

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  
Director Purchasing Melinda Bobbitt  
County Counselor C. J. Dykhouse  
Sheriff Dwayne Carey  
Director Human Resources Jenna Redel-Reed  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:32 p.m.

### **Purchasing**

#### **1. Report from Purchasing Director and County Counselor on the Emergency Communications Center Procurement – 44-11DEC14**

C. J. Dykhouse said that a letter of concern was received from Wright Construction which we treated as a bid protest in connection with the Emergency Communication Center procurement. Under our Purchasing Policy, there is a 10 day window in which to protest bids and there were no other timely bid protests received.

We proceeded forward with the Wright Construction letter treating it as a bid protest. There were two representatives from Wright that appeared before the Commission on January 22<sup>nd</sup> and presented additional information and those minutes will be part of our report.

After review, both myself, as County Counselor, and Melinda, as Purchasing Director, are of the opinion that the determination of the Commission that the award to Little Dixie

Construction was the lowest and best bid to Boone County and was lawful and did comply with the Missouri procurement statute. It was made in good faith based upon reasonable criteria and after due opportunity for competition, was not the result of any unlawful purpose. That is our conclusion. There is a detailed analysis that I will not go through line by line that is part of our written submission.

The other part of the Executive Summary is that under our Purchasing Policy, if the Commission were to move forward with the award of the ECC to Little Dixie, which is our recommendation, we ask that you consider making a Commission Order on the record that the award of the contract needs to proceed without delay in order to protect the substantial interests of the County and in that regard, I would refer the Commission to the timeline letter from Mission Critical Partners, our 911 consultant, which outlines some public safety concerns about continued extended operation of the legacy technology equipment at the existing Joint Communication Center. It would be better to get new equipment on line and working sooner as opposed to later to insure continued contact from both the 911 receiving side and the dispatch side to the first responders.

Commissioner Atwill said from his perspective, the summary is very well done and he would request that the other Commissioners agree that the County Counselor prepare the order as suggested.

Commissioner Miller said that is why we hired the consultants. They gave us advice and we used our professional staff to review that advice.

Both Commissioner Miller and Commissioner Thompson agreed with Commissioner Atwill that County Counsel should proceed with the order as suggested.

The Commissioners thanked Mr. Dykhouse and Ms. Bobbitt for all the work done on this critical matter.

**2. First reading; Cooperative Contract 1715 – Photocopier and Maintenance for Boone County Sheriff**

Melinda Bobbitt read the following memo:

The Purchasing office requests permission to utilize the Western States Contracting Alliance (WSCA) cooperative contract 1715 with Gibbs Technology Company d.b.a. GFI Digital of Columbia, Missouri to purchase two photocopiers with maintenance for the Boone County Sheriff:

**Copier 1: Sharp MX-M465N**

Cost: \$6,509

Maintenance: \$59 per month with overage @ \$0.007 per page

To be paid from department/account 1255 / 92300. Equipment budget: \$6,916;

Maintenance budget: \$825

**Copier 2: Sharp MX-M565N**

Cost: \$7,009

Maintenance: \$90.50 per month with overage @ \$0.007 per page

To be paid from department/account 1251 / 92300. Equipment budget: \$7,569;

Maintenance budget: \$3,797

Attached are Request for Disposal forms for signature. Purchasing is seeking permission to trade in with zero value the following copiers:

Fixed Asset Tag: 17670 – Ricoh MP3010

Fixed Asset Tag: 15017 – Canon IR3570

IT will check the equipment and remove the storage device if one exists prior to equipment being removed from County. GFI Digital uses a certified recycler so no

material goes to the landfill.

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; Utilization of the Missouri Department of Transportation Cooperative Contract 3-110721RJ to purchase one Reversible Snow Plow and dispose of one 1986 Snow Plow**

Melinda Bobbitt read the following memo:

Purchasing and Public Works request permission to utilize the Missouri Department of Transportation's cooperative contract number 3-110721RJ to purchase one (1) Henke 41R10IS, ECT - 10' Reversible Snow Plow from Henke Manufacturing Corporation of Leavenworth, KS.

Total cost for Snow Plow is \$7,514.00 and will be paid from department 2040 – Public Works Maintenance Operations, account 92300 - Replacement Machinery & Equipment.

Public Works requests to dispose of the following Snow Plow:

<u>Description</u>	<u>Fixed Asset Tag</u>
1986 Henke Snow Plow Model 36R10	7891

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; Cooperative Contract CW15012 Avigilon or Equivalent Products**

Melinda Bobbitt read the following memo:

The Boone County Sheriff's Department requests permission to utilize the Oklahoma County, Oklahoma cooperative term and supply contract CW15012 for Avigilon or Equivalent Products with Digi Security Systems, LLC, of Pryor, Oklahoma.

This is a term and supply contract with optional three (3) one-year renewal periods. Funds for purchases will come from Departments 2901 (Sheriff –Operations); 2902 (Corrections); and 1256 (Sheriff/Corr Bldg HK/Maint). Budget is \$9,508.00.

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.

**5. Second reading; MoDOT Cooperative Contract 3-140613TV – Brush Chippers and disposal on one (1) Vermeer Chipper (1<sup>st</sup> read 1-27-15)**

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 3-140613TV – Brush Chippers to purchase one (1) Vermeer BC 1500 Brush Chipper from Vermeer Great Plains, Inc. of Olathe, KS and dispose of one (1) 1994

Vermeer BC 1250 Trailer Mounted Wood Chipper.

The terms of the Agreement are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Request for Disposal form.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #41-2015**

### **Sheriff's Department**

#### **6. 1<sup>st</sup> & 2<sup>nd</sup> reading; Second Amendment to the Corrections Medical Service Agreement for jail psychiatric services**

Sheriff Carey said this is an assessment made by Dr. Reddy, Dr. Blackburn and myself. We hired Dr. Reddy to provide our psychiatric services. This was somewhat of a pilot program and we did not know exactly the amount of hours that would be required. We have worked with the Auditor and County Counsel and looking at the service we were providing, determined there were not enough hours allocated. This is an amendment to the 1<sup>st</sup> contract to increase the hours. We are asking for a 1<sup>st</sup> & 2<sup>nd</sup> reading because the Auditor has money allocated from the 2014 budget to use and the deadline is February 6<sup>th</sup>.

Commissioner Miller asked how many hours will be needed for the increase.

Sheriff Carey said we are going from seven hours per week to nine hours per week, an increase of two hours per week.

Commissioner Miller said this is still a bargain compared to the previous arrangement.

There were no further comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Second Amendment to Corrections Medical Service Agreement originally approved on April, 3, 2014 on Commission Order 145-2014..

The terms of the Amendment are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Second Amendment to Corrections Medical Service Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #42-2015**

## **Human Resources**

### **7. First reading; Personnel Policy 1.15 Amendment**

Jenna Redel-Reed said she is requesting to amend Personnel Policy 1.15: Equal Opportunity Institution. This policy amendment would add sexual orientation and gender identity to those groups that the County has committed not to discriminate against.

The Sheriff Department, the Court and the Prosecutor's Office each receive money from the Violence Against Women Act. This act has been amended to require all recipients of Federal grant money to prohibit discrimination based on gender identity and sexual orientation. Also, the policy amendment would add the language "actual and perceived" before the words race, skin color, national origin ... This has always been the status of the law that there is protection against discrimination based not just on your race, but your perceived race. This policy amendment will just get us in conformity with the status of the law. The Personnel

Advisory Committee met and reviewed this request with a recommendation to unanimously amend the policy.

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.

### **Resource Management**

**8. Second reading; General Consultant Services Agreement with Allstate Consulting, Architects Design Group, Bozoian Architects Group, Crawford, Bunte & Brammeier, Crockett Engineering Consultants, Howe Company, MECO Engineering Company, Porter, Berendzen & Associates, Scroggs Architecture, Simon and Associates, Trabue, Hansen & Hinshaw, Inc. (1<sup>st</sup> read 1-27-15)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached General Consultant Services Agreements with the following:

Allstate Consulting,  
Architects Design Group  
Bozoian Architects Group  
Crawford, Bunte & Brammeier  
Crockett Engineering Consultants  
Howe Company  
MECO Engineering Company  
Porter, Berendzen & Associates



Scroggs Architecture  
Simon and Associates  
Trabue, Hansen & Hinshaw, Inc.

The terms of the Services are stipulated in the attached Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said General Consultant Services Agreements.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #43-2015**

#### **Commission**

#### **9. 1<sup>st</sup> & 2<sup>nd</sup> reading; Organizational Use of the Government Center Chambers by the Columbia Track Club for March 14, 2015**

Commissioner Miller 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 Columbia Track Club for March 14, 2015 from 6:30 a.m. to 11:00 a.m.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #44-2015**

#### **10. Public comment**

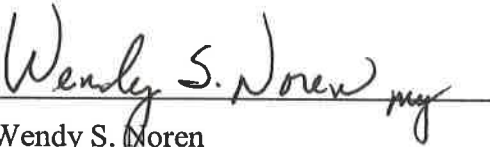
None

**11. Commissioner Reports**

None

The meeting adjourned at 1:47 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