

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

June Session of the April Adjourned

Term. 20 15

County of Boone

} ea.

In the County Commission of said county, on the

4th

day of June

20 15

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

Now on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to Parking Lot Lease with First Christian Church of Columbia.

The terms of this amendment are stipulated in the attached Contract Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One to Parking Lot Lease.

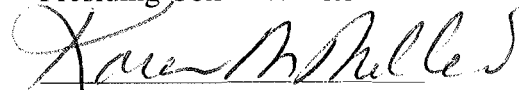
Done this 4th day of June, 2015.

ATTEST:

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



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner

**AMENDMENT #1 TO  
PARKING LOT LEASE**

THIS AMENDMENT #1 TO PARKING LOT LEASE (the "Agreement" or "Lease") is entered into as of the 4<sup>th</sup> day of JUNE, 2015, by and between FIRST CHRISTIAN CHURCH OF COLUMBIA, MISSOURI, a not-for-profit corporation of the State of Missouri, Landlord, and BOONE COUNTY, MISSOURI, by and through its County Commission, Tenant.

**Recitals**

WHEREAS, Landlord is the fee owner of property legally described as follows:

Lots 283, 292, 293 and 294 of the original town, now City of Columbia, Missouri;

WHEREAS, Landlord and Tenant previously entered into a Parking Lot Lease and Right of First Refusal dated December 6, 2010, and approved in Boone County Commission Order 585-2010, which provides for the rental of sixty (60) parking lot spaces to Tenant; and

WHEREAS, Landlord has additional property to the southwest of the existing parking lot, the site of the former park previously maintained by the City of Columbia, which it desires to convert to additional parking; and

WHEREAS, Landlord desires that Tenant construct, and Tenant desires to construct, additional parking in the subject location through design professionals and contractors that it will contract with in accordance with Missouri law; and

WHEREAS, it is anticipated that an additional fifteen (15) spots may be constructed within the footprint of the former park; and

WHEREAS, Landlord is willing to relocate the twelve (12) parking spaces it has reserved for church use in the current, southwest corner of the lot to the new parking area, so as to allow the County parking to be contiguous and compact with the existing, leased parking spots; and

WHEREAS, Tenant anticipates that at the conclusion of the project it will certify to Landlord the total costs of the project (design fees, construction costs, permit fees, etc.) and the total number of new, additional parking lot spaces created as a result of the project, and provide adequate documentation of the same; and

WHEREAS, the parties anticipate adjusting upward the annual rent in the amount of Three Hundred Three Dollars and Sixty Five Cents (\$303.65) per spot for the additional parking lot spaces constructed as certified by Tenant at the conclusion of the project; and

WHEREAS, Landlord desires to give Tenant a credit against Tenant's financial obligations under the Lease Agreement, as modified herein, such that the total costs of the

construction project are amortized over a period of ten (10) years against Tenant's ongoing financial obligations under the Lease Agreement; and

WHEREAS, Landlord agrees to waive its right to terminate the Lease through December 31, 2020, in order to allow for the amortization of Tenant's financial credit as contemplated herein.

NOW, THEREFORE, IT IS AGED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. **Incorporation of Existing Lease.** The existing Parking Lot Lease and Right of First Refusal dated December 6, 2010, and approved in Boone County Commission Order 585-2010, which provides for the rental of sixty (60) parking lot spaces to Tenant is incorporated herein.
2. **Construction of Additional Parking.** Landlord will provide Tenant a temporary construction easement in a form agreeable to Tenant to allow Tenant to commence the project with Tenant's contractor(s). Tenant shall commence construction of the additional parking lot spaces during 2015. Tenant shall engage Engineering Surveys & Services as its design professional for the project, and Landlord shall approve the final design specifications prior to bidding. Tenant shall bid the project and award the same to the lowest and best Contractor after due opportunity for bidding. The project shall be bid using Prevailing Wage, and shall in all respects comply with Missouri law for a project engaged in by Tenant as a first class, statutory County organized and existing under Missouri law.
3. **Procedure if bids exceed maximum threshold.** Tenant will incur expenses relating to the design of the project and creation of appropriate bid specifications in order to allow the project to be bid. If the total project bid from the general contractor for construction work exceeds Sixty-Five Thousand Dollars (\$65,000.00), Tenant will proceed to award the project only upon the mutual, written agreement of the parties. In such event, Landlord agrees to provide written notice to Tenant within ten (10) days of notice from Tenant about the status of the bids of its decision whether to proceed with the project. If Landlord decides not to proceed or fails to respond within ten (10) days, Tenant will not award the project and will abandon the same. In such event, Tenant's certified costs associated with the design of the project shall be reimbursed by Landlord within thirty (30) days of abandonment of the project, or credited to Tenant's 2015 rental obligations under its Lease with Landlord, at Landlord's option.
4. **Reconfiguration of Parking Lot.** During construction, Landlord's existing twelve (12) parking spaces it has reserved for church use in the current, southwest corner of the lot will be made available to Tenant as a construction staging area, with Tenant coordinating the project in such as way so as to minimize the disruption to Landlord's existing parking. At the conclusion of the project, the parties will cooperate with each other regarding the relocation of Landlord's existing, twelve (12) parking spaces it has reserved for church use in the current, southwest corner of the lot to the new parking area, so as to

allow the County parking to be contiguous and compact with the existing, leased parking spots. Tenant shall be permitted to install appropriate signage documenting the County reserved spots. The Parties will agree upon a new map designating the new leased spots configuration and incorporate the same into an amendment to the Lease Agreement that clearly shows the church-use spots (including accessible parking) and the county-use spots.

5. **Adjustment of Rent.** For 2015, the rent for the existing sixty (60) spots shall continue to be determined and adjusted as provided for the 2010 Lease. At the conclusion of the project, the base rent shall be increased by a total of \$303.65 per additional spot created by the project as certified by Tenant. (Example – if 15 spots are certified as created and available at the conclusion of the project, the base rent beginning in 2016 shall increase by 15 spots x \$303.65/spot = \$4,554.75 increase in base rent.) For 2017 and beyond, the new, base rent, inclusive of the additional rent contemplated herein for the additional spots, shall be adjusted per the CPI adjustments contemplated in the 2010 Lease and consistent with the course of dealing between the parties since the 2010 Lease.
6. **Credit against Rent Obligation for Final Costs of Project.** Tenant shall certify to Landlord the total costs of the project contemplated herein, to include all design fees, permitting fees, staking fees, construction costs, and any other direct costs incurred in the furtherance of the project. Notwithstanding any other provision of Tenant's Agreement with Landlord, the total, certified costs of the project shall be offset against Tenant's rental obligations in an equal amount over a period of ten (10) years. If the lease is renewed for an additional, 5-year term beginning 1/1/2021 and running through 12/31/2025, the offset shall continue against Tenant's rental obligations through 12/31/2025, for a total of ten (10) years of offset. If the lease is not renewed for 2021-2025, then Landlord shall pay Tenant any remaining, unpaid offset via check no later than 2/28/2021.
7. **Landlord's Waiver of Right to terminate through 2020.** Landlord expressly waives its right to terminate the lease renewals contemplated in the 2010 Lease through December 31, 2020.
8. **Landlord's Right to Renegotiate Rental Rate for Renewal in 2021.** If Landlord desires to renegotiate the per-spot rental rate with Tenant beginning with the 5-year lease renewal that would commence in 2021, Landlord may indicate its intent to do so by notifying Tenant in writing of its desire to open up rental rate negotiations no later than February 1, 2020. If Landlord exercises this option, rather than accepting the CPI-adjusted rental rates as contemplated herein, the parties must agree on a new rate prior July 1, 2020, so as to allow sufficient time for written notice of intent to terminate the lease by either party under the provisions of paragraphs 11 and 12 of the original Parking Lot Lease. If the lease is to be terminated, Landlord will reimburse Tenant for any outstanding costs of the Project as set out in paragraph 6 above.

9. **Nonappropriation by Tenant.** All of the obligations of Tenant contemplated herein which require the expenditure of funds are expressly conditioned upon Tenant having a sufficient, unencumbered balance of funds appropriated for that purpose.
10. **Future Cooperation.** The parties agree to fully cooperate with each other and take such further actions as are necessary to effectuate the intent of this Amendment.
11. **Modification and Waiver.** No modification or waiver of any provision of this Amendment nor consent to any departure therefrom, shall in any event be effective, unless the same shall be in writing and signed by the party to be charged therewith and then such modification, waiver or consent shall be effective only in the specific instance and for the specific purpose for which given.
12. **Counterparts.** This Amendment may be executed in any number of counterparts by different parties hereto in separate counterparts, each of which when so executed shall be deemed to be an original and each of which shall constitute but one and the same Amendment.
13. **Binding on Successors.** The covenants, agreements, and obligations herein contained shall extend to, bind, and inure to the benefit of the parties hereto and their respective successors and approved assigns.
14. **Complete Agreement.** All negotiations, considerations, representations, and understandings between the parties are incorporated herein, shall supersede any prior agreements, and may be modified or altered only in a writing signed by the parties hereto.
15. **Authority of Signatories.** Each of the persons signing this Agreement on behalf of either party represent that he/she has been duly authorized and empowered, by order, ordinance or otherwise, to execute this Agreement and that all necessary action on behalf of said party to effectuate said authorization has been taken and done.

SO AGREED.

**LANDLORD:**

**First Christian Church of Columbia, Missouri**

By: J. Bragg Stanley

Print Name/Title: J. Bragg Stanley  
church moderator

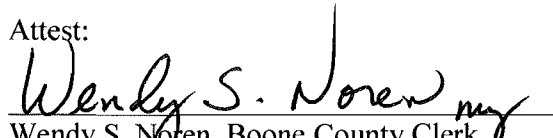
**TENANT:**

**Boone County, Missouri**  
**By and through its County Commission**

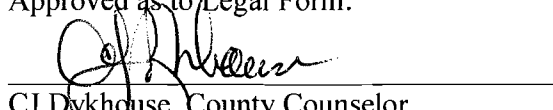
By:

  
Daniel K. Atwill, Presiding Commissioner

Attest:

  
Wendy S. Noren, Boone County Clerk

Approved as to Legal Form:

  
CJ Dykhouse, County Counselor

**Boone County Auditor Certification:**

I hereby certify that a sufficient, unencumbered appropriation balance exists and is available to satisfy the obligation arising from this contract for Fiscal Year 2015.

(Note: Certification of this contract is not required if the terms of this contract do not create a measurable county obligation at this time.)

 by *jj* 05/27/2015  
June Pitchford, County Auditor Date

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

June Session of the April Adjourned

Term. 20 15

County of Boone

In the County Commission of said county, on the

4th

day of June

20 15

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

Now on this day the County Commission of the County of Boone does hereby authorize the approval of Change Order #3 to Boone County Emergency Communications Center Bid Number 44-11DEC14.

The terms of the Change Order are stipulated in the attached Change Order #3. It is further ordered that Commissioner Karen M. Miller is hereby authorized to sign said Change Order.

Done this 4<sup>th</sup> day of June, 2015.

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

Janet M. Thompson  
Janet M. Thompson  
District II Commissioner

## CHANGE ORDER

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PROJECT:  
Boone County Emergency Communications Center  
Bid Number 44-11DEC14

CHANGE ORDER NUMBER: 03

DATE OF ISSUANCE: 5/28/2015  
CONTRACT DATE: 1/27/2015

OWNER:  
Boone County Commission  
Boone County Government Center  
801 E. Walnut, Rm 333  
Columbia, MO 65201-7732

ADG PROJECT NUMBER: 916-13  
PWA PROJECT NUMBER: 201340

TO CONTRACTOR:  
Little Dixie Construction, LLC  
3316 Lemone Industrial Blvd.  
Columbia, Missouri 65201

ARCHITECT:  
Architects Design Group  
333 Knowles Ave.  
Winter Park Florida 32789

PWArchitects, Inc.  
15 S. Tenth Street  
Columbia, MO 65201

### Change Order Number 03:

**The Contract is changed as follows:**

- Per RFP#1 Add 3" conduits and a single pull box for Telephone and Fiber wiring by others as depicted on **Drawing RFP#1 DATED 5-15-15**.
- A full breakdown of costs is provided on the attached Change Order Request #003.

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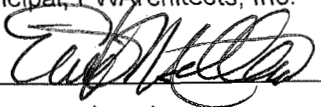
**Not valid until signed by the Owner, Architect and Contractor.**

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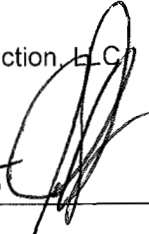
The original Contract Sum was	\$ 9,933,707.00
Net change by previously authorized Change Orders	\$ 69,792.89
The Contract Sum prior to this Change Order was	\$ 10,003,499.89
The Contract Sum will be increased/decreased by this Change Order in the amount of	\$ 54,021.00
The new Contract Sum including this Change Order will be	\$ 10,057,520.89
The Original Contract Time +/- previous change orders for the project was	297 days
Contract Period for Construction is Increased/Decreased by	0 days
New Contract Period for New Building and Site	297 days
Contract Completion Date is	April 29, 2016



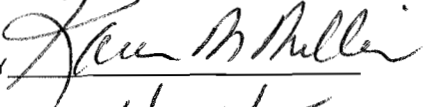
ARCHITECT  
Architect's Agent  
Erik Miller, AIA, CDT  
Principal, PWA Architects, Inc.

BY   
DATE 5/28/15

CONTRACTOR  
Little Dixie Construction, L.C.  
John States  
Owner

BY   
DATE 5/28/15

OWNER  
Boone County, Missouri  
Karen M. Miller  
District 1 Commissioner

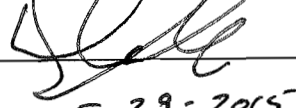
BY   
DATE 6/04/15

**CERTIFICATION:**

I certify that this contract is within the  
purpose of the appropriation to which it is  
to be charged and there is an unencumbered  
balance of such appropriation sufficient  
to pay the costs arising from this contract.

*Jane Pitchford by HA 6-1-15*  
Auditor Date

OWNER'S REPRESENTATIVE  
Boone County Resource Management  
Dan Marshall  
Building Inspector

BY   
DATE 5-29-2015



3316 LeMone Industrial Blvd. / Columbia, Missouri 65201 / office 573.449.7200 / fax 573.449.7300  
littledixieconstruction.com

# CHANGE ORDER REQUEST #003

**PROJECT: Boone County Emergency  
Communication Center**  
2145 E County Drive  
Columbia, MO 65202

LDC# 15010

Request Submitted to: Karen Miller  
Boone County Commission, Suite 333  
801 E. Walnut  
Columbia, MO 65201-7732

Phone: 573-886-4308

Description	Deductive	Additive	Unit Costs
<b>Proposal Request Number 01</b>			
Meyer Electric			
Delete 379 LF Underground Electric Conduit @ \$17.28 LF			\$ (6,549)
Add 1,135 LF Ditch W/Two 3' PVC Conduits (North Run)		\$ 28,375	
Add 935 LF Ditch W/Three 3" PVC Conduits (South Run)		\$ 26,881	
Add One Pull Box (South Run)		\$ 1,352	
	\$ -	\$ 56,608	\$ (6,549)
7% General Conditions, Profit & Overhead		\$ 3,963	
Subtotals	\$ -	\$ 60,571	\$ (6,549)
<b>TOTAL</b>		<b>\$54,021</b>	

### Attachments:

- Proposal Request Number 01 dated 5/19/2015 w/Plan Sheet
- Bevies Bid Form page with Unit Prices
- Meyer Electric Change Order Request dated May 27, 2015 (2 pages)

Time Extension Request: 0 work days

SUBMITTED BY: Joseph W. Gruender  
Joseph W. Gruender, Senior Project Manager

DATE: 05/27/2015

Reviewed By: [Signature] (Aron Gish)

## PROPOSAL REQUEST

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**PROJECT:**

Boone County Emergency Communications Center  
Bid Number 44-11DEC14

REQUEST FOR PROPOSAL NUMBER:01

DATE OF ISSUANCE: 5/19/2015

CONTRACT DATE: 1/27/2015

**OWNER:**

Boone County Commission  
Boone County Government Center  
801 E. Walnut, Rm 333  
Columbia, MO 65201-7732

ADG PROJECT NUMBER: 916-13

PWA PROJECT NUMBER: 201340

**TO CONTRACTOR:**

Little Dixie Construction, LLC  
3316 Lemone Industrial Blvd.  
Columbia, Missouri 65201

**ARCHITECT:**

Architects Design Group  
333 Knowles Ave.  
Winter Park Florida 32789

PWArchitects, Inc.  
15 S. Tenth Street  
Columbia, MO 65201

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Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 business days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS. AN OFFICIAL CHANGE ORDER WILL FOLLOW ONLY AFTER THIS REQUEST HAS BEEN RESPONDED TO WITH AN OFFICIAL APPROVAL TO PROCEED BY THE OWNER.

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**Description:**

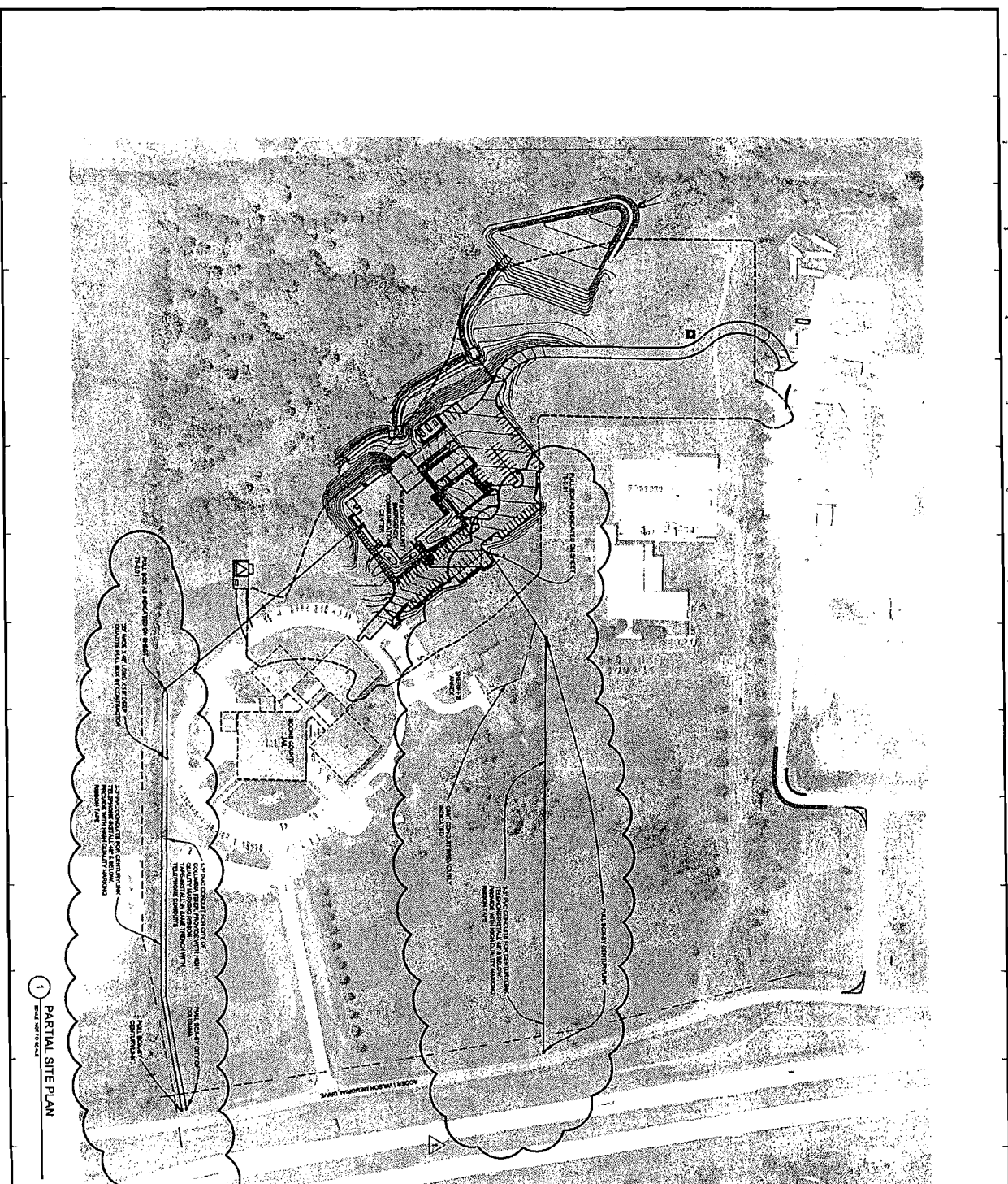
Contractor to provide pricing for the installation of conduits for telephone and fiber conduits as indicated on the attached drawing labeled RFP#1. Contractor to field verify lengths of trenching and conduit required.

Provide Credit for conduits previously indicated on civil drawings.

Pricing should coincide with unit pricing in the contract. Where items for the installation (Conduit size) differ from unit pricing descriptions provide a breakdown of material cost differences for the installation.

**Attachment: Drawing RFP#1 DATED 5-15-15.**

**By:** Erik Miller, AIA, CDT  
PWArchitects, Inc. (PWA)



1 PARTIAL SITE PLAN  
END NOTES

GENERAL NOTES

1. SEE CIVIL DRAWINGS FOR ALL SITE ERECTIONS.
2. CONCRETE SHALL BE 4000 PSI COMPRESSIVE STRENGTH AND SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE BOONE COUNTY DEPARTMENT OF PUBLIC WORKS.
3. ALL CONCRETE SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE BOONE COUNTY DEPARTMENT OF PUBLIC WORKS.
4. ALL CONCRETE SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE BOONE COUNTY DEPARTMENT OF PUBLIC WORKS.
5. ALL CONCRETE SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE BOONE COUNTY DEPARTMENT OF PUBLIC WORKS.

<p>Architects and Planners Group Design Architects</p>	<p>1154 Association Way Boone, Missouri 64601 Phone: 660-261-1111 Fax: 660-261-1112 www.architectsdesign.com</p>	<p>Boone County Missouri Emergency Communications Center Columbia, MO</p>	<p>100% CONSTRUCTION DOCUMENTS</p>	<p>Partial Site Plan Scale: 1/8" = 1'-0" Date: 05/13/13 Project No: 916.13 Sheet: RFP#1</p>
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**TIME OF COMPLETION:**

If the Bidder's proposal is accepted, the undersigned shall complete all Work indicated in the Contract Documents within the following working days, after and including same date of letter of Notice to Proceed. Include up to fifteen (15) "weather" days in total.

- 1. Base Bid: 294 (Two Hundred Ninety Four) Working Days
- 2. Alternate 1: 0 (Zero) Working Days

Liquidated Damages: The undersigned agrees to pay to, or allow the Owner as liquidated damages, the sum of Five Hundred Dollars (\$500.00), for each day thereafter. Sundays and holidays excepted that the work remains incomplete.

**UNIT PRICES:**

For changing specified quantities of work from those indicated by the contract drawings and specifications, upon written instructions of Owner, the following unit prices shall prevail. The unit prices include all labor, overhead and profit, materials, equipment, appliances, bailing, shoring, shoring removal, etc., to cover the finished work of the several kinds of work called for. A unit price shall be given and it shall apply for either MORE or LESS work than that shown on the drawings and called for in the specifications or included in the Base Bid. In the event of more or less units than so indicated or included during construction the total contract price shall be increased or decreased as appropriate. The following are Unit Prices for specific portions of the Work as listed:

ITEM	UNIT	ADD	DEDUCT
Rock Removal (Section 312316)	C.Y.	\$ <u>156<sup>00</sup></u>	\$ _____
Unsuitable Subgrade Excavation (Section 312316)	C.Y.	\$ <u>17.80</u>	\$ _____
Engineered Fill (Section 312316)	C.Y.	\$ <u>44.80</u>	\$ _____
Water Line Utility Piping Installed (Section 312200)	L.F.	\$ <u>20.70</u>	\$ _____
Sanitary Sewer Piping (Sections 312200 and 333111)	L.F.	\$ <u>20.52</u>	\$ _____
Conduit for Underground Telephone (Sections 270528 and 312200)	L.F.	\$ <u>17.28</u>	\$ _____
Conduit for Underground Electrical (Sections 260534 and 312200)	L.F.	\$ <u>17.28</u>	\$ _____
<del>Underground Gas Piping (Sections 221005 and 312200)</del>	<del>L.F.</del>	<del>\$ _____</del>	<del>\$ _____</del>
Well Drilling (Section 232113.33)	L.F.	\$ <u>11.34</u>	\$ _____
Bore Hole Casing (Section 232113.33)	L.F.	\$ <u>21.38</u>	\$ _____

N/A per Addendum #6

# Meyer Electric Co., Inc.

3513 North Ten Mile Drive  
Jefferson City, MO 65109

Phone: (573) 893-2335

Fax: (573) 893-3686

E-mail: meyerelectric@earthlink.net

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May 27, 2015

Little Dixie Construction  
Columbia, MO

Attn: Joe Gruender

Re: Boone County 911 Center  
RFP #1 - CenturyLink & City Fiber Conduit  
Meyer Electric #ME20702

Dear Joe:

The following is a breakdown to adding additional server conduit, per partial site plan issued on 5/15/2015:

A. Delete 2" conduit, excavation, backfill and installation, 379' @ \$16.00/LF:		(\$6,064.00)
B. Add 1,135 lineal feet of excavation and backfill at 48" depth. Add 2 - 3" conduit for a total length of conduit of 2,270'. 1,135' @ \$24.95/LF (See Unit Price Breakdown Below):		\$28,375.00
1. Base Unit Price:	\$16.00/Ft	
2. Add cost difference between 1 - 2" conduit, and 1 - 3" conduit, including labor:	\$1.30/Ft	
3. Add for 1 additional 3" PVC schedule 40 conduit, including labor:	\$3.75/Ft	
4. Add for additional excavation and backfill to a depth of 4'-6", to have 48" to top of conduit:	\$2.70/Ft	
5. Add for seeding and mulching:	<u>\$1.25/Ft</u>	
6. Total Unit Price:	25.00/Ft	
C. Add 935 lineal feet of excavation and backfill at 48" depth. Add 3 - 3" PVC conduits, and 1 - 30" wide x 48" long x 18" deep pull box. 935' @ \$28.75/LF (See Unit Price Breakdown Below):		\$26,881.25
Add for 1 - Quazite box, 30" x 48" x 18" deep, installed in Item C conduit run:	\$720.00	
Labor, 8 Hr @ \$78.98/Hr, Add:	<u>\$631.84</u>	
		\$1,351.84

Note: Box will be set in a bedding of 1" clean rock.  
Warning tape is included in base unit cost. We will  
coordinate with utilities on placement of their pull boxes.

1. Base Unit Price:	\$16.00/Ft
2. Add cost difference between 1 - 2" conduit and 1 - 3" conduit, including labor:	\$1.30/Ft
3. Add for 2 additional 3" PVC schedule 40 conduits, including labor:	\$7.50/Ft
4. Add for additional excavation and backfill to a depth of 4'-6", to have 48" to top of conduit:	\$2.70/Ft
5. Add for seeding and mulching:	<u>\$1.25/Ft</u>
6. Total Unit Price:	\$28.75/Ft

TOTAL COST: \$50,544.09

Please advise if we can be of further service.

Sincerely,

MEYER ELECTRIC CO., INC.

*Leon J. Keller*

Leon J. Keller, President

# CERTIFIED COPY OF ORDER

STATE OF MISSOURI }  
County of Boone } ea.

June Session of the April Adjourned

Term. 20 15

In the County Commission of said county, on the 4th day of June 20 15

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

Now on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers and Courthouse Plaza by Ride to Freedom for June 29, 2015 for the following times:

Government Center Chambers: 10:00 a.m. to 1:00 p.m.  
Courthouse Plaza: 10:00 a.m. to 3:00 p.m.

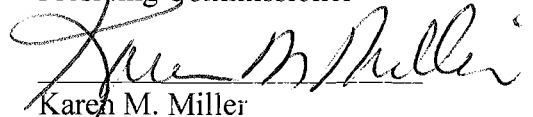
Done this 4th day of June, 2015.

ATTEST:

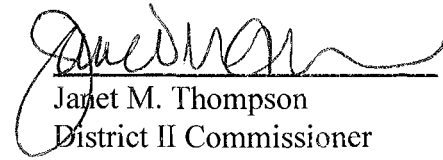
Wendy S. Noren  
Wendy S. Noren  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner



Karen M. Miller  
District I Commissioner



Janet M. Thompson  
District II Commissioner





# Boone County Commission

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY CONFERENCE ROOMS

The undersigned organization hereby applies for a use permit to use Boone County Government conference rooms as follows:

Organization: Ride to Freedom  
Address: 500 Campusview DR  
City: Columbia State: MO ZIP Code 65201  
Phone: 662-648-9354 Website: ride2freedom.us  
Individual Requesting Use: Connie Liu Position in Organization: Local coordinator  
Facility requested:  Chambers  Room 301  Room 311  Room 332  Centralia Clinic  
Event: Ride to Freedom  
Description of Use (ex. Speaker, meeting, reception): Rally  
Date(s) of Use: June 29th  
Start Time of Setup: 10 AM/PM Start Time of Event: 12 AM/PM  
End Time of Event: 3 AM/PM End Time of Cleanup: 1 AM/PM

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To abide by all applicable laws, ordinances and county policies in using Boone County Government conference rooms.
2. To remove all trash or other debris that may be deposited (by participants) in rooms by the organizational use.
3. To repair, replace, or pay for the repair or replacement of damaged property including carpet and furnishings in rooms.
4. To conduct its use in such a manner as to not unreasonably interfere with Boone County Government building functions.
5. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use of rooms as specified in this application.

Organization Representative/Title: Connie Liu / Local coordinator  
Phone Number: 662 648-9354 Date of Application: June 1, 2015  
Email Address: liugw@missouri.edu

Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to [commission@boonecountymmo.org](mailto:commission@boonecountymmo.org).

## PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY GOVERNMENT CONFERENCE ROOMS

The County of Boone hereby grants the above application for permit in accordance with the terms and conditions above written. The above permit is subject to termination for any reason by duly entered order of the Boone County Commission.

ATTEST:

Wendy S. Noreen  
County Clerk  
DATE: 6-4-15

BOONE COUNTY, MISSOURI  
[Signature]  
County Commissioner



# Boone County Commission

## APPLICATION FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

The undersigned organization hereby applies for a use permit to use the Boone County Courthouse Plaza as follows:

Organization: Ride to Freedom

Address: 500 Campusview DR

City: Columbia State: MO ZIP Code 65201

Phone: 662 648 9354 Website: ride2freedom.us

Individual Requesting Use: Connie Liu

Position in Organization: Event coordinator

Address: 135 Eckles Hall

City: Columbia State: MO ZIP Code 65201

Phone: \_\_\_\_\_ Email: liugw@missouri.edu

Event: Ride to Freedom

Description of Use (ex. Concert, speaker, 5K): Rally

Date(s) of Use: June 29th

Start Time of Setup: 10 ~~AM~~/PM

Start Time of Event: 12 AM/~~PM~~ (If start times vary for multiple day events, please specify)

End Time of Event: 1 AM/~~PM~~ (If end times vary for multiple day events, please specify)

End Time of Cleanup: 3 AM/~~PM~~

Emergency Contact During Event: Connie Liu Phone: 662 648 9354

Will this event be open to the public?  Yes  No

If yes, please explain the publicity that will be used to promote the event, including names and contact information of any promoters: \_\_\_\_\_

Local media, posters, internet

How many attendees (including volunteers) do you anticipate being at your event? 150

If you anticipate more than 50 attendees (including volunteers) at your event, please detail your safety plan in the event of an emergency. If you have a separate Fire Safety, Public Safety and Evacuation Plan, please submit with application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you anticipate more than 1000 attendees (including volunteers), please provide the names and contact information of your crowd managers (1 per every 250 attendees):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will the majority of attendees be under the age of 18?  Yes  No

If yes, please note the number of adult supervisors in attendance: 30 # adults per 30 #minors

Will you need access to electricity?  Yes  No

Will you be using amplifiers?  Yes  No

Will you be serving food and/or non-alcoholic drinks?  Yes  No

If yes, will you be **selling** food and/or non-alcoholic drinks?  Yes  No

If yes, please provide the following with copies of licenses attached to application:  
Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_  
County Merchant's License Number: \_\_\_\_\_  
City Temporary Business License Number: \_\_\_\_\_

Will you be serving alcoholic beverages?  Yes  No

If yes, will you be **selling** alcoholic beverages?  Yes  No

If yes, please provide the following with copies of licenses attached to application:  
State Liquor License Number: \_\_\_\_\_  
County Liquor License Number: \_\_\_\_\_  
City Liquor License Number: \_\_\_\_\_

Will you be selling non-food items?  Yes  No

If yes, please provide the following with copies of licenses attached to application:

Missouri Department of Revenue Sales Tax Number: \_\_\_\_\_

County Merchant's License Number: \_\_\_\_\_

City Temporary Business License Number: \_\_\_\_\_

Will outside vendors be selling food, beverages or non-food items at this event?  Yes  No

If yes, please provide the following information (use separate sheet if necessary):

Vendor	Type of Sales	Contact Information	License Number(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Will you be requesting a road and/or sidewalk closure?  Yes  No

If yes, what road(s) and/or sidewalk(s)? \_\_\_\_\_  
\_\_\_\_\_

Please attach to application a copy of the order showing City of Columbia City Council approval.

Does your event include cooking or use of open flames?  Yes  No

If yes, please provide the Columbia Fire Department Special Events Permit Number: \_\_\_\_\_

Please attach to application a copy of the approved Columbia Fire Department Special Events Permit

Events that may pose increased responsibilities to the local law enforcement may be required to enlist the services of a professional security company. This will be determined by the Boone County Sheriff's Department and Boone County Commission. If necessary, have you hired a security company to handle security arrangements for this event?

Yes  No

If yes, please provide the following:

Security Company: \_\_\_\_\_

Contact Person Name and Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Will you be using portable toilets for your event?  Yes  No

\*\*Please note: portable toilets are not permitted on the Boone County Courthouse Plaza grounds. Please contact the City of Columbia for options.

If your event is such that requires insurance per the Boone County Courthouse Plaza Rules and Regulations, please provide a copy of acquired insurance plan.

The undersigned organization agrees to abide by the following terms and conditions in the event this application is approved:

1. To notify the Columbia Police Department and Boone County Sheriff's Department of time and date of use and abide by all applicable laws, ordinances and county policies in using Courthouse Plaza grounds.
2. To abide by all rules and regulations as set forth in the Boone County Courthouse Plaza Rules and Regulations document updated July 11, 2013 and attached to this document.
3. To remove all trash or other debris that may be deposited (by participants) on the courthouse grounds and/or in rooms by the organizational use.
4. To repair, replace, or pay for the repair or replacement of damaged property including shrubs, flowers or other landscape caused by participants in the organizational use of courthouse grounds and/or carpet and furnishings in rooms.
5. To conduct its use of Courthouse Plaza grounds in such a manner as to not unreasonably interfere with normal courthouse and/or Boone County Government building functions.
6. To indemnify and hold the County of Boone, its officers, agents and employees, harmless from any and all claims, demands, damages, actions, causes of action or suits of any kind or nature including costs, litigation expenses, attorney fees, judgments, settlements on account of bodily injury or property damage incurred by anyone participating in or attending the organizational use on the courthouse grounds and/or use of rooms as specified in this application.

Organization Representative/Title: local Coordinator

Address: 500 Campusview DR.

Phone Number: 662 648 9354 Date of Application: June 1, 2015

Email Address: liugw@missouri.edu

Signature: L. Combe

**Applications may be submitted in person or by mail to the Boone County Commission, 801 E. Walnut, Room 333, Columbia, MO 65201 or by email to [commission@boonecountymo.org](mailto:commission@boonecountymo.org).**

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### PERMIT FOR ORGANIZATIONAL USE OF BOONE COUNTY COURTHOUSE PLAZA

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ATTEST:

Wendy S. Noren  
County Clerk

BOONE COUNTY, MISSOURI

[Signature]  
County Commissioner

DATE: 6-4-15