

2020 -2022

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

May Session of the April Adjourned

Term 20

In the County Commission of said county, on the 24th day of May 20 22

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

Now on this day, the County Commission of the County of Boone hereby approves Co-op Contract EC07-20 911 Equipment & Emergency Notification Software & Services with Intrado Life & Safety Solutions Corporation.

Done this 24th day of May 2022.

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

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

NOTIFICATION OF AWARD MEMORANDUM

TO: Boone County Commission
FROM: Liz Palazzolo, Senior Buyer
DATE: May 05, 2022
RE: Cooperative Contract EC07-20 – 911 Equipment & Emergency
Notification Software and Services for the Boone County Information
Technology Office

Purchasing requests permission to use contract EC07-20 – 911 Equipment & Emergency Notification Software and Services with Intrado Life & Safety Solutions Corporation. The contract has been established as a cooperative contract through HGACBuy. The contract provides six-months maintenance on the County's current phone system.

The contract period runs May 01, 2022 through November 30, 2022.

Payments will be made using this coding:

- 2708 - 911/EM IT Hardware & Software/60051 – IT Equipment Service Contract: \$5,914.61;
- 2708-911/EM IT Hardware & Software/70050 – Software Service Contract: \$32,988.02.

/lp

c: Contract File

**PURCHASE AGREEMENT FOR
911 Equipment & Emergency Notification Software and Services**

THIS AGREEMENT dated the 24th day of May 2022 is made between Boone County, Missouri, a political subdivision of the State of Missouri through the Boone County Commission, herein "County" and **Intrado Life & Safety Solutions Corporation** 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 a contract for the furnishing of **911 Equipment & Emergency Notification Software and Services** in compliance with all bid specifications and any addenda issued for the HGACBuy cooperative purchasing program, contract **EC07-20**, the Intrado Life & Safety Solutions Corporation **Quote 70599** dated **May 03, 2022 (Attachment One)**, 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 the 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 and the HGACBuy contract number **EC07-20** shall prevail and control over the contractor's bid response.

2. **Purchase** - The County agrees to purchase from the contractor and the contractor agrees to provide the County with maintenance for 6 months described as follows and in **Quote 70599** dated **May 03, 2022 (Attachment One)**:

Site	Price
Boone County Node A	\$34,586.35
Boone County Backup Node B	\$1,680.78
Centralia PD	\$1,317.75
University of Missouri PD	\$1,317.75
Grand Total Six Months Maintenance:	\$38,902.63

3. **Contract Duration** - This agreement shall commence on **May 01, 2022 through November 30, 2022**.

4. **Billing and Payment** - All billing shall be invoiced to the Boone County Information Technology Department and billings may only include the prices listed within. No additional fees for delivery or extra services or taxes shall be included as additional charges in excess of the charges specified in the contractor's quote. The County agrees to pay all invoices within thirty days of receipt. The contractor agrees to honor any cash or prompt payment discounts offered in its proposal response if the 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 are delayed or products delivered are not in conformity with bidding specifications or variances authorized by County, or
- c. If appropriations are not made available and budgeted for any calendar year.

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

INTRADO LIFE & SAFETY SOLUTIONS CORPORATION

BOONE COUNTY, MISSOURI

By DocuSigned by:
Beth Meek
173A1693DF9F4FF...

By: Boone County Commission

Title SVP

DocuSigned by:
Daniel K. Atwill
Presiding Commissioner

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
County Counselor

DocuSigned by:
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.)

2708-60051: \$5,914.61; 2708-70050: \$ 32,988.02

DocuSigned by:
Signature

5/18/2022

Date

Appropriation Accounts

STANDARD TERMS AND CONDITIONS - BOONE COUNTY, MISSOURI

1. Contractor shall comply with all applicable federal, state, and local laws and failure to do so, in County's sole discretion, shall give County the right to terminate this Contract.
2. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Bid and/or Proposal.
3. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
4. Bidders must use the bid forms provided for the purpose of submitting bids, must return the bid and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid. The Purchasing Director reserves the right, when only one bid has been received by the bid closing date, to delay the opening of bids to another date and time in order to revise specifications and/or establish further competition for the commodity or service required. The one (1) bid received will be retained unopened until the new Closing date, or at request of bidder, returned unopened for re-submittal at the new date and time of bid closing.
5. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
6. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
7. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
8. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
9. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
10. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
11. Prices must be as stated in units of quantity specified and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
12. No bid transmitted by fax machine or e-mail will be accepted.
13. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.
14. The County reserves the right to award to one or multiple respondents. The County also reserves the right to not award any item or group of items if the services can be obtained from a state or other governmental entities contract under more favorable terms. The resulting contract will be considered "Non-Exclusive". The County reserves the right to purchase from other vendors.

15. The County, from time to time, uses federal grant funds for the procurement of goods and services. Accordingly, the provider of goods and/or services shall comply with federal laws, rules and regulations applicable to the funds used by the County for said procurement, and contract clauses required by the federal government in such circumstances are incorporated herein by reference. These clauses can generally be found in the *Federal Transit Administration's Best Practices Procurement Manual – Appendix A*. Any questions regarding the applicability of federal clauses to a particular bid should be directed to the Purchasing Department prior to bid opening.
16. In the event of a discrepancy between a unit price and an extended line item price, the unit price shall govern.
17. Should an audit of Contractor's invoices during the term of the Agreement, and any renewals thereof, indicate that the County has remitted payment on invoices that constitute an over-charging to the County above the pricing terms agreed to herein, the Contractor shall issue a refund check to the County for any over-charges within 30-days of being notified of the same.
18. For all bid responses over \$25,000, if any manufactured goods or commodities proposed with bid/proposal response are manufactured or produced outside the United States, this MUST be noted on the Bid/Proposal Response Form or a Memo attached.
19. Pursuant to Section 34.600 RSMo, for contracts \$100,000 and greater, Contractor/Vendor certifies it is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel.
20. **For all titled vehicles and equipment, the dealer must use the actual delivery date to the County on all transfer documents** including the Certificate of Origin (COO), Manufacturer's Statement of Origin (MSO), Bill of Sale (BOS), and Application for Title.
21. **Equipment and serial and model numbers** - The contractor is strongly encouraged to include equipment serial and model numbers for all amounts invoiced to the County. If equipment serial and model numbers are not provided on the face of the invoice, such information may be required by the County before issuing payment.
22. All equipment and supplies offered in a quote must be new, of current production, and available for marketing by the manufacturer unless the County clearly specifies that used, reconditioned, or remanufactured equipment and supplies may be offered.

Updated 10/01/21

221-2022

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

May Session of the April Adjourned

Term 20

In the County Commission of said county, on the 24th day of May 20 22

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

Now on this day, the County Commission of the County of Boone hereby acknowledges receipt of the 2021 Chapter 100 compliance reports from Aurora Organic Dairy.

Done this 24th day of May 2022.

ATTEST:

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

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

absent
Justin Aldred
District I Commissioner

Jane M. Thompson
Jane M. Thompson
District II Commissioner

EXHIBIT B

ANNUAL COMPLIANCE REPORT

Date: April 18, 2022

A. COMPANY INFORMATION.

Name: Aurora Organic Dairy Corp.

Address: 4525 Waco Road

City: Columbia State: MO Zip Code: 65202

Contact: Cammie Muller Telephone: (303) 938-5827

Title: Chief Financial Officer Fax: (720) 564-0409

B. EMPLOYMENT INFORMATION.

1. For each of the "Plant Management," "Maintenance," and "Quality" occupational classifications, the number of Jobs and the Average Wages for each of the immediately preceding 12 months ending on September 30, 2021 (the September 30th immediately prior to this Report)] is set forth in the table below in the applicable columns labeled "No. of Jobs" and "Average Wages":

Month	Plant Management Classification		Maintenance Classification		Quality Classification	
	No. of Jobs	Average Wages	No. of Jobs	Average Wages	No. of Jobs	Average Wages
October	18	\$9,858.86	22	\$8,516.74	15	\$5,028.72
November	18	\$6,569.39	22	\$5,699.98	15	\$3,296.02
December	18	\$7,270.14	22	\$6,223.70	14	\$3,638.50
January	16	\$6,468.87	22	\$5,753.05	13	\$3,539.00
February	16	\$6,523.89	21	\$5,878.76	13	\$3,470.22
March	15	\$32,945.64	21	\$10,530.51	12	\$3,784.87
April	17	\$9,982.48	20	\$8,827.96	12	\$5,448.21
May	17	\$6,734.31	20	\$5,897.21	12	\$3,653.95
June	18	\$6,631.85	20	\$5,976.23	11	\$3,551.71
July	19	\$6,516.20	21	\$6,704.89	8	\$4,058.03
August	19	\$6,518.63	21	\$6,119.54	10	\$3,866.46
September	19	\$6,528.31	21	\$6,506.02	11	\$4,350.82
12-Month Average	18	\$9,379.05	21	\$6,886.22	12	\$3,973.88

2. For each of the “Production” and “Warehouse” occupational classifications, the number of Jobs and the Average Wages for each of the immediately preceding [12-months ending on September 30, 2021 (the September 30th immediately prior to this Report)] is set forth in the table below in the applicable columns labeled “No. of Jobs” and “Average Wages”:

Month	Production Classification		Warehouse Classification	
	No. of Jobs	Average Wages	No. of Jobs	Average Wages
October	50	\$4,693.37	15	\$4,713.37
November	49	\$3,187.16	15	\$3,260.41
December	50	\$3,529.48	15	\$3,409.04
January	50	\$3,480.49	15	\$3,373.99
February	53	\$3,320.60	15	\$3,311.04
March	52	\$3,354.82	15	\$3,971.57
April	48	\$5,109.64	15	\$4,898.68
May	47	\$3,382.81	15	\$3,592.11
June	47	\$3,316.07	15	\$3,416.13
July	52	\$3,277.67	14	\$3,536.77
August	51	\$3,301.30	13	\$3,310.36
September	51	\$3,786.10	13	\$3,942.64
12-Month Average	50	\$3,644.96	15	\$3,728.01

3. For each of the Plant Management, Maintenance, Quality, Production and Warehouse occupational classifications, the “Total Jobs” (equal to the 12-month average of No. of Jobs for the applicable occupational classification set forth in the tables above) and the “Average Wages By Class” (equal to the 12-month average of the Average Wages for the applicable occupational classifications set forth above) are included in the table below:

Occupational Classification	Total Jobs (equal to 12-month average)	Total Jobs (equal to 12-month average)
Plant Management Classification	18	\$112,548.58
Maintenance Classification	21	\$82,634.59
Quality Classification	12	\$47,686.51
Production Classification	50	\$43,739.51
Warehouse Classification	15	\$44,736.09

4. The Average County Wages for the period prior to the Test Date was: \$48,247.00
- o 100% of the Average County Wages = \$48,247.00 (for purposes of determining Qualifying Jobs for Plant Management, Maintenance and Quality occupational classifications)

- 90% of the Average County Wages = \$43,422.30 (for purposes of determining Qualifying Jobs for Production and Warehouse occupational classifications)

5. Did the Average Wage By Class for each of the following Plant Management, Maintenance and Quality occupational classifications equal at least 100% of the Average County Wages?

- **Plant Management:** x Yes No
 - If yes, then Total Jobs for Plant Management (in table above) all count as "Qualifying Jobs"
 - Total "Qualifying Jobs" for Plant Management classification: 18
- **Maintenance:** x Yes No
 - If yes, then Total Jobs for Maintenance (in table above) all count as "Qualifying Jobs"
 - Total "Qualifying Jobs" for Maintenance classification: 21
- **Quality:** Yes x No
 - If yes, then Total Jobs for Quality (in table above) all count as "Qualifying Jobs"
 - Total "Qualifying Jobs" for Quality classification: 12

6. Did the Average Wage By Class for each of the following Production and Warehouse occupational classes equal at least 90% of the Average County Wages?

- **Production:** x Yes No
 - If yes, then Total Jobs for Production (in table above) all count as "Qualifying Jobs"
 - Total "Qualifying Jobs" for Production classification: 50
- **Warehouse:** x Yes No
 - If yes, then Total Jobs for Warehouse (in table above) all count as "Qualifying Jobs"
 - Total "Qualifying Jobs" for Warehouse classification: 15

7. Based on the answers above, below is a table reflecting the "Qualifying Jobs" within each of the Plant Management, Maintenance, Quality, Production and Warehouse occupational classifications and the "Total Qualifying Jobs" as of this Test Date:

Occupational Classification	Qualifying Jobs
Plant Management	18
Maintenance	21
Quality	0
Production	50
Warehouse	15

Attached is a copy of a report verifying the above calculation containing at a minimum the following information for each Qualifying Job:

1. Name or last 4 digits of Social Security Number or other agreed upon designation.
2. Hire Date.
3. Separation Date.
4. Annual Wage (however, for privacy purposes, all annual wages may be listed in a manner that does not match a specific wage with a particular employee).

C. CERTIFICATION.

The undersigned hereby represents and certifies that, to the best knowledge and belief of the undersigned, this Annual Compliance Report contains no information or data, contained herein or in the exhibits or attachments, that is false or incorrect in any material respect.

Dated this 22nd day of April, 2022.

Signature: 

Name: Cammie Muller

Title: CFO

222-2022

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

Term. 20

In the County Commission of said county, on the May Session of the April Adjourned day of

20 22

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

24th

May

22

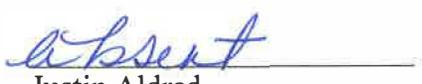
Now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the flexible hiring maximum for positions 169, Deputy County Clerk II and position 163, Senior Administrative Assistant for the Boone County Clerk's Office. This Order authorizes hiring at up to \$16.79 for position 169 and \$17.06 for position 163. The amounts over the flexible hiring maximum will be funded by amounts in the Department's 2022 merit pool.

Done this 24th day of May 2022.

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

REQUEST TO HIRE ABOVE FLEXIBLE HIRING MAXIMUM BOONE COUNTY

Description of form: To request approval to hire between 86% - 120% of the salary range mid-point

Procedure:

1. The Administrative Authority or designee completes the form and prepares a schedule that demonstrates that funding is available within the salary and wage appropriation (account #10100) and calculates the amount for a budget revision, if needed. The Administrative Authority submits the form, the schedule, and the budget revision (if needed) to the Auditor for certification of funds availability.
2. The Auditor certifies funds availability and approves budget revision (if applicable) and forwards to Human Resource Director.
3. The Human Resource Director reviews the information, makes recommendation, and schedules the request on the Commission agenda for approval.
4. The County Commission will review all requests for a starting salary above the mid-point and will either approve or deny the request. After approval/denial, the County Commission will return this form to the Administrative Authority.
5. The Administrative Authority will attach a copy of this approved form to the Personnel Action Form.

Name of prospective employee Audrey Brandon Department 1131

Position Title Senior Administrative Assistant Position No. 163

Proposed Starting Salary (complete one only) Annual: _____ % of Mid-Point _____
 OR Hourly: 17.06 % of Mid-Point 90.5%

No. of employees in this job classification within your Department? 1

Justification (Describe the prospective employee's education and/or work experience which supports this proposed compensation level)

Audrey has a B.S. in Mathematics and graduate work, including experience with technology and coding. She has worked as a graduate research assistant and receptionist in the past. FHR for this position is 16.01 after the county-wide salary adjustment in January 2022 and the remaining amount is from merit pool tied to that position.

If proposed salary exceeds what other employees in the same job classification are paid, explain how the prospective employee's background exceeds others working in the same job classification:

n/a

What effect, if any, will this proposal have on salary relationships with other positions in your office and/or positions in other offices?

n/a

Additional comments:

Administrative Authority's Signature: [Signature] Date: 5/6/2022

Auditor's Certification: Funds are available within the existing departmental salary and wage appropriation (#10100).
 Funds are not available within the existing departmental salary and wage appropriation (#10100); budget revision required to provide funding is attached.

Auditor's Signature: [Signature] Date: 05/17/2022

Human Resource Director's Recommendations:

Doesn't appear to cause any internal equity issues and they are using merit pool funds

Human Resource Director's Signature: [Signature] Date: 5/17/22

County Commission Approve Deny
 Comment(s): _____

Presiding Commissioner's Signature: [Signature] Date: 5/24/2022

District I Commissioner's Signature: absent Date: _____

District II Commissioner's Signature: [Signature] Date: 5/24/2022

REQUEST TO HIRE ABOVE FLEXIBLE HIRING MAXIMUM BOONE COUNTY

Description of form: To request approval to hire between 86% - 120% of the salary range mid-point

Procedure:

1. The Administrative Authority or designee completes the form and prepares a schedule that demonstrates that funding is available within the salary and wage appropriation (account #10100) and calculates the amount for a budget revision, if needed. The Administrative Authority submits the form, the schedule, and the budget revision (if needed) to the Auditor for certification of funds availability.
2. The Auditor certifies funds availability and approves budget revision (if applicable) and forwards to Human Resource Director.
3. The Human Resource Director reviews the information, makes recommendation, and schedules the request on the Commission agenda for approval.
4. The County Commission will review all requests for a starting salary above the mid-point and will either approve or deny the request. After approval/denial, the County Commission will return this form to the Administrative Authority.
5. The Administrative Authority will attach a copy of this approved form to the Personnel Action Form.

Name of prospective employee Deona Jackson Department 1132

Position Title Deputy Clerk II Position No. 169

Proposed Starting Salary (complete one only) Annual: _____ % of Mid-Point _____
 OR Hourly: 16.79 % of Mid-Point 87%

No. of employees in this job classification within your Department? 4 total

Justification (Describe the prospective employee's education and/or work experience which supports this proposed compensation level)

Deona is finishing her undergraduate degree in Psychology and has some experience in office positions. FHR for the position is \$16.41 after the county-wide salary adjustment in January 2022 and the remaining amount is from merit pool.

If proposed salary exceeds what other employees in the same job classification are paid, explain how the prospective employee's background exceeds others working in the same job classification:

This is within the range of the other employees at this job class.

What effect, if any, will this proposal have on salary relationships with other positions in your office and/or positions in other offices?

n/a

Additional comments:

Administrative Authority's Signature: [Signature] Date: 5/16/2022

Auditor's Certification: Funds are available within the existing departmental salary and wage appropriation (#10100).
 Funds are not available within the existing departmental salary and wage appropriation (#10100); budget revision required to provide funding is attached.

Auditor's Signature: [Signature] Date: 05/17/2022

Human Resource Director's Recommendations:
Does not appear to cause any internal equity issues and they are using merit pool funds

Human Resource Director's Signature: [Signature] Date: 5/17/22

County Commission Approve Deny

Comment(s): _____

Presiding Commissioner's Signature: [Signature] Date: 5/24/2022
 District I Commissioner's Signature: absent Date: _____
 District II Commissioner's Signature: [Signature] Date: 5/24/2022

223-2022

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

May Session of the April Adjourned

Term 20

In the County Commission of said county, on the 24th day of May 20 22

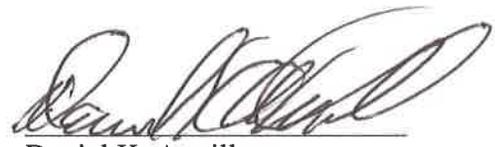
the following, among other proceedings, were had, viz:

Now on this day, the County Commission of the County of Boone does hereby approve a request for authorization to lower the budgeted hours for position 744, Sheriff's Services Specialist from 2080 hours to 1300. The Department anticipates requesting to convert the position back to full-time if the position becomes vacant or the employee in the position returns to full-time status.

Done this 24th day of May 2022.

ATTEST:

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



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner