

322-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Policy Manual which is being readopted and amended by Commission on August 12, 2021.

Done this 12th day of August 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Absent
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPB
Director of Purchasing



613 E. Ash, Room 110
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: August 13, 2021
RE: Purchasing Policy Revision

Purchasing requests to revise the Purchasing Policy Manual, which was readopted and amended by Commission on January 25, 2018, commission order 44-2018.

Proposed changes include the following:

- 1) To address that bids are now being received electronically in the electronic Procurement system, change the following language:
From:
Bids are generally opened in the Purchasing department except for bids greater than \$250,000 and Road Project bids generated by the Resource Management/Road & Bridge department(s). The County Commission prefers these be opened in a scheduled Commission meeting.

To:
The list of bids received for projects greater than \$250,000 will generally be read and acknowledged during a Boone County Commission meeting following bid opening.
- 2) To address the statutory changes in House Bill Number 271 for statute 50.660 which becomes effective August 28, 2021, change the threshold requirement for when we do not have to obtain bids from \$6,000 to \$12,000 or less made from any one person, firm or corporation during any ninety-day period.
- 3) To address the statutory changes in House Bill Number 271 for statute 50.783 which becomes effective August 28, 2021, change the sole source threshold from over \$6,000 to over \$12,000 for when we have to place notice and advertise any single feasible source purchase.

Attached are the pages with the proposed changes to the Purchasing Policy Manual. Purchasing requests County Commission to readopt and amend the Purchasing Policy with these changes.

ARTICLE 3--SOURCE SELECTION AND CONTRACT FORMATION

Part A--Methods of Source Selection (for purchases ~~\$6,000~~ and over in a 90-day period)

\$12,000

§3-101 Competitive Sealed Bidding.

(1) *Conditions for Use.* All contracts of the County shall be awarded by competitive sealed bidding except as otherwise provided in Sections 3-102 (Competitive Sealed Proposals), 3-103 (Contracting for Designated Professional Service), 3-104 (Small Purchases), 3-105 (Sole Source Procurement), 3-106 (Emergency Procurements), or 5-401 (Public Announcement and Selection Process) of this Policy.

(2) *Invitation for Bids and Request for Bids.* An Invitation for Bids and Request for Bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.

(3) *Public Notice.* All public notices of the Invitation for Bids and Request for Bids shall be given a reasonable time, not less than fifteen (15) calendar days prior to the date set forth therein for the opening of bids. When time is of the essence, the Purchasing Director has the discretion to shorten the minimum time the bid is left open, with an opening date of 3 days from time of issue to allow for an emergency faxed/mailed bid. Such notice may include publication in a newspaper of general circulation of at least five hundred copies per issue a reasonable time prior to bid opening. (50.660 RSMo). The public notice shall state the place, date, and time of bid opening.

(4) *Bid Opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids or Request for Bids. The amount of each bid, and such other relevant information as the purchasing agent deems appropriate, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection in accordance with Section 1-301 (Public Access to Procurement Information). Bids are generally opened in the Purchasing department, ~~except for bids greater than \$250,000 and Road Project bids generated by the Resource Management/Public Works department(s).~~ The County Commission prefers these be opened in a scheduled Commission meeting.

The list of bids received for projects greater than \$250,000 will be read and acknowledged during a Board County Commission meeting following bid opening.

(5) *Bid Award Recommendations.* The Purchasing Department shall present bid award recommendations in two scheduled commission meetings for all contract awards except for bid award recommendations for bids opened in scheduled Commission meetings which may be approved by County Commission during the first reading following the public bid opening.

(6) *Bid Acceptance and Bid Evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Policy. Bids shall be evaluated based on the requirements set forth in the Invitation for Bids or Request for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The Invitation for Bids or Request for Bids will set forth the evaluation criteria to be used.

(7) *Correction or Withdrawal of Bids; Cancellation of Awards.* Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or in such

2.2.1. 2.2.1. 2.2.1.

3.2. Professional Service Agreements Less Than \$6,000

The Directors of Public Works, Resource Management and Facilities Maintenance have the authority to enter into professional service agreements for roadway and building improvements in an amount less than \$6,000 and authorize additional services up to 10% or \$5,999.99, whichever is less per contract.

- 3.2.1. A Request for Proposal, including a specific scope of work, is issued by the Department Director (or designated representative) to a qualified Consultant holding a general contract with the County via the Qualifications Based Selection Process.
- 3.2.2. The Consultant returns a proposal defining the scope of work with the same or greater level of specificity as the request for services and fee to the department.
- 3.2.3. The Department prepares and forwards to the County attorney TWO original contracts for review and signature. The original contracts are returned to the Department for the Consultant's signature.
- 3.2.4. A temporary copy of the contract is made and retained at the department, while the two originals are sent to the Consultant for signature.
- 3.2.5. The Department prepares a Purchase Requisition and submits with the two original signed contracts to the Auditor's office. The Auditor certifies funds, issues a Purchase order, then routes the documents back to the department.
- 3.2.6. One signed original contract is retained by the Department and the temporary copy is discarded. One signed original contract is submitted to the Consultant with the Notice to Proceed.

3.3. General Consultant Services for Projects from \$6,000 to \$80,000

- 3.3.1. The Department will select, contact, and solicit written work proposal(s) from one or more Consultant(s) listed on the County Registry of Consultants that have executed a county general consultant services agreement for the current fiscal year. Written proposals from such consultants shall contain information necessary to evaluate the Consultant's current ability to efficiently deliver required services in a timely manner. Proposals shall include the following information consistent with the general consultant services agreement: a written proposal responsive to the Department's request for services or proposal with the same or greater level of specificity required by the request for services. The Consultant shall specifically identify services which are included as basic services and those services which are excluded from basic services, time or schedule for completion, the cost of services, and the basis of billing. After evaluation on the basis of the foregoing criteria and any other information which the Department has gathered, the Department will negotiate a contract for services and forward to the County Commission its recommendation for selection of a Consultant for general service and the applicable contract for the specific work. The County Commission may also procure general consulting services in the manner prescribed by this policy.

3.4. Capital Improvement Consultant Services for Project(s) Greater Than \$80,000

proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

(7) *Award.* Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the County, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

§3-103 Contracting for Designated Professional Services.

(1) *Authority.* For the purpose of procuring professional services as defined by the laws of the State of Missouri, any Administrative Authority requiring such services may procure them on its own behalf. No contractor for the services of County Counselor may be awarded without the approval of the Boone County Commission. The Boone County Purchasing department recommends that the following selection procedures be followed in these instances.

(2) *Selection Procedure.*

(a) *Obtain Statement of Qualifications.* Persons engaged in providing the designated types of professional services may submit statements of qualification and expressions of interest in providing such professional services. An Administrative Authority using such professional services may specify a uniform format for statements of qualifications. Persons may amend these statements at any time by filing a new statement. (See sample Exhibit A)

(b) *Provide adequate Public Announcement and Form of Request for Proposals.* Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Section 3-102(3) (Competitive Sealed Proposals, Public Notice); provided the minimum time shall be thirty (30) calendar days. The Request for Proposals shall describe the services required, list the types of information and data required of each offeror, and state the relative importance of particular qualifications. Refer to paragraph 3-102 for competitive sealed proposals' procedures.

(c) *Conduct Discussions.* The Administrative Authority procuring the required professional services may conduct discussions with any offeror who has submitted a proposal to determine such offeror's qualifications for further consideration. Discussions shall not disclose any information derived from proposals submitted by other offerors.

(d) *Award.* A written award shall be made to the offeror selected by the Administrative Authority procuring the required professional services. The award will be based on the evaluation factors set forth in the request for proposals. If compensations cannot be agreed upon with the best qualified offeror, then negotiations will be formally terminated with the selected offeror. If proposals were submitted by one or more other offerors determined to be qualified, negotiations may be conducted with such other offeror or offerors, in the order of their respective qualification ranking, and the contract may be awarded to the offeror then ranked best qualified if the amount of compensations is determined to be fair and reasonable.

§3-105 Sole Source Procurement.

A contract of a value in excess of ~~\$6000~~ ^{\$12,000} in a ~~90-day period~~ may be awarded without competition when the Commission finds that there is only one feasible source for the required supply, or service item. The requesting department must complete a Sole Source Request Form and submit it to the Purchasing department. (See attached Exhibit B). The Purchasing department shall keep and maintain, and provide upon request of the Commission documentation, after conducting a good faith review of

available sources, that there is only one feasible source for the required supply or service. The purchasing agent shall conduct negotiations as to price, delivery, and terms as appropriate under the circumstances. The Purchasing department shall also advertise the requesting department's intent to make a sole source purchase of a value in excess of \$6000 in at least one daily and one weekly newspaper of general circulation in such places as are most likely to reach prospective bidders or offerors. Except for regulated utility services, a record of sole source procurements shall be maintained as a public record in the Purchasing department and shall list each contractor's name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file. The Purchasing Agent will review the record of sole source providers yearly in December and submit the list of renewals for approval for the next fiscal year to the commissioners in regular session.

§3-106 Emergency Procurements.

Notwithstanding any other provisions of this Policy, and by direction of the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, the purchasing agent may make or authorize others to make emergency procurements of supplies, services, or construction items when there exists a threat to public health, welfare, or safety; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. In the case of a major disaster affecting County operations caused by weather, terrorism, war, accidents, explosions, Acts of God, etc. the Presiding Commissioner or liaison Commissioner could enact the emergency purchasing policy to cover whatever goods or services may be necessary to stabilize the County's operations. A written determination of the basis for the emergency and for the selection of the particular contractor shall be documented on the *Emergency Procurement Form* and submitted to the Purchasing Department by the requesting department. (See attached Exhibit C) As soon as practicable, a record of each emergency procurement shall be made and maintained in the Purchasing department contract file and shall set forth the contractor's name, the amount and type of the contract, a listing of the item(s) procured under the contract, and the identification number of the contract file.

§3-107 Cancellation of Request for Bid or Request for Proposal.

A request for bid, a request for proposal, or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation, when it is for good cause and in the best interests of the County. The reasons therefor shall be made part of the bid file. Each solicitation issued by the County shall state that the solicitation may be canceled and that any bid or proposal may be rejected in whole or in part for good cause when in the best interests of the County. Notice of cancellation shall be sent to all businesses solicited. The notice shall identify the solicitation, explain the reason for cancellation and, where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

§3-108 Non-Competitive Negotiations (Sole Source Procurement / Single Source Procurement).

A contract may be awarded without competition when the liaison Commissioner to any Department, and in the absence of an assigned liaison Commissioner, it shall be the Presiding Commissioner, agree that the required supply, or service item falls under a non-competitive negotiation. Used in those specific instances where competition is nonexistent; or to satisfy certain proprietary conditions caused by the existence of patents, copyrights, secret processes; or the purchase of captive

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Department's request 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 12th day of August 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Absent
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Boone County Purchasing
David Eagle
Purchasing Assistant



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

MEMORANDUM

TO: Boone County Commission
FROM: David Eagle
RE: Surplus Disposal
DATE: August 6, 2021

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.

	Asset #	Description	Make & Model	Department	Condition of Asset	
1	5381	FIVE DRAWER WOOD PLAN FLAT FILE		ROAD & BRIDGE	POOR	
2	NO TAG	FLEX SS HOSE		JJC	RECYCLED	
3	NO TAG	FOOTBALL		JJC	DESTROYED	
4	NO TAG	SURGE PROTECTOR		JJC	RECYCLED	
5	NO TAG	STACKABLE PAPER TRAY		JJC	RECYCLED	
6	NO TAG	BINDERS AND CLIPBOARDS		JJC	DESTROYED	
7	NO TAG	CALCULATOR	UNISONIC	JJC	GOOD	

8	NO TAG	CALCULATING MACHINE	SHARP	JJC	GOOD	
9	NO TAG	POWER UNIT	ROBUST CLASS 2	JJC	RECYCLED	
10	NO TAG	D-LINK AC ADAPTOR		JJC	RECYCLED	
11	NO TAG	ETHERNET SWITCH		JJC	RECYCLED	
12	NO TAG	RF MODULATOR		JJC	RECYCLED	
13	NO TAG	TIME CARD RACK-PAPER SHELVES-INDEX CARD BOX		JJC	FAIR	
14	NO TAG	LEGAL FILE FOLDERS		JJC	GOOD	
15	NO TAGS	CABLES		JJC	RECYCLED	
16	NO TAGS	COMPOSIT CABLES		JJC	RECYCLED	
17	NO TAG	LEGAL FILE FOLDERS		JJC	NEW	
18	NO TAG	ELEVEN REMOTES		JJC	RECYCLED	
19	NO TAG	PHONE TAB COVERS AND LABELS		JJC	NEW	

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20	NO TAG	PLASTIC TYPEWRITER COVER		JJC	DESTROYED	
21	NO TAG	DATE STAMP		JJC	RECYCLED	
22	NO TAG	BINDER		JJC	DESTROYED	
23	NO TAG	TOASTER		JJC	RECYCLED	
24	NO TAG	TIME RECORDER		JJC	RECYCLED	
25	8495	FIVE DRAWER LATERAL FILING CABINET		COMMISSION	GOOD	
26	8491	FIVE DRAWER LATERAL FILING CABINET		COMMISSION	GOOD	
27	13952	MOBILE RADIO	KENWOOD TK-790H	SHERIFF	FAIR	
28	13924	MOBILE RADIO	KENWOOD TK-790H	SHERIFF	FAIR	
29	13930	MOBILE RADIO	KENWOOD TK-790H	SHERIFF	FAIR	
30	13283	MOBILE RADIO	KENWOOD TK-790H	SHERIFF	FAIR	
31	5607	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY

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32	6568	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
33	9748	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
34	9798	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
35	10287	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
36	9763	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
37	9781	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
38	10349	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
39	14149	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
40	9780	OFFICE CHAIR		COUNTY CLERK	RECYCLED	REMOVE FROM INVENTORY
41	NO TAG	FOUR OFFICE CHAIRS		JURY SERVICES/MARSHALLS	RECYCLED	
42	NO TAG	SHREDDER	FELLOWS	GF LAND USE PLANNING	RECYCLED	
43	NO TAG	CYAN PRINTHEAD & CLEANER	HP	R&B RM ROAD INSPECTION	UNOPENED	

cc: Heather Acton, Jacob Flowers, Auditor's office

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Surplus File

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BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: 4/19/2021

Fixed Asset Tag Number: 5381

Description of Asset: 5 Drawer wood plan flat file

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): NA

Condition of Asset: poor

Reason for Disposition: Item no longer needed

Location of Asset and Desired Date for Removal to Storage: ASAP

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2040 Road & Bridge

Signature 

To be Completed by: AUDITOR

Original Acquisition Date _____

G/L Account for Proceeds _____

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer: Department Name _____ Number _____

Location within Department _____

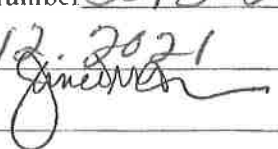
Individual _____

____ Trade ____ Auction ____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.2021

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: July 8, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Flex SS Hose

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): B-0044-H

RECEIVED

JUL 09 2021

**BOONE COUNTY
AUDITOR**

Condition of Asset: Poor

Reason for Disposition: Leaks

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature *[Handwritten Signature]*

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-~~3836~~
3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 3.23.21

Date Approved 8.12.21

Signature *[Handwritten Signature]*

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: July 8, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Football

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

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JUL 09 2021

BOONE COUNTY
AUDITOR

Condition of Asset: Poor

Reason for Disposition: Torn

Location of Asset and Desired Date for Removal to Storage: JJC asap

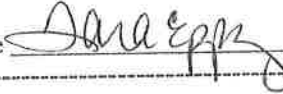
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

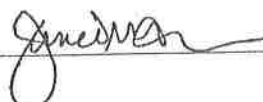
Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

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JUL 06 2021

**BOONE COUNTY
AUDITOR**

Date: July 1, 2021 Fixed Asset Tag Number: N/A

Description of Asset: ACCO Surge Protector with Noise Filtration

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): SN#: 0000008

Condition of Asset: Poor

Reason for Disposition: Broken

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature *[Handwritten Signature]*

To be Completed by: AUDITOR

Original Acquisition Date N/A G/L Account for Proceeds 1190-3836 Ha

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade ____ Auction ____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.13.21

Signature *[Handwritten Signature]*

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

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JUL 06 2021
BOONE COUNTY
AUDITOR

Date: July 1, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Stackable Paper Tray

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: Poor

Reason for Disposition: Broken

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature *Dana Eppz*

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature *J. Medina*

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Binders (2) and Clipboards (2)

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

JUN 11 2021

**BOONE COUNTY
AUDITOR**

Condition of Asset: Poor

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

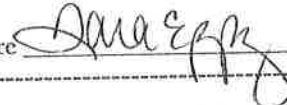
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Unisonic Electronic Calculator

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): 100350

RECEIVED

Condition of Asset: Good

JUN 11 2021

Reason for Disposition: Do not use anymore

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

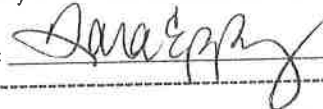
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

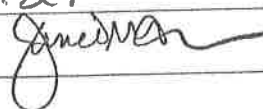
Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Sharp Calculating Machine

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): 83009219

Condition of Asset: Good

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

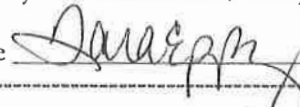
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

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JUN 11 2021
BOONE COUNTY
AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Robust Class 2 Power Unit

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): MODEL NO: 5402-24-002A(UC)

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BOONE COUNTY
AUDITOR

Condition of Asset: Fair

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

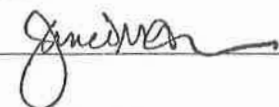
Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: D-Link AC Adaptor

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): MODEL NO: AD-071AL

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JUN 11 2021

**BOONE COUNTY
AUDITOR**

Condition of Asset: Fair

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature *Dana Epp*

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.2021

Signature *J. Gardner*

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: D-Link 10/100 Fast Ethernet Switch

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): B205346004296

Condition of Asset: Fair

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

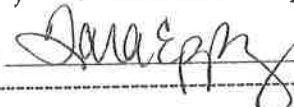
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 He

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade ____ Auction ____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUN 11 2021

**BOONE COUNTY
AUDITOR**

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: RF Modulator

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): CAT. NO. SWS2102W/17

Condition of Asset: Fair

Reason for Disposition: Do not use anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

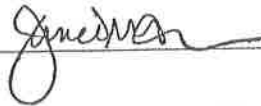
Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUN 11 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Two Plastic Expanding Time Card Racks, Stackable Plastic Desktop Paper Shelves, Plastic Index Card Box, Two Metal Desktop Paper/File Organizers, Plastic CD Shelf

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Fair

JUN 11 2021

Reason for Disposition: Do not need.

BOONE COUNTY
AUDITOR

Location of Asset and Desired Date for Removal to Storage: JJC asap

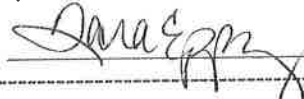
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds

1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

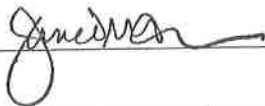
Individual _____

____ Trade ____ Auction ____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Box of hanging legal file folders

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Good

JUN 11 2021

Reason for Disposition: Do not use legal size folders anymore

BOONE COUNTY
AUDITOR

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Ha

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

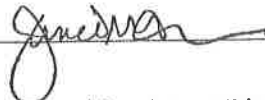
Individual _____

____ Trade ____ Auction ____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property
Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Coaxial Cables (2), DVR Cable (1), HDMI to VGA Converters (4), 5 Video Interconnect (1)

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Good

JUN 11 2021

Reason for Disposition: Do not need anymore

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

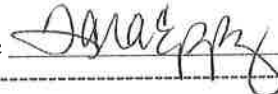
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____


Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: 9 RCA or Composite Cables

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Good

JUN 11 2021

Reason for Disposition: Do not need anymore

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

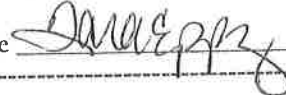
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date

~~1190~~ N/A

G/L Account for Proceeds

1190-3836 NA

Original Acquisition Amount

Original Funding Source

Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

___ Transfer

Department Name

Number

Location within Department

Individual

___ Trade

___ Auction

___ Sealed Bids

___ Other

Explain

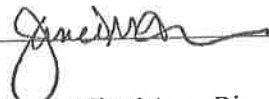
Commission Order Number

323-2021

Date Approved

8.12.21

Signature



BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: One box of new manilla legal file folders

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: New

JUN 11 2021

Reason for Disposition: Do not use legal size folders anymore

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

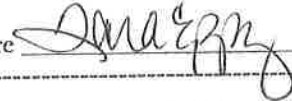
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: 11 Remotes

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Poor

JUN 11 2021

Reason for Disposition: Do not work anymore

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

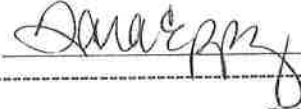
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-0021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Meridian Phone Key Tab Covers and Labels

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: New

JUN 11 2021

Reason for Disposition: Do not need

**BOONE COUNTY
AUDITOR**

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-383671A

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Plastic Typewriter Cover

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

Condition of Asset: Good

JUN 11 2021

Reason for Disposition: Does not fit JJC typewriter

BOONE COUNTY
AUDITOR

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature

Jana Epp

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature *J. [unclear]*

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 9, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Date Stamp

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

RECEIVED

JUN 11 2021

**BOONE COUNTY
AUDITOR**

Condition of Asset: Poor

Reason for Disposition: Out of ink, no refills.

Location of Asset and Desired Date for Removal to Storage: JJC asap

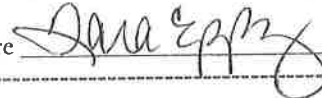
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 29, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Binder

RECEIVED

JUN 29 2021

**BOONE COUNTY
AUDITOR**

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): N/A

Condition of Asset: Poor

Reason for Disposition: Do not need anymore

Location of Asset and Desired Date for Removal to Storage: JJC asap

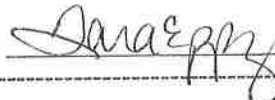
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____


Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: June 29, 2021

Fixed Asset Tag Number: N/A

RECEIVED

Description of Asset: Black and Decker 4 Slice Toaster

JUN 29 2021

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

**BOONE COUNTY
AUDITOR**

Other Information (Serial number, etc.): N/A

Condition of Asset: Poor

Reason for Disposition: Broken

Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature *Dana Egan*

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature *Jane...*

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUN 29 2021

BOONE COUNTY
AUDITOR

Date: June 29, 2021

Fixed Asset Tag Number: N/A

Description of Asset: Acroprint Time Recorder

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): 2534188

Condition of Asset: Poor

Reason for Disposition: Ink cartridges have been discontinued

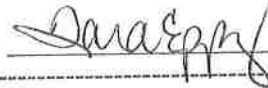
Location of Asset and Desired Date for Removal to Storage: JJC asap

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1242 JJC

Signature



To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 Ho

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED
JUL 06 2021
BOONE COUNTY
AUDITOR

Date: 07/06/2021

Fixed Asset Tag Number: ~~08491~~ and 08495

Description of Asset: Two (2) 5-Drawer Lateral Filing Cabinets

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain: Whatever is appropriate

Other Information (Serial number, etc.):

Condition of Asset: Good

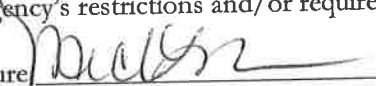
Reason for Disposition: No longer need them

Location of Asset and Desired Date for Removal to Storage: Commission Office, as soon as possible

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1121 County Commission

Signature 

To be Completed by: AUDITOR

Original Acquisition Date <\$1,000

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____


Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED
JUL 06 2021
BOONE COUNTY
AUDITOR

Date: 07/06/2021

Fixed Asset Tag Number: 08491 and ~~08495~~

Description of Asset: Two (2) 5-Drawer Lateral Filing Cabinets

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain: Whatever is appropriate

Other Information (Serial number, etc.):

Condition of Asset: Good

Reason for Disposition: No longer need them

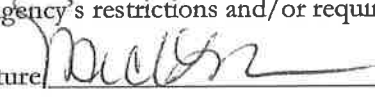
Location of Asset and Desired Date for Removal to Storage: Commission Office, as soon as possible

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1121 County Commission

Signature: 

To be Completed by: AUDITOR

Original Acquisition Date \$1,000

G/L Account for Proceeds 1190-3836 No

Original Acquisition Amount

Original Funding Source

Account Group

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

 Transfer Department Name Number

Location within Department


Individual

 Trade Auction Sealed Bids

 Other Explain

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

MAY 04 2021

Date: 05-03-2021

Fixed Asset Tag Number: 13952

Description of Asset: Kenwood TK-790H mobile radio

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain: Destroy. Unable to read, unable to return memory to factory default.

Other Information (Serial number, etc.): 41200697

Condition of Asset: Fair. Parts might be missing. System might be incomplete.

Reason for Disposition: Asset was replaced with Motorola APX8500 mobile radio

Location of Asset and Desired Date for Removal to Storage: Annex Basement (D. Alexander)

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Sheriff Enforcement

Signature David Alexander 05-03-2021

To be Completed by: AUDITOR

Original Acquisition Date 5/29/2003

G/L Account for Proceeds 2901-3836 J

Original Acquisition Amount 2,198.00

Original Funding Source 2787

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature J. Medina

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05-03-2021

Fixed Asset Tag Number: 13924

Description of Asset: Kenwood TK-790H mobile radio

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): 40600231

Condition of Asset: Fair. Parts might be missing. System might be incomplete.

Reason for Disposition: Asset was replaced with Motorola APX8500 mobile radio

Location of Asset and Desired Date for Removal to Storage: Annex Basement (D. Alexander)

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Sheriff Enforcement

Signature *David Alexander* David Alexander 05-03-2021

To be Completed by: AUDITOR

Original Acquisition Date 4/29/2003

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount 2,198.00

Original Funding Source 2744

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature *Jared*

RECEIVED

MAY 05 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

MAY 04 2021

BOONE COUNTY
AUDITOR

Date: 05-03-2021

Fixed Asset Tag Number: 13930

Description of Asset: Kenwood TK-790H mobile radio

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): 40800588

Condition of Asset: Fair. Parts might be missing. System might be incomplete.

Reason for Disposition: Asset was replaced with Motorola APX8500 mobile radio

Location of Asset and Desired Date for Removal to Storage: Annex Basement (D. Alexander)

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Sheriff Enforcement

Signature Daniel Alexander D. Alexander 05-03-2021

To be Completed by: AUDITOR

Original Acquisition Date 4/27/03

G/L Account for Proceeds 2901-3836 3

Original Acquisition Amount 2,198.00

Original Funding Source 2787

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature [Signature]

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 05-05-2021

Fixed Asset Tag Number: 13283

Description of Asset: Kenwood TK-790H mobile radio

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): Serial number on record is 30700080. This asset has a damaged serial number sticker and is only showing a partial serial number starting with "307". There is no blue tag on the asset.

Condition of Asset: Fair. Parts might be missing. System might be incomplete.

Reason for Disposition: Asset was replaced with a Motorola APX8500 mobile radio.

Location of Asset and Desired Date for Removal to Storage: Annex Basement (D. Alexander)

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO
If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Sheriff Enforcement

Signature

David Alexander

To be Completed by: AUDITOR

Original Acquisition Date 3/12/2002

G/L Account for Proceeds 1190-3836 J

Original Acquisition Amount 2,198.00

Original Funding Source 2746

Account Group 1604

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature *[Signature]*

RECEIVED

MAY 06 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 5607

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

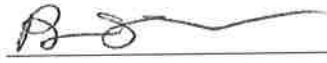
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1,000

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____


Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 6568

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

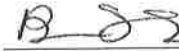
Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1,000

G/L Account for Proceeds 1190-3836 42

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 9748

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1/00

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 9798

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1,000

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 10287

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1/00

G/L Account for Proceeds 1190-3836 NA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 10349

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date \$1,000

G/L Account for Proceeds 1190-3836 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

S:\PU\Surplus\Fixed Asset Disposal.docx

Revised: September 2016

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 14149

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature



To be Completed by: AUDITOR

Original Acquisition Date 4/1,000

G/L Account for Proceeds 1190-3836

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

S:\PU\Surplus\Fixed Asset Disposal.docx

Revised: September 2016

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 7/12/21

Fixed Asset Tag Number: 9780

Description of Asset: OFFICE CHAIR

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.):

Condition of Asset: FAIR TO POOR

Reason for Disposition: REPLACED

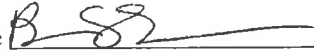
Location of Asset and Desired Date for Removal to Storage:

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1132/1131 COUNTY CLERK

Signature 

To be Completed by: AUDITOR

Original Acquisition Date < \$1,000

G/L Account for Proceeds 1190-336 HA

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

RECEIVED

JUL 14 2021

BOONE COUNTY
AUDITOR

BOONE COUNTY
Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 6/9/2021

Fixed Asset Tag Number:

Description of Asset: Four (4) Rolling Office Chairs

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain: Surplus if needed

Other Information (Serial number, etc.):

Condition of Asset: Older, functional chairs

Reason for Disposition: Excess, with very little room to store

Location of Asset and Desired Date for Removal to Storage: Jury Assembly Room, 3rd floor, a date convenient to the facilities team if we do not have a jury trial using the assembly room

Was asset purchased with grant funding? YES NO UNKNOWN

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: Jury Services + Marshals 1210

Signature Mary Epp

To be Completed by: AUDITOR

Original Acquisition Date N/A

G/L Account for Proceeds 1190-3836 HQ

Original Acquisition Amount _____

Original Funding Source _____

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

_____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

_____ Trade _____ Auction _____ Sealed Bids

_____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature Jane Man

RECEIVED

JUN 11 2021

**BOONE COUNTY
AUDITOR**

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUN 04 2021

BOONE COUNTY
AUDITOR

Date: 6/3/2021

Fixed Asset Tag Number: None

Description of Asset: Fellowes shredder

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): None

Condition of Asset: Does not work-teeth broken

Reason for Disposition: Does not work

Location of Asset and Desired Date for Removal to Storage: Kelle's cube - ASAP

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1710 GF Land Use Planning

Signature 

To be Completed by: AUDITOR

Original Acquisition Date NO Data

G/L Account for Proceeds 1190-3836

Original Acquisition Amount _____

Original Funding Source ✓

Account Group _____

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

____ Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

____ Trade _____ Auction _____ Sealed Bids

____ Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

RECEIVED

JUN 04 2021

BOONE COUNTY
AUDITOR

Date: 6/3/2021

Fixed Asset Tag Number: None

Description of Asset: HP 90 Cyan Printhead & Cleaner

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

Other Information (Serial number, etc.): None

Condition of Asset: Unopened

Reason for Disposition: No longer have equipment that uses this product

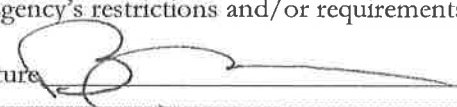
Location of Asset and Desired Date for Removal to Storage: Kelle's cube - ASAP

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 2045 R&B RM Road Inspection

Signature 

To be Completed by: AUDITOR

Original Acquisition Date NO Data

G/L Account for Proceeds 1190-3836 Na

Original Acquisition Amount /

Original Funding Source /

Account Group /

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 323-2021

Date Approved 8.12.21

Signature 

324-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 21

In the County Commission of said county, on the 12th day of August 20 21

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


Now on this day, the County Commission of the County of Boone does approve the Purchasing Departments request to spin-off a second contract award under Contract Number CC171501002 to Bowman's Mailing Solutions, LLC. Purchasing obtained permission from the Commission to use Cooperative Contract CC171501002 for Mailroom Equipment, Supplies & Maintenance January 9, 2018 with Commission Order 13-2018.

The same contract number will be used for Bowman's Mailing Solutions LLC. This award will be assigned a contract period that runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

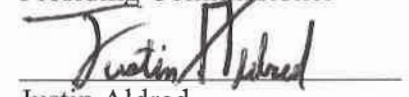
This is a Countywide Term and Supply contract.

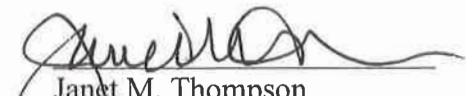
Done this 12th day of August 2021.

ATTEST:


Brianna L. Lennon
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Justin Aldred
District I Commissioner


Janet M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: August 03, 2021
RE: Cooperative Contract CC171501002 – Mailroom Equipment, Supplies & Maintenance - Term & Supply

Purchasing requests approval to spin-off a second contract award under contract number CC171501002 to Bowman's Mailing Solutions, LLC. Purchasing has obtained previous permission from the Commission to use cooperative contract CC171501002 for Mailroom Equipment, Supplies & Maintenance as approved January 9, 2018 with Commission Order 13-2018. The cooperative contract was set-up by the State of Missouri Office of Administration using a NASPO Valuepoint contract with Quadient, Inc. (formerly Neopost) for the purchase of mailroom equipment, supplies and maintenance. It has been learned that the business relationship requires two contracts: Quadient sells equipment and postage meter rental whereas service is purchased from secondary firms that are authorized by Quadient to perform service on their equipment. Bowman's Mailing Solutions LLC is the authorized service technician and reseller of Quadient mailroom equipment for the Boone County area.

The same contract number will be used for Bowman's Mailing Solutions LLC. This award will be assigned a contract period that runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

/lp

c: Contract File

**PURCHASE AGREEMENT
FOR
MAILROOM EQUIPMENT, SUPPLIES, AND MAINTENANCE**

THIS AGREEMENT dated the 12th day of August 2021 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Bowman's Mailing Solutions, LLC** 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 **Mailroom Equipment, Supplies, and Maintenance** in compliance with all bid specifications and any addendum issued for the **State of Missouri Contract CC171501002** as well as Boone County Standard Terms and Conditions. All such documents shall constitute the contract documents, which are 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, Boone County Standard Terms and Conditions and the State of Missouri Contract **CC171501002** shall prevail and control over the vendor's bid response.

2. Contract Duration - This agreement shall commence on the **date written above and extend through May 14, 2022** subject to the provisions for termination specified below. This agreement may be extended beyond the expiration date by order of the County subject to the State of Missouri renewing their agreement and thereafter on a month to month basis in the event the County is unable to re-bid and/or award a new contract prior to the expiration date after exercising diligent efforts to do so or not.

3. Purchase - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County all items per the bid specifications and responded to on the Response Form, 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. Billing and Payment - All billing shall be invoiced to the using department and 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 invoices within thirty days of receipt; 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.

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. 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.

7. 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 is 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.

Commission Order # _____

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

BOWMAN's MAILING SOLUTIONS, LLC

BOONE COUNTY, MISSOURI

By DocuSigned by:
Steve Bowman
F8C0766533C240A...

By: Boone County Commission

Title owner/member

DocuSigned by:
Daniel K. Atwill
Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
A. Johnson
County Counselor

DocuSigned by:
Brianna L. Lennon
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.)

1194/60050 1194/23000

DocuSigned by:
John S. [Signature]
Signature

8/5/2021

Date

Appropriation Account

325-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does approve the Purchasing Departments request to use Cooperative Contract NCPA-01-97.

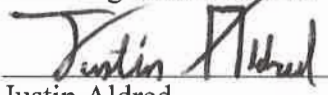
The contract runs August 1, 2021 and extends through July 31, 2022 with two (2) one-year renewal options available.

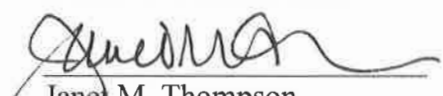
The total purchase price is \$37,044.02 and it will be paid from Department 2901, Sheriff Operations LE Sales Tax- Account 92300, Replacement Machinery and Equipment.

The Purchasing Department requests permission to dispose/transfer of the Sokkia 30R3 Total Station, Serial Number 154347, fixed asset tag 16313.


Done this 12th day of August 2021.


Daniel K. Atwill
Presiding Commissioner


Justin Aldred
District I Commissioner


Jane M. Thompson
District II Commissioner

ATTEST:


Brianna L. Lennon
Clerk of the County Commission

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M
Senior Buyer



613 E. Ash St, Room 109
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: July 27, 2021
RE: Cooperative Contract NCPA-01-97 Synnex Advanced Technology
Solutions Aggregator – Westwind Computer Products, Inc. for Leica Total
Station for the Boone County Sheriff

Purchasing requests permission to use cooperative contract NCPA-01-97 which is referred to as the Synnex Advanced Technology Solutions Aggregator established by the National Cooperative Purchasing Alliance (NCPA) with Westwind Computer Products, Inc. of Albuquerque, New Mexico. The Sheriff's Office wishes to purchase one Leica TS 13 Total Station including accessories, training, and support service.

The contract runs August 1, 2021 and extends through July 31, 2022 with two (2) one-year renewal options available.

The total purchase price is \$37,044.02 and it will be paid from Department 2901, Sheriff Operations LE Sales Tax- Account 92300, Replacement Machinery and Equipment.

The Purchasing Department requests permission to dispose/transfer of the Sokkia 30R3 Total Station, SN 154347, fixed asset tag 16313.

The Disposal Form is attached for signature.

/lp

c: Major Gary German – Sheriff's Office
Captain Brian Leer – Sheriff's Office
Contract File

**PURCHASE AGREEMENT FOR
NCPA-01-97 - Synnex Advanced Technology Solutions Aggregator -
Leica TS13 Total Station, Accessories and Support**

THIS AGREEMENT dated the 12th day of August 2021, is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County," and **Westwind Computer Products, Inc.**, herein "Contractor." **Westwind Computer Products, Inc.** is the authorized Reseller for the Synnex Corporation under NCPA-01-97 for providing Leica Total Station products and services.

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 the Leica TS13 Total Station to include all accessories, software, hardware, training and support services through the NCPA (National Cooperative Purchasing Alliance) cooperative Synnex Corporation contract # **NCPA-01-97** with **Westwind Computer Products, Inc.** as the approved reseller, the attached quote # 61400 dated 7/21/21 (**Attachment One**), and the e-mails dated July 16, 2021 and May 17, 2021 from **Grant Rowe** on behalf of **Westwind Computer Products, Inc.** and Boone County, Missouri Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the bid response may be permanently maintained in the County Purchasing Office file if not attached. In the event of any conflict between any of the foregoing documents, this Purchase Agreement and Boone County, Missouri Standard Terms and Conditions shall prevail and control over the vendor's bid response.

2. **Purchase** - The County agrees to purchase from the Contractor and the Contractor agrees to supply the County with for the Leica TS13 Total Station to include all accessories, software, hardware, training and support services in compliance with cooperative contract *NCPA-01-97 - Synnex Advanced Technology Solutions Aggregator* and as shown in the quote incorporated into the contract as **Attachment One** for the total firm price of \$37,044.02.

3. **Contract Duration** - This agreement shall commence on **August 1, 2021 and extend through July 31, 2022** subject to the provisions for termination specified below. The contract may be renewed for two additional one-year optional periods.

4. **Delivery** - Vendor agrees to deliver equipment FOB Destination with freight charges prepaid and allowed (with freight included in the price) within 30 days after receipt of order. Additional freight costs may apply for white glove, special and expedited delivery requirements. Delivery shall be to Boone County Sheriff's Department, Attn: Captain Brian Leer, 2121 County Drive, Columbia, MO 65201.

5. **Billing and Payment** - All billing shall be invoiced to the Boone County Sheriff's Department, and billings may only include the prices listed within. No fees or charges other than what was included in the quote may be charged. The County agrees to pay all invoices within thirty days of receipt of a correct and valid invoice.

6. **Warranty** - The manufacturer's standard warranty shall apply and commence upon the County's acceptance of the product.

7. **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.

8. **Governing Law** - This agreement shall be governed by the laws of the state of Missouri and it is agreed that this agreement is made in Boone County, Missouri and that Boone County, Missouri is proper venue

for any action pertaining to the interpretation or enforcement of any provision within or services performed under this agreement.

9. **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.

10. **Termination** - This agreement may be terminated by the either party 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, delivery of products are delayed or products delivered are not in conformity with contract specifications 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.

WESTWIND COMPUTER PRODUCTS, INC.

BOONE COUNTY, MISSOURI

by: Boone County Commission

by Grant Rowe
DocuSigned by: Grant Rowe
BB44B6D42D16436
 title Sales, Business Development

Daniel K. Atwill
DocuSigned by: Daniel K. Atwill
 Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

[Signature]
DocuSigned by: [Signature]
 County Counselor

[Signature]
DocuSigned by: [Signature]
 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.)

2901/92300: \$37,044.02

[Signature] 8/9/2021 2901/92300: \$37,044.02
DocuSigned by: [Signature]
 Signature Date Appropriation Account

CAPITAL

BOONE COUNTY

Request for Disposal/Transfer of County Property

Complete, sign, and return to Auditor's Office

Date: 07/16/2021

Fixed Asset Tag Number: 16313

RECEIVED

Description of Asset: Total Station (Sokkia 30R3)

JUL 21 2021

Requested Means of Disposal: Sell Trade-In Recycle/Trash Other, Explain:

**BOONE COUNTY
AUDITOR**

Other Information (Serial number, etc.): S/N:154347

Condition of Asset: Used - Good

Reason for Disposition: It is outdated, requires two persons to operate, and needed to be updated/replaced.

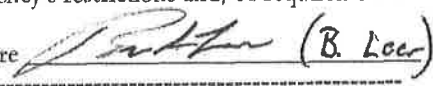
Location of Asset and Desired Date for Removal to Storage: Boone County Sheriff's Office - Traffic Unit Closet

Was asset purchased with grant funding? YES NO

If "YES", does the grant impose restriction and/or requirements pertaining to disposal? YES NO

If yes, attach documentation demonstrating compliance with the agency's restrictions and/or requirements.

Dept Number & Name: 1251 - Sheriff/Enforcement

Signature  (B. Loe)

To be Completed by: AUDITOR

Original Acquisition Date 7-3-07

G/L Account for Proceeds 2901-3835 NR

Original Acquisition Amount \$14,846.41

Original Funding Source 2787

Account Group 1609

To be Completed by: COUNTY COMMISSION / COUNTY CLERK

Approved Disposal Method:

Transfer Department Name _____ Number _____

Location within Department _____

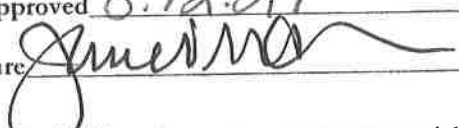
Individual _____

Trade Auction Sealed Bids

Other Explain _____

Commission Order Number 325-2021

Date Approved 8.12.21

Signature 

326 -2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does approve Contract Amendment 32-14JUN19- Security Window Film which was approved by Commission for award to Ultimate Security Window Armor Film, LLC on April 27, 2021, Commission Order 178- 2021. This Amendment adds 14 hours of labor at \$40.00/hour for a total of \$560.00.

There was a 5% contingency (\$876.84) on the original Purchase Order which will cover this change order in Department 1190 – General Fund Non-Departmental, Account 91200 - Buildings and Improvements.

Done this 12th day of August 2021.

ATTEST:-

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Boone County Purchasing

Melinda Bobbitt, CPPO, CPPB
Director of Purchasing



613 E. Ash St., Room 110
Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Melinda Bobbitt, CPPO, CPPB
DATE: August 12, 2021
RE: RFP Award Recommendation: *32-14JUN19 - Security Window Film*

Request for Proposal *32-14JUN19 - Security Window Film* closed on June 14, 2019. Three proposal responses were received.

The evaluation committee consisted of the following:

Jenna Redel, Director of Human Resources
Angela Wehmeyer, Risk Management Specialist, Human Resources
Doug Coley, Director of Facilities Maintenance

The evaluation committee recommends award to Ultimate Security Window Armor Film, LLC for offering the best solution for Boone County per their attached evaluation report.

Contract total is \$29,228.08 will be paid from department 1190 - GF Non-Departmental, account 91200 - Buildings and Improvements.

The delay in awarding this RFP is due to the security upgrades being planned for the first floor of the Government Center. We wanted to ensure that we were coordinating the two projects and there was no duplication of window film.

ATT: Evaluation Report

cc: Proposal File

Evaluation Report for Request for Proposal

32-14JUN19 – Security Window Film

OFFEROR #1: Ultimate Security Window Armor Film, LLC

It has been determined that **Ultimate Security Window Armor Film, LLC** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

It has been determined that **Ultimate Security Window Armor Film, LLC** has submitted a **non-responsive** proposal.

Proposed for Windows: Avery Dennison, SafetyZone, 8 MIL Clear with DOW995 structural adhesive.

Proposed for Doors: Avery Dennison, SafetyZone 9 MIL Clear with DOW995 structural adhesive

\$13,062.99

Experience, Expertise and Reliability of Offeror

Strengths:

- Local public entity references provided including Columbia Public Schools, University of MO-Columbia, and Ashland Police Department

Concerns:

Method of Performance

Strengths:

Concerns:

- Mention a deposit on their Response Form. We typically pay net30 after completion of the project and receipt of the invoice per paragraph 3.6 of our RFP.
 - Acceptable per Clarification #1 as long as we reimburse for any film that has been ordered and cut.

- What does the 32 mil look like over the Assessor's glass? Is it noticeable....does it make it hazy? Can you provide an example?
 - Some distortion per clarification #1 response.
- What do the proposed changes to the window frame from wood to aluminum look like? Can you provide an example?
 - They have pieces of trim that match the current door knobs that can be provided in brushed satin or powder coated to a beige or oak to match the doors more closely (clarification #1 response).
- If we opted for doorframe Option 2 and Option 3 on page 5 of the response for \$2,886 (approximately 17 doors have additional trim on wrong side), is the \$40 per door charge in addition to the \$2,886 or do we have to remove the permanent trim to do option #2?
 - The \$40 per door is not included in the \$2,886. The permanent trim has to be removed to do Option #2 (clarification #1 response).
- Provide a more thorough explanation on the outcome difference between Door Option #2 and Door Option #3?
 - With option #2, a $\frac{3}{4}$ x $\frac{3}{4}$ square piece of tubing is added to the frame. With Option #3, structural strength is added by epoxying and screwing an L piece to the frame first, then screwing a $\frac{3}{4}$ x $\frac{3}{4}$ piece of tubing to that L piece (clarification #1 response).

OFFEROR #2: Midwest Glass Tinters

X It has been determined that **Midwest Glass Tinters** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

It has been determined that **Midwest Glass Tinters** has submitted a **non-responsive** proposal.

Proposed for Windows: Avery Dennison / HanitaTek 8 mil with DOW 995

Proposed for Doors: StrongGlass Riot Glass

\$48,500

Note: their recommendation is riot glass since it will provide up to 30 minutes for response time vs. Hanity/Avery 8 mil provides 15-30 seconds.

Experience, Expertise and Reliability of Offeror

Strengths:

- Been in business since 1979
- Have installed security film on nearly 1,000 schools since 2012.
- Provided references for four school district in Missouri.

Concerns:

- Did not return E-Verify documents
- Did not return Debarment Certification

Method of Performance

Strengths:

Concerns:

- When extending their numbers proposed on an Excel spreadsheet, the total was \$46,478.00, not \$48,500.00.
- The proposed solution is out of budget for the County.

OFFEROR #3: Midwest Glass Tinters

It has been determined that **Midwest Glass Tinters** has submitted a **responsive** RFP response meeting the requirements set forth in the original Request for Proposal.

It has been determined that **Midwest Glass Tinters** has submitted a **non-responsive** proposal.

Proposed for Windows: Avery Dennison / HanitaTek 8 mil with DOW 995

Proposed for Doors: Avery Dennison / HanitaTek 8 mil with DOW 995

\$13,993

Experience, Expertise and Reliability of Offeror

Strengths:

- Been in business since 1979
- Have installed security film on nearly 1,000 schools since 2012.
- Provided references for four school districts in Missouri.

Concerns:

- Did not return E-Verify documents
- Did not return Debarment Certification

Method of Performance

Strengths:

Concerns:

- When extending their numbers proposed on an Excel spreadsheet, the total was \$13,680.00, not \$13,993.00.
 - Yes, per clarification #1 response
- Midwest Tinters does not recommend this solution. On page 4, they mention that they can add a different attachment on the doors for about \$6,000. Provide detail on what is included and the proposed benefit for the \$6,000 in item 5.7. With that \$6,000 addition, does that change their recommendation?
 - Provided detail per clarification #1 but still consider it to be low quality.

SUMMARY:


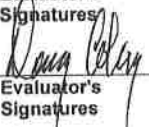

The evaluation committee members consisted of Doug Coley, Director of Facilities Maintenance, Jenna Redel, Director of Human Resources, and Angela Wehmeyer, Risk Management Specialist, Human Resources.

The initial committee review meeting was held June 24, 2019. It was decided at this meeting to send a clarification to each of the Offerors. The committee met on July 18, 2019 to review the clarifications.

The committee decided to not move forward with evaluation of Midwest Tinters. Their pricing is higher for the window film. Their alternative solution was not within budget.

The evaluation committee briefed the County Commissioners on August 6, 2019 on the pictures of Ultimate Security's solution to see if the County Commission wanted to move forward with recommendation for award to Ultimate Security Window Armor Film, LLC. They agreed as long as the award does not exceed \$20,000.00.

Recommendation for Award: Ultimate Security for offering the lowest and best solution for Boone County.

	8/23/19	Jenna Redel	Director	Human Resources
Evaluator's Signatures	Date	Evaluator Printed Name	Title	Dept.
	8/23/2019	Doug Coley	Director	Facilities Maintenance
Evaluator's Signatures	Date	Evaluator Printed Name	Title	Dept.
	8/23/2019	Angela Wehmeyer	Risk Management Specialist	Human Resources
Evaluator's Signatures	Date	Evaluator Printed Name	Title	Dept.

Commission Order #: 326-2021

Date: 8/12/2021

**CONTRACT AMENDMENT NUMBER ONE
FOR
SECURITY WINDOW FILM**

The Agreement **32-14JUN19** dated the 27th day of April 2019 made by and between Boone County, Missouri and **Ultimate Security Window Armor Film, LLC**. for and in consideration of the performance of the respective obligations of the parties set forth herein, is amended as follows:

1. CHANGE ORDER: Add 14 hours of labor at \$40.00 per hour for a total of \$560.00 for the work detailed on the attached invoice #1215.
2. Except as specifically amended hereunder, all other terms, conditions and provisions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**ULTIMATE SECURITY WINDOW ARMOR
FILM, LLC**

BOONE COUNTY, MISSOURI

By: Boone County Commission

DocuSigned by:
By: Nanette Bradbury
66488D437CE1484

DocuSigned by:
Daniel K. Atwill
BA489340ED8E4ED
Daniel K. Atwill, Presiding Commissioner

Title: Partner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
CJ Dykhouse
7D74DEAE890D71DD
CJ Dykhouse, County Counselor

DocuSigned by:
Brianna L. Lennon
D267E2439FB048C
Brianna L. Lennon, 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.)

DocuSigned by: <u>Dana Bradford</u> 4147BAE3E1C847D	8/9/2021	1190-91200 / \$560.00
Signature	Date	Appropriation Account

USWA film, LLC
 1519 A County Road 382
 Holts Summit, MO 65043

Invoice

Date	Invoice #
7/23/2021	1215

Bill To
County Commission C/O Facilities Maintenance 613 E Ash St Columbia, MO 65201

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
2021 000149	Net 30		7/23/2021			
Quantity	Item Code	Description			Price Each	Amount
14	Labor	Contingency charge - The existing trim stop on doors located on the 1st and 2nd floor had to be changed from the original design. 5 doors on the 1st floor and 14 doors on the 2nd floor had trim stops that had to be ripped on the back side to fit the metal stops - a total of 76 pieces of trim. All modified trim had to be sealed with lacquer All metal stops for theses modified trim pieces had to have gasket seals removed and cleaned and replaced to fit the new design.			40.00	560.00
Thank you for your business.					Total	\$560.00

327-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 21

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does approve the Purchasing Departments request to use Contract CS211867001 for Sign Language Interpretation Services established by the State of Missouri Office of Administration with Access Interpreters, LLC of Rocheport, Missouri as a Cooperative Contract.

The contract period runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

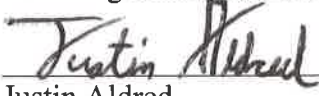
This is a Countywide Term and Supply contract.


Done this 12th day of August 2021.

ATTEST: -


Brianna L. Lennon
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Justin Aldred
District I Commissioner


Jane M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: August 03, 2021
RE: Cooperative Contract CS211867001 – Sign Language Interpretation Services -
Term & Supply

Purchasing requests permission to use contract CS211867001 for Sign Language Interpretation Services established by the State of Missouri Office of Administration with Access Interpreters, LLC of Rocheport, Missouri as a cooperative contract.

The contract period runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

/lp

c: Contract File

**PURCHASE AGREEMENT
FOR
CS211867001 – SIGN LANGUAGE INTERPRETATION SERVICES**

THIS AGREEMENT dated the 12th day of August 2021 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Access Interpreters, LLC** "Vendor."

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 **Sign Language Interpretation Services** in compliance with all bid specifications and any addenda issued for the **State of Missouri Contract CS211867001** and Boone County's Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the proposal response may be permanently maintained in the County Purchasing Office contract file for this proposal if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the State of Missouri Contract **CS211867001** and Boone County Standard Terms and Conditions as edited and attached hereto shall prevail and control.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with **Sign Language Interpretation Services** as specified and priced in the State of Missouri's contract CS211867001 for Boone County.

<u>Non-Specialized Interpretation Services</u>			<u>Advanced Level: Specialized Interpreter Services*</u>		
*For the purposes of the contract, the contractor shall provide an interpreter with a skill level of Advanced or Master when interpreting for persons who have speech impairments, as well as interpreting medical concepts/language, mental health therapy, mental health testing and evaluation, mental health topics in therapeutic situations, legal topics/concepts that focus on a client's incarceration, capacity, etc., and highly technical concepts such as data processing terms.					
Price 8:00 A.M.- 5:00 P.M. Mon-Fri	After 5:00 P.M. Weekdays, Weekends, & State Holidays	Emergency Fee less than 24- hour notice	Price 8:00 A.M.- 5:00 P.M. Mon-Fri	After 5:00 P.M. Weekdays, Weekends, & State Holidays	Emergency Fee less than 24-hour notice
<i>(Line Item 166)</i>	<i>(Line Item 167)</i>	<i>(Line Item 168)</i>	<i>(Line Item 169)</i>	<i>(Line Item 170)</i>	<i>(Line Item 171)</i>
\$55.00/hr	\$60.00/hr	No Charge	\$55.00/hr	\$60.00/hr	No Charge

3. **Contract Term** - This agreement shall commence on **August 01, 2021 and extend through June 30, 2022** subject to the provisions for termination specified below. The County shall have the option to renew the contract for two (2) one-year periods subsequent to the initial contract period.

4. **Billing and Payment** - All billing shall be invoiced to the using department. Billings and billing terms including disputes may only include the prices and terms contained in the State of Missouri Contract CS211867001. No additional fees for paperwork processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's proposal response to the specifications. The County agrees to pay all invoices within thirty (30) calendar 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. **Termination** - This agreement may be terminated by the County upon thirty calendar days advance written notice for any of the following reasons or under any of the following circumstances:

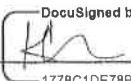
- a. County may terminate this agreement due to material breach of any term or condition of this agreement, or
- b. County may terminate this agreement if in the opinion of the Boone County Commission if delivery of products are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year; provided, however, that in such event, County shall provide Vendor with written notice, which notice shall be furnished on County's letterhead and signed by an authorized County representative.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

ACCESS INTERPRETERS, LLC

BOONE COUNTY, MISSOURI

by: Boone County Commission

by  _____
DocuSigned by: 1778C1DE78B54B8...
 title Owner

 _____
DocuSigned by: Daniel K. Atwill
 Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

 _____
DocuSigned by: [Signature]
 County Counselor

 _____
DocuSigned by: Brianna L. Lunsan
 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.)

Countywide – Term and Supply

<p>DocuSigned by: <i>Steve Paul Kelly</i></p> <hr/> <p>Signature</p>	<p>8/9/2021</p> <hr/> <p>Date</p>	<hr/> <p>Appropriation Account</p>
--	-----------------------------------	------------------------------------

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 21

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does approve the Purchasing Department's request to use Contract CS211474004 for Verbal Language Interpretation Services, established by the State of Missouri Office of Administration with Bernardo A. Brunetti, dba International Language Center of St. Louis, Missouri as a cooperative contract.

The contract period runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

Done this 12th day of August 2021.

ATTEST: -

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Absent
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

Boone County Purchasing

Liz Palazzolo, CPPO, C.P.M.
Senior Buyer



613 E. Ash St, Room 110
Columbia, MO 65201
Phone: (573) 886-4392
Fax: (573) 886-4390

MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: July 13, 2021
RE: Cooperative Contract CS211474006 – Verbal Language Translation Services -
Term & Supply

Purchasing requests permission to use contract CS211474006 for Verbal Language Translation Services established by the State of Missouri Office of Administration with Global Village Language Center of St. Louis, Missouri as a cooperative contract.

The contract period runs July 15, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

/lp

c: Contract File

**PURCHASE AGREEMENT
FOR
CS211474004 – VERBAL LANGUAGE INTERPRETATION SERVICES**

THIS AGREEMENT dated the 12th day of August 2021 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Bernardo A. Brunetti, dba International Language Center** "Vendor."

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 **Verbal Language Interpretation Services** in compliance with all bid specifications and any addenda issued for the **State of Missouri Contract CS211474004** and Boone County's Standard Terms and Conditions. All such documents shall constitute the contract documents which are incorporated herein by reference. Service or product data, specification and literature submitted with the proposal response may be permanently maintained in the County Purchasing Office contract file for this proposal if not attached. In the event of conflict between any of the foregoing documents, this Purchase Agreement, the State of Missouri Contract **CS211474004** and Boone County Standard Terms and Conditions as edited and attached hereto shall prevail and control.

2. **Purchase** - The County agrees to purchase from the Vendor and the Vendor agrees to supply the County with **Verbal Language Interpretation Services** as specified and priced in the State of Missouri's contract CS211474004 for Boone County. At minimum, interpretation of the following mandatory languages shall be provided: Arabic, Bosnian, Burmese, Cambodian, Chinese, Farsi, French, German, Greek, Hmong, Hindi, Italian, Japanese, Korean, Nepali, Romanian, Russian, Somali, Spanish, Ukrainian, Urdu, and Vietnamese. Prices for services as follows:

<u>Non-Specialized Interpreter Services</u>			<u>Specialized Interpreter Services*</u>		
Price 8:00 A.M.- 5:00 P.M. Mon-Fri	After 5:00 P.M. Weekdays, Weekends, & State Holidays	Emergency Fee less than 24- hour notice	Price 8:00 A.M.- 5:00 P.M. Mon-Fri	After 5:00 P.M. Weekdays, Weekends, & State Holidays	Emergency Fee less than 24-hour notice
<i>(Line Item 55)</i>	<i>(Line Item 56)</i>	<i>(Line Item 57)</i>	<i>(Line Item 58)</i>	<i>(Line Item 59)</i>	<i>(Line Item 60)</i>
\$40.00/hr	\$40.00/hr	No Charge	\$40.00/hr	\$40.00/hr	No Charge

*For the purposes of the contract, the term specialized shall include, but not be limited to, interpreting medical concepts/language, mental health therapy, mental health testing and evaluation, mental health topics in therapeutic situations, legal topics/concepts that focus on a client's incarcerations, capacity, etc., and highly technical concepts such as data processing terms.

3. **Contract Term** - This agreement shall commence on **August 10, 2021 and extend through June 30, 2022** subject to the provisions for termination specified below. The County shall have the option to renew the contract for two (2) one-year periods subsequent to the initial contract period at the same terms and pricing of State of Missouri contract CS211474004.

4. **Billing and Payment** - All billing shall be invoiced to the using department. Billings and billing terms including disputes may only include the prices and terms contained in the State of Missouri Contract CS211474004. No additional fees for paperwork processing, labor, or taxes shall be included as additional charges in excess of the charges in the Vendor's proposal response to the specifications. The County agrees to pay all invoices within thirty (30) calendar 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. **Termination** - This agreement may be terminated by the County upon thirty calendar 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; provided, however, that in such event, County shall provide Vendor with written notice, which notice shall be furnished on County's letterhead and signed by an authorized County representative.

IN WITNESS WHEREOF the parties through their duly authorized representatives have executed this agreement on the day and year first above written.

**BERNARDO A. BRUNETTI,
DBA INTERNATIONAL LANGUAGE
CENTER**

BOONE COUNTY, MISSOURI
by: Boone County Commission

by DocuSigned by:
Amanda Elliott
11E7E87DD788419

DocuSigned by:
Daniel K. Atwill
President/Commissioner

title Business Operations Manager

APPROVED AS TO FORM:


ATTEST:

DocuSigned by:
[Signature]
County Counselor

DocuSigned by:
Brianna L. Lennon
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.)

Countywide -- Term and Supply

DocuSigned by: 	8/9/2021	
Signature	Date	Appropriation Account

329-2021

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does receive and accept the following subdivision plat and authorize the presiding commissioner to sign said plat: Crescent Ridge Subdivision. S12-48N-R12W. R-S. JR2 Development LLC, owner. Anthony Derboven, surveyor.

Done this 12th day of August 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Absent
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

August Session of the July Adjourned

Term. 20 21

County of Boone

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone does hereby accept the attached recommendation for Roadway Maintenance within Crescent Ridge.

Done this 12th day of August 2021.

ATTEST:

Brianna L. Lennon
Brianna L. Lennon
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Justin Aldred
Justin Aldred
District I Commissioner

Janet M. Thompson
Janet M. Thompson
District II Commissioner



Boone County Resource Management

ROGER B. WILSON BOONE COUNTY GOVERNMENT CENTER

801 E. WALNUT ROOM 315

COLUMBIA, MISSOURI 65201-7730

PLANNING (573) 886-4330 ★ INSPECTION (573) 886-4339 ★ ENGINEERING (573) 886-4480

FAX (573) 886-4340

BILL FLOREA, DIRECTOR

JEFF MCCANN, CHIEF ENGINEER

MEMO

DATE: August 9, 2021
TO: Boone County Commission
FROM: Jeff McCann, P.E., Chief Engineer, Boone County Resource Management *JM*
RE: Recommendation for Roadway Maintenance Acceptance
Crescent Ridge

Commissioners,

Attached for your consideration for roadway maintenance acceptance are the New Roadway Construction Final Reports for the following roads within Crescent Ridge, Southwest Quarter of Section 12, Township 48 North, Range 12 West, Boone County Missouri:

- Luna Lane – 1,217 Feet
- East Rainbow Drive – 331 Feet

These roads were constructed by Emery Sapp & Sons, Inc. for JR2 Development, LLC in accordance with the approved construction plans designed by Simon & Struempff Engineering.

**NEW ROADWAY CONSTRUCTION
FINAL REPORT**

Final Inspection Date: August 4, 2021

Date letter requesting acceptance received: July 21, 2021

Development Name: CRESCENT RIDGE

Roadway Name: LUNA LANE

Sheet 1 of 2

(If more than one roadway, fill out a separate form for each road.)

DESCRIPTION AND CONDITIONS OF THE ROADWAY:

Roadway Surface: CONCRETE

Roadway Width: 32'

(If Curb & Gutter, measure back of curb to back of curb)

Shoulder Width: N/A

Type of Material: N/A

Length of Roadway: 1,217'

ROW Width: 50'

Cul-de-sac Surface: N/A

Radius: _____

Sidewalks: Yes No

Curb & Gutter: None Rollback Barrier

Comments: Station 0+9.88 to 12+18.95

Jell McEam

Chief Engineer's Signature

8/9/21

Date

**NEW ROADWAY CONSTRUCTION
FINAL REPORT**

Final Inspection Date: August 4, 2021

Date letter requesting acceptance received: July 21, 2021

Development Name: CRESCENT RIDGE

Roadway Name: E. RAINBOW DRIVE

Sheet 2 of 2

(If more than one roadway, fill out a separate form for each road.)

DESCRIPTION AND CONDITIONS OF THE ROADWAY:

Roadway Surface: CONCRETE

Roadway Width: 32'

(If Curb & Gutter, measure back of curb to back of curb)

Shoulder Width: N/A

Type of Material: N/A

Length of Roadway: 331'

ROW Width: 50'

Cul-de-sac Surface: N/A

Radius: _____

Sidewalks: Yes No

Curb & Gutter: None Rollback Barrier

Comments: Station 24.94 to 3+55.19, with gravel temporary turnaround

Jell McCarroll

Chief Engineer's Signature

8/9/21

Date

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

August Session of the July Adjourned

Term. 20 21

In the County Commission of said county, on the 12th day of August 20 21

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

Now on this day, the County Commission of the County of Boone, pursuant to RSMo Sec. 233.150, does hereby acknowledge receipt of the annual financial report from the Centralia Special Road District (CSR).

Done this 12th day of August, 2021.

Absent

Daniel K. Atwill
Presiding Commissioner

Justin Aldred

Justin Aldred
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

ATTEST:-

Brianna L. Lennon

Brianna L. Lennon
Clerk of the County Commission

MISSOURI LOCAL GOVERNMENT FINANCIAL STATEMENT	1. Financial Statement Summary the Year Ended	for	Month	Year
	2. Name of political subdivision	Centralia Special Road District of Boone County Mo		
	3. Political subdivision number			
	4. Name of county	Boone		
5. Name of contact Anthony Kendrick	6. Mailing address	11000 E. Greenfield Road Centralia, Mo. 65240		
7. Telephone number 573-881-2169	8. Fax number	9. Email address anthony_kendrick@live.com		
10. List up to 3 funds (other than General Fund) in the order you want them to appear in the Local Government Financial Statement (omit the word "fund")	1. _____	2. _____		
	3. _____			
The undersigned attests that this report is a true and accurate account of all financial transactions for the political subdivision listed above.				
Preparer's name, title and date (required)		Anthony Kendrick Preparer's Name	Treasurer Title	1/1/2021 Date
INSTRUCTIONS FOR COMPLETING FINANCIAL REPORT FOR POLITICAL SUBDIVISIONS				
Please mail the completed form to	State Auditor's Office P.O. Box 869 Jefferson City, MO 65102		OR Email to: localgovernment@auditor.mo.gov	
Part I – FINANCIAL STATEMENT				
A. Receipts (pages 3 and 4)				
1. Property Tax – Include real, personal, and other property tax, but do not include any tax revenues which you collect as agent for another governmental entity.				
2. Sales Tax – Include any and all sales taxes by fund and type. Municipalities in St. Louis County should report their share of the county sales tax.				
3. Amusement Sales Tax – Taxes on admission tickets and on gross receipts of all or specified types of amusement businesses.				
4. Motor Fuel Tax – Taxes on gasoline, diesel oil, aviation fuel, gasohol, "ethanol," and any other fuels used in motor vehicles or aircraft.				
5. Public Utilities Sales Tax – Taxes imposed distinctively on public utilities, and measured by gross receipts, gross earnings, or units of service sold, either as a direct tax on consumers or as a percentage of gross receipts of utility.				
6. Tobacco Products Tax – Taxes on tobacco products and synthetic cigars and cigarettes, including related products like cigarette tubes and paper.				
7. Hotel/Motel and Restaurant/Meals Tax – Sales tax on hotel/motel and restaurant/meals.				
8. Alcoholic Beverages Licensing and Permit Taxes – Licenses for manufacturing, importing, wholesaling, and retailing of alcoholic beverages.				
9. Amusements Licensing and Permit Taxes – Licenses on amusement businesses generally and on specific types of amusement enterprises or devices.				
10. Motor Vehicles Licensing and Permit Taxes – Licenses imposed on owners or operators of motor vehicles for the right to use public roads.				
11. Franchise Tax (Public Utilities Tax) – Licenses distinctively imposed on public utilities, whether distinctively imposed on public utilities, whether privately or publicly owned.				
12. Occupation and Business Licensing and Permit Taxes – Licenses required of persons engaged in particular professions, trades, or occupations.				

Part I - FINANCIAL STATEMENT - Continued

- 13. Other Licenses and Permit Fees** – License and inspections charges on buildings, animals, marriage, guns, etc.
- 14. Intergovernmental Receipts** – Specify source of intergovernmental grants and monies received (federal, state or local).
- 16. Charges for Services** – Include fees and service revenue.
- 17. Utility Receipts** – Gross receipts of any water, electric, gas, or transit systems operated by your government, from utility sales and charges.
- 18. Interest Earned** – Interest earned from investments.
- 19. Fines, Costs, and Forfeitures** – Receipts from penalties imposed for violations of law and civil penalties.
- 20. Rents** – Revenues from temporary possession or use of government-owned buildings, land, and other properties.
- 21. Donations** – Gifts of cash or securities from private individuals or corporations.
- 22. Other Receipts and Transfers** – Include any other receipts that your political subdivision receives that would not be included in the above categories.

Sections B and C Disbursements – Should be broken down by function and/or object. Governments having multiple functions, (such as police, fire, etc.) or objects (salaries, supplies, etc.) should provide both (if available) and the totals of both should agree.

- B. Disbursements By Function (pages 5 and 6)** – List amounts on the line pertaining to the category or write in a category on one of the blank lines.
- C. Disbursements By Object (pages 6 and 7)** – List amounts on the line pertaining to the category or write in a category on one of the blank lines.
- D. Statement Of Indebtedness (pages 7 and 8)** – This section requests information on debt issued by your political subdivision. Debt outstanding at the beginning of the fiscal year, plus debt issued less debt retired should equal the debt outstanding at the end of the fiscal year. All types of debt (e.g., general obligation bonds, revenue bonds, leases, notes) should be reported here.
- E. Interest on Debt – (page 8)** – Amounts of interest paid, including any interest paid on short-term or non-guaranteed obligations as well as general obligations.
- F. Statement of Assessed Valuation and Tax Rates (page 8)** – The assessed valuation information, will be available from your county. The tax rate information will pertain to the tax rate set for the fiscal year reported.

Part II – FINANCIAL STATEMENT SUMMARY (page 9) – Five columns are provided, one for the total of all funds, one for your General Fund, and three for any other funds which you may have. If you have funds in addition to your General Fund, such as a Debt Service, Street, Water, or Sewer Fund, you need to insert the name of any such fund in the blanks provided. If you have more than three funds in addition to your General Fund, you will need to attach a separate page showing the additional funds.

The beginning balance of each fund, plus total receipts, less total disbursements should equal your ending balance. Total receipts for each fund should equal the total receipts shown on page 3. Total disbursements for each fund should equal the total disbursements shown on page 6.

Part III - TAX ABATEMENT SUMMARY (page 10) - Amounts from tax abatements resulting from an agreement between your political subdivision and individuals or entities in which your political subdivision has agreed to forgo tax revenues it otherwise would be entitled to in return for the individuals or entities taking a specific action after the agreement is entered into for economic development or other activities that benefit your political subdivision.

If you have any questions regarding the completion of this form, please feel free to call the Missouri State Auditor's Office, telephone (573) 751-4213.

NOTICE – State law requires political subdivisions to file a financial report with the State Auditor's Office each year pursuant to Section 105.145, RSMo, and 15 CSR 40-3.030.

Part I - FINANCIAL STATEMENT

Centralia Special Road District of Boone County Mo

A. Receipts

	FUNDS - Report in whole dollars				
	TOTAL all funds	General Fund	Fund	Fund	Fund
1. Total property tax	\$ 0	\$	\$	\$	\$
2. Total sales tax	0				
3. Amusement sales tax	0				
4. Motor fuel tax	0				
5. Public utilities sales tax	0				
6. Tobacco products tax	0				
7. Hotel/Motel and restaurant/meals tax	0				
8. Alcoholic beverages licensing and permit taxes	0				
9. Amusement licensing and permit taxes	0				
10. Motor vehicles licensing and permit taxes	0				
11. Franchise tax (public utilities tax)	0				
12. Occupation and business licensing and permit taxes	0				
13. Other licenses and permit fees	0				
14. Intergovernmental receipts					
a. Property Tax	148,842	148,842			
b. Sales Tax	117,952	117,952			
c. Surtax	47,727	47,727			
d. Cart	86,279	86,279			
e.	0				
f.	0				
g.	0				
h.	0				
i. TOTAL Sum of lines 14a-h	\$ 400,800	\$ 400,800	\$ 0	\$ 0	0
15. SUBTOTAL Sum of items 1-14i	\$ 400,800	\$ 400,800	\$ 0	\$ 0	0

Part I - FINANCIAL STATEMENT - Continued

Centralia Special Road District of Boone County Mo

A. Receipts - Continued

FUNDS - Report in whole dollars

	TOTAL all funds	General Fund	Fund	Fund	Fund
15. SUBTOTAL <i>(from page 3)</i>	\$ 400,800	\$ 400,800	\$ 0	\$ 0	0
16. Charges for Services					
a. _____	0				
b. _____	0				
c. _____	0				
d. TOTAL <i>Sum of lines 16a-c</i>	\$ 0	\$ 0	\$ 0	\$ 0	0
17. Utility receipts					
a. _____	0				
b. _____	0				
c. _____	0				
d. _____	0				
e. TOTAL <i>Sum of lines 17a-d</i>	\$ 0	\$ 0	\$ 0	\$ 0	0
18. Interest earned	164	164			
19. Fines, costs, and forfeitures	0				
20. Rents	0				
21. Donations	0				
22. Other receipts and transfers					
a. <u>Miscellaneous</u>	337	337			
b. <u>Insurance Refunds</u>	53	53			
c. <u>Interfund transfers</u>	0				
d. TOTAL <i>Sum of lines 22a-c</i>	\$ 390	\$ 390	\$ 0	\$ 0	0
23. TOTAL RECEIPTS Sum of items 15 through 22d	\$ 401,354	\$ 401,354	\$ 0	\$ 0	0

PLEASE CONTINUE WITH DISBURSEMENTS ON PAGE 5

Part I - FINANCIAL STATEMENT - Continued

Centralia Special Road District of Boone County Mo

B. Disbursements (by function)

	FUNDS - Report in whole dollars				
	TOTAL all funds	General Fund	Fund	Fund	Fund
1. Highways and streets	\$ 252,496	\$ 252,496	\$	\$	
2. Financial administration	0				
3. Central administration	0				
4. Fire	0				
5. Parks and recreation	0				
6. Solid waste management	0				
7. Sewerage	0				
8. Water supply system	0				
9. Hospitals	0				
10. Health (other than hospital)	0				
11. Police	0				
12. Judicial and legal	0				
13. Correctional institutions	0				
14. Probation	0				
15. General public buildings	0				
16. Libraries	0				
17. Public welfare	0				
18. Protective inspection and regulation	0				
19. Housing and community development	0				
20. Economic development	0				
21. Natural resources	0				
22. Airports	0				
23. SUBTOTAL					
Sum of lines 1-22	\$ 252,496	\$ 252,496	\$ 0	\$ 0	0

Part I - FINANCIAL STATEMENT - Continued

Centralia Special Road District of Boone County Mo

**B. Disbursements (by function)
Continued**

FUNDS - Report in whole dollars

	TOTAL all funds	FUNDS - Report in whole dollars			
		General Fund	Fund	Fund	Fund
23. SUBTOTAL <i>(from page 5)</i>	\$ 252,496	\$ 252,496	\$ 0	\$ 0	\$ 0
24. Electric power system	0				
25. Parking facilities	0				
26. Gas supply system	0				
27. Transit or bus system	0				
28. Sea and inland port facilities	0				
29. Miscellaneous commercial activities	0				
30. Other - <i>Specify</i>					
a. _____	0				
b. _____	0				
c. _____	0				
31. Interfund transfers	0				
32. TOTAL DISBURSEMENTS (by function) Sum of items 23-31	\$ 252,496	\$ 252,496	\$ 0	\$ 0	\$ 0
C. Disbursements (by object)					
1. Salaries	104,959	104,959			
2. Fringe benefits	21,689	21,689			
3. Operations	125,848	125,848			
4. SUBTOTAL Sum of items C1-3	\$ 252,496	\$ 252,496	\$ 0	\$ 0	\$ 0

PLEASE CONTINUE WITH DISBURSEMENTS ON PAGE 7

Part II - FINANCIAL STATEMENT SUMMARY

	FUNDS - Report in whole dollars				
	TOTAL all funds	General Fund	Fund	Fund	Fund
A. Beginning balance	\$ 319,046	\$ 319,046	\$	\$	\$
B. Total receipts	401,354	401,354	0	0	0
C. Total disbursements	252,496	252,496	0	0	0
D. Ending balance	\$ 467,904	\$ 467,904	0	0	0

NOTES

Please use this space to provide additional explanations if the space provided for any item was not sufficient. Be sure to reference the item number.

Jamie Mills CSRD Commissioner Signature
Jamie Mills CSRD Commissioner Name
 State of Missouri
 County of Boone

On the 5th day of January in the year 2021 before me, a Notary Public in and for said state, personally appeared Jamie Mills, Centralia Special Road District of Boone County, known to me to be to be the person who executed the within Missouri Local Government Financial Statement on behalf of said entity and acknowledged to me that he executed the same for the purposes therein stated.

Phyllis Brown Phyllis Brown
 Notary Public
 My Commission Expires November 2, 2021



PHYLLIS BROWN
 My Commission Expires
 November 2, 2021
 Boone County
 Commission #13890005

Andrew Stanton CSRD Commissioner Signature
Andrew Stanton CSRD Commissioner Name
 State of Missouri
 County of Boone

On the 6th day of January in the year 2021 before me, a Notary Public in and for said state, personally appeared Andrew Stanton, Centralia Special Road District of Boone County, known to me to be to be the person who executed the within Missouri Local Government Financial Statement on behalf of said entity and acknowledged to me that he executed the same for the purposes therein stated.

Phyllis Brown Phyllis Brown
 Notary Public
 My Commission Expires November 2, 2021



PHYLLIS BROWN
 My Commission Expires
 November 2, 2021
 Boone County
 Commission #13890005