

# Boone County Purchasing

**Liz Palazzolo**  
Senior Buyer



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## NOTICE OF AWARD MEMORANDUM

TO: Melinda Bobbitt, Director and File  
FROM: Liz Palazzolo, CPPO, C.P.M.  
DATE: 05/06/25  
RE: Contract C000160 – Amendment #2 Awarded from RFB 26-09DEC21 for Fire Extinguisher Inspection and Maintenance (Term & Supply) – Boone County Facilities Management Department

Amendment #2 to Contract C000160 for Fire Extinguisher Inspection and Maintenance awarded to Korsmeyer Fire Protection L.L.C. January 18, 2022 (Commission Order 23-2022) adds a new fee (line item 4.10.66) that results from a new requirement established by the City of Columbia Fire Department. Per the attached letter dated March 13, 2025 from Battalion 4 Fire Marshall Michael Bauer, the City of Columbia Fire District requires service providers, like Korsmeyer Fire Protection L.L.C. to file test reports that result from the inspection and testing of fire suppression systems, including fire extinguishers and fore hoods covered by the subject contract. Recently the City of Columbia used the contract for inspection of fire extinguishers at the ARC and was invoiced an extra \$25.00 by Korsmeyer to file this report. Autumn Klauba of the City Purchasing Department brought this issue to my attention since the City uses the contract the County bid. I inquired with Korsmeyer about why this new charge was being charged and learned that it results from the new reporting requirement. As e-mails were exchanged on this topic, a listing of prices was presented; when I inquired if the County would be assessed the same as the City, Korsmeyer's employee, Missy Hoskins responded that a flat fee of \$34.00 would be charged for any kind of inspection and report to the City Fire Department Compliance Engine (see attached e-mails).

This is a Term and Supply contract that will be used by Facilities Maintenance, the Sheriff's Office, and the Road and Bridge Department. Payments will be made using this coding:

- 2705 – 911/EM Facilities Maintenance Building Maintenance /71100 – Outsourced Services
- 6100 – Facilities Maintenance Building Maintenance/71100 – Outsourced Service
- 6100 – Facilities Maintenance Building Maintenance/60200 – Equipment Repairs/Maintenance;

- 1251 – GF Sheriff Operations/60200 – Equipment Repairs/Maintenance
- 1255 – GF Detention Operations/60200 – Equipment Repairs/Maintenance
- 2040 – Road & Bridge Maintenance/23036 – Safety Supplies & Equipment

/lp

COLUMBIA FIRE DEPARTMENT  
211 ORR STREET  
COLUMBIA, MO 65201



March 13<sup>th</sup>, 2025

Dear Service Provider,

The Columbia Fire Department has instituted a new process for service providers who inspect and test fire protection systems. Effective **4/15/2025** all compliant and non-compliant fire protection systems test reports are required to be sent to the Columbia Fire Department electronically by your respective organization via The Compliance Engine's online system at [www.thecomplianceengine.com](http://www.thecomplianceengine.com).

The Columbia Fire Department is dedicated to delivering 100% compliance with our adopted Fire Code. This web-based service will aggregate, track, and streamline the collection of compliance data of our jurisdiction's systems. Property owners will receive timely proactive notifications of their testing requirements, and the Columbia Fire Department will gain the ability to better mitigate the risk in our community by improving public safety to our citizens.

All service providers who inspect or test fire protection systems within Columbia Fire Department's jurisdiction are required to register and submit all test, inspection, and service reports via The Compliance Engine. All reports must be submitted in accordance with the testing schedule and requirements outlined in our adopted fire code.

Benefits to you:

- Increases market opportunity and demand for your fire protection services
- Ensures all reports arrive, affording you the ability to track our department's follow up
- Enhances maintenance revenue and timeliness of deficiency corrections
- Improves customer retention with renewal notifications identifying you as company of record
- Minimizes non licensed contractors from working in your market

This proven process requires the service provider pay a nominal filing fee at the time of submittal. There is no fee to register your company with The Compliance Engine. Once registered, pricing is viewable under the AHJ icon in The Compliance Engine. If you are a licensed fire protection system contractor and are not currently registered with BRYCER, please do so at [www.thecomplianceengine.com](http://www.thecomplianceengine.com).

We look forward to partnering with you to better protect and serve our community. We are confident this will benefit us ALL.

Sincerely,

MICHAEL BAUER  
BATTALION 4 / FIRE MARSHAL  
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(573)-874-7391