPHEIDE TRUCK EQUIPMENT CENTER-JC

6603 Business 50 West  
JEFFERSON CITY, MISSOURI 65109



Phone (573-893-5200) Fax 573-893-5433 E-mail rlehman@knapheide.com

DATE 09-Jul-12 Ron Lehman

<b>Prepared For:</b>	<b>TERMS: Net 30</b>
BOONE COUNTY	CA= inches
Bid # 36-10JUL12	Wheelbase=inches
Opens 7-10-12 10:30am	Make=
	Model=
	Year=

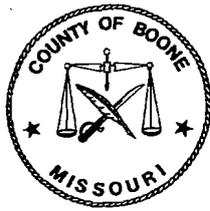
QTY	Stock Number	Description	Unit Price	Amount
1	PVMXT 12'3	Knapheide platform, Treadplate steel Length: 12'3", Width: 96" Electro-coat prime system, Undercoated Stake pockets 18" cross sills spacing Rear flaps: 1/2" x 14" x 30", Front flaps: 1/2" x 24" x 24" Back up alarm		
1	BHR4096C	Heavy Duty, Non-removeable bulkhead w/ punch window  Sign rack built to bulkhead  3/8" front kick plate between long sills  Storage box between long sills of bed w/ fold down rear door		
2		Tool boxes, 108"L x 22"D x 22"H w/ shelf  Strobe lights, work lights, control box w/ switches to spec  Rear hitch receiver tube, safty rings, rear steps, STT lights  Line-X on all open walk area  Transfer over exisiting bolt ben  Transfer over exisiting generator  Transfer over exisiting walk ramp & repair  Transfer exisiting Jo-Mac crane, New pto & pump  Repair Jomac crane,{drive & brg gear}  Installed		\$16,330.00

Quoted By

Ron Lehman

Sub Total	\$	-
FET		
Sales Tax	\$	-
<b>TOTAL</b>	<b>\$</b>	<b>-</b>

*Proposal is valid for a period of 30 days.*



Boone County Purchasing  
613 E. Ash Street, Room 110  
Columbia, MO 65201

***Request for Bid (RFB)***

**Melinda Bobbitt, CPPB, Director**  
(573) 886-4391 – Fax: (573) 886-4390  
Email: mbobbitt@boonecountymo.org

***Bid Data***

Bid Number: **36-10JUL12**

Commodity Title: **Knapheide PXT Series Platform Bed or equal for a 2012 F550 4WD Cab/Chassis - 84" CA**

**DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT**

***Bid Submission Address and Deadline***

Day / Date: **Tuesday, July 10, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Mail Address: **Boone County Purchasing Department  
Boone County Annex  
613 E. Ash, Room 110  
Columbia, MO 65201**  
Directions: **The Annex Building is located at the corner of 7<sup>th</sup> and Ash Streets.**

***Bid Opening***

Day / Date: **Tuesday, July 10, 2012**  
Time: **10:30 A.M. (Bids received after this time will be returned unopened)**  
Location / Address: **Boone County Annex / Purchasing Department  
613 E. Ash Street, Room 110  
Columbia, MO 65201**

***Bid Contents***

- 1.0: **Introduction and General Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form  
Debarment Form  
Standard Terms and Conditions  
"No Bid" Response Form**

---

**1. Introduction and General Conditions of Bidding**

---

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:  
*Purchasing* - The Purchasing Department, including its Purchasing Director and staff.  
*Department/s or Office/s* - The County Department/s or Office/s for which this Bid is prepared, and which will be the end user/s of the goods and/or services sought.  
*Designee* - The County employee/s assigned as your primary contact/s for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.  
*Bidder* - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.  
*Contractor* - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.  
*Supplier* - All business/s entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder/s whose offer/s provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County. The County also reserves the right to not award the items bid and procure them from an intergovernmental cooperative contract if that action is deemed to be in the best interest of the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:

- 1) the provisions of the Contract (as it may be amended);
  - 2) the provisions of the Bid;
  - 3) the provisions of the Bidder's Response.
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** – For the furnishing, delivery and installation of one (1) Knapheide PXT Series Platform bed or equal on County owned Sign Truck (New F550 4WD Cab/Chassis – 84”CA)
- 2.2. **MINIMUM TECHNICAL SPECIFICATIONS**
  - 2.2.1. Tread plate steel; Length - 12.5' Width - 94" ; Undercoated with front and rear mud flaps
  - 2.2.2. Non-Removable bulkhead - non tapered with heavy duty punched window
  - 2.2.3. Sign rack built to bulkhead - need to view existing unit for specifications.
  - 2.2.4. 3/8" front kickplate between long sills
  - 2.2.5. Storage box between long sills of bed w/ fold down rear door (length of bed) for sign post storage.
  - 2.2.6. Two (2) tool boxes 108" L x 22" D x 22" H with shelf - locking and fold down.
  - 2.2.7. LED Strobe (4) lights angled in bulkhead and rear of bed; LED work lights two (2) to be mounted per customer
  - 2.2.8. Rear hitch and receiver tube, safety rings, rear steps (2) and STT lights installed. Brake controller installed.
  - 2.2.9. Rhino type spray lining on all open walk area.
  - 2.2.10. New PTO and pump - to be used with JoMac Crane.
- 2.3. **Transfer the following from another vehicle and install on new vehicle to working status:**
  - 2.3.1. Bolt bin
  - 2.3.2. Generator
  - 2.3.3. Walk ramp - needs minor repairs
  - 2.3.4. JoMac Crane - needs repaired by vendor (worm gear and pivot gear assembly)
- 2.4. **Warranty:** Manufacturer’s standard warranty, List all warranties on Bid Response sheet.
- 2.5. **Designee and Contact to View County Owned Truck and JoMac Crane**– Boone County Public Works, Greg Edington, Phone: (573) 449-8515. E-mail: [gedington@boonecountymo.org](mailto:gedington@boonecountymo.org). Address: 5551 Highway 63 South, Columbia, MO 65201
- 2.6. **Bid Questions / Contact** – Melinda Bobbitt, Director of Purchasing, Boone County Purchasing Department, 613 E. Ash, Room 110, Columbia, MO 65201. Telephone: 573-886-4391 Facsimile: 573-886-4390
- 2.7. **Delivery:** Unit shall be delivered with Bill of Sale and Manufacturer’s Statement of Origin.
  - 2.7.1. **Delivery Terms:** FOB Destination. Boone County Public Works Department, Maintenance Operations, 5551 Highway 63 South, Columbia, MO 65201
- 2.8. **ADDITIONAL TERMS AND CONDITIONS:**
  - 2.8.1. Equipment shall be properly serviced, including grease and oil to the proper levels.
  - 2.8.2. Vendor to include product literature for each proposed piece of equipment.
  - 2.8.3. Bid evaluation will be based on quality, reliability, delivery time ARO, and cost. Quality and reliability may be determined by using information contained in product reviews from established publications and demonstration of machine. Availability and comparative cost of parts, speed of service, and location of service/warranty work will weigh into consideration of award.

**3. Response Presentation and Review**

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses **MUST** be received by the date and time noted on the title page under "Bid Submission Information and Deadline". **NO EXCEPTIONS**. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
  - 3.2.1. **Advice of Award** - If you wish to be advised of the outcome of this Bid, the results may also be viewed on our web page [www.showmeboone.com](http://www.showmeboone.com).
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page, all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
  - 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
  - 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
  - 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
  - 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
  - 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

4. Response Form

4.1. Company Name: \_\_\_\_\_

4.2. Address: \_\_\_\_\_

4.3. City/Zip: \_\_\_\_\_

4.4. Phone Number: \_\_\_\_\_

4.5. E-mail: \_\_\_\_\_

4.6. Fax Number: \_\_\_\_\_

4.7. Federal Tax ID: \_\_\_\_\_

4.7.1. ( ) Corporation

( ) Partnership - Name \_\_\_\_\_

( ) Individual/Proprietorship - Individual Name \_\_\_\_\_

( ) Other (Specify) \_\_\_\_\_

4.8. PRICING

Unit Price

4.8.1.	Knapheide PXT Series platform bed or equal	\$ _____
4.8.2.	List brand / model: _____	
4.8.3.	Warranty: provide documentation and any additional offered with price structure _____	
4.8.4.	List any deviations from minimum specifications under section 2.2: _____	
4.8.5.	Color: _____	

4.9. Will you honor the submitted prices for purchase by other entities in Boone County who participate in cooperative purchasing with Boone County, Missouri?

\_\_\_\_\_ Yes \_\_\_\_\_ No

4.10. Delivery After Receipt of Order: \_\_\_\_\_

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 ("Missouri Domestic Products Procurement Act") of the Revised Statutes of Missouri.

4.11.

Authorized Representative (Sign By Hand):

\_\_\_\_\_ Date: \_\_\_\_\_  
Print Name and Title of Authorized Representative

**4.12. Identification of Bidders/Offerors:** How were you notified or heard about this bid/proposal?

- Newspaper Advertisement
- Boone County Electronic Bid Notification
- Other, please list: \_\_\_\_\_

**(Please complete and return with Bid)**

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

---

Name and Title of Authorized Representative

---

Signature

---

Date



## *Standard Terms and Conditions*

**Boone County Purchasing**  
613 E. Ash, Room 110  
Columbia, MO 65201

Melinda Bobbitt, CPPB, Director  
Phone: (573) 886-4391 – Fax: (573) 886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an “all or none” basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
12. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms.
13. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and

regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the Federal Transit Administration's Best Practices Procurement Manual – Appendix A. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.

14. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
15. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.

**Boone County Purchasing**  
613 E. Ash, Room 110  
Columbia, MO 65201

***“No Bid” Response Form***

Melinda Bobbitt, CPPB, Director of Purchasing  
(573) 886-4392 – Fax: (573) 886-4390

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**“NO BID RESPONSE FORM”**

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO  
SUBMIT A BID**

If you do not wish to respond to this bid request, but would like to remain on the Boone County vendor list **for this service/commodity**, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this “No Bid” Response Form to our office, the FAX number is (573) 886-4390.

**Bid: 22-20JUN12 – 2012 or newer 19,000 GVRW 4WD Cab-Chassis and 84” CA truck to be used as a Sign Truck**

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Contact: \_\_\_\_\_

Date: \_\_\_\_\_

Reason(s) for not bidding:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# EPLS

## Excluded Parties List System



### Search - Current Exclusions

- > [Advanced Search](#)
- > [Multiple Names](#)
- > [Exact Name and SSN/TIN](#)
- > [MyEPLS](#)
- > [Recent Updates](#)
- > [Browse All Records](#)

### View Cause and Treatment Code Descriptions

- > [Reciprocal Codes](#)
- > [Procurement Codes](#)
- > [Nonprocurement Codes](#)

### Agency & Acronym Information

- > [Agency Contacts](#)
- > [Agency Descriptions](#)
- > [State/Country Code Descriptions](#)

### OFFICIAL GOVERNMENT USE ONLY

- > [Debar Maintenance](#)
- > [Administration](#)
- > [Upload Login](#)

### EPLS Search Results

## Search Results for Parties Excluded by

Firm, Entity, or Vessel : knapheide  
State : MISSOURI

As of 24-Jul-2012 3:47 PM EDT

[Save to MyEPLS](#)

Your search returned no results.

[Back](#) [New Search](#) [Printer-Friendly](#)

### Resources

- > [Search Help](#)
- > [Advanced Search Tips](#)
- > [Public User's Manual](#)
- > [FAQ](#)
- > [Acronyms](#)
- > [Privacy Act Provisions](#)
- > [News](#)
- > [System for Award Management \(SAM\)](#)

### Reports

- > [Advanced Reports](#)
- > [Recent Updates](#)
- > [Dashboard](#)

### Archive Search - Past Exclusions

- > [Advanced Archive Search](#)
- > [Multiple Names](#)
- > [Recent Updates](#)
- > [Browse All Records](#)

### Contact Information

- > [For Help: Federal Service Desk](#)

**(Please complete and return with Contract)**

**Certification Regarding  
Debarment, Suspension, Ineligibility and Voluntary Exclusion  
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- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Richard J Green      General Manager  
Name and Title of Authorized Representative

Richard J Green  
Signature

30 July 2012  
Date



**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish a budget for the remainder of the 2012 Cyber Crimes grant:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2972	10100	Cyber Crimes	Salary & Wages		46,228.00
2972	10200		FICA		3,537.00
2972	10300		Healthcare		4,750.00
2972	10325		LT Disability		134.00
2972	10350		Life Insurance		47.00
2972	10375		Dental		357.00
2972	10400		W/C		1,507.00
2972	10500		Pension		390.00
2972	37200		Seminar/Conf/Meet		5,275.00
2972	37220		Travel		3,920.00
2972	37230		Meals/Lodging		4,895.00
2972	48002		Data Communications		282.00
2972	70050		Software Service		7,780.00
2972	71100		Outside services		360.00
2972	03411		Federal Grant Reimb.		79,462.00

Done this 7<sup>th</sup> day of August, 2012.

ATTEST:

Wendy S. Noren  
 Wendy S. Noren  
 Clerk of the County Commission

Daniel K. Atwill  
 Daniel K. Atwill  
 Presiding Commissioner

Karen M. Miller  
 Karen M. Miller  
 District I Commissioner

Skip Elkin  
 Skip Elkin  
 District II Commissioner

# REQUEST FOR BUDGET AMENDMENT

*Page 1 of 2*

## BOONE COUNTY, MISSOURI

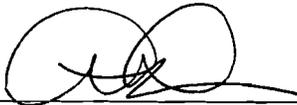
**07-01-2012**

**EFFECTIVE DATE**

**FOR AUDITORS USE**

Department				Account				Department Name	Account Name	(Use whole \$ amounts)		
										Decrease	Increase	
2	9	7	2	1	0	1	0	0	Cyber Crimes	Salary & Wages		46228.00
2	9	7	2	1	0	2	0	0		FICA		3537.00
2	9	7	2	1	0	3	0	0		Healthcare		4750.00
2	9	7	2	1	0	3	2	5		LT Disability		134.00
2	9	7	2	1	0	3	5	0		Life insurance		47.00
2	9	7	2	1	0	3	7	5		Dental		357.00
2	9	7	2	1	0	4	0	0		W/C		1507.00
2	9	7	2	1	0	5	0	0		Pension		390.00
2	9	7	2	3	7	2	0	0		Seminar/Conf/Meet		5275.00

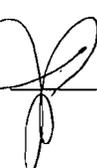
Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): Remainder of 2012 Cyber Crimes grant. Grant is from July 2012 - February 2013. This Budget Amendment establishes a budget for July - December 2012.



**Requesting Official**

**TO BE COMPLETED BY AUDITOR'S OFFICE**

- A schedule of previously processed Budget Revisions/Amendments is attached.
- A fund-solvency schedule is attached.
- Comments:



**Auditor's Office**

*See page 2  
for signatures*

**PRESIDING COMMISSIONER**

**DISTRICT I COMMISSIONER**

**DISTRICT II COMMISSIONER**

**BUDGET AMENDMENT PROCEDURES**

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

# REQUEST FOR BUDGET AMENDMENT

## BOONE COUNTY, MISSOURI

07-01-2012

EFFECTIVE DATE

FOR AUDITORS USE

Department				Account					Department Name	Account Name	(Use whole \$ amounts)	
											Decrease	Increase
2	9	7	2	3	7	2	2	0		Travel		3920.00
2	9	7	2	3	7	2	3	0		Meals/Lodging		4895.00
2	9	7	2	4	8	0	0	2		Data Communications		282.00
2	9	7	2	7	0	0	5	0		Software Service		7780.00
2	9	7	2	7	1	1	0	0		Outside services		360.00
2	9	7	2	0	3	4	1	1		Federal Grant Reimb.		79,462

Describe the circumstances requiring this Budget Amendment. Please address any budgetary impact for the remainder of this year and subsequent years. (Use attachment if necessary): Remainder of 2012 Cyber Crimes grant. Grant is from July 2012 - February 2013. This Budget Amendment establishes a budget for July - December 2012.



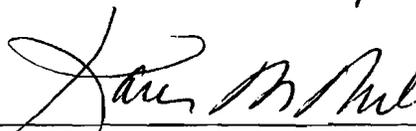
Requesting Official

**TO BE COMPLETED BY AUDITOR'S OFFICE**

- A schedule of previously processed Budget Revisions/Amendments is attached.
- A fund-solvency schedule is attached. *Budget Neutral*
- Comments: *Federal funding of ARRA Funds expires in February 2013. The State has approved funding to June 2013. Funding beyond that date is unknown at this time*

 Auditor's Office

  
PRESIDING COMMISSIONER

  
DISTRICT I COMMISSIONER

  
DISTRICT II COMMISSIONER

**BUDGET AMENDMENT PROCEDURES**

- County Clerk schedules the Budget Amendment for a first reading on the commission agenda. A copy of the Budget Amendment and all attachments must be made available for public inspection and review for a period of at least 10 days commencing with the first reading of the Budget Amendment.
- At the first reading, the Commission sets the Public Hearing date (at least 10 days hence) and instructs the County Clerk to provide at least 5 days public notice of the Public Hearing. **NOTE: The 10-day period may not be waived.**
- The Budget Amendment may not be approved prior to the Public Hearing.

**JEREMIAH W. (JAY) NIXON**  
Governor

**JERRY LEE**  
Director



Truman Building, Room 870  
Mailing Address: P.O. Box 749  
Jefferson City, MO 65102-0749  
Telephone: 573-751-4905  
FAX: 573-751-5399  
Internet Address:  
<http://www.dps.mo.gov>

**STATE OF MISSOURI  
DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR**

May 23, 2012

Mr. Andy Anderson  
Boone County, Cyber Task Force  
2121 County Drive  
Columbia, Missouri 65202

Re: Contract Number: **2009-MJCCG-042**  
Project Title: **Boone County Sheriff's Department Cyber Crimes Task Force**

Dear Mr. Anderson:

The status of the above referenced application under the 2012 Recovery Act – Multi-Jurisdictional Cyber Crime Grant (MJCCG) funding opportunity has changed from "Approved" to "Awarded".

Enclosed is the Award of Contract and Certified Assurance document pertaining to your award. The Authorized Official and Project Director, as identified on the Contact Information form in your application, must sign each document. The signatures must be original – stamped signatures will not be accepted!

The following documents must be received by our office no later than June 13, 2012:

- Signed Award of Contract document
- Signed Certified Assurance document
- Printed copy of your 2012 MJCCG Application

To print a copy of your MJCCG application, log into WebGrants at <https://dpsgrants.dps.mo.gov>, click "My Applications", select the appropriate application title, and click the Printer icon in your internet browser. Please do not staple your application – use a paper clip or binder clip to keep the application together.

The above referenced documents should be mailed or hand-delivered to:

Missouri Department of Public Safety  
Attn: CJ/LE Section  
PO Box 749  
301 W. High Street, Room 870  
Jefferson City, MO 65102

A signed copy of the Award of Contract form and a copy of the Certified Assurances document will be returned to you for your records. If you have questions or are unable to meet the above referenced deadline due to absence of the signing persons or a lengthy approval process, please contact Heather Haslag at (573) 751-1318.

Sincerely,

Eric Shepherd  
CJ/LE Program Manager

cc: File  
Enclosures



MISSOURI DEPARTMENT OF PUBLIC SAFETY  
OFFICE OF THE DIRECTOR  
AWARD OF CONTRACT

P.O. Box 749  
Jefferson City, Missouri 65102  
Phone: (573) 751-4905

Program Area: <b>2012 Recovery Act – Multi-Jurisdictional Cyber Crime Grant (MJCCG) Program</b>		Catalog of Federal Domestic Assistance (CFDA) #: <b>16.803</b>
Contractor Name: <b>Boone County, Cyber Task Force</b>		
Project Title: <b>Boone County Sheriff's Department Cyber Crimes Task Force</b>		
Contract Period: <b>7/1/2012 to 2/28/2013</b>	State/Federal Funds Awarded: <b>\$98,203.52</b>	Contract Number: <b>2009-MJCCG-042</b>

Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Certified Assurances. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines.

The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application.

Mr. Dan Atwill

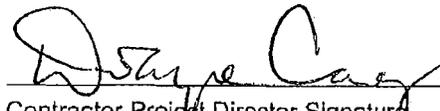
\_\_\_\_\_  
Contractor Authorized Official Name

  
\_\_\_\_\_  
Contractor Authorized Official Signature

5-25-12  
\_\_\_\_\_  
Date

Sheriff Dwayne Carey

\_\_\_\_\_  
Contractor Project Director Name

  
\_\_\_\_\_  
Contractor Project Director Signature

5-25-12  
\_\_\_\_\_  
Date

**This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the Authorized Official of the Missouri Department of Public Safety.**

\_\_\_\_\_  
Authorized Official, MO Department of Public Safety

07/01/2012  
\_\_\_\_\_  
Date

**Personnel**

Name	Title	Position	Employment Status	Salary per Pay Period	Number of Pay Periods	% of Grant Funded Time	Total Cost
Mark Sullivan	Detective/Forensic Examiner	Retained	FT	\$1,765.60	17.0	100.0	\$30,015.20
Tracy Perkins	Detective	Retained	FT	\$1,790.40	17.0	100.0	\$30,436.80
							\$60,452.00

10/100

**Personnel Justification**

*If personnel is not included in the budget, skip this section.*

*If personnel is included in the budget, provide justification for each position. If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform. If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.*

*If a salary increase is included, address the individual's eligibility for such increase, the percentage of increase, and the effective date of the increase.*

**Personnel Justification**

**Detective Tracy Perkins** is a certified law enforcement officer with over 18 years of law enforcement experience. Perkins has been assigned to the Task Force since 2007 and has 455 hours of specialized training in investigating Internet and technology related offenses. This detective's primary area of responsibility is to conduct reactive and covert Internet crimes investigations, conduct surveillance details, testify in state and federal criminal proceedings, obtain and serve search warrants, prepare and participate in public awareness and education programs, and attend training. This detective is also the primary investigator for investigations into the distribution of child pornography through file sharing programs. This grant will retain this position.

**Detective Mark Sullivan** is a certified law enforcement officer with 17 years of law enforcement experience. Sullivan has approximately 800 hours of specialized training into the investigation of Internet and technology related offenses with a specialty in forensic examination of computers and cellular telephones. As of this time Sullivan is our only cellular telephone examiner. Although Sullivan's primary responsibility is the forensic examination of electronic evidence, he occasionally investigates Internet crime complainants, conducts surveillance details, testifies in state and federal criminal proceedings, obtains and serves search warrants, prepares and participates in public awareness and education programs, and attends training. This grant will retain this position.

13 pp 2012 = 46,228.00  
 4 pp 2013 14,224.00

**Personnel Benefits**

Category	Item	Salary/Premium	Percentage/# of Periods	% of Funding Requested	Total Cost
Dental Insurance	Dental Insurance	\$27.40	17.0	100.0	\$465.80
					\$465.80
FICA/Medicare	FICA/Medicare	\$60,452.00	0.0765	100.0	\$4,624.58
					\$4,624.58
Life Insurance	Life Insurance	\$3.61	17.0	100.0	\$61.37
					\$61.37
Long-Term Disability	Disability Insurance	\$60,452.00	0.0029	100.0	\$175.31
					\$175.31
Medical Insurance	Health Insurance	\$365.40	17.0	100.0	\$6,211.80
					\$6,211.80
Pension/Retirement	457	\$30.00	17.0	100.0	\$510.00
					\$510.00
Workers Comp	Workers Compensation	\$60,452.00	0.0326	100.0	\$1,970.74
					\$1,970.74
					\$14,019.60

10375  
10200  
10350  
10325  
10300  
10500  
10400

~~2012~~  
10375 - 356.20  
10200 - 3536.44  
10350 - 46.93  
10325 - 134.06  
10300 - 4750.20  
10500 - 390.00  
10400 - 1507.03

**Personnel Benefits Justification**

If personnel benefits are not included in the budget, skip this section. *10300 - 4750.20*

If personnel benefits are included in the budget, provide justification for each fringe benefit. If your agency anticipates a premium or rate change during the contract period, indicate the effective date of change and the reasoning for such change. *10500 - 390.00*

**Benefits Justification**

All benefits paid to Task Force members are determined by calculations provided by each investigator's sending agency. Tracy Perkins and Mark Sullivan's benefits are those paid all officers with the Boone County Sheriffs' Department.

**Dental Insurance** is insurance to pay basic dental care for employee. The county contributes \$13.70/person per pay period.

**FICA/Medicare** is payments to US government for social security and medicare insurance. The fringe benefit is calculated as 7.65% of salary.

**Life Insurance** is life insurance paid for each employee. The county contributes \$1.805/person per pay period.

**Long-Term Disability** is insurance to pay for long term disability insurance in case an employee is disabled for an extended period. The fringe benefit is calculated as 0.29% of salary.

**Medical Insurance** is insurance paid for the employee only for health insurance. The county contributes \$182.70/person per pay period.

**Pention/Retirement** is the county's portion of payments made to the employees 457 savings plan. The County contributes \$15.00 per person per pay period.

**Workers Comp** is money paid for insurance in case the employee is injured on the job. The fringe benefit is calculated as \$3.26 per \$100 of salary.

	◇
46,228,000	+
3,537,000	+
4,750,000	+
134,000	+
47,000	+
357,000	+
1,507,000	+
390,000	+
5,275,000	+
3,920,000	+
4,895,000	+
282,000	+
7,780,000	+
360,000	+
<u>Revenue</u>	<u>79,462,000</u> *
3411	

**Travel/Training**

Category	Item	Unit Cost	Duration	Number	Total Cost	
Airfare/Baggage	Macintosh Forensic In-Depth Analysis-Airfare <i>2012</i>	\$500.00	1.0	1.0	\$500.00	37220 ✓
Lodging	Macintosh Forensic In-Depth Analysis-Hotel <i>2012</i>	\$121.00	1.0	5.0	\$605.00	37230 /
Meals	Macintosh Forensic In-Depth Analysis-Meals <i>2012</i>	\$50.00	1.0	5.0	\$250.00	37230 ✓
Airport Parking	Macintosh Forensic In-Depth Analysis-Parking <i>2012</i>	\$10.00	1.0	5.0	\$50.00	37220 ✓
Registration Fee	Macintosh Forensic In-Depth Analysis-Registration <i>2012</i>	\$2,700.00	1.0	1.0	\$2,700.00	37200 ✓
Airfare/Baggage	National CAC Conference-Airfare/Baggage <i>2012</i>	\$615.00	1.0	5.0	\$3,075.00	37220 ✓
Airport Parking	National CAC Conference-Airport Parking <i>2012</i>	\$9.00	5.0	1.0	\$45.00	37220 ✓
Lodging	National CAC Conference-Lodging <i>2012</i>	\$152.00	4.0	5.0	\$3,040.00	37230 ✓
Meals	National CAC Conference-Meals <i>2012</i>	\$50.00	4.0	5.0	\$1,000.00	37230 ✓
Misc. Shuttles/Taxis/Tolls/Parking	National CAC Conference-Misc Shuttles/Taxis/Tolls/Parking <i>2012</i>	\$25.00	2.0	5.0	\$250.00	37220 ✓
Registration Fee	National CAC Conference-Registration <i>2012</i>	\$515.00	1.0	5.0	\$2,575.00	37200 ✓
					<b>\$14,090.00</b>	

**Travel/Training Justification**

*If travel/training is not included in the budget, skip this section.*

*If travel/training is included in the budget, provide justification for each expense and why such is necessary to the success of the proposed project.*

*For training, identify the location and date(s) of the training. If either the location or date(s) is unknown, clearly identify such. Describe the anticipated benefit and/or a synopsis of the training and who will be attending such event.*

**Travel/Training Justification**

*2012*

**BBT-300 Macintosh Forensics In-Depth Analysis** is held in San Jose, California October 15<sup>th</sup> through October 19<sup>th</sup>. This course will show the experienced Windows OS forensic analyst how to best analyze images, passwords and iPods. Students will further their understanding of how to conduct a forensic analysis on a Mac that contains Apple and 3rd party Internet cache files and/or other important artifacts. Additionally, students will learn how to access password-protected areas on a Mac system. Students learn through a combination of course instruction and hands on practical case studies. At the conclusion of this course, students will be able to identify the various disk images associated with a Macintosh system, demonstrate the ability to identify 3rd party disk images and their locations on the file system, properly gather information for and perform password-cracking functions, properly handle iPods, including the extraction and search of important data, and identify relevant artifacts related to Apple and some 3rd party applications. This course will be attended by Scott Richardson. Scott Richardson is a Captain with the University Of Missouri Police Department and an 18

year veteran of law enforcement. Although Richardson conducts some investigations and assists on search warrants his primary responsibility is a forensic examiner. Richardson specializes in the examination of Apple/Mac products. This training will assist him in that role.

**The 24th Annual National Crimes Against Children Conference** is being held in <sup>2012</sup> Dallas, Texas August 13<sup>th</sup> through the 16<sup>th</sup>. This conference provides investigative and forensic training to agencies and task forces investigating Internet and technology related crimes against children. The conference provides both lecture and labs for hands on experience. Instructors from across the United States and Europe provide up to date training in the latest investigative and forensic techniques. This training also provides task force members with the opportunity to develop investigative contacts with other officers around the country who also investigate child exploitation. Funds are being requested to send four investigator/examiners to this training. Cost estimates were obtained through the conference web site. Investigators Andy Anderson, Tracy Perkins, Mark Sullivan, K. Scott Richardson, and Assistant Prosecuting Attorney Merilee Crockett will attend this training.

**Supplies/Operations**

Item	Basis for Cost Estimate	Unit Cost	Quantity	% of Funding Requested	Total Cost	
Access Data Mobile Phone Examiner Cable Updates Renewal	Annually	\$120.00	1.0	2012 100.0	\$120.00	70050 ✓
Access Data Mobile Phone Examiner License Renewal	Annually	\$840.00	1.0	2012 100.0	\$840.00	70050 ✓
Air Card Service	Monthly	\$47.00	8.0	6-282.00 100.0	\$376.00	48002 ✓
AVG Anti Virus Software (15)	Annually	\$29.00	15.0	2013 100.0	\$435.00	70050 X
BlackLight Macintosh Forensic License Renewal	Annually	\$800.00	1.0	2012 100.0	\$800.00	70050 ✓
CD's & DVD's Media Storage (15)	One-Time	\$25.00	15.0	2013 100.0	\$375.00	23016 X
Cellebrite Logical and Physical License Renewal	Annually	\$3,000.00	1.0	2012 100.0	\$3,000.00	70050 ✓
FTK License Renewal (3)	Annually	\$840.00	3.0	2012 100.0	\$2,520.00	70050 ✓
Internet Service	Monthly	\$59.99	8.0	6-359.94 100.0	\$479.92	71100 ✓
MacQuisition Forensic License Renewal	Annually	\$500.00	1.0	2012 100.0	\$500.00	70050 ✓
Web Site Hosting	Monthly	\$20.00	8.0	X 100.0	\$160.00	70050
Web Site Registration	Annually	\$36.00	1.0	X 100.0	\$36.00	70050
					\$9,641.92	

**Supplies/Operations Justification**

*If supplies/operations are not included in the budget, skip this section.*

*If supplies/operations are included in the budget, provide justification for each expense. Address why the item is necessary for the proposed project, who will use it, and how it will be used.*

*If your agency anticipates a rate change during the contract period, indicate the effective date of change and the reasoning for such change.*

**Supplies/Operations Justification**

**Access Data Mobile Phone Examiner Cable Updates Renewal:** This annual subscription is a part of the Access Data mobile phone examiner license and provides newly release cables for the cell phone examination hardware pertaining to newly released cellular telephones. Without new cables the examiner would not be able to process new or upgraded phones.

**Access Data Mobile Phone Examiner License Renewal:** This is an annual renewal license for the Access Data Mobile Phone Examiner software. This software allows for the examination of cellular telephones.

**Air Card (Internet Wireless) Renewal.** This device allows investigators to access the Internet from remote sites. This device is used for enticement investigations when the decoy investigator needs to be at a meeting site yet have Internet contact with the suspect. This device also allows investigators to have Internet access when working cases away from the office area such as surrounding counties. This is a continuation of our current Internet account.

**AVG Inti-Virus Business Edition:** This anti-virus software protects up to 15 task force computers against virus infection. This is especially important as most of our computers are used to access dangerous sites, download dangerous often virus infected files, and examine often virus infected electronic media. This is a one year subscription.

**BlackLight Macintosh Forensic License Renewal.** This is a yearly license and support to operate the Blacklight computer forensic software which is specified for Macintosh operating systems.

**CD's, DVD's, and Labels.** These items are for backing up investigative and examination data as well as providing electronic reports and data to other law enforcement agencies, prosecuting attorneys, and defense attorneys.

**Cellebrite Logical and Physical License renewal.** The Cellebrite cell phone acquisition device is utilized in two ways. This device can obtain logical cell phone data, which typically includes the data commonly visible to the user of the phone, such as call history, address book, text messages, etc.. The Physical acquisition can pull a bit-by-bit image of all data, including potential deleted text messages, calendar appointments, Internet history etc.. Annual renewal of the software license is needed to maintain connectivity with new phones released to the consumer.

**Forensic Tool Kit License (FTK) License Renewal.** This is a yearly license and support to operate the Forensic Tool Kit forensic software by Access Data, which is computer forensic software. This software is necessary for the examination of computers and associated electronic media.

**Internet Service.** This is an undercover Internet account for investigators to conduct undercover investigations and for both investigators and forensic examiners to have Internet access to areas necessary for their investigations yet restricted through governmental Internet accounts. The governmental restricted areas may include porn sites, program sites, and others. This is a continuation of our current Internet account.

**MacQuisition Forensic License Renewal.** This is a yearly license and support to operate the Blacklight computer forensic software which is specified for Macintosh operating systems. This software is specifically designed for the examination of Apple/Macintosh computers and devices. These devices have a totally different operating system than Windows and are better examined with this software.

**Task Force Web Site.** Since 2007 our task force has maintained a web site now located at [www.bcsdcybercrimes.com](http://www.bcsdcybercrimes.com). This web site provides information pertaining to keeping children and families safe on the Internet including articles and research papers. The web site also provides users with links to important sites such as other Missouri task forces and other reporting sites such as NCMEC. This site also provides users with the ability to e-mail the task force with tips or complaints and provides request of service forms for area law enforcement requesting forensic assistance or organizations requesting public safety programs. Previously this site has been hosted by Microsoft for free, however, they are soon going to charge for this service. Hosting fees are \$20 per month and web site registration fees are \$36 per year.

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment to help cover costs of replacement lighting at the fairgrounds:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2120	3411	Fairground Maint. Fund	Federal Grant Reimbursement		29,810.00
2120	3891	Fairground Maint. Fund	Dividends/Rebates		7,505.00
2120	92200	Fairground Maint. Fund	Replacement Bldgs & Improv		37,315.00

Done this 7<sup>th</sup> day of August, 2012.

ATTEST:

Wendy S. Noren cc  
 Wendy S. Noren  
 Clerk of the County Commission

Daniel K. Atwill  
 Daniel K. Atwill

Presiding Commissioner

Karen M. Miller

Karen M. Miller

District I Commissioner

Skip Elkin

Skip Elkin

District II Commissioner



**From:** Karen Miller  
**To:** Jason Gibson  
**CC:** June Pitchford  
**Date:** 6/6/2012 4:15 PM  
**Subject:** Rebate for fairground lights will be \$7505.00 per Boone Electric

Karen M. Miller  
District I Commissioner  
Boone County MO  
801 E. Walnut, Room 245  
Columbia, MO 65201  
573-886-4308  
[kmiller@boonecountymo.org](mailto:kmiller@boonecountymo.org)



# ENERGIZE MISSOURI COMMUNITIES

## MISSOURI DEPARTMENT OF NATURAL RESOURCES



Missouri Department of Natural Resources, Division of Energy, 1101 Riverside Drive, P.O. Box 176, Jefferson City, MO 65102-0176

### FINANCIAL ASSISTANCE AGREEMENT

Under the authority of the American Recovery and Reinvestment Act (ARRA) 2009 and subject to pertinent legislation, regulations and policies applicable to Grant DE-EE0000761

1. Recipient Name: Boone County Recipient Address: Government Center 801 E. Walnut Columbia, MO 65201	2. Project Number: G10-EECBG-02-830407867
	3. Budget Period: March 15, 2010 - August 31, 2012
	4. Project Period: March 15, 2010 - August 31, 2012
5. Recipient Project Manager: Karen Miller Telephone Number: 573-886-4305	6. Type of Assistance (indicate by X) New Award <input type="checkbox"/> Amendment <input checked="" type="checkbox"/>
7. State Project Oversight: David L. Harrison, MDNR/DE Telephone No.: 573-751-7057	8. Amendment ID: Amendment 2
9. Project Title and Description: Boone County Government Buildings Energy Retrofits	
10. Source of Funding/Year: ARRA/2009	

11. Project Funding:	Amount	Percent
Initial Award	\$ 219,177.00	15.78%
Initial Recipient Match	\$ 1,169,932.00	84.22%
Amended Award	\$ 248,986.04	17.50%
Amended Recipient Match	\$ 1,174,190.96	82.50%
<b>TOTAL PROJECT COSTS</b>	<b>\$ 1,423,177.00</b>	<b>100.00%</b>

12. Amendment (describe):

- (1) Page 1 Paragraph 1: Provide \$29,809.04 in additional funding.
- (2) Section 1.2 Project Scope of Work and Performance Objectives: Expand Scope of Work by adding additional project location and equipment to equipment list.
- (3) Section 2 Subgrant Budget: Provide \$29,809.04 in additional funding for Equipment/Materials and Labor for additional lighting project.

13. The recipient agrees to administer this agreement in accordance with:

a. All applicable federal and state regulations.	e. MDNR Terms and Conditions (Sec. 4.2)	i. Publications (Sec. 4.2K)
b. Applicable program guidelines.	f. Special Terms and Conditions (Sec. 4.3)	j. Invoice (Sec. 4.2A)
c. Detailed Scope of Work (Sec. 1.1-1.4)	g. Suspension/Debarment (Sec. 4.2R)	k. MBE/WBE Utilization (Sec. 4.2U)
d. Budget Plan (Sec. 2.1-2.3)	h. Certificate Regarding Lobbying (Sec. 4.2S)	l. Recipient application dated January 15, 2010.
m. Amendment 2		

14. The assistance as described herein is hereby offered and accepted effective upon signature of authorized officials and on the date indicated in Parts 3 and 4 above.

### MISSOURI DEPARTMENT OF NATURAL RESOURCES

Department Director or Designee: Sara Parker Pauley, Director		Date 5-1-12
--	--	----------------

Under penalties of perjury, the undersigned certifies that the name, taxpayer information number, DUNS Number, and legal status listed below are correct. Handwrite and initialize any edits and return signed form to the Department. The Subgrantee acknowledges that the individual signing below is authorized to execute this Agreement and that such signature constitutes the acceptance of this Agreement.

RECIPIENT ORGANIZATION: Boone County

Tax Identification Number: 436000349	Legal Status (Corporation, Partnership, Not-for-Profit, etc.) and state in which incorporated:	DUNS Number: 073755977
Name and Title (typed) Daniel K. Atwill	Signature	Date 05/17/2012

AMENDMENT  
TO THE  
FINANCIAL ASSISTANCE AGREEMENT  
BY AND BETWEEN  
BOONE COUNTY  
AND  
MISSOURI DEPARTMENT OF NATURAL RESOURCES ("MDNR")  
Re: Project No. G10-EECBG-02-830407867  
BUDGET PERIOD: March 15, 2010 - August 31, 2012

Amendment 2

The purpose of this amendment is to revise the scope, equipment list, and project budget for the above referenced agreement. Boone County and Missouri Department of Natural Resources agree to amend the Financial Assistance Agreement (Agreement) referenced above as set forth in the terms below:

FIRST: Page 1 Paragraph 1 (Agreement Pg. 1) is hereby revised as follows:

FROM:

This Subgrant Agreement (hereinafter referred to as the "Agreement") is entered into between the Missouri Department of Natural Resources (hereinafter referred to as the "Department" or "MDNR") and Boone County (hereinafter referred to as the "Subgrantee" or "Subrecipient"). Subject to terms and conditions of this Agreement, the Department agrees to provide a subgrant in an amount not to exceed \$219,177.00 to the Subgrantee."

TO:

This Subgrant Agreement (hereinafter referred to as the "Agreement") is entered into between the Missouri Department of Natural Resources (hereinafter referred to as the "Department" or "MDNR") and Boone County (hereinafter referred to as the "Subgrantee" or "Subrecipient"). Subject to terms and conditions of this Agreement, the Department agrees to provide a subgrant in an amount not to exceed \$248,986.04 to the Subgrantee."

SECOND: Section 1.2 – Project Scope of Work and Performance Objectives (Agreement Pg. 2), of the agreement is hereby revised as follows:

FROM:

The Subgrantee shall retrofit six facilities that are part of the Boone County Government Campus, by replacing existing lighting with more efficient technologies and retrofitting the existing HVAC system with more efficient equipment. As identified in the Subgrantee's Energize Missouri Communities Public Building Energy Efficiency Retrofits project application submitted to the Department on January 15, 2010 the following buildings will receive retrofits:

- Boone County Courthouse, 705 E. Walnut St., Columbia, Missouri 65201
- Boone County Government Center, 801 E. Walnut St., Columbia, Missouri 65201
- Johnston Paint Building, 601 E. Walnut St, Columbia, Missouri 65201
- Johnson Building, 601 E. Walnut St., Columbia, Missouri 65201

- Johnson Building, 601 E. Walnut St., Columbia, Missouri 65201
- Boone County Jail, 2121 County Dr., Columbia, Missouri 65202
- Alternative Sentencing Center, 607 E. Ash, Columbia, Missouri 65202
- Boone County Fairgrounds, 5212 N. Oakland Gravel Road, Columbia 65202

Retrofits will consist of lighting and HVAC upgrades as detailed in the table below.

Quantity	Equipment	Replaces
1	Water-Cooled chillers Level 2 – 200 tons	Trane RTAA 200 4Xb02A0A1AT6
3	Unitary split AC systems CEE Tier 3 – 50 tons	Existing unit
1	Unitary split AC systems CEE Tier 1 – 1.5 tons	AC Unit 75% efficient
1	Unitary split AC systems CEE Tier 3 – 10 tons	DX Unit 1 Carrier weathermaster
1	VSD 15 hp	
1	Economizer (GC)	
1	High Efficiency Boilers 94 AFUE 399,000 Btuh	Existing furnace
1	High Efficiency Boilers 94 AFUE 800,000 Btuh	15 yr. old boiler 60% efficient
1	HVAC system	15 yr. old boiler 60% efficient
2	High Efficiency furnaces 92 AFUE 100,000 Btuh	Existing furnace
2704	4-foot T8 lamps with electronic ballasts	T12 lamps and ballasts
12	8-foot T8 lamps with electronic ballasts	T12 lamps and ballasts
47	29 W or less Hardwired CF Fixtures	Existing fixture
84	4-foot U Tube and Ballast	Existing lamp and ballast
42	2-foot Lamp and Ballast	Existing lamp and ballast
33	LED T-1 Electroluminescent exit sign	Existing sign
100	6 Lamp T5 lighting	Existing lights
55	3 Lamp T8 lighting	Existing lights

**2.2 Project Budget Summary**

Budget Item	Subgrantee Contribution (\$)	Other Leveraged Funds (\$)	EMC funding awarded (\$)	Total Costs (\$)
A. Equipment/Materials	\$798,732.00	\$11,200.00	\$174,895.00	\$984,827.00
B. Direct Labor	\$324,258.96	\$0.00	\$66,591.04	\$390,850.00
C. Other Operating Expenses	\$40,000.00	\$0.00	\$7,500.00	\$47,500.00
<b>Total</b>	<b>\$1,162,990.96</b>	<b>\$11,200.00</b>	<b>\$248,986.04</b>	<b>\$1,423,177.00</b>
Percent of Total	81.71%	0.79%	17.50%	100%

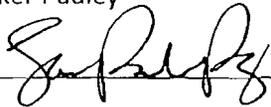
**2.3 Disbursement of Funds:**

The Subgrantee will be reimbursed for all subgrant-eligible expenses incurred in performing the Scope of Work and Performance Objectives described in Section 1 above, up to a total of \$248,986.04. Note that reimbursement payment of this award will occur only at the request for reimbursement by the Subgrantee and approval by the Department.

In the event of any conflict between this Amendment and the Agreement, this Amendment will control.

MISSOURI DEPARTMENT OF NATURAL RESOURCES

By: Sara Parker Pauley

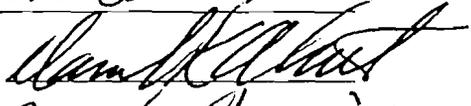
Signature: 

Title: Director

Date: 5-1-12

BOONE COUNTY

By: 

Signature: 

Title: Boone County Commissioner

Date: 5-7-12

# Boone County Purchasing

**Melinda Bobbitt**  
Director of Purchasing



613 E. Ash Street, Room 110  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390

---

## MEMORANDUM

COPY

TO: Boone County Commission  
FROM: Melinda Bobbitt, Director of Purchasing  
DATE: April 27, 2012  
RE: 2<sup>nd</sup> Reading: Bid Award Recommendation: 23-26APR12 – Boone County  
Fairgrounds Coliseum Light Fixture Replacement

The Bid for 23-26APR12 – Boone County Fairgrounds Coliseum Light Fixture Replacement opened in Commission on April 26, 2012. Five bids were received. Recommendation for award is to Stidham Electric Inc of Columbia, Missouri for offering the lowest and best bid for Boone County.

Contract award is for the Base Bid for light fixture replacement for \$32,439.00 and Option 2 for the electrical outlets with sub-panel for \$25,570.00 for a contract total of \$58,009.00. Invoice will be paid from department 2120 – Fairgrounds Maintenance Fund, Account 92200 – Replacement Buildings & Improvements. \$100,000 was budgeted with \$91,546.88 remaining in the account.

Attached is the Bid Tabulation.

ATT: Bid Tabulation

cc: Bob Davidson, Facilities  
Bid File



## CONTRACT AGREEMENT

THIS AGREEMENT, made and entered into by and between the County of Boone through the Boone County Commission (hereinafter referred to as the Owner), and **Stidham Electric, Inc.**, (hereinafter referred to as the Contractor).

WITNESSETH: That for and in consideration of the acceptance of Contractor's bid and the award of this contract to said Contractor by the Owner and in further consideration of the agreements of the parties herein contained, to be well and truly observed and faithfully kept by them, and each of them, it is agreed between the parties as follows, to wit:

The Contractor at his own Expense hereby agrees to do or furnish all labor, materials, and equipment called for in the bid designated and marked:

### **BID NUMBER 23-26APR12 – Boone County Fairgrounds Coliseum Light Fixture Replacement BOONE COUNTY, MISSOURI**

and agrees to perform all the work required by the contract as shown in the bid, plans, and specifications for the Base Bid for \$32,439.00 and Option 2 for \$25,570.00 for a total of \$58,009.00.

The following contract documents and any applicable Addenda are made a part hereof as fully as if set out herein: Change orders issued subsequent to this contract shall be subject to the terms and conditions of the agreement unless otherwise specified in writing.

- Notice to Bidders
- Bid Response
- Statement of Bidder's Qualifications
- Instructions to Bidders
- Bidding Guidelines
- Revised Bid Form
- Anti-Collusion Statement
- Signature and Identity of Bidder
- Bidder's Acknowledgment
- Work Authorization
- Insurance Requirements
- Contract Conditions
- Contract Agreement
- Performance Bond
- Labor and Material Payment Bond
- General Specifications
- Technical Specifications
- Special Provisions
- Affidavit – OSHA Requirements
- Affidavit – Prevailing Wage
- State Wage Rates
- Prevailing Wage Order #18
- Boone County Standard Terms and Conditions
- Federal Grant Requirements for Energy Grant
- Buy America Certification

Certification Regarding Lobbying  
Federal Wage Determination  
Certification Regarding Debarment  
Addendum #1

It is understood and agreed that, except as may be otherwise provided for by the "General Specifications, and "Technical Specifications," and "Special Provisions" the work shall be done in accordance with all applicable Missouri laws and regulations.

The Contractor further agrees that he is fully informed regarding all of the conditions affecting the work to be done, and labor and materials to be furnished for the completion of this contract, and that his information was secured by personal investigation and research and not from any estimates of the Owner; and that he will make no claim against the Owner by reason of estimates, tests, or representation of any officer, agent, or employees of the Owner.

The said Contractor agrees further to begin work not later than the authorized date in the Notice to Proceed, and to complete the work within the time specified in the contract documents or such additional time as may be allowed by the Engineer under the contract.

The work shall be done to complete satisfaction of the Owner and, in the case the Federal Government or any agency thereof is participating in the payment of the cost of construction of the work, the work shall also be subject to inspection and approval at all times by the proper agent or officials of such government agency.

The parties hereto agree that this contract in all things shall be governed by the laws of the State of Missouri.

Contractor agrees it will pay not less than the prevailing hourly rate of wages to all workers performing work under the contract in accordance with the prevailing wage determination issued by the Division of Labor Standards of the Department of Labor and Industrial Relations for the State of Missouri and as maintained on file with the Boone County Public Works Department.

The Contractor further agrees that it shall forfeit as a penalty to the County of Boone the sum of \$100.00 for each worker employed for each calendar day or portion thereof such worker is paid less than the stipulated rates set forth in the prevailing wage determination for the project for any work done under this contract by the Contractor or by any Subcontractor employed by the Contractor pursuant to the provisions of Section 290.250 RSMo. The Contractor further agrees that it will abide by all provisions of the prevailing wage law as set forth in Chapter 290 RSMo. and rules and regulations issued thereunder and that any penalties assessed may be withheld from sums due to the Contractor by the Owner.

The contractor agrees that he will comply with all federal, state, and local laws and regulations and ordinances and that he/she will comply and cause each of his/her subcontractors, and directives pertaining to nondiscrimination against any person on the grounds of race, color, religion, creed, sex, age, ancestry, or national origin in connection with this contract, including procurement of materials and lease of equipment; therefore, in accordance with the special provisions on that subject attached hereto, incorporated in and made a part of the Contract.

The Contractor expressly warrants that he/she has employed no third person to solicit or obtain this contract in his behalf, or to cause or procure the same to be obtained upon compensation in any way contingent, in whole or in part, upon such procurement; and that he has not paid, or promised or agreed to pay to any third person, in consideration of such procurement, or in compensation for services in connection therewith, any brokerage, commission or percentage upon the amount receivable by him hereunder; and that he has not, in

estimating the contract price demand by him, included any sum by reason of such brokerage, commission, or percentage; and that all moneys payable to him hereunder are free from obligation of any other person for services rendered, or supposed to have been rendered, in the procurement of this contract. He further agrees that any breach of this warranty shall constitute adequate cause for the annulment of this contract by the Owner, and that the Owner may retain to its own use from any sums due to or to become due hereunder an amount equal to any brokerage, commission, or percentage so paid, or agreed to be paid.

The Owner agrees to pay the Contractor in the amount:

**Fifty Eight Thousand Nine Dollars and Zero Cents (\$58,009.00)**

as full compensation for the performance of work embraced in this contract, subject to the terms of payment as provided in the contract documents and subject to adjustment as provided for changes in quantities and approved change orders.

IN WITNESS WHEREOF, the parties hereto have signed and entered this agreement on \_\_\_\_\_ at Columbia, Missouri.

(Date)

CONTRACTOR:  
STIDHAM ELECTRIC INC.

OWNER, BOONE COUNTY, MISSOURI

By: Ch Stidham  
Authorized Representative Signature

By: [Signature]  
Daniel K. Atwill, Presiding Commissioner

By: Chad Stidham  
Authorized Representative Printed Name  
Title: Manager

Approved as to Legal Form:

ATTEST:

[Signature]  
CJ Dykhouse  
Boone County Counselor

Wendy Noren, County Clerk

AUDITOR CERTIFICATION

In accordance with RSMo 50.660, I hereby certify that a sufficient unencumbered appropriation balance exists and is available to satisfy the obligation(s) arising from this contract. (Note: Certification of this contract is not required if the terms of the contract do not create a measurable county obligation at this time.)

June Pitchford by jpy 05/24/12 2120 / 92200 - \$58,009.00  
Signature Date Appropriation Account

**CERTIFIED COPY OF ORDER**

STATE OF MISSOURI }  
 County of Boone } ea.

August Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 7<sup>th</sup> day of August 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the following budget amendment to provide funding and establish a budget for the Courthouse Square renovation/construction project:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
4010	83919	Admin Bldg Construction	OTO: TO Capital Project Fund		850,892.00
4030	3915	CH Square Construction	OTI: From Capital Project Fund		850,892.00
4030	71201	CH Square Construction	Construction Costs		828,248.00
4030	71231	CH Square Construction	Owner Costs		22,644.00

Done this 7<sup>th</sup> day of August, 2012.

ATTEST:

Wendy S. Noren  
 Wendy S. Noren  
 Clerk of the County Commission

Daniel K. Atwill  
 Daniel K. Atwill  
 Presiding Commissioner

Karen M. Miller  
 Karen M. Miller  
 District I Commissioner

Skip Elkin  
 Skip Elkin  
 District II Commissioner



**Court House Square**  
**Department 4030**  
**Prepared by Auditors Office**

**Sources:**

Operating Transfer In - Fund 401 \$ 850,892

**Total Sources of Funds**

-  
850,892

**Uses of Funds:**

Project Budget

**Professional Fees: Architect/Engineer - Acct. 71211**

A/E Fees -

A/E Reimbursables -

**Total Professional Fees**

\$ -

**Construction: Acct. 71201**

Construction Contract - Rost, Inc. 788,848

Contingency (5%, Rounded nearest 100th) 39,400

**Total Construction**

\$ 828,248

**Owner's Cost: Acct. 71231**

Fixtures - Tables & Chairs (5), Signage Boards (4) 15,000

Geotechnical Site Testing 4,400

Documents - Building Plans 38

Miscellaneous - R&B reimbursement 2,106

Contingency (5%, Rounded nearest 100th) 1,100

**Total Owners Cost**

\$ 22,644

**Total Budget**

\$ 850,892

Revised II 7/23/12  
SF

Item	Original Budget		Bid Total	Difference
<b>Bonding</b>	<b>7,500.00</b>		<b>7,500.00</b>	<b>-</b>
		Bond	7,500.00	
<b>Demolition and Protection</b>	<b>73,000.00</b>		<b>83,900.00</b>	<b>10,900.00</b>
		Concrete Demo	48,400.00	
		Dump Fees, Debris Removal	1,000.00	
		Demo Labor, Misc Labor	24,900.00	
		Protective Fencing	4,500.00	
		Tree Removal	5,100.00	
<b>New Concrete</b>	<b>122,400.00</b>		<b>147,928.00</b>	<b>25,528.00</b>
		Base Concrete 15,300 sqft	134,640.00	
		Additional Concrete 1,510 sqft	13,288.00	
<b>Civil Work</b>	<b>35,000.00</b>		<b>22,000.00</b>	<b>(13,000.00)</b>
		Civil Design, Site Layout	22,000.00	
		Property/Title Issue	-	
		Owner Cost		
		Owner Cost		
		Rost Labor (8H)	600.00	
<b>Landscape</b>	<b>96,500.00</b>		<b>96,500.00</b>	<b>-</b>
		Bed Formation & Mulch	22,000.00	
		Plants (labor & material, 12 month warranty)	55,000.00	
		45 Trees 2.5" or larger		
		6 Elm, 7 Trident Maple, 4 Fringe Tree, 6 Redbud,		
		5 Columnar Hornbeam, 6 Moonglow Magnolia,		
		6 Snow Drift Crabapple, 5 Oak/Maple		
		400 Shrubs/Ornamental Grasses 3-5 Gallon		
		Typical - Juniper, Shrub Rose, Viburnum, Hypericum, Boxwood, Hydrangea,		
		Buddleia, Ninebark, Ilex, Maiden Grass, Feather Reed Grass		
		1,500 Perennial/Ground Cover 4"-1 Gallon		
		Typical - Liriope, Daylily, Sedum, Coneflower, Daisy, Nepeta, Sage		
		Turf	4,500.00	
		Soil	15,000.00	
<b>Pavers</b>	<b>75,750.00</b>		<b>71,400.00</b>	<b>(4,350.00)</b>
		Base Budget	75,600.00	
		Less pavers removed 200 sqft	(4,200.00)	
<b>Stone Walls</b>	<b>70,000.00</b>		<b>74,000.00</b>	<b>4,000.00</b>
		Regency Wall	74,000.00	
<b>Site Boulders &amp; Conversation Ring</b>	<b>24,000.00</b>		<b>30,000.00</b>	<b>6,000.00</b>
		80 Tons Weathered Site Stone	24,000.00	
		20 Tons Conversation Ring	6,000.00	
<b>Monument Relocation</b>	<b>5,000.00</b>		<b>5,000.00</b>	<b>-</b>
		Monument Relocation	5,000.00	
<b>Irrigation</b>	<b>15,000.00</b>		<b>15,000.00</b>	<b>-</b>
		Turf/Bed Irrigation	15,000.00	
<b>Ornamental Fence</b>	<b>5,000.00</b>		<b>5,000.00</b>	<b>-</b>
		Fence Around Café Pello	5,000.00	
<b>Storm Water</b>	<b>15,000.00</b>		<b>21,780.00</b>	<b>6,780.00</b>
		Storm Water	21,780.00	

<b>Electrical</b>	<b>70,000.00</b>	<b>88,480.00</b>	<b>18,480.00</b>
Material and Labor	45,380.00		
Fixture Allowance	40,100.00		
(11) Type A Fixtures			
(2) Type B Fixtures			
(2) Type D Fixtures			
Engineering	3,000.00		
<b>Moblization, Machine, Misc</b>	<b>18,000.00</b>	<b>32,040.00</b>	<b>14,040.00</b>
Parking, Sidewalk Closure, Machine, Re-use Bollard, Clean up, Supervision	32,040.00		
Excavator (2 Months)	6,000.00		
Skid Loader (3 Months)	9,000.00		
Dump Fees	700.00		
Parking (3 spots)	4,320.00		
Sidewalk Closure (Barrells & Signs per sheet C4.1)	1,820.00		
Supervision and Management (50H)	3,000.00		
Jobsite Clean Up (120H)	7,200.00		

**Total Bid**    632,150.00                      **Current Total**    700,528.00    68,378.00

**OPTIONS**

<b>New Bollards</b>		15,835.00
If utilization of existing bollards is not preferred by Commission		
<b>Concrete Sealer Option</b>		10,720.95
Subject to change based upon sealer selected by Commission		
<b>5 Medallions Wall</b>		16,496.67
Subject to change based upon final location		
<b>West Wall to Match Medallion Wall</b>		16,496.67
Subject to change based upon final location		
<b>Sign Pedestals</b>		Owner Cost
Subject to change based upon pedestals selected by Commission		
Excludes design & printing		
<b>Civil As-Builts</b>		340.00
Revised per Conversation 7-9-2012		
<b>Storm Water Option</b>		9,350.00
(2) Additional Drain Inlets to Allow for Better Site Drainage		
<b>Memorial Electric</b>		19,080.00
Material and Labor	4,330.00	
Fixture Allowance	14,750.00	
(3) Type A Fixtures		
(10) Type D Fixtures		
		<b>Current Options</b> 88,319.28
<b>Owner Cost:</b>		10,060.00
Geotechnical, Site testin	4,400.00	
Signage	5,660.00	
		<b>Owner Cost</b> 10,060.00

700,528.00    ◊  
+  
88,319.28    +  
788,847.28    \*

**2011 Resource Management Billable  
Rate Schedule**

**Reimbursement to R&B**

<u>Pos. No.</u>	<u>Billable Rate</u>
<b>Average Billable Rate for Inspectors</b>	
54	
268	\$ 29.79
525	\$ 30.06
665	\$ 29.88
492	\$ 24.67
493	\$ 30.93
628	\$ 22.98
<b>Average Rate</b>	<b>\$ 24.04</b>
<b>Est. Hours</b>	<b>30</b>
	<u>\$ 721.33</u>
<b>Campbell, Derin</b>	<b>\$ 50.34</b>
<b>Current Hours</b>	<b>17.5</b>
<b>Est. Additional Hours</b>	<b>10</b>
	<u>\$ 1,384.38</u>
<b>Total Personnel Reimb.</b>	<u><u>\$ 2,105.71</u></u>

**From:** Derin Campbell  
**To:** June Pitchford  
**CC:** Bob Davidson; Caryn Ginter; Jason Gibson; Karen Miller; Kelle Westco...  
**Date:** 7/23/2012 12:49 PM  
**Subject:** Re: Reimb to R&B Fund for CH Plaza Project

June,

I have 9.5 hours in meeting time plus it took me around 6 hours to pull the base proposal together, and 2 hours of plan review for a total of 17.5 hours to date. I would estimate that I may have an 10 hours of future time. Assuming our inspection staff will be mostly involved in the concrete operations I would estimate that they may have up to 20-30 hours of their time. If we want to involve them in the paperwork side of the project, (change orders, and pay estimates) that amount would be low. Not sure how involvement from us Bob was expecting. I have copied him on this email.

Let me know if this addresses your question. Standing by...

Derin

>>> June Pitchford 7/23/2012 11:18 AM >>>

Derin,

Jason is preparing the Budget Amendment for the CH Plaza Project and we need to include reimbursement to the R&B fund for the time you have/will spend on this project, so I need your estimate of total hours and cost. If any other costs will be incurred by the R&B fund in conjunction with this project, please include those as well. If at all possible, we need this by the end of the day today. (Sorry for the short notice; I intended to mention this earlier, but it slipped my mind and now we're needing to complete the budget amendment in conjunction with the vendor contract.)

At the conclusion of the project, Kelle can prepare an "invoice" and route it to Jason.

Thanks,  
June

**From:** Karen Miller  
**To:** Bob Davidson; Jason Gibson; June Pitchford  
**Date:** 7/23/2012 4:48 PM  
**Subject:** Fwd: Revision II  
**Attachments:** Revision II

June and Jason,

Attached is the updated numbers. However, the owners cost should have the \$4400 for site testing, I think \$15,000 for 5 table and chair sets and 4 signage boards. Along with R & B costs, etc.

Karen

Karen M. Miller  
District I Commissioner  
Boone County MO  
801 E. Walnut, Room 245  
Columbia, MO 65201  
573-886-4308  
kmiller@boonecountymo.org

## Fund Statement - Government Center Fund 401 (Nonmajor)

	2011 Actual	2012 Budget	2012 Projected	2013 Budget
<b>REVENUES:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Assessments	-	-	-	-
Sales Taxes	-	-	-	-
Franchise Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Interest	11,045	-	5,810	-
Hospital Lease	-	-	-	-
Other	-	-	-	-
<b>Total Revenues</b>	<b>11,045</b>	<b>-</b>	<b>5,810</b>	<b>-</b>
<b>EXPENDITURES:</b>				
Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Dues Travel & Training	-	-	-	-
Utilities	-	-	-	-
Vehicle Expense	-	-	-	-
Equip & Bldg Maintenance	-	-	-	-
Contractual Services	1,031,233	-	20,000	-
Debt Service (Principal and Interest)	-	-	-	-
Other	-	-	-	-
Fixed Asset Additions	-	-	-	-
<b>Total Expenditures</b>	<b>1,031,233</b>	<b>-</b>	<b>20,000</b>	<b>-</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(1,020,188)</b>	<b>-</b>	<b>(14,190)</b>	<b>-</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfer In	16,871	-	-	-
Transfer Out	-	(850,892)	(850,892)	-
Proceeds of Sale of Capital Assets/Insurance Claims/Capital Lease	-	-	-	-
Proceeds of Long-Term Debt	-	-	-	-
Retirement of Long-Term Debt	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>16,871</b>	<b>(850,892)</b>	<b>(850,892)</b>	<b>-</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>(1,003,317)</b>	<b>(850,892)</b>	<b>(865,082)</b>	<b>-</b>
<b>FUND BALANCE (GAAP), beginning of year</b>	<b>1,993,713</b>	<b>990,396</b>	<b>990,396</b>	<b>125,314</b>
Less encumbrances, beginning of year	-	-	-	-
Add encumbrances, end of year	-	-	-	-
<b>FUND BALANCE (GAAP), end of year</b>	<b>\$ 990,396</b>	<b>\$ 139,504</b>	<b>\$ 125,314</b>	<b>\$ 125,314</b>
<b>FUND BALANCE RESERVES AND DESIGNATIONS, end of year</b>				
Reserved:				
Loan Receivable (Street NIDS/Levy District)	\$ -	\$ -	\$ -	\$ -
Prepaid Items/Security Deposits/Other Reserves	-	-	-	-
Debt Service/Restricted Assets	-	-	-	-
Prior Year Encumbrances	-	-	-	-
Designated:				
Capital Project and Other	990,396	139,504	125,314	125,314
<b>Total Fund Balance Reserves and Designations, end of year</b>	<b>990,396</b>	<b>139,504</b>	<b>125,314</b>	<b>125,314</b>
<b>FUND BALANCE, end of year</b>	<b>990,396</b>	<b>139,504</b>	<b>125,314</b>	<b>125,314</b>
<b>FUND BALANCE RESERVES/DESIGNATIONS, end of year</b>	<b>(990,396)</b>	<b>(139,504)</b>	<b>(125,314)</b>	<b>(125,314)</b>
<b>UNRESERVED/UNDESIGNATED FUND BALANCE, end of year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fund Statement - Courthouse Square Construction Fund 403 (Nonmajor)

	2011 Actual	2012 Budget	2012 Projected	2013 Budget
<b>REVENUES:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Assessments	-	-	-	-
Sales Taxes	-	-	-	-
Franchise Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Services	-	-	-	-
Fines and Forfeitures	-	-	-	-
Interest	-	-	-	-
Hospital Lease	-	-	-	-
Other	-	-	-	-
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>EXPENDITURES:</b>				
Personal Services	-	-	-	-
Materials & Supplies	-	-	-	-
Dues Travel & Training	-	-	-	-
Utilities	-	-	-	-
Vehicle Expense	-	-	-	-
Equip & Bldg Maintenance	-	-	-	-
Contractual Services	-	850,892	850,892	-
Debt Service (Principal and Interest)	-	-	-	-
Other	-	-	-	-
Fixed Asset Additions	-	-	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>850,892</u>	<u>850,892</u>	<u>-</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	-	(850,892)	(850,892)	-
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfer In	-	850,892	850,892	-
Transfer Out	-	-	-	-
Proceeds of Sale of Capital Assets/Insurance Claims/Capital Lease	-	-	-	-
Proceeds of Long-Term Debt	-	-	-	-
Retirement of Long-Term Debt	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>850,892</u>	<u>850,892</u>	<u>-</u>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	-	-	-	-
<b>FUND BALANCE (GAAP), beginning of year</b>	-	-	-	-
Less encumbrances, beginning of year	-	-	-	-
Add encumbrances, end of year	-	-	-	-
<b>FUND BALANCE (GAAP), end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>FUND BALANCE RESERVES AND DESIGNATIONS, end of year</b>				
Reserved:				
Loan Receivable (Street NIDS/Levy District)	\$ -	\$ -	\$ -	\$ -
Prepaid Items/Security Deposits/Other Reserves	-	-	-	-
Debt Service/Restricted Assets	-	-	-	-
Prior Year Encumbrances	-	-	-	-
Designated:				
Capital Project and Other	-	-	-	-
<b>Total Fund Balance Reserves and Designations, end of year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE, end of year</b>	-	-	-	-
<b>FUND BALANCE RESERVES/DESIGNATIONS, end of year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>UNRESERVED/UNDESIGNATED FUND BALANCE, end of year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>