

TERM OF COMMISSION: January Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: Presiding Commission Daniel Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Senior Buyer Amy Robbins
Director Purchasing Melinda Bobbitt
County Counselor C. J. Dykhouse
Director Resource Management Stan Shawver
Treasurer Nicole Galloway
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:30 p.m.

Purchasing

1. Wright Construction presentation

Thomas Wright and Daniel Dreckmann, owners of Wright Construction Services, Inc., made the following presentation:

We made a proposal on the Emergency Communications Center project and were the 2nd low bid. We wanted to have an opportunity to give everyone a better understanding of who we are and address any of the concerns that were presented after the initial bid reading. There was a chart prepared by the architect that listed the strengths and weaknesses of each contractor. Some of the information about us was not accurate and we wanted to correct that and that is why we are here today.

Concerning the schedule, Wright had the best schedule, meeting the intended Substantial Completion Date. We noted the letter from MCP indicating the additional costs to the

County if the Substantial Completion Date is pushed into the 2nd quarter of 2016 at approximately \$260,000. Wright is committed to the proposed date per our bid.

We do have a familiarity with the local market and local subcontractors. We have worked with 17 of the 32 subcontractors from our summary sheet. Wright works all over the country with new subcontractors and we just started a project in Raleigh, NC as an example. We have completed projects for Wal Mart in Columbia, Macon and Chilicothe and are currently working with Mid State Subcontractors on projects in Rolla and Springfield. Both of us have worked with a very large number of local subcontractors while employed with Fru-Con Construction in St. Louis building projects all over the state. This was listed as one of the weaknesses of Wright Construction compared to some of the other builders. We don't feel this is a weakness. We work with new people all the time and that is why we can provide the best price possible.

It was indicated one of the weaknesses was the number of years we have been in business. We have been in business nine years this February. We really can't do anything about that. The two of us are the owners of the Company, we are the founders and not 2nd or 3rd generation. We have 28 and 22 years of experience in this business. We both brought extensive years and quality experience to the company when founded. Wright is the 12th largest General Contractor in the St. Louis Metropolitan area and we have accomplished that growth through the worst economic times this industry has seen since the Great Depression. Our bonding capacity, through the 2nd largest bonding company in America, is in excess of \$100 M and our umbrella liability insurance is currently covering \$10 M.

It was listed that we were previously disqualified on the UMSL project. We were taken aback about how that was relevant to this project. We would like to provide more detail on what exactly happened.

We knew going into the proposal that the University had a narrow view of the pre-

qualifications and weren't qualifying contractors prior to the bid. The qualifying information was in the specifications. They asked for three completed projects of \$20 M or more and one additional project the same size that is a higher education science lab that connects to an existing building in three locations. We were not sure who meets these qualifications in the St. Louis area because it is so narrow. We had just completed, in North County School District, three individual high school projects totaling \$60 M in 11 months. This was relevant to the specific area, it had higher education experience and we had built an assessment center at Logan College that connected in two locations to the existing school. They moved past us to the 2nd lowest bid and 16 months after that project was awarded, they are still building the foundations. In the meantime, we have completed 2 ½ higher education projects since the awarding of that project. Later, we were asked by a Director level representative at UMSL about our interest in continuing to pursue additional work on their campus. So, they are interested in making sure we continue to bid work at the University.

We also wanted to clarify some things about our references. We have submitted a letter to Boone County Purchasing regarding that matter. We have also prepared a booklet with our experiences and additional references. We have built a facility like this, a 911 project in Central County, the first project we built as a new company, in Ellisville, MO. We replaced a 40 year old structure, value engineered it and took out approximately \$500,000 in savings and the project was extremely successful. It is not as large, but the same kind of facility. We did the Manchester Heights Police Headquarters with much of the same technology as the Boone County facility. We participated in the St. Charles County radio system upgrades, a four county project. There were many problems with the new technologies. The three other projects along with ours had the same exact problems. The equipment did not show up on time and the equipment that did show up was not what Motorola had represented to the owners and architect. This caused a lot of problems for all of us. The equipment on that project was owner furnished. It was not the contractor's responsibility. We worked through those problems with the owners and architect. The owner was not satisfied at the end of the job. We did everything we could to make it a successful project. Also, Mr. Wright, as a

senior director with Wal Mart, completed two Emergency Operation Center bunkers.

At least one of our references was contacted, but somehow, was not listed on our references. We are not sure who else was contacted that was not on the list. We do encourage the Commission to contact the other references because what was listed is not representative of what our company is about.

With regard to Change Orders, in the Florissant Valley Fire Protection District project, Fire Marshall Steve Gettemeier was contacted as a reference. He was not involved in the execution of the contract. He paid attention to the project and was asked on one occasion to attend, in place of the board president, one of the progress meetings. We actually contacted Steve once we found out he was one of our references and asked him if he knew what contract type/deliverable we had for this project. He said he did not. We weren't the General Contractor on the project, we were the hired Construction Manager – not at risk, which means we did not hold any of the contracts with any of the subcontractors. Any of the change orders issued would have been initiated by the subcontractors or design team and reviewed by us as the owners representative.

Secondly, I asked Steve if he knew the dollar value of the projects and how much money was returned to the District after the under budget project was completed. He said he did not know. Both firehouses were completed on time and \$38,000 under budget. We believe there were some challenges with the qualifications of the people answering some of the questions.

We don't like change orders. They ruin the plan, everyone fights about them and there is a lot of paperwork. It is not realistic to have a project without them. The industry average is about 5%. There are things out of our control, the weather, the soil. Construction is a messy business. We try hard and what we present is fair.

There are 15 weather days allocated for this project and that's prudent. Hopefully it's less

than 15 days, but no one can control that. If there were 20 weather days, we don't put out our hand and ask for more money because there were more weather days than what we were asked to carry. At the end of the job, if there is a reason we could not finish the job on time, we would discuss it with you and settle on something that is fair to both parties. We don't have the philosophy that just because something changed, we are entitled to more money. That is not how we built our business.

We do a very thorough job in the coordination of subcontractors. We have meetings with subcontractors before they get the contract asking them to review the job in detail so they can give us evidence they understand the project they are bidding on, they have no issue with the numbers they bid on per plan and specification and who they are planning to staff the project with. We both come from working with large companies with setting up things correctly. We have weekly subcontractor meetings and expect them to attend, planning the work and working the plan.

We push our subcontractors. We could be blamed for being a little too sophisticated for the subcontractors in the marketplace. We were advised by the Three Rivers College Board before doing a project there about the troubles with subcontractors. We completed the job successfully and if you interviewed some of the subcontractors, they would say Wright is hard to work with and if you drilled down, they would say because they made us do what we were supposed to do. They are expected to be experts in their CSI category and to also have detailed plans that support our coordination and overall plan. We believe in effective communication, getting to our subcontractors what our expectations are so they can meet them. This is a great responsibility. The project is close to \$10 M. It is a great fiscal responsibility. We have an obligation to our owners to make sure documents are implemented properly, timely and per budget. We also have that obligation to all subcontractors to make sure they are treated fairly as well.

In terms of value engineering, we have discussed this project and there are areas that we

think value could be saved. If we are fortunate to get the project, we would like to have a discussion about those cost saving measures. We feel we are the most qualified for this project having the best schedule and a competitive price. Our goal is to do this project and have it as our next great reference.

Commissioner Atwill said he appreciates the time taken for the presentation and the effort to explain to us the things we should know. What we will do is provide this information, along with the letter you provided, to our counsel and we will meet with our counsel and respond to you. We take our responsibility on this very seriously. A lot of time was spent arriving at a decision and we understand the consequences of that and our side of the evaluation.

Once again, thank you for your presentation.

2. First reading; Approval to obtain surplus from the Missouri State Agency for Surplus Property

Melinda Bobbitt read the following memo:

Attached for signature are forms to renew Boone County's eligibility to obtain surplus from the Missouri State Agency for Surplus Property.

The Missouri State Agency for Surplus Property handles both state and federal property. The state property is purchased and the federal property is not sold but given under certain stipulations. When an agency takes it, they are provided with the information on each item regarding stipulations. Some of it requires you to use it for a period of time and then you can dispose of it using local procedures. Some of it must be returned to them regardless of the period of time you have had it.

Our Public Works and Sheriff Departments have received state surplus in the past

including generators, fork trucks, tools and office furniture.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

3. First reading; Contract Amendment #2 – 40-24AUD10 – Internet Service Provider

Amy Robbins read the following memo:

Contract 40-24AUG10- Internet Service Provider was approved by commission for award to CenturyTel Long Distance, LLC d/b/a CenturyLink Long Distance on January 27, 2011, with Commission Order 41-2011.

This amendment adds upgraded speed of 10 Mb DIA @ \$471.00 service cost per month and upgraded speed of 20 Mb Metro E @ \$607.00 service cost per month for 801 East Walnut St, Boone County Government Center; additionally, upgraded speed of 10 Mb Metro E @ \$453.00 service cost per month for 5551 Highway 63 South, Public Works Department, as well as dropping 2121 County Drive, Sheriff's Department from the contract.

Boone County, with this Amendment #2, is renewing Contract 40-24AUG10 for Internet Service Provider for an additional term, effective with date of this Commission Order and extending through October 31, 2015.

Monthly service costs under this Amendment #2 will be paid from Dept 1170 (Information Technology)/Account 71100 (Outside Services) with FY 2015 budget of \$35,600.00; and Dept 2040 (Public Works-Maintenance Operations)/Account 48002

(Data Communications) with FY 2015 budget of \$25,538.00.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

4. First reading; Bid Award 42-24SEP14 -- Corrections Uniforms Term & Supply

Amy Robbins Bobbitt read the following memo:

42-24SEP14 – Corrections Uniforms Term & Supply opened on September 24, 2014. Nine bids were received and the Sheriff Department recommended award by low bid, however due to multiple delays and service level issues which occurred when the first order was submitted to the vendor, the Sheriff Department and Purchasing have canceled the contract and now request award to the 2nd low bid submitted by Bluegrass Uniforms & Equipment.

This is a term and supply contract and invoices will be paid from departments 1255 & 2902 Corrections, account 23300 – Uniforms. \$26,599 was budgeted for this contract.

There were no comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

5. 1st & 2nd reading; Partial Bid Award 27-10JUN14 – Purchase of Service Contracts

for Boone County Community Children's Services

Melinda Bobbitt read the following memo:

Request for Proposal 27-10JUN14 – *Purchase of Service Contracts for Boone County Community Children's Services* closed on July 10, 2014. 33 proposal responses were received. The following is a partial recommendation of contract award. This is the last of the contracts being awarded from this RFP and the proposal file is now public record. Attached are the evaluation committee's reports.

City of Columbia, Missouri on behalf of Columbia/Boone County Department of Public Health and Human Services

Healthy Families America (HFA)

Contract from date of award through June 30, 2016 with two, optional one-year renewals
\$62,472

Columbia/Boone County Department of Public Health and Human Services

Teen Outreach Program

Contract from date of award through June 30, 2016 with two, optional one-year renewals
\$71,286

Child Abuse & Neglect Emergency Shelter, Incl, d/b/a Rainbow House

Children's Emergency Shelter Services

Contract from February 1, 2015 through December 31, 2015 with two, optional one-year renewals
\$148,889.63

Child Abuse & Neglect Emergency Shelter, Incl, d/b/a Rainbow House

Homeless Youth Program Services

Contract from February 1, 2015 through December 31, 2015 with two, optional one-year renewals

\$101,063.28

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

There were no comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve a partial award for bid 27-10JUN14 – Purchase of Service Contracts for Boone County Community Children’s Services to the following:

City of Columbia, Missouri on behalf of Columbia/Boone County Department of Public Health and Human Services

Healthy Families America (HFA)

\$62,472

Columbia/Boone County Department of Public Health and Human Services

Teen Outreach Program

\$71,286

Child Abuse & Neglect Emergency Shelter, Incl, d/b/a Rainbow House

Children’s Emergency Shelter Services

\$148,889.63

Child Abuse & Neglect Emergency Shelter, Incl, d/b/a Rainbow House

Homeless Youth Program Services

\$101,063.28

The terms of the partial bid award are stipulated in the attached Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreements.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #23-2015**

6. Second reading; Cooperative Contract 3-140926TV -- Ford F150 4x4 Crew Cab Pickup Truck for Sheriff's Department (1st read 1-20-15)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the utilization of the Missouri Department of Transportation Cooperative Contract 3-140926TV – Light Duty Vehicles with Joe Machens Ford, Inc. of Columbia, MO to purchase one (1) Ford F150 4x4 Crew Cab Pickup Truck. The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commission is hereby authorized to sign said Purchase Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #24-2015**

7. Second reading; Cooperative Contract NCPA 11-01 – Office Supplies Term & Supply (1st read 1-20-15)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the National Cooperative Purchasing Alliance (NCPA) Cooperative Contract 11-01, Office Supplies Term & Supply with Office Essentials. The terms of the Cooperative Contract are stipulated in the attached Purchase

Agreement. It is further ordered the Presiding Commission is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #25-2015**

Treasurer

8. 1st & 2nd reading; Approval of sale of 911 Center Bonds, Special Obligation Series 2015

Nicole Galloway said we had the competitive auction today and received three bids. Looking at the summary sheet, all the bids were tight, there was not a wide variety in the bids. The par amount for the bonds is \$13,320,000. The breakout shows the sources and uses of the funds and that the annual debt service will average \$870,000 per year.

The winning bid is from Robert Baird with a true interest cost at 2.854% which includes the underwriting discount and the premium on the bonds.

Jeff White, Boone County Financial Advisor, said it was a successful sale today and that he was more bullish last week. The market has been trading off since we last spoke along with the actions taken this morning by the European Central Bank. The market perceived that to be positive and as a result, we are seeing money moving out of fixed income into equities. The Treasury market yield has been rising and our market yields have been rising as well. We are happy with the outcome. We were able to borrow money for 20 years at less than 3% which is really remarkable. The bids were very close which is an indication they were market bids. We have provided a little bit of preliminary data from other transactions in the market in Missouri this week which indicates the bids we received today were high quality

bids. Baird and Hutchinson have bid on a lot of Missouri paper. First Tennessee has come in from time to time. We are please with the results and this is the beginning and ending of a long road ahead. The funds will be available on February 4th.

The Commissioners thanked Mr. White and Ms. Galloway for their work on getting this long awaited task completed.

There were no further comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached order authorizing and directing the issuance, sale and delivery of \$13,320,000 principal amount of special obligation bonds (Emergency Communications Center Project) Series 2015, of Boone County Missouri; and authorizing and approving certain documents and actions in connection with the issuance.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #26-2015**

9. Second reading; Tax Surplus Disposal, Katherine Sue Creason (1st read 1-20-15)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the disposition of surplus, per attached summary order description, to Katherine Sue Creason in the amount of \$3,543.97, as recommended by the County Treasurer.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #27-2015**

Resource Management

10. First reading; Consultant Services Agreements with Shafer, Kline & Warren for final drainage and bridge designs

Stan Shawver said these are consulting agreements for specific projects. One is a culvert and the other two are bridges.

Commissioner Miller asked if it is standard practice to give all the projects to one company.

Mr. Shawver said it is not that way. The contracts are rotated around. Currently we are using an engineering firm from Macon and Bartlett & West has also done some things.

Commissioner Miller said sometimes this defeats ones own purpose by using the same company. They will work on one project and let the other sit idle until the first one is completed. It would seem better to have three different companies doing the work on three different projects. What was the reason for all the projects going to one company.

Mr. Shawver said it was proximity. All the projects are in the same area.

There were no further comments or questions.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

11. Second reading; Cost Share Agreement between Boone County and Michael & Jennifer Brooks (1st read 1-20-15)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached contract for Cost-Share between Boone County and Michael & Jennifer Brooks for the installation and maintenance of one vegetated drainage swale. The terms of the Cost-Share are stipulated in the attached Contract. It is further ordered the Presiding Commission is hereby authorized to sign said Contract.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #28-2015**

12. 1st & 2nd reading; Request to transfer above ATS

Stan Shawver said with the creation of the Budget Administrator position, this combined all the financial aspects of the Resource Management Department under one person which called for an increase in the duties of this one person. Under the current pay scale, while the new position is at a higher range, the current pay policy says that we are limited on the amount of the increase and the existing salary of the successful candidate was above what we would have given to a new hire.

It is not appropriate to add additional duties to an employee without an increase in wages. In working with the Auditor and Human Resources, a new policy is in process that states when an existing employee is given additional duties, they are eligible for a 3% increase. We are asking to be allowed to do this which amounts to a 54 cent an hour increase. The Auditor has certified this and the HR Department has recommended this as well. We are asking for Commission approval.

Commissioner Miller noted that the ATS says that the employee will assume all the financial aspect responsibilities of the department and continue to do her current duties. Does she have the capacity to do this.

Mr. Shawver said that she does.

Commissioner Miller asked if any of these duties can be given to someone else.

Mr. Shawver said the next part of the pay study is to look at all the Administrative type positions so in the next few months we will be doing some evaluating to see if these additional duties may be spread out. It is quite probable there will be some shifting of duties. She is very capable and very good at multi-tasking and the County is very fortunate to have her as an employee.

There were no further comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Request to Transfer Above ATS for Kelle Westcott, Budget Administrator Resource Management, at 89% of mid-point.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #29-2015**

Commission

13. 1st & 2nd reading; Approve Closed Session authorized per RSMo Sec 610.021 (1) at 2:00PM on January 27, 2015

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Tuesday, January 27, 2015, at 2:00 p.m. The meeting will be held in Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by RSMo 610.021(1), to discuss

legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #30-2015**

14. 1st & 2nd reading; Organizational Use of the Government Center Chambers by the Constitution Party of Missouri for September 19, 2015

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by the Constitution Party of Missouri for September 19, 2015 from 10:00 a.m. to 4:00 p.m.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #31-2015**

15. Public comment

Glenda Castrop, Board member of the Boone County Senior Citizen Services Corporation at The Bluffs, said she would like to thank the Commission for letting her serve on the board and that she would like to step down from that position. She has been there quite a few years and that it is time to get some new faces on the board with a different view of things. She has seen a lot of things during her time on the board and now the nursing home is doing great. The first job she had was at a nursing home and she has been lucky to serve on the board to see the ins and outs of a nursing home.

Commissioner Miller asked Ms. Castrop what was her biggest learning moment while on the board.

Ms. Castrop said it was going into a board meeting and voting her convictions while it may not be in the majority.

Commissioner Miller said her biggest learning moment is how hard it is to manage on the Medicaid rate. It is so much Medicaid focused, that it is really hard to manage.

Ms. Castrop said Medicaid is a very necessary thing and those patients should be treated just the same as the private pay ones. She has seen a lot that was not done and she got discouraged. She again thanked the Commission for letting her serve on the board. She told Commissioner Thompson she would stay on until a replacement is found.

All the Commissioners thanked Ms. Castrop for serving on the board and for her service to the County.

16. Commissioner Reports

None

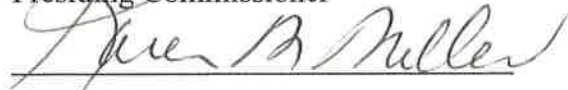
The meeting adjourned at 2:21 p.m.

Attest:


Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

